



Ashington Parish Council

Minutes of the meeting held on 5th July 2012 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors M. Woolley, K. Wood, R. Brennan, B. Norton, N. Clark, T. Kearney, D. Harbour, N. Carver, R. Strudwick, J. Stillwell, R. Lancaster
Parish Clerk Karen Dare
County Councillor Frank Wilkinson
Neighbourhood Wardens Peter Newell & Jayne Jeffrey
7 members of the public
Invited guests – representatives from the HDC Senior Persons Council Barry Mursell & Clare Ebelewicz

177/12 APOLOGIES AND REASONS FOR ABSENCE

District Councillor Roger Arthur (business)

178/12 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. Cllr Woolley confirmed that he would not speak about application DC/12/0857 as he had been contacted by the applicant regarding another Parish Council matter.

179/12 APPROVAL OF MINUTES

The Minutes of the meeting held on the 7th June 2012 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Harbour, and agreed.

180/12 REPORT FROM THE NEIGHBOURHOOD WARDENS

Anti Social Behaviour

This month we have had a number of high profile evenings where we have confiscated alcohol and reported a number of young people to the ASB team in Horsham. This has resulted in a number of letters being generated and sent to those young people's parents. In turn this has resulted in several parents getting in contact wanting to discuss further the issues at hand. Having said this there has also been a notable change in some of the "older" young persons who seem to have moved on from substance misuse and other negative things.

We have had the snack wagon back over the last few weeks and with that have come both the substance misuse worker and alcohol intervention officer. This is obviously a clear benefit for the village and gives a safe environment for young people to talk about issues / problems. This is something that we are lucky to have and hope to retain in the future.

Anti Social Driving

Having witnessed a number of questionable displays of driving among some of the young adults within the village we have taken the time to speak to the drivers and issue words of advice. This seems to have sunk in and we hope that next time they will think before they drive anti socially.

We do continue to monitor the situation and will report any drivers seen to the police. We would urge anyone who sees anti social driving to do the same by reporting the vehicles to operation crackdown via www.operationcrackdown.org or by calling them on 01243 642222 or the Police non emergency on 101.

Criminal Damage

Whilst out on foot patrol we have come across a broken gate down the footpath alongside what was the Methodist church. We have reported this and hope that it will be fixed in the near future. In addition we seem to have been suffering from repeat damage to some of the for sale boards in the village. We do however believe that we now know who is behind this and are in the process of challenging them on it.

Having been damaged consistently over the last couple of months Horsham are going to move the dog bin from the top end of London road to a hopefully more public area with the hope it won't be damaged again.

Litter

Once again we have been picking those areas that we have either had reported as hot spots or that we have come across whilst out on foot patrol. We do appreciate that there are still some areas that aren't being found as quick and ask for your help in reporting this ASAP. In addition to the litter picking we have been trying to educate hoping that people will make better use of the rubbish bins in the village.

We are also in early stages of planning a "love the area you live" day where we intend to get volunteers and do an en mass tidy up and litter pick of the village. More details to follow soon.

Elderly and vulnerable visits

Over the last month we have been trying to get a feel for exactly how much time we are spending working with the elderly and vulnerable residents of the village. We have been making a note where possible of the time that we have spent on visits helping out and dealing with associated issues. The needs of these residents vary so we find ourselves spending time doing a varied amount of tasks. Sometimes this can be a quick process other visits can take a lot longer. In addition to the actual visits themselves we are also

carrying out work behind the scenes contacting other agencies as well as preparing for trips and other associated activities. So just looking at the month of June we have both spent on average 16 hours each week working with the elderly and vulnerable residents. This equates to well over 1/3 of our time. Obviously this time fluctuates dependant on needs, problems and circumstances. Also with full days out planned this only adds to the average.

We feel strongly about carrying out this work and have found that most of the residents come to rely on our visits. Through our visits, intergenerational events and our trips out we are providing a much loved service to the elderly and vulnerable residents. They enjoy them very much and if for any reason we have to delay or postpone our visits we are very much missed. We see it as an important service enabling some residents to engage with their community which at the same time improves their quality of life.

Having invested a great deal of time to build up trusting relationships with some of the residents we often hear how good it is to have us around and how much safer those residents feel knowing that they can call on us to help with anything that may arise. They feel less isolated and more included. Also as we have gotten to gain trust some residents have opened up more and have allowed us to help with other more personal problems that have arisen. We feel that without this consistent relationship that some problems / issues would have been potentially embarrassing and would have remained hidden.

