



# Ashington Parish Council

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**Minutes of the meeting held on 6<sup>th</sup> January 2011 at 7.45 p.m. in Ashington School, Foster Lane, Ashington**

**Present: Councillors M. Woolley (Chairman), N. Clark, K. Wood, R. Brennan, J. Stillwell, R. Lancaster, R. Strudwick, T. Kearney, N. Carver, D. Harbour & B. Norton**

**Parish Clerk Karen Dare**

**District Councillor Roger Arthur**

**Neighbourhood Wardens Paul Conroy, Peter Newell, Daniel Robinson**

**PCSO Neville Warner**

**No members of the public**

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## **001/11 APOLOGIES AND REASONS FOR ABSENCE**

County Councillor Frank Wilkinson (personal commitment)

## **002/11 DECLARATIONS OF INTERESTS**

None. The Chairman reminded Councillors that previous declarations still stand.

## **003/11 APPROVAL OF MINUTES**

The Minutes of the meeting held on the 2<sup>nd</sup> December 2010 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Stillwell, and agreed.

## **004/11 REPORT FROM THE NEIGHBOURHOOD WARDENS**

Paul Conroy introduced one of Ashington's new Wardens – Peter Newell. Peter had started work in Ashington in mid-December and had undertaken training and orientation. The other new Warden, Paul Sweeney, would start work in Ashington on 10<sup>th</sup> January.

Cllr Clark is working on the Wardens Service Level Agreement between the Parish Council and HDC and comments on the draft document should be sent to Cllr Clark. The next meeting between the Wardens, HDC and Ashington Parish Council (Cllrs Clark, Stillwell, Woolley and the Clerk) takes place on 12<sup>th</sup> January.

Wardens report:

The main theme for December has been the impact of the extreme weather and heavy snowfalls across the parishes. Co-ordination between Horsham District Council and the Parish Councils has enabled us to get involved with the delivery

of grit following the first heavy snowfall and selective and strategic snow clearing of paths and areas such as Care Homes and Health Centres. We have also responded to and carried out welfare visits to the elderly and vulnerable within the Parishes as directed by calls into the Horsham District Council Emergency Planning and Response Team.

The weather has also had an inevitable impact on the level of anti-social behaviour with reported incidents being low although there was one incident of criminal damage at the school (damage to gates) and this was being investigated.

We also had to intervene and give strong warnings to vehicle owners who were joyriding in the snow and ice of the Ashington Community Centre Car Park. There has been evidence of public space drinking of alcohol in the community centre area and recreation park play area and we will programme increased patrols and observation of those areas.

### Community

Junior Warden sessions for the New Year begin again in January with a Parish wide Litter Pick on Sat 8<sup>th</sup> January and it is hoped that consistency can now be maintained following the appointment of two new Wardens.

As part of a Dog Fouling Campaign it is hoped that schoolchildren from Ashington First School will be engaging and designing Posters to be displayed in hotspots within Ashington. A meeting with the head has been programmed for January.

It is hoped that FreeTime Football sessions will return to Ashington on a Friday evening (To be confirmed in the New Year) once again with competitive matches against groups of young people from Steyning, Bramber and Upper Beeding. Wardens will continue to support sessions in the Willard Youth Gym which is now being led by Resident Volunteer Jamie and former Warden Paul Buckman. It is expected that the gym can be run by volunteers in the future thus freeing up Wardens time for other activities.

PCSO Neville Warner reported that there had been an increase in the number of burglaries in the District, with an attempted burglary in Posthorses, Ashington. Fortunately the resident had seen 3 people trying to break in to a downstairs window and had alerted the Police. The Police are trying to educate people with what to do if they leave their property empty. Timer switches are available from the Crime Prevention Officer at HDC.

Cllr Wood reported that there had been an incident of arson at Fairfield Road. The perpetrator had set light to a wooden fence and this had spread to nearby rubbish bins. The Fire Brigade had attended and the matter has been reported to the Police.

The Chairman thanked the Wardens and PCSO for their attendance and they left the meeting.

### **005/11 YOUNG PERSONS ADJOURNEMENT**

None present

## 006/11 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Frank Wilkinson sent the following comments:

1. The Billingshurst Road 30mph speed limit should be in place by mid-February, weather permitting
2. The flooding problem opposite Meadow House in the Billingshurst Road is being looked at again. It is down as a scheme for urgent attention.
3. The Mill Lane flooding problem is on-going, I have had the trash screen altered so as to allow leaves and debris through. I visited the site yesterday and there doesn't appear to be any build-up of leaves. I have also urged the Area Manager to build up the retaining wall asap.

