



Ashington Parish Council

Minutes of the meeting held on 5th August 2010 at 7.30 p.m. in the Methodist Church, London Road, Ashington

Present: Councillors M. Woolley (Chairman), B. Norton, R. Brennan, J. Stillwell, R. Lancaster, N. Carver, T. Kearney, D. Harbour, K. Wood
Parish Clerk Karen Dare
County Councillor Frank Wilkinson
Neighbourhood Warden Paul Conroy
12 members of the public
Parish Councillor candidates Lindsey Horton & Richard Strudwick

240/10 APOLOGIES AND REASONS FOR ABSENCE

Cllr N. Clark (holiday), District Councillor Roger Arthur (business) & Neighbourhood Warden Paul Conroy

241/10 DECLARATIONS OF INTERESTS

Cllr Carver declared a prejudicial interest in planning application DC/10/1288 – he owns a business operating on land that he leases in close proximity to the application site.

242/10 APPROVAL OF MINUTES

Cllr Harbour reported that she was not listed amongst Councillors attending the Parish Plan Steering Group meeting (Minute 235/10). The Minutes of the meeting were amended by the Clerk and the amended Minutes of the meeting held on the 1st July 2010 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Harbour, and agreed.

243/10 REPORT FROM THE NEIGHBOURHOOD WARDENS

Paul Buckman has resigned and HDC are currently in the process of recruiting a replacement. Cllrs Woolley, Clark & Stillwell have met with HDC to discuss the matter (objectives, ongoing management, monitoring & recruitment) and a Councillor will sit on the interview panel.

Crime

Crime Serial numbers were created for the following incidents:

Theft from vehicles Billingshurst Rd

Criminal Damage to fence and bollard in Church Lane

Major Fire at Meiros Farm development area .Barn burnt down in suspicious circumstances.

Cannabis seizure Turnpike Way Playground

Anti – Social Behaviour

Noise nuisance from Barking dogs in Willard Way and The Sands
Sporadic alcohol consumption on the Recreation Ground and associated littering by large groups of youths. Groups cautioned and moved on when drinking alcohol.

Cannabis was seized by Police when Warden and P.C.S.O discovered the activity in Turnpike Way Play park on a Friday evening..

Nuisance scooter riding covered by C.C.T.V. revealed riders riding without permission from owners and on vehicles without insurance and M.O.T
Investigation in progress.

Nuisance motor scooters reported by resident taking place on the footpath between Meiros Way and Covert Mead. Descriptions of perpetrators given, Tobacco confiscated by Warden from Two males under the age of 16yrs.
Noise nuisance reported. Persistent Loud Music being played.

Community

Junior Wardens were involved in a litter Pick of Play parks and The Skate Park and then in the delivery of Leaflets advertising The Ashington Fun Run.
Willard Gym sessions will run for three consecutive weeks during August.

S.I.D.

S.I.D.Has been recovered and we will be using him on a Fri eve and Sat Morning during the School Break Date to be confirmed.

244/10 YOUNG PERSONS ADJOURNEMENT

None present. The Clerk is working on gathering information about new skatepark ramps as suggested by the young people at the July Council meeting.

245/10 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Wilkinson reported that:

1. A24 resurfacing work was starting on 9th August. WSCC would be resurfacing more areas than they had originally planned due to surface deterioration during the bad winter weather. This would involve overnight closes of the road.
2. The compost site planning application would be discussed by WSCC Planning Committee on 28th September. Comments on the application can be submitted right up until this date.

ACTIONS OUTSTANDING:

D = Minuted but deleted from next agenda.

C/F = Minuted and carried forward to 'Actions Outstanding' on the next agenda.

To list = moved to the list at the end of the minutes until some progress is made

246/10 Item 193 RASP Programme

Cllr Clark and the Clerk have circulated a list of equipment to confirm that expenditure matches the RASP grant. Councillors were asked to approve. Agreed by all.