This month has seen us working closely with some difficult life changing personal circumstances that have required us to spend a good deal of time with certain individuals. Having worked with these residents for some time now we have built up a clear picture of their circumstances and previous experiences and feel without our support that they would have no-one else to turn to.

Parking

Again this month we have received further complaints about the parking down at the Meiros way building site. More recently this has been relating to parking on the pavements down towards Penn gardens and has caused obstruction to any pedestrians using the pavement. We have contacted David Wilson homes asking that they try and sort it. In addition we have contacted Sussex police reporting the obstructions. At the same time we have asked any residents affected to do the same. We continue to monitor and patrol in the area and will try our best to help reduce these obstructions.

Fly Posting

We have been active on this over the last few weeks. We have issued a number of warnings giving those responsible for the fly posting 48hours to remove it. Thankfully after issuing the warnings said fly posting has been promptly removed. We continue to monitor the area for any further fly posting and will treat them the same if any found.

Travellers London Road

We had a report earlier this month that Travellers had moved into the old London road area at the top of the village. As soon as this came to our attention we were on site with the Police talking to the travellers. They were friendly and happy to co-operate where possible accepting some bin bags to put any rubbish in. They explained that they would only be there on a temporary basis and were seeking a more permanent site. Just in case we reported this issue to West Sussex County Council as they were on a public high way. True to their word after only a few days the Travellers moved on leaving no obvious signs that they had been there.

CO-OP Manager

We have had a very positive brief introduction to the new manager at the co-op. We had a good conversation agreeing to let him get established and then we would have a more formal meeting to discuss any issues and problems that there might be. He seemed very keen to support us and want our support too. In addition he seemed very keen to be part of the community wanting to take time to attend parish meetings etc.

Office Move

All being well it looks like the office move will be going ahead. We hope to get moved early in July and will be holding an open evening at the new office to welcome residents to our new location and to act as an informal drop in for anyone should they wish to attend (possibly 17th July). A big thank you to the community centre for their help in making this possible.

Reporting Incidents to the Police

The Police can be contacted in a number of ways from the **999** call in an emergency to **101** in a non emergency situation. There too are other ways to get in touch via their website and even text message. They can be emailed via contactcentre@sussex.pnn.police.uk where you can report non emergency problems. If you are a victim of criminal damage for instance this can be emailed through with as much detail and information as possible. You can even send the police a text message on **65999** to alert them of a drunk driver or similar issues.

Without your support in contacting the Police to report instances of crime we can't build up a picture of what is going on in the village and in addition we can't get the support from the Police that we too need.

The Chairman thanked the Wardens for their report. The Clerk has arranged for a meeting between the Parish Council Steering Group, Wardens & Neil Worth (HDC) to review the Wardens roles and responsibilities. Any Councillors who wish to comment should contact the Clerk.

Questions for the Wardens from Councillors & Members of the public: None

181/12 INVITED GUESTS FROM HDC SENIOR PERSONS COUNCIL.

Clare Ebelewicz & Barry Mursell. Clare introduced herself and presented some statistics regarding youth & older persons in Horsham District & Chanctonbury area specifically (a

copy of the data was given to the Clerk). Highlights are: Horsham District has an ageing population; number of older people is set to rise especially in rural areas; increase in lone pensioner households (who receive a reduction of 25% in Council Tax bills) will reduce Council Tax income; older people make up significant numbers of volunteers in their community.

Barry explained the purpose of the Senior Persons Council (SPC) – address inequalities between older & younger people, look at issues affecting older people, empower to take action. Some successes include – campaign against closure of Post Offices, shopmobility in Horsham, intergenerational consultation on HDC Housing Strategy, nutrition booklet aimed at widowed men, financial help for widowed women.

Clare referred to a document sent out by District Councillor Roger Arthur entitled ‘Pride of Place’ which suggests a Parish should appoint an Older Persons Champion who would walk around the village once per month and report any safety issues eg broken footpaths, trip hazards etc. Clare to send a copy to the Clerk.

SPC want to get involved with Parish Councils and plan to hold a series of meetings to help PC’s address older people’s issues.

There were a number of questions about the SPC – more details of numbers of elderly people, fuel poverty, car ownership & transport issues, grants, housing for elderly (no homes being built, some people want to downsize whereas others don’t as new houses have no gardens). Ashington’s 2012 Housing Needs Survey results would be available shortly and may show housing requirements for elderly people.