District Councillor Roger Arthur reported:

1. Waste collection over the Xmas and New Year period had been successful. An additional 'blue bin' collection had been provided. All Parish Councillors agreed that the service had been excellent.
2. The Acorn Plus (blue bin) scheme had been very successful with recycling levels of 57% being achieved. There had been some overspend on the project but significant cost savings have been generated by implementing the scheme and the service has improved over the year since it was introduced.
3. The Government has reduced the grant to HDC by £4.6million over 4 years. HDC are having to find savings of £1.6m in the first year and £1.1m in years 2,3,4. Some services will need to be cut, staff levels reduced and the Council is facing some difficult decisions.
4. HDC is considering new housing developments of 500 homes in Billingshurst and Southwater. Local residents do not support the new development and with the new Localism Bill HDC could turn down the planning applications because of a lack of local support, however, the Planning Inspector could overturn the decision. The status of local development is currently unclear and will be decided shortly in a 'test case'.
5. HDC are currently undertaking a Town Centre Strategic Review which will look at retail in and out of town, parking availability, bus services and other issues. This would form the basis for a review of costs.

Cllr Harbour asked if the overspend on the Acorn Scheme would be repeated in the future. Cllr Arthur reassured those present that the cost overrun was a one-off due to the start-up of the scheme. The overspend had been investigated and was partly due to inadequate project management. The overspend would be met from reserves and lessons would be learned before HDC embarks on such a large project in the future. HDC are looking at further cost savings as a result of the Acorn Scheme including whether it is possible that some rounds could utilise a single operator instead of the two currently used.

Cllr Harbour commented that Hop Oast Park & Ride car park is currently being used to store the Acorn containers. District Councillor Arthur reported that the car park is only 50% utilised at busy times and this results in large areas of spare space, ideal for the storage of the Acorn containers. Cllr Harbour suggested that they should all be located in one area rather than scattered around the car park.

## **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

### **007/11 Item 1 Mill Lane flooding**

WSSC has modified the trash screen to reduce the build-up of leaves although the screen still appeared to be blocked with leaves frequently. Cllr Carver suggested that the screen could be hinged at the top and lifted whenever water flow was strong and the screen needed cleaning. He felt that the capacity of the culvert was good but that the trash screens were causing a build-up of water. Still waiting for WSSC to build up the height of the culvert wall and to install a vented/grilled manhole cover on the grass verge.

The Environment Agency has asked for dates of flooding in order to investigate whether there is a link between flooding and pumping of water into the stream from Rock Common Quarry. **KD C/F**

### **008/11 Item 215 Hanging baskets**

The Clerk & Cllr Clark are investigating the testing, obtain competitive quotes and arrange for the 30 lampposts to be tested asap. A budget of £450 was approved at the December 2010 meeting. **KD C/F**

### **009/11 Item 216 Decorative signs for the Queen's Diamond Jubilee**

Cllr Wood will provide some examples of signs with a Coach and Horses design once the Museum re-opens in April. **KW To list**

## **CORRESPONDENCE**

### **010/11 For action:**

1. HALC – Extraordinary Meeting Monday 17<sup>th</sup> January 2011, 7.30pm. Cllr Stillwell volunteered.
2. Invitation to Senior Persons Council meeting 21<sup>st</sup> January 10.15am. Cllr Harbour volunteered
3. WSSC – Changes to adults social care consultation. Councillors to give feedback to the Clerk.
4. SLCC – Councillor training dates for 2011. Cllr Clark has asked to attend the Chairmanship Training course at Billingshurst Village Hall on 9<sup>th</sup> February. The cost will be £40. Agreed by all.

### **011/11 For information:**

1. Provisional West Sussex Transport Plan 2011-2026 Public Consultation Key Issues Report
2. Mobile Library Review including criteria by which the service will be assessed.
3. Fire Redesign Review – including confirmation that Findon Fire Station will close in 2011.
4. WSSC Winter Service update – WSSC has good stocks of salt. Cllr Kearney volunteered to clear away empty bags of salt in the village. The Clerk had been contacted by a resident with snowploughing equipment. She had put him in contact with WSSC as he would need to become an

'approved contractor' before the Parish Council could enter into a contract to clear snow from the village.

**012/11 General:**

1. Compass bus timetable – changes to bus timetables in April 2011.
2. Local Council Review magazine
3. English Rural Housing Association Newsletter

**013/11 PUBLIC ADJOURNMENT**

No members of the public present.

**014/11 PLANNING.**

The Planning Committee did not meet in December as there were no applications to discuss.

**015/11 Proposed Open Composting Facility at Broadbridge Farm**

The planning application has been withdrawn. A new application is expected in the New Year after Olus have sought pre-application advice from WSCC. It was suggested that Olus could meet with members of the Parish Council to discuss the Parish Council's concerns prior to formal submission of a new application. Clerk to suggest to Olus.

**KD C/F**

**016/11 Proposed Gypsy/traveller site at Penn Retreat**

No news. The current temporary permission for 3 mobile homes expires in August 2011. Cllrs Woolley & Norton would be invited to HDC for a meeting to discuss any amendments to the planning application.

