



Ashington Parish Council

Minutes of the meeting held on 7th June 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.
Parish Clerk Karen Dare
Neighbourhood Wardens Peter Newell & Jayne Jeffrey
2 members of the public**

The Chairman thanked Councillors for re-electing him as Chairman at the May Council meeting.

149/12 APOLOGIES AND REASONS FOR ABSENCE

Cllrs N. Carver, R. Strudwick, J. Stillwell (all holiday), Cllr R. Lancaster (personal), District Councillor Roger Arthur (holiday) & County Councillor Frank Wilkinson (personal).

150/12 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand.

151/12 APPROVAL OF MINUTES

The Minutes of the meeting held on the 3rd May 2012 were approved as a true record and signed by the Chairman. Proposed by Councillor Norton and seconded by Councillor Harbour, and agreed.

152/12 REPORT FROM THE NEIGHBOURHOOD WARDENS

Anti Social Behaviour

It has been relatively calm this month with exception of a couple of small areas within the village. In fact we have not seen some of our "usual" young persons out and about for a while now. We continue to patrol and monitor any groups that are out and about and of course are conscious that the summer holidays are fast approaching. We are already prepared with the snack wagon coming back and a few nights of youth workers being out and about. In addition to the snack wagon the Alcohol Intervention Officer for the Horsham District hopes to attend.

Anti Social Driving

We have had several reports regarding anti-social driving through the village as well as on the roundabouts at the North end of the village. We 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 number on 101.

Wardens to obtain & install Operation Crackdown signs at the roundabouts.

Criminal Damage

Again this month has been a good month as we haven't had many complaints of criminal damage. We still seem to be having a couple of problems with damage at the north end of the village. However on a plus side we have now got a known offender who keeps damaging the dog bin who might also prove to be responsible for the other damage too.

Wardens to contact HDC about re-locating the bin due to repeated vandalism.

Litter

With the nice weather recently there has been a notable rise in the amount of litter in communal areas such as the skate park and rec. We continue to work closely where the litter is at its worst and will do our best to keep the impact to a minimum. However if you feel there is an area that is particularly bad please don't hesitate to bring it to our attention.

Elderly and vulnerable visits

On the 24th we had our day trip to the New Forest. It was a hot one but despite this we had a fantastic day out. We visited Bucklers Hard where we took in some gorgeous sunshine by the river and everyone enjoyed a 30 minute boat ride too. After this we drove through the forest enjoying the sights of wild horses and even cows to pay a visit to Burley. After sampling some scrumptious ice cream we headed back beating the traffic stopping on Bury hill to enjoy a picnic tea arranged by one of the ladies on the trip. The day out was enjoyed by all!

In addition to the trip we have continued our visits and have been helping to make sense of some of the recent benefit changes ensuring everyone is claiming what they are entitled to. We have helped with the installation of a couple more community link alarms to different households adding a much needed safety line in case of an emergency.

One of our more active residents has recently suffered an accident whilst out and about and as a result we are keen to visit daily to ensure they have everything to make them comfortable.

Village Minibus

We have had the good news that the minibus has been extended for a further 6 months and we continue to help support its weekly use.

What the wardens DO Leaflets.

As a result of a number of questions queries and some misunderstandings we want to help clarify what the Wardens do and can do. We have created a leaflet that helps simplify what the wardens are able to deal with and how to get in touch. We will be delivering these to every household sometime during June. Hopefully this will help clear up any concerns or misunderstandings in the future and help problems / issues to be reported to the correct people. We hope that the leaflets also serve as a reminder that we aren't on duty 24/7.

Parking

This month we have received a number of complaints about parking down Meiros Way. As a result of the Meiros Farm building site getting nearer to completion there is now no parking available for contractors on site. As such contractors are now having to park off site and have migrated to the nearest roads. Meiros Way and Rectory Lane are where the contractors are now parking. As a result this has caused a number of residents to call us to complain. Not only about the parking but also about the degree of littering that seems to have come with contractors taking breaks in their vehicles. Having consulted with the Police the vehicles are not parked illegally and are well within their rights to be parked there. However in reaction to the litter we have spoken to the Site manager who has spoken to all his drivers. In addition we provided the site manager with a supply of portable ash trays for cigarette ends. We continue to monitor this area in case the situation gets worse and will of course fine anyone found to be littering.

Dog Noise

We have received a number of complaints this month about a dog in the Hillcrest Drive / Close area making distressing sounds howling etc during the day. Upon further investigation we have identified the location of the animal and have carried out a home visit. The owners are aware of the problem as are the RSPCA who have recently visited themselves. The RSPCA found no evidence of cruelty and were happy with the condition within which the animal is being kept. The problem seems to be occurring when no-one is home and is suspected to be something along the lines of anxiety. The dog seems to make the noise when separated from its owner. We have continued to receive calls regarding the dog and have again reported to the RSPCA and would advise anyone concerned to do the same by calling 0300 1234 999.