KD C/F

247/10 Item 209 Resignation of Councillor Karen Hayler

Two candidates have come forward. The Chairman invited each candidate to speak for 2 minutes on why they wish to join the Parish Council. Councillors then vote by signed ballot. Vote count:

Lindsey Horton – 2

Richard Strudwick - 7

Richard Strudwick was therefore duly co-opted onto the Council and took his seat at the Council table. The Clerk would provide all of the necessary paperwork to finalise the recruitment process.

KD D

248/10 Item 215 Hanging baskets

Councillors were asked to consider whether they wish to try out a new hanging basket nursery next year. The Council has not reviewed the nursery for a number of years as the current nursery has kept its prices the same for a number of years. The Clerk has obtained a quote for baskets from Ferring Country Centre (who were unsuccessful with their quote for the Council's landscape gardening contract):

Current nursery – £9.50 per basket, Council collects from nursery

Ferring Country Centre - £8 per basket, will deliver free to the Council

Both nurseries could store empty baskets over the winter.

The Council agreed last month to buy 10 additional baskets. Councillors agreed to ask Ferring Country Centre to plant up the 10 new baskets next year as a 'trial' (specifying the same plants/colour as our current supplier and then see which baskets look better through the summer). In addition the Clerk was asked to find out where the baskets in Horsham, Worthing and Upper Beeding came from as these were considered to be excellent examples of hanging baskets. It was agreed that the Clerk & Cllr Stillwell look into the matter.

KD/JS C/F

CORRESPONDENCE

249/10 For action:

1. WSCC Transport Plan 2011-2026 – consultation. Clerk to respond.
2. CIPFA – does the PC wish to take part in a survey of council budgets of all Quality Councils? No idea of cost has been provided. Not agreed.
3. WSCC – preparing a Local Winter Management Plan. Where do Councillors think that bulk bags of grit should be delivered to the village? Only London Road is gritted by WSCC – which other roads do Cllrs feel should be gritted by volunteers? Do Cllrs feel that volunteers should be asked to grit other roads? WSCC has confirmed that litigation against a volunteer is highly unlikely to succeed as long as the volunteer uses 'reasonable care so as not to create a new and worse risk'. It was agreed that strategic locations are: Community Centre, Rectory Lane/Close corner and Turnpike Way/London Road junction. Clerk to respond to WSCC.

KD D

4. Play Area safety reports – a few minor items require attention. Clerk to organise. **KD D**
5. WSCC – consultation on day services & activities in West Sussex. No response.

250/10 For information:

1. Message from Sussex Police
2. AiRS Annual Conference 23rd Sept
3. WSCC Youth Services Review
4. WSCC Community Directed Support
5. HDC Briefing note - Members involvement in Planning Decisions
6. NHS West Sussex – conclusion of Improving Mental Health Services review

251/10 General:

1. Local Council Review
2. The Clerk magazine
3. WSCC Approved Traders directory
4. AiRS magazine

252/10 PUBLIC ADJOURNMENT

A member of the public asked why the Parish Council did not have any grit bins at strategic points around the village. The Chairman reported that legal agreements with Highways or the landowner would need to be in place, who pays maintenance costs would need to be agreed and in the past those that were present were stolen. The Parish Council would need to purchase the bins as WSCC no longer provide and maintain free of charge.

A member of the public asked for more information about the Public Access Internet facility. The Clerk explained the project.

A member of the public asked if WSCC Highways could look again at the footpath to the north of Greenacres – it has a sharp dog-leg, is often overgrown with vegetation and impassable to pedestrians. Clerk to discuss with WSCC Highways. **KD to list**

A member of the public asked County Councillor Wilkinson why the whole of the A24 around Ashington was not being resurfaced with the quiet running tarmac. County Councillor Wilkinson replied that only those areas that needed resurfacing would be done as WSCC budgets did not allow for any unnecessary work. The member of the public stated that noise from the A24 is a big issue for Ashington residents and asked County Councillor Wilkinson to find out when the other sections of the A24 around Ashington were scheduled for resurfacing. **FW C/F**

The Chairman explained the role of the Parish Council, HDC and WSCC in planning matters. The Chairman reminded members of the public that comments on planning applications should focus on planning matters only and not personal comments about planning applicants and explained the decisions available to the Parish Council (support, object, no objections).