The Chairman thanked the guests for attending.

182/12 YOUNG PERSONS ADJOURNEMENT

None present.

183/12 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Frank Wilkinson reported:

1. Mill Lane flooding – the Clerk has copy of a DVD showing the flooding if Councillors wish to view. The Clerk has contacted WSCC, Environment Agency, HDC, Bob Webster (the Willows) and John Gibert (who owns land that may be suitable for a balancing pond) and a meeting will be scheduled between all parties (WSCC to arrange).
2. WSCC is looking at the formation of Parish Hubs with the view to handing over certain works/duties to Parish Councils eg verge cutting, sign cleaning, pothole repairs. Burgess Hill Town Council and Southwater Parish Council have done some trials in recent years. WSCC would be arranging meetings in the autumn to discuss. Some concerns were expressed about the current state of pothole repairs and the required standard of works but more details of the Scheme would follow in due course.
3. Billingshurst Road - It is expected that the VAS sign design will be done in 2012/13 followed by installation in 2013/14. The cost will be £10,000 for the sign + anti-skid surfacing at the Spear Hill bend. It was agreed that Cllr Brennan meet with Highways Officers to discuss sign design.

The Chairman thanked County Councillor Wilkinson for his report.

Questions: A member of the public reported that 5 traffic management vehicles were used to allow a tractor to cut the roadside verges on the A24 when the grass didn't even need cutting. County Councillor Wilkinson confirmed that WSCC use a contractor and pay a fixed price each year and it is the contractor's responsibility (and cost) to provide the service.

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

184/12 Community Action Plan

Updated list on the PC website.

KD C/F

185/12 Housing Needs Survey

Results of the Survey – not yet available.

The Clerk will arrange a meeting with HDC and John Longhorn to discuss the results of the Survey with respect to Penn Retreat site.

C/F

186/12 Annual Inspection of Council Land

The Clerk is still would obtaining quotes for the works and will present them to Council in due course.

KD C/F

187/12 Code of Conduct

The Localism Act has made it necessary for all Councils to adopt a new Code of Conduct and Dispensation Scheme. HDC have provided a Model Documents and these were circulated to all Councillors prior to the meeting. Councillors were asked to adopt the new Code of Conduct. The Clerk has received new Register of Interest Forms from HDC and these need to be completed by Councillors within 28 days of adoption of the Code of Conduct ie by 31st July.

It was Agreed that the Council adopt the new Code of Conduct. Clerk to arrange the necessary documents, publicity etc.

KD D

CORRESPONDENCE

187/12 For action:

1. Letter of complaint from Ashington resident. The Clerk has already responded as many issues raised were not PC issues.
2. WSCC – request for Tourist Signs for Warminghurst Church. It is proposed that brown tourist signs are installed at the London Road/Rectory Lane junction and at the Rectory Lane/Meiros Way junction. No objections. **KD D**
3. Invitation to Ashington School Summer Production – Councillors to let the Clerk know asap if they wish to attend.

4. Temporary gas exploration at Broadford Bridge – the Clerk asked for copies of the exhibition boards from the recent public exhibition. At this stage the proposed transport route to & from the site is via the A29 at Adversane, not the Billingshurst Road from Ashington. It was proposed that the Clerk respond – agreed. KD D
5. HDC Crime & Community Safety Survey 2012 – it was proposed that the Clerk complete. Agreed. KD D
6. HDC Consultation on Housing Allocations Policy – it was proposed that the Chairman & Clerk complete. Agreed. KD D

188/12 For information:

1. WSCC response to June 2012 floods – general letter from Leader
2. WSCC CLC Agenda & Minutes.
3. WSCC reduction in funding for bus routes – Metrobus 23 will continue to run as a commercial service, Compass 74 will have one minor change to one timetabled journey.

189/12 General:

1. LCR magazine
2. AiRS Newsletter

190/12 PUBLIC ADJOURNMENT

Joe Barnes – new Co-op Manager was in attendance and introduced himself to those present. He explained that he had a lot of experience at managing Co-op stores and was keen to develop links with the local community including the Wardens, School etc. Questions/comments from Councillors & Members of the public:

1. Cllr Lancaster reported that since the new Manager has been in position the area around the shop is much cleaner, quieter and Turnpike Way residents are much happier than previously.
2. Would the opening hours be extended? The Manager explained that Head Office were looking to have the same opening hours across all their stores and in the future the shop would probably be open until 11pm, however, this had been postponed in Ashington due to staffing issues. Any applications for extensions to licensing hours would be dealt with by HDC and the Parish Council would not be involved as they are not a statutory consultee in these matters. Local residents would receive notification of applications directly from HDC. Local residents were all well aware of the need to report all complaints about noise, late night drinking, anti-social behaviour etc directly to the police (not the Parish Council) as these would be considered by HDC Licensing officers before determining any extensions to licensing hours.
3. Cllr Brennan reported that staff are parking in the customer car park. It was suggested that staff park on London Road as there are no parking restrictions and this has the effect of slowing down traffic on London Road.
4. Cllr Brennan reported that deliveries are taking place at busy times of the day and cages of products are left on the shop floor for long periods of time causing inconvenience to shoppers. It was suggested that deliveries could be re-scheduled to quieter times when more staff are available to stack the shelves.

5. It was confirmed that chilled deliveries are stored in chillers at the back of the store before being stacked on the shelves.

The Chairman thanked the Manager for his attendance.

Members of the public reported:

1. Overgrowing vegetation from the Viney Close development is affecting The Sands path. The Clerk has already reported this to Moat Housing several times and has asked WSCC to send an official letter. Clerk to write again. **KD D**
2. Hedge along the footpath from Meiros Way to Penn Gardens is overgrowing the footpath again. Clerk to report to WSCC. **KD D**
3. Is the green chain-link fence currently surrounding the Meiros Farm development coming down at the end of the development. Who will be maintaining this hedge? **KD D**
4. Margaret Alford asked if anyone present could help on Festival Day.

The Chairman thanked members of the public for their comments.

191/12 PLANNING.

The Planning Committee met on 20th June and minutes have been circulated to all Councillors. Agreed by all.

192/12 Correspondence

None

193/12 New Enforcement Allegations/Information

Possible unauthorised advertisement signs – Ashington Centre and Ashington Nursery.

194/12 Amendments

None

195/12 Applications

Cllr Woolley left the room & Cllr Clark took the Chair.

DC/12/0857 Fell 1 x Pine tree - 16 Linfield Lane

DC/12/1072 Fell 1 x Scots Pine (Tree B) and surgery to 1 x Lime tree (Tree A) - 15 Linfield Lane

Will Jones at HDC has 'already visited these two sites by way of a preliminary enquiry, and am happy to state that, by way of preliminary judgement, I feel that the works are justified in each case. The TPO was designed to ensure that blanket felling didn't take place at the time of the development of the site - and it worked! Now things have settled down, it is clear that the trees do not actually have particularly high amenity value. They are not readily visible from Linfield Lane itself, being hidden behind the houses, and despite the presence of a public footpath some 70m to the west, there is solely open countryside beyond in this direction. And of course the residents facing west are desirous of evening sunshine (when we get any!) as all of us would be. Neither of the two pines are in very good condition, either. I hope this provides you with some

guidance as to my preliminary thoughts on the two matters, but of course I would be interested to know the Parish Council's thoughts.'

It was agreed that if the HDC Tree Officer deemed it necessary to remove the trees then re-planting with mature specimens of similar species should take place. These trees provided screening of the new houses from views from the countryside and this is the main reason that the trees were retained as part of the development.

Cllr Woolley returned and resumed the Chair.

Horsham District Council

196/12 Approvals

DC/12/0733 Two storey side extension - 32 Fairfield Road

DC/12/0897 Replacement of double garage - Downsview Cottage, London Road

197/12 Refusals

DC/12/0880 Change of use of building to 1 x 2- bedroom dwelling with associated car parking - Post Horses, London Road.

DC/12/0819 Retention of the use of the land for the siting of a yurt for business purposes, namely yoga classes and massages - Lambs Barn Rock Road

198/12 Withdrawals

DC/12/0850 To remove partition wall between kitchen and downstairs toilet to enlarge existing kitchen and relocate door to sitting room to bottom of stairs (Listed Building Consent) - The Willows London Road

199/12 Appeals made/ decisions

The appeal is allowed and planning permission is granted for the erection of an oak framed agricultural barn to house hay and agricultural products and small farm office at Mitchborne Farm, Malthouse Lane, Ashington, Pulborough RH20 3BU in accordance with the terms of the application, Ref DC/11/2373

The next Planning Committee meeting is scheduled for 18th July 2012 at 7.00pm.

FINANCE

200/12 Correspondence

Ashington School has agreed a 10% reduction in costs for hiring the hall if the Council pay in advance for the year. Councillors to approve. Agreed.