Neighbourhood Management Training

We have recently attended and intensive training session on Neighbourhood Management. This hopefully will serve as useful knowledge and understanding and will arm us with tools to tackle problems in the future. Upon the completion of a lengthy report assignment we should both gain an A-Level equivalent in Neighbourhood Management.

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.

Questions for the Wardens from Councillors & Members of the public:

1. The Clerk asked the Wardens to let her have data regarding the amount of their time they spend dealing with elderly/vulnerable as a member of the Senior Persons Council would be attending the July PC meeting.
2. The Wardens would be moving office very shortly (to Committee Room 2 at the Community Centre).

153/12 YOUNG PERSONS ADJOURNEMENT

None present.

154/12 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

None present.

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

155/12 Community Action Plan

Updated list on the PC website.

KD C/F

156/12 Housing Needs Survey

The deadline for responses was 28th May and to date 314 forms have been returned. This represents @one third of those distributed. Data entry and analysis of the results were taking place and the report would be available shortly. The PC would then meet with AiRS and HDC to discuss the results and next steps.

Summary of data from the Meiros Farm affordable homes allocation:

31 Expressions of interest resulted in application packs being sent out to:

20 people for rented

9 people for shared ownership

7 people for both

A total of 26 forms were returned back from interested parties.

Of the applications for rented properties HDC nominated 9 people for the 9 homes. ERHA rejected one of HDC's nominations and another applicant was nominated by HDC. HDC 'rejected' 11 other applicants on the basis that 3 who had a housing need had already been moved and the other 8 applicants had a desire to move but not a need to move. HDC state that no-one was rejected who needed to move. To date 7 applicants have accepted their properties and it is expected that the other 2 acceptance forms will be received shortly.

Of the 4 shared ownership properties one has been accepted, two have been offered (and ERHA expect at least one of those to be accepted imminently, with a slight delay on the other while financial information is collated for a mortgage). The other home is still available.

Some concern was expressed that residents may be on the HDC Housing Register (in Band D) but were classified by HDC as not needing to move but having a desire to move. It was questioned why the Housing Register had this category and how HDC define need versus desire. This would be discussed at the meeting with HDC.

Penn Retreat – the PC is aware that John Longhorn has instructed an architect to draw up preliminary plans for housing at this site. **C/F**

157/12 Annual Inspection of Council Land

Took place on 29th May and a copy of the report has been circulated to Councillors. The Clerk would obtain quotes for the works and present them to Council in due course.

KD C/F

CORRESPONDENCE

158/12 For action:

1. WSCC – want to know any minor watercourse/land drainage flooding hotspots. Cllrs to send information to the Clerk. It was agreed that the Clerk send information. **KD D**
2. WSCC – Crime & Community Safety Survey. It was agreed that the Clerk complete the Survey. **KD D**
3. HDC – Member seminar: Future of Youth Service provision in Horsham District Wednesday 20th June 6pm. No volunteers.

159/12 For information:

1. Letter from resident re car accident Billingshurst Road/Peacocks Lane junction (sent to WSCC)
2. HDC – Residents Survey results, very few responses from the whole of Chanctonbury area.
3. HDC – Scrutiny & Overview Annual Report
4. HDC – Review by Scrutiny – report of the traffic in villages working group
5. HALC Agenda & minutes
6. Letter from resident complaining that the Council's litter volunteers were not wearing their high visibility jackets. The Clerk had spoken to the volunteers and explained that if they did not wear their jackets then they weren't covered on the

Council's insurance. The volunteers had not agreed to wear the jackets but had informed the Clerk that they personally accepted the risk and would not be able to claim against the Parish Council for any accidents.

160/12 General:

1. AiRS Newsletter
2. The Clerk magazine
3. WSCC Connections magazine
4. Southern Water – magazine
5. Clerks & Councils Direct magazine
6. Joe Barnes – new Co-op Manager will attend a future Parish Council meeting.

161/12 PUBLIC ADJOURNMENT

Members of the public reported:

1. A caravan had been burnt out on Penn Retreat site – details of this had already been sent to HDC.
2. The grass verge at Penn Gardens is not being cut by WSCC Contractor. Clerk to report to WSCC. **KD D**
3. WSCC grass cutting contractors had come on bin day and had cut around the wheelie bins rather than move them. Clerk to report to WSCC. **KD D**
4. Moat Housing have yet to cut their hedge at Viney Close. The Clerk had been asking them to do the work for many months now. Clerk to report to WSCC. **KD D**
5. The Festival Committee were very disappointed that no Parish Councillors volunteered to help put up the bunting for the Jubilee weekend. The Parish Council had asked for the bunting to be put up but had not provided any volunteers. Four Councillors volunteered to help take down the bunting.
6. Fly tipping along the public footpath beside Chanctonbury Nurseries. Clerk to report to HDC. **KD D**
7. Overgrowing vegetation along the public footpath beside Chanctonbury Nurseries. Clerk to report to WSCC. **KD D**

The Chairman thanked members of the public for their comments.