Several members of the public made comments on planning application DC/10/1288. Comments are summarised as follows:

1. There is a lack of capacity at the primary school and currently some Ashington children have not gained places at the school. Research has shown that the legal limit for children under 7 in a class is 30 but a school can exceed this limit if traveller children move into the area. Places are then kept open if the travellers move on just in case they choose to return. This was felt to be unfair against those children permanently living in the village but not able to attend the school.
2. Who is going to pay the cost of schooling the children from the site? Schools are tightening budgets and funds may not be available.
3. Questions over the size of the school have arisen over many years. The school was designed so that it could be extended if it became necessary.
4. Gypsies/travellers have larger than average families and this would place great strain on the school system.
5. The village already has a well established large family of travelling showpeople which may already have an impact on the school.
6. There is a lack of sewage capacity in Ashington as evidenced by the need for the Developer of Meiros Farm to install a new sewer across the Recreation Ground to accommodate the Meiros Farm development. Another 10 gypsy/traveller families would overload the system.
7. Why the Parish Council had not publicised this planning application widely as it did with the compost site planning application. The Chairman explained that this was the first time the Parish Council had discussed the application for a gypsy/traveller site and the Parish Council could not publicise an application that it had not yet discussed as it could be accused of pre-determining the application. The compost site application had been widely publicised by Ashington Residents Association and the Parish Council had been able to voice its objection as it had been consulted on the matter as part of the MWDF (and had voiced its objection) prior to the application being submitted.
8. Any person could submit a representation to HDC right up until the date of the HDC Planning Meeting. The more people that write to HDC on an application the better.
9. Many residents were against the planning application but are too afraid to speak out.
10. One nearby resident had been told by his Insurers that his premium would rise 25% if the planning application is granted and that his Insurers would refuse to insure his outbuildings or vehicles.
11. Some residents are considering moving if the site is given permission.
12. The Police have little powers to deal with problems that might arise from the site, enforcement action would be too little, too late. The Neighbourhood Wardens would not have the powers to deal with any issues that arise and concern was expressed that the site owner would not manage the site properly.
13. The site would have a detrimental effect on neighbouring properties and the village as a whole.
14. Gypsies/travellers need a large population of people from which they find work. Sites are normally located on the edge of towns/cities where work is

- easier to find. Allowing a site on the edge of a small village will necessitate the gypsies/travellers driving long distances to find work using unsustainable forms of transport.
15. The applicant has not demonstrated a need – the site is not currently used nor are other local sites fully occupied.
 16. The application site and number of proposed pitches is large compared to the size of Penn Gardens. Both Penn Gardens and the application site are separate from the main village. A gypsy/traveller site adjacent to it would make Penn Gardens even more isolated from the rest of the village
 17. 10 pitches on the site is overdevelopment – there is not enough space for families to have more than one caravan or more than one car.
 18. Transport – Rectory Lane is a narrow rural road. The development at Meiros Farm is already introducing cars/vehicles from 34 new houses on to this road. A further 10 gypsy/traveller pitches would create further highway dangers.
 19. Emergency access – Rectory Lane is impossible to access by Emergency Vehicles from the Warminghurst Church direction. Too much development along Rectory Lane completely reliant on access from one direction only is a safety hazard. Parked vehicles/overspill vehicles from the development could block access by emergency vehicles to Penn Gardens residents.
 20. It was suggested that if HDC are minded to give permission that restrictions are imposed – to the current permission for 3 mobile homes for the Smith family only as they have long standing ties to Ashington, permission is granted for a temporary period, no commercial activity is to take place on the site, a limit is imposed on the number of animals that can be kept.
 21. The site has a poor history including activities such as car breaking up, burning of rubbish, burning of caravans. Nearby residents have endured many activities in the past but this all stopped when the site was vacated by the applicant.
 22. The residents of Penn Gardens have worked hard to make their cul-de-sac a nice place to live. All this good work will be undone if permission is given for a gypsy/traveller site.

