



# Ashington Parish Council

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**Minutes of the meeting held on 7<sup>th</sup> January 2010 at 7.30 p.m. in the Methodist Church, London Road, Ashington**

**Present:** Councillors K. Hayler, M. Woolley, B. Norton, N. Carver, R. Brennan, K. Wood, D. Harbour, N. Clark, T. Kearney  
**Parish Clerk** Karen Dare  
**Three members of the public**

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## **001/10 APOLOGIES AND REASONS FOR ABSENCE**

Apologies received from Cllr J. Norris & District Councillor Roger Arthur (snowy conditions prevented attendance), Cllr J. Stillwell (illness), County Councillor Frank Wilkinson (personal). Also, Neighbourhood Wardens Paul Conroy & Paul Buckman were absent because they were dealing with weather related issues.

## **002/10 DECLARATIONS OF INTERESTS**

Cllr Hayler declared a personal prejudicial interest in the development of Posthorses/Aladdins Cave as the property is very close to her own.

## **003/10 APPROVAL OF MINUTES**

The Minutes of the meeting held on the 3<sup>rd</sup> December 2010 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Harbour, and agreed.

Cllr Hayler left the room and Cllr Woolley assumed the Chair.

## **004/10 INVITED GUEST – Duncan Staines (Developer of Posthorses/Aladdins Cave)**

Mr. Staines has asked the Parish Council if heavy duty netting surrounding the scaffolding is acceptable (rather than solid sheeting as the Council had previously agreed) due to safety issues regarding stability during high winds. Councillors unanimously agreed that this would be acceptable.

Mr. Staines had submitted two new proposals to the Parish Council:

1. Granting a vehicular Right of Way along Parish Council land to the new property. This would be in exchange for money (£2000 had been offered as a one-off payment), he would take over maintenance of the Parish Council land, erect a suitable pedestrian gate etc. Councillors expressed

many concerns about this proposal: danger to existing footpath users, possibility of abuse of agreement by people parking on the land, difficulty in enforcing any breaches in the agreement, loss of control over the land, inadequate price, adverse to the Parish Council intention for this land as part of the 'east side nature trail', if erected a gate may discourage the public from accessing the land, there would be no benefit to the Parish Council (except financial), Parish Council needs access clear at all times for maintenance vehicles and any blockages by vehicles could cause problems. It was unanimously agreed that a right of way would not be granted at any price.

2. Purchase a very small piece of land from the Parish Council – towards the rear of the site the northern boundary narrows the development plot by approx 1m and the applicant would like to purchase enough land from the Parish Council to straighten up the northern boundary. Parish Councillors were amenable to the sale of this small area, however, unanimously agreed that the offer of £1500 was wholly inadequate. Councillors felt that the land would add significantly to the size of back garden of the new house and would, therefore, add greater value to the property. Councillors unanimously agreed to sale of the land in principle but would look for offers in the region of £10,000.

The Clerk to communicate these decisions to the Developer.

**KD D**

Cllr Hayler returned to the meeting and resumed the Chair.

## **005/10 REPORT FROM THE NEIGHBOURHOOD WARDENS**

### Anti –Social Behaviour

#### Overview

We have problems with a small group of young people who we feel are being influenced by two boys from outside the village and they have been causing residents and some shopkeepers alarm with rowdy behaviour. We have intervened and we will keep a close watch on the group.

During the Christmas period the School Polytunnel was again vandalised. We have access to a stealth Camera but it has its limitations and at present there is no suitable area where we can site the appliance. We advise that stronger measures be taken to secure the area that can only be resolved by the School and the owner of the Land. We will of course continue to patrol the area and have been covertly observing at different times in the week.

A residents' perimeter hedge has been significantly damaged in The Sands. This has been reported to the Police.

We were called to an incident in London Rd where a young adult was reported to be knocking Refuse bins over.

We also received a report of a stolen wheelie Bin in London Rd. We would recommend that residents personalise their bins to deter such incidents.

We continue to carry out covert observation of the Recreation Ground and footpaths as regards Dog Fouling.

As part of a forthcoming Dog Fouling and Litter Campaign in the New Year we have procured large signs advising residents to report acts where litter is thrown from cars and we hope to site them on the slip roads into and out of the village,

## Community

The Christmas Lantern procession and Carol Singing was a resounding success with an excellent response and support from the Community (over 100 people attended on a very cold, wintry evening).

## Junior Warden Scheme

Talks are still ongoing with Cubitt and West about sponsorship for new uniforms. A meeting with Junior Wardens is planned for January to discuss projects for the New Year.

