



Ashington Parish Council

Members of Ashington Parish Council are summoned to a meeting of the Ashington Parish Council at **Ashington School at 7.45 p.m.** on Thursday 5th May 2016.

A G E N D A

1. APOLOGIES

2. ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

3. ELECTION OF VICE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

4. ALLOCATION OF COMMITTEES

Previous Committee allocation is as follows:

Finance - Cllr Spiers, Cllr Strudwick, Cllr Clark, Cllr Woolley

Planning Committee –Cllr Cox, Cllr Wood, Cllr Kearney, Cllr Woolley, Cllr Stillwell

5. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Current position

Ashington Community Centre (observer) – vacancy

Horsham District Association of Local Councils - Cllr Spiers plus one vacancy

Ashington Youth Club (observer) – vacancy

West Sussex ALC Ltd (formerly SALC) – Cllr Stillwell, Cllr Kearney

6. TO CONFIRM SCHEDULE OF MEETINGS FOR 2016/17 (See website)

7. CODE OF CONDUCT

Councillors to make sure they are familiar with the code.

8. ANNUAL REVIEW & APPROVAL OF STANDING ORDERS

Councillors to make sure they are familiar with the Standing Orders

9. REVIEW OF REGISTER OF MEMBERS INTERESTS

Councillors are asked to complete new forms

10. ANNUAL REVIEW OF COUNCILS RISK ASSESSMENT DOCUMENT

11. REVIEW OF COUNCILLORS ALLOWANCES AND CHAIRMANS ALLOWANCE

Monthly Parish Council Business

12. DECLARATIONS OF INTERESTS and notification of changes to member's interests.

13. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7TH APRIL 2016

14. REPORT FROM NEIGHBOURHOOD WARDENS AND YOUTH WORKER

16. YOUNG PERSONS ADJOURNMENT

17. REPORT FROM DISTRICT COUNCILLORS

18. ACTIONS OUTSTANDING

- a) Social Media
- b) Mill Lane Culvert
- c) Review of Emergency Plan
- d) Litter Pick Day Update
- e) Annual Inspection of Parish Council Land

19. CORRESPONDENCE

For action:

The following documents were distributed to Councillors by email in preparation for discussion action.

- a) Request from a resident to maintain the hedgerow immediately in front of his property in between annual cuts. The hedgerow runs along the side of the footpath between Merios Way and Covert Mead.
- b) Invitation for the Chairman from HDC for the Annual Reception for Parish Council Chairmen on 25th May

20. GENERAL

- a) Highways
- b) Speedwatch
- c) Volunteer Projects
- d) Public Access Defibrillator

21. PUBLIC ADJOURNMENT

22. PLANNING.

Approval of the Planning Committee minutes of 27th April 2016

Planning Correspondence

- 1. HDC SHELLA – June 2016
- 2. West Sussex Joint Mineral Plan Consultation

Neighbourhood Plan update

Amendments - None

Applications

DC/16/0860 Tranquility, 16 Timberlea Close – removal of existing garage and store and rebuilding with rear extension.

DC/16/0643 Ashington Autos - Erection of portal framed building to include car sales, vehicle servicing and repair workshop, ancillary offices and staff amenities; the erection of a car wash bay; the installation of associated plant and machinery and the change of use of land to vehicle sales.

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Approvals

DC/16/0339 18 Willow Way - Conversion of existing garage and erection of first floor extension over garage.

DC/16/0446 Tile House, Billingshurst Road - Single story side extension with mono pitched roof and formation of new first floor window

DC/16/0242 The Sports Pavilion, Church Lane – advertisement consent

DC/16/0613 Oak Tree House, London Road – Surgery to Oak Tree (TPO)

Refusals - None

Withdrawals

DC/15/1924 Hoots House

Appeals made/ decisions

DC/15/2442 11 Hillcrest Drive (Appeal against refusal)

Single storey pitched roof side extension to the existing detached bungalow to form a pair of two bedroom detached dwellings.

23. FINANCE

Financial Reviews

Internal Auditors report and approval of Annual Return

Correspondence for action.

- a) Request for additional hours for Responsible Finance Officer
- b) Asset Register
- c) Consider a request for a grant from Ashington Festival

Income

HDC First Payment and grant – 2016/17 Precept £47,188.50

Additional £1364.27 from Administrators of the Singer and Friedlander Bank

Expenditure

Invoices on the attached schedule are proposed for payment (to follow)

24. MEETINGS ATTENDED BY COUNCILLORS

25. MINOR MATTERS RAISED BY COUNCILLORS

26. DATE AND TIME OF THE NEXT MEETING

The next Parish Council will be held at **7:45pm on Thursday 2nd June 2016 at Ashington School, Foster Lane.**

The next Planning Committee meetings are scheduled for **Wednesday 18th May 2016 at 7.30pm in the Sports Pavilion, Church Lane.**

PUBLIC AND PRESS ARE WELCOME TO ATTEND

Celia Price, Clerk to Ashington Parish Council. 28th April 2016

May Schedule of Expenditure

Month	Payee	Description	£	Chq No.
May-16	Mrs Celia Price	Home Office - March 2016	10.00	
		Telephone	7.00	
		Staples - Stationery	36.97	
		Flowers for Cllr Stillwell	5.00	
		Card for Cllr Stillwell	2.49	
		Travel Expenses - Mileage	8.00	
		Travel Expenses - Car Park	1.60	
		Total	<u>71.06</u>	1758
	Mrs Karen Dare	Home Office - March 2016	5.00	1759
	Mark Adsett	Landscape Gardening (April 16)	508.33	
		Invoice 2093 - Tree Surgery (quotes previously agreed)	300.00	
		Total	<u>808.33</u>	1760
	Ashington PCC	Inv: YW-201604 - Youthworker (May 16)	1083.33	1761
	Ashington Community Trust	Hall Hire - March Meetings (Inv 411214)	23.60	
		Hall Hire - April Meetings (Inv 411233)	8.00	
		Total	<u>31.60</u>	1762
	WSCC	Salaries	984.15	1763
	Action in Rural Sussex	Annual Subscription	50.00	1764
	Horsham District Council	Village Wardens	46011.00	1765
		May Total Expenditure	<u>49044.47</u>	

Appendix 1

WARDEN REPORT May 2016 – To Follow

Appendix 2

Horsham District Monthly update is on the Parish Council website www.ashingtonpc.org.uk

Appendix 3 – Youth Worker Report

Main Headlines – May 2016 – To Follow

Appendix 4

Funds held by the Parish Council on behalf of others as at 30th April 2016:

First Responders	£ 3165.90
Bingo Club	£ 336.32