The Chairman thanked members of the public for attending the meeting and giving their views.

253/10 PLANNING.

The Planning Committee met on 14th & 28th July and Councillors have been provided with a copy of the minutes. The minutes were agreed by all and signed by the Chairman.

254/10 Proposed Open Composting Facility at Broadbridge Farm

HDC will discuss the application on 17th August. The Council's Planning Consultant has confirmed her attendance at the meeting in order to speak on behalf of the Council. Cllrs Woolley, Stillwell, Kearney, Harbour, Norton & Clark will attend the meeting. Cllrs Woolley & Stillwell will speak. WSCC will discuss the application at the Planning Committee meeting on 28th September.

255/10 Correspondence

New Enforcement Complaints:

EN/10/0359 Hotel restaurant open to non- residents - Mill House Hotel

EN/10/0398 Alleged breach of condition 2 of DC/09/2281 re pressure testing - New Highfield Works, Spring Gardens

EN/10/0420 Alleged erection of single storey rear extension without planning permission (P D Rights removed) - 2 Posthorses

256/10 Amendments

None

257/10 Applications

Cllr Carver moved to the public gallery.

DC/10/1288 Proposed stationing of 10 traveller/gypsy pitches plus associated play area. Formation of new access and hardstanding - Penn Retreat, Rectory Lane

HDC Policy DC32 applies to this application (summary):

Proposals for sites for caravans for gypsies/travellers will be granted planning permission provided that:

- a. A need for the site exists locally, is clearly demonstrated and the proposal provides an adequate way of meeting the established need and
- b. The identified local need cannot be met at any alternative suitable existing sites within or outside existing settlements.

If the need cannot be met at any alternative suitable site the following criteria will apply:

- a. The site must be reasonably located for schools, shops and other local services and community facilities
- b. A satisfactory means of access can be provided and the existing highway network is adequate to serve the site and
- c. The proposed site accommodates adequate space for parking and turning of vehicles and provides easy access for service and emergency vehicles.

Occupation of a site will be restricted to Gypsies/Travellers and may be limited to a temporary period and/or for the benefit of named occupiers.

Other HDC Policies are relevant:

Policy DC1 states:

“Outside built-up area boundaries, development will not be permitted unless it is considered essential to its countryside location and in addition meets one of the following criteria:

- a. supports the needs of agriculture or forestry
- b. enables the extraction of minerals or the disposal of waste
- c. provides for quiet informal recreational use; or
- d. ensures the sustainable development of rural areas

Any development permitted must be of a scale appropriate to its countryside location and must not lead, either individually or cumulatively, to a significant increase in the overall level of activity in the countryside.”

Policy DC9 states:

“Planning permission will be granted for developments which... do not cause unacceptable harm to the amenity of occupiers/users of nearby property and land”.

HDC LDF concludes that there is a need for up to 50 permanent Gipsy/Traveller pitches in the District but gives no specific preferred sites/locations.

Planning history:

DC/06/0295 – temporary planning permission for 3 mobile homes, expires 31/8/2011

DC/05/2640 – erection of 3 dwellings (application withdrawn)

DC/04/1989 - Renewal of temporary permission AS/27/01

AS/27/01 - Retention of mobile home on the site

Parish Councillors agreed the following:

Need: The application site has been unoccupied for a number of years despite having planning permission for 3 mobile homes (DC/06/0295). The applicant has not clearly demonstrated a need for the site. There is an existing alternative site at Lamorna, London Road, Washington that is not currently fully occupied. HDC must satisfy themselves that a genuine need for a site exists locally and that this need cannot be met at any alternative suitable existing sites. The application is therefore contrary to Policy DC32.

Location: The site is outside the Built Up Area Boundary of Ashington and is therefore classed as countryside. Planning permission was granted for 5 years only (DC/06/0295) for 3 mobile homes to be stationed on the site but HDC made it clear that upon expiry of permission the site should be restored to a condition approved by HDC and that HDC would not normally allow residential development in this location. The site was previously allotments and residential garages. There is a need for allotments in the village. The application is contrary to Policy DC1.