\*I have spoken to the new manager of Cubitt and West and a meeting has been arranged.

In the recent very bad wintry weather the Wardens had called or visited every person on their elderly/vulnerable list and undertaken and tasks that were in need of doing.

## **006/10 YOUNG PERSONS ADJOURNEMENT**

An opportunity for young people to speak to the Parish Council. None present.

## **007/10 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

County Councillor Frank Wilkinson provided the following report:

1) Flooding in the Billingshurst Rd. I have spoken to Paula at the Area Office and she has told me that it is being dealt with as a priority, I have stressed the need for urgent action and have boosted my requests with copy emails from Pat Gilpin and Mr. Eaton (Meadow House) who have complained about the flooding. The work had now been completed.

2) Speed limit Billingshurst Rd. I argued the case for a 30mph limit at the December CLC ably assisted by Brian Norton, Thank you Brian for turning out on such a wet & cold evening. I gave the letters containing accident statistics that residents had returned to me to the Area Manager and asked him to have another look at the request. As minuted from your last meeting there is a motion to be debated at the February council meeting to ask the cabinet member to make ALL villages in the county 30mph zones. The result of this will of course have a bearing on our request. It was noted by Councillors that reducing village speed limits to 30mph would only apply within the village boundaries and may not extend as far north as the Spear Hill junction on Billingshurst Road.

3) Laybrook application. I have spoken to the case officer and he is still collecting evidence and submissions. He can not give a date for the planning committee hearing, certainly not February and doubtful for March.

I am meeting with Pat Arculus and the TVA group later this month to hear about their campaign and help them where possible. Shipley Parish Council has organised a public meeting and the Chairman would circulate dates to Councillors.

Cllr Carver expressed concern that the repairs to many potholes in the village had deteriorated during the recent frosts and was concerned that the quality of the original repairs was sub-standard and this was not a cost-effective way to look after the road network. Other Councillors agreed with this and it was agreed

that the Clerk write to County Councillor Wilkinson expressing this concern.

**KD D**

### **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

### **008/10 Item 85 Community Action Plan**

The Steering Group met on 9<sup>th</sup> December to draft the Community Action Plan ready for further consultation with the Parish Council in February 2010 followed by printing & distribution. The Steering Group have prioritised items for inclusion in the Plan and had to drop a small number of projects that had little support, had already been done or were going to be done anyway.

**KH C/F**

### **009/10 Item 201 Newsletter**

The Clerk had found another Publisher who is willing to provide the same service as the previous publisher. Newsletters look professional and the Publisher has secured business from several surrounding Parishes and would like the Ashington business. The Council had previously agreed to produce its own Newsletter at a cost of £1200pa, switching to the new Publisher would save all of this money. It was proposed to try the new Publisher for a period of 12 months. Agreed by all.

**KD D**

### **010/10 Item 202 Parish Council Office**

ACCT is currently finalising the lease. It is anticipated that the lease will commence 1<sup>st</sup> February and the Clerk will begin moving in gradually. There will be some painting to undertake, filing cabinets & photocopier to move – helpers would be appreciated. The other tenant is arranging for carpet to be installed throughout and the Clerk has asked that the Parish Office be included in this. The cost to the Council will be relatively small. The Clerk will purchase a small heater as there is currently no heating in the room and will need a desk chair. Councillors agreed to a budget of £200 for 'fitting out' the office. The Clerk will draft a Press Release for the village email detailing office hours etc.

**KD C/F**

### **011/10 Item 205 Older Persons Housing Needs Survey**

The Clerk is currently analysing the results and these will be presented at the next meeting.

**KD C/F**

### **CORRESPONDENCE**

#### **012/10 For action:**

1. NALC – Events & conferences Survey. Clerk & Chairman to respond.  
**KH/KD D**
2. NHS West Sussex – the future of health programmes in West Sussex – 3<sup>rd</sup> February 12-4pm
3. Complaints from residents of Rectory Close about lack of gritting of residential roads. WSCC is responsible for gritting roads but do so based on a priority system, with small residential roads not being gritted. WSCC

will fill grit bins for residents to spread to spread the grit but WSCC will not provide the grit bins. Parish Council to consider if it should take any action. At present only London Road is gritted. The Clerk has asked WSCC to consider adding Church Lane, Foster Lane, The Sands & Rectory Lane to the gritting schedule as these form part of the Compass bus route. Councillors felt that it is difficult for the Parish Council to become involved as it has neither the resources nor manpower to be of any use nor does it hold the appropriate insurances. It was agreed that the Parish Council would direct members of the public to the appropriate statutory authority (WSCC) if they had any questions/comments.