201/12 Copy of ACCT accounts to 31st March 2012. The Ashington Community Centre Trust has recently conducted an energy efficiency study. The study identified a number of improvements as being necessary to reduce running costs and to ensure that the temperatures throughout the building could be maintained at a comfortable level throughout the year. The changes required to the lighting in and around the centre have been implemented using Trust funds.

External funding for the two improvements detailed below is being sought to allow the Trust to maintain adequate reserves to cope with the anticipated requirement to replace the floor in the main hall.

ROOF INSULATION

HDC had provided a specialist insulation consultant who looked at what was currently installed in the building. There is no loft insulation in the building. This represents a fundamental shortcoming in the energy performance of the centre. This lack is particularly surprising given the fact that the cavity walls are well insulated. The provision and installation of the appropriate insulation will cost approximately £1,600 (inc VAT).

SMALL HALL HEATING

The small hall is currently heated by a number of electric radiators. These are unable to maintain a comfortable temperature in the hall during cold spells. This hall is mainly used for a children's playgroup and ensuring an adequate level of heating is therefore a priority for the trust. The cost of the electric heating is already high (@£1400pa), so extending the current regime is inappropriate. Three quotes have been sought for gas central heating for the hall and indicate a cost of approximately £7,700 (inc VAT).

ACCT had looked for grants but none were available, for various reasons. They had looked at the installation of solar/PV panels but this was not viable for a commercial building and no grants were available.

REQUEST

Section 106 submissions have been prepared for each of the above. These submissions require that the community need is identified by the Parish Council or equivalent. The latest plan for Ashington does not contain any direct reference to such projects although 2.2 (Enhance Community Facilities in the Village) would appear to be an appropriate section.

Could the Council please consider approving these projects as being appropriate for inclusion in the plan and raise a minute to that effect, thereby enabling the submissions to be completed.

It was Agreed, by majority vote, to support that s106 application.

The Clerk confirmed that these projects would effectively use up all remaining s106 Community Facilities funds. She was not aware of any other village projects that required funds and, once the Meiros Farm development was completed new s106 funds for Ashington would become available.

202/12 Play area repairs, village seat & noticeboard re-painting has now all been done as agreed at the Council meeting on 1st September 2011. The Council had previously approved a cost of £1860. The final bill came to £1755 after one or two minor adjustments to the works.

Possible office move – the Chiropractor has indicated that he would like use of the Parish Office for his business. The Clerk has asked ACCT if they would consider

allowing the Clerk use of the Wardens office in the Community Centre. At this stage this is just a preliminary feasibility study.

Consider requests for grants from:

1. Age UK Horsham District
2. Lifecentre – supporting men, women & child survivors of sexual abuse and rape.

Neither application was agreed.

203/12 Income

Kite & Thomas – rent & roundabout sponsorship £2027.50

Recovered from S&F Administrators £10,914.15. This takes the total recovered to 73%

204/12 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£483.33	
	Hanging basket watering (4 weeks)	£260.00	1314
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Postage	£1.85	
	Stationery	£84.56	
	Refreshments for bunting volunteers	£4.94	
	Total	£108.35	1315
WSSC	Salary and on costs (June)	£896.64	1316
Plusnet	Broadband	£17.99	DD
M. Woolley	travel expenses	£12.20	1317
HDC	litter bin emptying	£171.60	
	Dog bin emptying	£114.40	1318
Ashington PC	transfer to NS&I	£10,914.15	1319
D. Newland	repairs & painting	£1755	1320
Public Works Loan	repayment	£3110.12	BACS
ACCT	play area rent	£12	1321
	Skatepark insurance	£264.64	1322
BT	phone bill	£42.32	DD

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

205/12 MEETINGS

Cllrs Woolley & Kearney had attended the HDC Development Control South meeting on 19th June.

Cllrs Stillwell & Clark had attended the Wardens Steering Group meeting on 3rd July.

Cllr Brennan had attended the HDC Business Development working group meeting on 13th June.

206/12 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Kearney reported:

1. Uneven pavement outside 54 Hillcrest Drive
2. Overhanging highways trees along London Road
3. Brambles sticking out of hedges along Church Lane.

Clerk to report to WSCC.

KD D

The next meeting will be held at **7.45pm on Thursday 2nd August 2012 at Ashington School, Foster Lane.**

The meeting finished at 9.45pm

Signed.....

Date.....