Access to services: Ashington is a Category 2 settlement with limited facilities – there is no healthcare provision in the village (no doctors, nurses, clinics etc), the primary school is currently over-subscribed and in 2010 there are a number of Ashington children who have not gained places at the school and will need to be transported to neighbouring schools. Ashington has limited public transport services and residents are heavily reliant on private cars. The site is remote from the village and services. There is a pending planning application for 34 homes at Meiros Farm (DC/10/0864) and this includes much needed affordable homes for the village. HDC must consider the impact of both these applications on the village. The application is contrary to Policy DC32.

Sewage/Foul water: The planning application states that the owner plans to dispose of sewage/foul water into the main sewer pipe that runs across the site. Ashington has a major problem with lack of sewage capacity and Ashington Parish Council has been meeting with Southern Water for years to deal with the

issue of frequent sewage leaks due to the lack of capacity in the village. The developer of nearby Meiros Farm (DC/10/0864) has worked with Southern Water and undertaken flow surveys in the village and have agreed that in order to accommodate the proposed 34 new houses they will need to install a new sewer pipe along the western edge of the Recreation Ground. The capacity of this pipe will have been calculated to accommodate the 34 new houses only. An additional 10 gypsy/traveller pitches will require further new sewer capacity and the applicant must contact Southern Water for advice.

Highways: Rectory Lane is too narrow for the large vehicles normally associated with gypsy/traveller sites. The additional traffic associated with the Meiros Farm development will inevitably place a strain on this narrow country road and this application will only exacerbate the problem.

Ecology: No consideration has been given to wildlife that may be present on site. The site is currently unoccupied and has been for many years, vegetation is well established and wildlife could be present.

Detrimental effect on amenity: The proposed pitches are very close to the rear gardens of houses in Penn Gardens. A site of this nature and large size will have a detrimental impact on nearby residents and harm to the amenity of users/occupiers of neighbouring property and land and the wider village as a whole. The application is contrary to Policy DC9.

County Councillor Wilkinson will check with WSCC Education Dept the Policy regarding the provision of school places for children of gypsy/travellers and will inform the Parish Clerk.

FW D

The chairman called for a signed vote from Councillors:
Support 0, No Objections 0, Object 9

It was agreed that the Clerk write to HDC to object to the application summarising comments from the Council and members of the public. The Parish Council would request that this application is discussed at HDC Committee rather than under delegated powers.

The Parish Council would like to be notified of the decision date for the application as many local people have been unaware of the application and wish to put in comments but have been put off by HDC's published closing date, and are upset at the short consultation period compared to other applications, which can have 6-8 weeks.

KD D

Cllr Carver left the room during the voting and returned to the room once the Parish Council's decision had been made. He took no part in Parish Council deliberations.

DC/10/1551 Retrospective application for a single storey rear extension - 2 Posthorses. The Parish Council support the application.
(Votes: Support 6, no objections 4)

Horsham District Council

258/10 Approvals

DC/10/0730 Change of use of second floor from hotel to residential staff



accommodation (Full Planning) - Mill House Hotel

DC/10/0803 Existing linking corridor increased in width to form utility room and external alterations (Full Planning) - The Oast House Barn Billingshurst Road

DC/10/0804 Existing linking corridor increased in width to form utility room, existing cupboard used currently for washing machine and dryer converted to cloakroom with new window and a pair of half glazed oak doors within existing doorway linking corridor to kitchen (Listed Building Consent) - The Oast House Barn Billingshurst Road

DC/10/0887 Renewal of previously approved DC/07/0838, enclosing and completion of courtyard wall to south side including new gate (Listed Building Consent) - The Willows London Road

DC/10/0888 Renewal of previously approved DC/07/0837 for replacement door and installation of false ceiling in existing external side porch (Listed Building Consent) - The Willows London Road

DC/10/0993 Two storey rear extension, conservatory and conversion of existing garage to granny annexe for dependant relative incorporating a new pitched roof over - The Wickets London Road

259/10 Refusals

DC/10/1102 Retention of existing car park "stick" lights - Indian Cottage London Road

DC/10/1104 Retention of existing illuminated boundary sign at edge of car park - Indian Cottage London Road

260/10 Withdrawals

None

The next Planning Committee meetings are scheduled for 18th August 2010 at 7.00pm **in the new Parish Office.**

FINANCE

261/10 Correspondence

Consider a request from West Sussex Rural Mobile Youth Trust for £500 towards the cost of providing rural youth provision. Not agreed.