4. Improving Mental Health in West Sussex – consultation paper. No response.
5. WSCC – consultation on a new transport plan for the County. Clerk & Chairman to respond. **KH/KD D**
6. WSCC – consultation on Minerals & Waste Development Framework Core Strategy. Clerk & Chairman to respond. **KH/KD D**
7. WSCC Infrastructure Works Programme 2009/10 – includes resurfacing the A24 (Malthouse Lane to Hole Street) in 2010, drainage improvement along Billingshurst Road in 2010. No Ashington projects have been put back/delayed.

**013/10 For information:**

1. HDC enforcement re: Indian Cottage
2. Sussex Police – Xmas message
3. HDC – letter about stronger engagement with local communities
4. WSCC – A24 resurfacing in the vicinity of Malthouse Lane/Hole Street is currently scheduled for August 2010
5. Letter from Billingshurst Road resident concerned about the flooding outside Meadow House, Billingshurst Road
6. WSCC – Fingerpost Restoration Project. WSCC has allocated a small amount of money to restore fingerposts but will only cover 50% of costs up to a maximum of £5000 per parish. All works must be carried out to approved standards using relevant contractors. The Parish Council has previously refused to take responsibility for any maintenance of the fingerpost in this parish.
7. Department for Transport – proposed stopping up order for land near Swan Cottage, London Road. The Council has previously supported the wish of the owner of Swan Cottage to purchase this land.

**014/10 General:**

1. Letter from a resident objecting to a landfill site at Laybrook Brickworks
2. Local Council Review
3. English Rural Housing Association – Annual Report 2009

**015/10 PUBLIC ADJOURNMENT**

A member of the public asked if there was any truth in the rumour that the Parish Council were considering developing a site to the rear of Penn Gardens. The Chairman confirmed that the only permitted development site in Ashington is at Meiros Farm but the Parish Council were not involved in any way in this or any other developments. There is no truth in the rumour. Cllr Carver reported that he

had seen drainage surveys taking place on the Meiros Farm site and it was hopeful that a Developer would submit plans for the site in due course.

A member of the public asked for information on bin collections. The Chairman confirmed that these were currently suspended due to the bad weather and that the member of the public should call her or the Clerk for an update from time to time.

### **016/10 PLANNING.**

The Planning Committee met on 16<sup>th</sup> December and Councillors have been provided with a copy of the minutes. The minutes were agreed by all and duly signed by the Chairman.

### **017/10 Correspondence**

New Enforcement Complaints:

EN/09/0706 DC/09/0559 Refused for retention of fascia and boundary hoarding sign externally lit with car park lighting - Indian Cottage, London Road

EN/09/0708 Still using field as domestic curtilage after refusal of planning application- DC/08/1689 - 2 Normans Cottages, London Road

Councillors asked the Clerk to ask HDC for an update on outstanding enforcement complaints:

Pending consideration cases – Luckista Caravan site (use in breach of seasonal occupancy), Oast House Farm (untidy site), Ashington Pharmacy (disability ramp), 22-26 Church Lane (uPVC windows). All other cases are closed. The Clerk complained to HDC that the Indian Cottage case had been closed despite new signs not having planning permission. It appears that this case has been bounced between planning & enforcement teams and had 'slipped through the net'. HDC have now re-opened an enforcement file and have assured the Clerk that the matter will be resolved. (Correspondence for Info no. 1). Cllr Wood informed Councillors that one enforcement case was missing – that of stationing of 2 mobile homes at Hole Street Fisheries. Clerk to report to HDC. **KD D**

### **018/10 Amendments**

None

### **019/10 Applications**

DC/09/2298 Demolition of existing building construction of 2-storey building with ground floor veterinary surgery and a first floor 1 x 3 bed flat - Former Flower Pots London Road

The Parish Council had no objections. Some concerns were expressed about lack of parking at the site and it was suggested that a planning condition could be imposed on any planning permission for the Developer to liaise with WSCC to have a Traffic Regulation Order completed such that the layby outside the property had a one hour waiting restriction imposed during the day (9am to 5pm was suggested). This would prevent long term parkers from occupying the layby all day and would allow customers to park in front of the Veterinary Surgery. A residents parking bay could be allocated in the layby for the occupier of the new

3 bed flat.