162/12 PLANNING.

The Planning Committee met on 16th and 30th May and minutes have been circulated to all Councillors. Agreed by all.

163/12 Correspondence

WSCC consultation on their draft Waste Local Plan to 2031 – this does NOT include either Laybrook or Broadbridge Farm as proposed waste sites. It was agreed that the Clerk respond. **KD D**

It is likely that DC/11/2648 Proposed petrol station at the north of the village will be discussed at the HDC Development Control South meeting on 19th June at 2pm. The

Council had recently supported the application and it would be useful to send a Councillor to speak on behalf of the Council if HDC were planning to refuse the application. Clerk to contact Councillors when the Committee Report & Officer recommendation is published.

KD D

164/12 New Enforcement Allegations/Information

None

The Clerk was aware of an ongoing issue with contractors from the Meiros Farm development parking on farmland at Glebe Farm.

165/12 Amendments

None

166/12 Applications

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.
The Parish Council have no objections.

DC/12/0897 Removal and replacement of double garage - Downsview Cottage, London Road

The Parish Council have no objections.

DC/12/0959 Surgery to 1 x Holm Oak - Meiros Farm, Rectory Lane

The Parish Council suggest crown lifting is more appropriate than crown reduction. The works should be carried out with permission from the owner of the tree.

Horsham District Council

167/12 Approvals

DC/12/0668 Surgery to 1 x Quercus Robur on land adjacent to 39 Rectory Close - Oakwood Copse, Ivy Lane

168/12 Refusals

None

169/12 Withdrawals

None

170/12 Appeals made/ decisions

None

The next Planning Committee meeting is scheduled for 20th June 2012 at 7.00pm.

FINANCE

171/12 Contract Reviews:

Clerk - That the Council reviews the salary and hours worked of Karen Dare Parish Clerk currently SCP30 (£13.239 per hour or £8261.14 per annum, 12 hours per week).

The Clerk is happy to remain on 12 hours per week. The Clerk's contract allows for an increase of one job scale each year (on 6th April) subject to satisfactory performance. A move to SCP 31 (£13.657 per hour or £8521.95 per annum) would result in additional £260.81 salary cost (plus some additional pension & NI costs). An additional £500 was added to the staff cost budget for 12/13 to allow for this increase. Agreed by all.

KD D

172/12 Correspondence

The Internal Auditor inspected the accounts and found no areas of concern. He made one suggestion relating to monthly payments to Ashington School (suggesting an annual payment is less time consuming). The Finance Committee met on 30th May and Councillors had been provided with a copy of the minutes of the meeting. Councillors approved the annual return and accounts. Agreed by all.

KD D

Audit Commission – consultation on appointment of external auditor for 2012/13 and future years. It was agreed that the Clerk respond.

KD D

Consider a request for a donation to Queen Alexandra Hospital Home. Not agreed.

Councillors to approve a donation of £150 to Ashington Festival for putting up the bunting for the Diamond Jubilee. Agreed by all.

173/12 Income

None

174/12 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£483.33	1303
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Total	£17	1304
WSSC	Salary and on costs (April)	£816.72	
	Payroll costs	£41.04	1305
	Salary and on costs (May)	£816.72	1306
Plusnet	Broadband	£17.99	DD
Ashington School	Meeting cost	£20	1307
D. Allsopp	Internal Auditor fee	£200	1308
D. Newland	repairs to skatepark	£60.00	1309
SLCC	membership	£123	1310

Ferring Nurseries	hanging baskets	£677.38	1311
Ferring Country Centre	hanging baskets	£240.00	1312
Ashington Festival	bunting	£150	1313

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

175/12 MEETINGS

Cllr Harbour had attended an ‘Energy Best Deal’ meeting and had circulated details to Councillors. Rowena Tyler at AiRS had agreed to manager a register of rural communities who would like to bulk buy fuel at discounted rates.

Cllr Clark had attended a Wardens Steering Group meeting. Minutes would be circulated separately.

176/12 MINOR MATTERS RAISED BY COUNCILLORS

The next meeting will be held at **7.45pm on Thursday 5th July 2012 at Ashington School, Foster Lane.**

The meeting finished at 8.40pm

Signed.....

Date.....