262/10 Budget report:

The Clerk reports the following areas of budgetary overspend:

Maintenance (open Spaces) – budget £2500, actual spend £3874 (on pond maintenance plus £1685 on western tree boundary. Councillors previously agreed to fund the pond maintenance out of the Developers Capital)

Members travelling expenses – budget £0, actual spend £84.80 (training course plus compost site visit)

Postage – budget £50, actual spend £52.08 (but some of this was postage of Annual report)

Software/computer supplies – budget £60, actual spend £163.28 (new clerks printer & renewal of anti-virus software)

Parish Plan – budget £0, actual spend £653.33

Underspend:

Newsletter – budget £1200, actual will be zero as no-cost publisher was found

Annual report printing – budget £289, actual £192

Agreed by all.

263/10 Income

Donation to First Responders £368

Kite & Thomas rent & roundabout sponsorship £2027.50

Administrators of Singer & Friedlander bank £10,914.15 – this takes the total recovered to 45% of original funds with more payments to come in due course.

264/10 Expenditure

			Cheque no.
Donation to Ashington Methodist Church (meeting 5 th August £20)		£20	1083
Mark Adsett	Gardeners contract payment	£446.25	
	Hanging basket watering	£240.00	1084
Mrs. K. Dare	Clerks expenses (home & telephone)	£17	
	Stationery	£17.47	
	Parish Office signs	£94.00	
	Total	£128.47	1085
WSCC	Salary and oncosts (June)	£738.51	1086
	Salary and oncosts (July)	£738.51	1087
SOS Systems	Photocopier	£42.65	1088
S. Fenn	Responder expenses June	£10.00	1089
	Responder expenses July	£39.60	1095
E Greenfield	Responder expenses June	£29.20	1090
	Responder expenses July	£40.40	1096
Cardiac Science	Responder equipment	£215.03	1091
SP Services	Responder equipment	£327.06	1092
Playsafety Ltd	safety inspections	£222.08	1093
ACCT	Parish Plan meeting	£10.20	1094

It was resolved that the schedule of payments shown above be approved for payment. Agreed by all.

265/10 MEETINGS

Cllrs Stillwell & Clark attended the monthly Wardens meeting (notes circulated separately). Cllrs Woolley, Clark, Stillwell and the Parish Clerk attended a meeting with HDC to discuss the Warden scheme in general (roles, responsibilities and recruitment).

Cllr Stillwell attended a HALC meeting and reported that the Parish Council was already up to date with its Community Plans and there was nothing further of relevance to report.

Cllr Harbour had attended an ACCT meeting at which 2 points were raised:

1. Concern at the lack of sewer capacity and the planning application for the gypsy/traveller site. The Meiros Farm development is necessitating a new sewer to be installed under the Recreation Ground.
2. There have been some problems with litter on the Recreation Ground during the school holidays. ACCT were questioning whether litter picking should be done by the Wardens or whether the Parish Council should employ a new Litter Warden. Councillors confirmed that the Recreation Ground is owned by ACCT and therefore they are responsible for litter clearance, the Wardens do a good job picking up litter around the village, they set a good example to young people by doing this task and it does not denigrate their role as Warden, helps to educate youngsters, it ensures they walk around the village and are seen by villagers and encourages communication with villagers. The Chairman reminded Councillors that only one Warden is currently employed and therefore litter picking would inevitably suffer until a second Warden is recruited and during this period ACCT should remember that it is their responsibility to ensure the Recreation Ground is cleared of litter.