DC/09/2281 Extend factory working hours from 0600 hours to 2300 hours Monday to Saturday - New Highfield Works Spring Gardens  
The Parish Council had no objections to the extension in working hours in principle but insists that the current restrictions on the high pressure testing times be kept in place (as existing) so that this noisy activity did not disturb near neighbours.

DC/09/2370 Single storey rear extension - East View, London Road  
The Parish Council had no objections.

Landfill at Laybrook Brickworks –The consultation period is ongoing. The Clerk has re-submitted the Council's comments to WSCC and would submit to HDC, WSCC Highways and the Environment Agency. The Chairman encouraged others to re-submit their comments. **KD C/F**

### **Horsham District Council**

#### **020/20 Approvals**

DC/09/1900 Erection of wall and panels with wooden gates - Karoja Rectory Lane

DC/09/1913 Conversion of garage to study, new garage and single-storey extension to form dining room - 10 Fairfield Road

DC/09/1925 Conversion of garage into family room and utility space - 3 Chanctonbury

DC/09/1832 1st floor extension over existing single-storey flat roof and 2-storey extension - Beulah Cottage London Road

#### **021/10 Refusals**

None

#### **022/10 Withdrawals**

None

The next Planning Committee meeting is scheduled for 20<sup>th</sup> January 2009 at 7.00pm.

#### **023/10 FINANCE**

The Clerk has investigated bank interest rates as the National Savings account is only paying 0.3% interest at present. The only bank with a higher interest accounts appears to be Abbey (Business Reward Saver 1.84% or Business Direct Saver 1%) but both accounts can only be operated by internet, phone, post & ATM and no branch support is available. Councillors to consider. The Clerk reminded Councillors that Parish Councils are not allowed to use internet banking. Councillors agreed to leave all funds in the National Savings account for security, ease of access. **KD D**

The Clerk has written to Ashington Autos to inform them that the rental cost remains unchanged for 2010. **D**

Posthorses pond – needs dredging by a digger to remove built-up silt and reedmace. Two quotes had been received - £6,650 and £4,524 (both exc VAT). The contractor providing the lower quote would dredge the silt onto the grassed area beside the pond, leave it for a few weeks to ensure animals made their way back into the pond and, once dry, would distribute the silt on top of the A24 bund near to the rear of Aladdins Cave. This would help build up the bund and improve noise levels. The contractor could start work within a few weeks. It was agreed to proceed with the lower quote but ask the contractor to liaise with Cllr Wood to ensure that the work was undertaken at the best time of year. **KD C/F**

Parish Councillors considered a quote from Mark Adsett for clearance of the 'western tree boundary' involving removing dead wood/fallen trees, tidying up overhanging branches and other tidying up tasks along the entire length of the area (Covert Mead to the top of Meiros Way), creating a wire mesh 'nature habitat' into which all of the debris will be placed where it will slowly rot down. Work to be undertaken between January and April 2010. Cost £3,385 inc. all equipment hire, materials & labour. This area has been much neglected over the years (in the hands of housing developers) and the Parish Council received capital funds for maintenance costs. It is anticipated that routine annual maintenance will be added to the Council's gardening contract once this one-off clearance has been done. Councillors agreed, funds to be taken from Developers Capital, Clerk to circulate a sketch plan prior to next meeting. **KD To list**

#### **024/10 Correspondence**

Consider a request for a grant from Chanctonbury Community Playscheme. Not agreed.

#### **025/10 Income**

Kite & Thomas – rent & roundabout sponsorship £2027.50

First Responders donations £125.70

ACCT – cctv camera repairs £60

Singer & Friedlander Administrators £10,914.15

#### **026/10 Expenditure**

		<b>Cheque no.</b>	
Donation to Ashington Methodist Church (meeting 7 <sup>th</sup> January £20)		£20	1002
Mark Adsett	Gardeners contract payment	£445.42	1003
	Gate at Willard Way (agreed 5/11/09 Minute 342/09)	£205.25	1004
Mrs. K. Dare	Clerks expenses (home & telephone)	£17	
	Chain & padlock for new gate	£27.98	
	Postage	£26.10	



	Total	£71.08	1005
WSCC	Salary and oncosts (December)	£748.57	1006
SP Services	First Responder equipment	£85.04	1007
HDC	Dog bin emptying	£88.40	1008
ACCT	hall hire (parish plan & finance committee)	£44.00 £13	1009
National Savings	recovered from S&F administrators	£10,914.15	1010
PWL	Public Works Loan	£3110.12	BACS

The Clerk requests a bank transfer of £5000 from Deposit to Current accounts. Agreed by all.