**017/11 Correspondence**

TPO Orders – various trees on the Meiros Farm site

**018/11 New Enforcement Allegations**

EN/10/0666 Untidy Site - Hoots House

It was reported that new floodlights had been erected around the ménage at Triggles House, Hole Street without planning permission. Clerk to report to HDC.

**019/11 Amendments**

None

**020/11 Applications**

DC/10/2595 & 2596 Proposed single-storey side extension to form rear lobby, study area, cloakroom and enlarged kitchen (Listed Building Consent) – 22 Church Lane. The Council had no objections.

**Horsham District Council**

**021/11 Approvals**

DC/10/1973 Proposed carport and tool store - Mill Lodge Mill Lane

DC/10/2195 Lay concrete base and erect a wooden apex roofed garden workshop / shed east side of site between function room and existing fence line

(Full Permission) – Mill House Hotel, Mill Lane

DC/10/2265 Variation of condition No. 1 of Ref AS/26/97 with the following: (a) the caravans are occupied for holiday purposes only, (b) the caravans shall not be occupied as a persons sole or main place of residence, (c) the owner / operator shall maintain an up-to-date register of the names and addresses of all owner / occupiers of individual caravans on site (d) the caravans shall only be occupied for 11 months of each year - Luckista Caravan Site Billingshurst Road

#### **022/11 Refusals**

None

#### **024/11 Withdrawals**

None

#### **025/11 Appeal decision**

None

The next Planning Committee meeting is scheduled for 19<sup>th</sup> January 2011 at 7.00pm in the Parish Office.

### **FINANCE**

#### **026/11 Correspondence**

Notification from HDC that the Parish Council's contribution to the Wardens Scheme in 2011/12 should be £60,400 (up from £59,590 in 2010/11). The Clerk had predicted a contribution of £61,500 for the purposes of calculating the Precept requirement.

#### **027/11 Income**

Kite & Thomas – rent & roundabout sponsorship £2027.50

#### **028/11 Expenditure**

			<b>Cheque no.</b>
Mark Adsett	Gardeners contract payment	£446.25	1141
	Open spaces maintenance (as agreed 7/10/10, minute 306/10)	£1000	1148
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Postage	£1.32	
	Total	£18.32	1142
WSCC	Salary and on costs (December)	£738.51	1143
Plusnet	Broadband	£17.99	DD
S. Fenn	Responder Expenses	£21.99	1126
E. Greenfield	Responder Expenses	£22.80	
	New sat nav	£229.99	
	Total	£252.79	1127

HDC	Wardens Scheme	£27,279.00	1144
	Dog bin emptying	£98.28	1145
BT	Office phone	£53.47	DD
Languard Ltd	Weedkilling	£370.13	1146
PWL	Public Works Loan	£3110.12	DD
ACCT	Parish Office rent	£189	1147

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

### **029/11 MEETINGS**

Cllr Norton had attended a meeting with ACCT to discuss the lease on the Parish Office. An amended lease would be presented to the Council before the February meeting.

Cllr Harbour had attended an ACCT meeting and reported that ACCT were still waiting for the Parish Council to decide whether they could help fund Recreation Ground Maintenance in the future. The Clerk reported that whilst she had received copies of ACCT accounts and Recreation Ground maintenance costs she had not received any details of exactly what ACCT were asking the Council to consider. Clerk to liaise with ACCT.

**KD C/F**

### **030/11 MINOR MATTERS RAISED BY COUNCILLORS**

Cllr Norton reminded Councillors that the next History Group meeting is 12<sup>th</sup> January.

Cllr Carver asked if WSCC could provide additional bags of salt during icy conditions. The Clerk was aware that 3 locations were normal for a village of Ashington's size but she would enquire with WSCC if more drop-off points could be agreed.

**KD C/F**

Cllr Stillwell reported that she had fallen on the uneven pavement outside no 3. Hillcrest Drive. Clerk to report to WSCC.

**KD D**

Cllr Kearney expressed concern at some people parking long term in the layby outside the shopping area. The Clerk had previously been asked to report this to HDC and she confirmed that they would be sending Enforcement Officers to the village.

### **031/11 DATE OF NEXT MEETING**

The next meeting will be held at **7.45pm on Thursday 3<sup>rd</sup> February 2011 at Ashington School, Foster Lane.**

The meeting finished at 9.20pm

Signed.....

Date.....

**032/11** 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.
	Village seats/noticeboards need repainting	Clerk to organise 2011
215	New hanging baskets	Clerk to buy 10 more baskets. Agreed July 2010
	New skatepark equipment?	Waiting for a quote

033/11 WSCC Highways Issues

Fault	Date reported	Reference no	Comments
Trees on north side of recreation ground need cutting back	24 <sup>th</sup> 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 <sup>rd</sup> 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		
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