266/10 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Wood had made contact with craftsmen at Amberley Working Museum and would receive a quote for village signs. This would give some idea of the likely cost of signs so that the Parish Council could consider the matter at a future meeting.

Cllr Norton reported that the Parish Office lease had not yet been agreed. The Clerk had spoken to ACCT and the matter would be progressing.

The village seat outside No.1 Greenacres was in need of painting as were other seats in the village. The owner of No. 1 Greenacres had organised a volunteer to re-paint the bench but the Clerk was asked to investigate options for the other benches.

KD C/F

Cllr Norton proposed a vote of thanks to Shirley Rumley for her regular attendance at Parish Council meetings over many years. She would shortly be moving out of the village and would be sorely missed. Agreed by all.

Cllr Carver checked that the Clerk had spoken to the Methodist Church Minister about the future fate of the Church building. The Clerk confirmed that she had made the minister aware of the Parish Council's interest in the building. Cllr Harbour reported that many groups had transferred from the Church to the Scout Hall as ACCT could not accommodate the bookings in the new Community Centre.

Cllr Kearney reported that there is no 'low bridge' sign at the northern end of London Road and a number of large lorries mistakenly travel along London Road and have to turn around and re-trace their steps as they are too high for the southern flyover. Clerk to report to WSCC Highways. **KD To list**

Cllr Kearney reported that the new lamppost was not an exact match for the one that had been knocked down. It is about 10 inches too tall, collars are not spaced correctly, it has not been painted the correct colour and it is not in the correct place in the pavement. Clerk to speak to WSCC. **KD To list**

Cllr Lancaster asked if there was any possibility of a public toilet being provided in the village. Cllr Harbour reported that the Youth Club had looked into this but it was not possible due to the terms of their lease and the Chemist shop did not provide a toilet for public access.

267/10 DATE OF NEXT MEETING

The next meeting will be held at **7.30pm** on **Thursday 2nd September 2010** at the Methodist Church, London Road. The Vice Chairman would be Chairing the meeting in the absence of the Chairman.

The Chairman stated that he was pleased to see so many residents attend a Parish Council meeting, particularly those from Penn Gardens and he reminded Councillors that the Community Action Plan lists 'integrating Penn Gardens' into the village as an important project.

The meeting finished at 9.25pm

Signed.....

Date.....

268/10 Items awaiting action:

Item No	Description	Last Action & Date
32b	Spur road of The Sands & Viney Close – streetlights & laybys	WSSC & HDC dealing with. Persimmon are not co-operating and HDC/WSSC continue to pursue the matter (Nov 09)
202	Parish Office	Waiting for ACCT to amend lease.
207	Drainage of the land to the rear of Chanctonbury	To be done at the same time as the pond silt is moved. Done
213	Annual Inspection of Council Land	Clerk obtaining quotes
215	New hanging baskets	Clerk to buy 10 more baskets. Agreed July 2010

269/10 WSCC Highways Issues

Fault	Date reported	Reference no	Comments
Trees on north side of recreation ground need cutting back	24 th July 2007	Email to Highway Rangers	County Councillor to ask WSCC to cut as ownership unclear
tree on London Road opposite the Methodist Church is dead	3 rd August 2007	WSEK-75QDJG	Has been felled, April 08. Awaiting replacement
Sign beside A24 at Mill Lane junction discouraging crossing at that point	WSCC are designing a sign and will pass to the PC for approval	July 08	
large white concrete blocks on the highway verge opposite the entrance to Holmbush House, Old London Road	Reported to Highways Sept 08 Reported again Dec 08		
Flooding at The Willows, Mill Lane	WSCC arranging for additional trash screen and will enlarge & vent the manhole cover to allow better flow of water & easier clearance	June 2009	The Environment Agency have inspected and see no reason not to install a second trash screen. Subject to written confirmation. Done
Reduce speed limit on Hole Street to 40mph	WSCC to add to TRO priority list	Clerk to write to WSCC Written to WSCC	August 2009 Sept 09