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

### **027/10 MEETINGS**

Cllr Norton had attended the recent CLC meeting and a TVA meeting (Laybrook Landfill).

### **028/10 MINOR MATTERS RAISED BY COUNCILLORS**

Cllr Kearney asked why the recent flooding under the southern flyover had taken 2 days to sort out. The Clerk was aware that the matter had been reported by the Wardens on the second day and had been remedied within 4 hours. It transpired that it was likely that no-one reported the problem on day 1.

Cllr Kearney asked why so many cars were parked under both flyovers. It was likely that these belonged to residents whose roads were deep in snow and who needed access to their cars.

Cllr Brennan reported that the new roundabout outside the Red Lion was already breaking up, only 3 months after it had been installed. Clerk to report to WSCC.

**KD To list**

Cllr Brennan reported that a builders van and several cars had taken to parking in the bus layby outside the Indian Cottage. The Clerk had already reported this problem to the PCSO.

Cllr Wood reported that the Parish Council gate at the Willard Way balancing pond had been padlocked. The Parish Council had recently paid for a new gate and the Clerk had padlocked it shut to prevent the gate from being stolen. This had caused some access issues and the Clerk was planning to move the padlock to the hinge side of the gate so that the gate could still be opened but not stolen.

Cllr Wood asked who owned the footpath from the Social Club through to Church Close as a resident had recently installed a gate in their back fence without permission. The Clerk confirmed that the Parish Council did not own the land and therefore there was no action that could be taken.

**029/10 DATE OF NEXT MEETING**

The next meeting will be held at 7.30pm on **Thursday 4<sup>th</sup> February 2010** at the Methodist Church, London Road.

The meeting finished at 8.50pm

Signed.....

Date.....

**030/10** Items awaiting action:

Item No	Description	Last Action & Date
32b	Spur road of The Sands & Viney Close – streetlights & laybys	WSCC & HDC dealing with. Persimmon are not co-operating and HDC/WSCC continue to pursue the matter (Nov 09)
119	Affordable Rural Housing	Meiros Farm is included in Site Specific Allocations of Land document
156	Co-op – Manager to be invited to a Parish Council meeting	Clerk to arrange
169	Decorative signs	The Clerk is investigating costs for a 'coach and horses' design in iron. On hold.
178	Hearing Loop	Cllr Clark asked to arrange for a trial of a portable loop Jan 09.
185	Annual inspection of Council land	Waiting for winter quotes
193	RASP Programme	Waiting for further information.
194	Councillor Training	Clerk to arrange training on s106 procedures and planning matters Autumn 2009.
203	Horses using Meiros Way/Covert Mead footpath	WSCC Investigating original plans for this path. Linked to Item 32b and adoption of roads in the area.
	Disabled ramp at Ashington Pharmacy – a hazard?	Ramp is not of the correct design for disabled access and needs re-building.
	Front fence at Coatings, London Road	Needs to be reduced in height by 20cms. Planning Officer to pursue and check planting is appropriate (July 2009)
	Add cctv camera to insurance schedule	Clerk wrote in March 09 and December 09
	Broken litter bin outside Cherubs	HDC to install new bin, cost £200. Dec 09

	Trees for new play area	ACCT asked to give their permission. Dec 09
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### 031/10 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
The 30mph sign is missing from Hillcrest Drive, near to Timberlea Close	9 <sup>th</sup> July 2008	Reported to WSCC Highways	
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	
2 chestnut trees on the east side of Billingshurst Road near Holmbush Park were dead and overhanging electricity cables and the road.	WSCC finding out who the trees belong to	July 08	
Dead end sign on Old London Road	WSCC to trim back vegetation and look at possibly moving the sign	8 August 2008	WSCC to install new signage Nov 09
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	June 2009	The Environment Agency have inspected and see no reason not to install a second trash screen. Subject to written

	clearance		confirmation.
Visibility at East Wolves roundabout	WSCC asked to trim back highway verges		July 2009
Ragwort on A24 bund south of footbridge	WSCC to remove?	Reported to WSCC	August 2009
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
Tree on corner of Church Lane/Church Close	Reduced visibility at junction needs trimming back	Reported to WSCC Sept 09	<b>Done</b>
sharp metal 'rods' sticking up from the kerb on the corner of Timberlea Close/Hillcrest Drive	Clerk investigating Oct 09		
Hole Street road name plate at Kensetts corner is broken.	Clerk reported to HDC	HDC to replace at a slightly different location. WSCC informed that road signs in the area are damaged	December 09