

MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON TUESDAY 16th JANUARY 2018 AT 8.00PM

Attendance

Chairman	Cllr Hedley (Ashurst Parish Council Vice Chairman)
Ashurst Parish Council (APC)	Cllrs Fischel, Knight, Nicholson and Russell
Horsham District Council (HDC)	Cllr Willett
West Sussex County Council	Cllr Barling
Clerk	Elizabeth Leggo
Members of the public	1 member of the public was present

To provide an opportunity for members of the public to ask questions or make statements at the Chairman's discretion.

1. Apologies for Absence.

Apologies and reasons for absence were received and accepted from Cllr Hammond.

2. Declaration of Members' Interests.

None for this meeting.

3. Approve the Minutes of the Meeting of 2nd November and extraordinary meeting of 23rd November

The minutes were circulated to all Cllrs and taken as read. It was **RESOLVED** that the minutes are a true record of the meetings and were signed by the Chairman.

4. Outstanding Actions: To clarify and report on actions brought forward from the last meeting.

- Grit bin – location to be changed. Cllr Hammond will speak to a homeowner on this.
- Can documents be stored in Village Hall?
- Clerk is getting a new iPhone in March so will use her old one solely for Council business from then, so will research contract costs then.
- Clerk confirmed that a mid-year audit is not essential.
- Cllr Hedley found out that SECAMB can provide replacement defibrillator pads for £21 a pair.
- Cllrs Russell & Fischel are booked on to GDPR training.
- The Clerk wrote to HDC regarding the changes in calling in planning applications. The response is included at the end of these minutes.
- The Clerk wrote to WSCC regarding the closure of Eaton's Bridge. The response is included at the end of these minutes.
- The Clerk established that Operation Watershed is still available and brought the forms to the meeting for Cllrs.
- The Clerk has drafted a letter to go to Environmental Health regarding the raw sewage being discharged from a septic tank in the parish.
- The Clerk wrote to Horsham Matters to inform them of the decision of Ashurst Parish Council to leave the Joint Parishes Youth Committee
- The Clerk amended the budget lines in the precept as instructed.

Actions:

- Cllr Hammond to speak to homeowner regarding relocation of grit bin
- Cllr Jesse to speak to Village Hall Committee to find out if Ashurst Parish Council documents can be stored in the Village Hall
- Clerk to add item to the agenda of the next meeting regarding replacement defibrillator pads
- Cllr Fischel to complete Operation Watershed application
- Clerk to write to Environmental Health at HDC regarding raw sewage discharge

5. Recreation Ground Matters:***Financial update***

The bank balance at HSBC as at **20th December 2017 was £4666.42**

Incomes received (21st Oct 2017 – 16th Jan 2018)

None for this period

Expenditures authorized (21st Oct – 16th Jan 2018)

Business Stream	Water	£ 17.48
EDF	Electricity John Eaton Hut	£ 82.41
Sussex Land Services	Grass cutting October	£ 310.80

The Clerk reported on the HDC playground inspection, which was noted by the Council.

The Wicksteed Playground Inspection was circulated to members of the Council following the meeting and Councillors will meet at the Recreation Ground to discuss actions.

The Council reported on the meeting at the Recreation Ground – the carpark needs to be resurfaced and the sewage works were inspected. The electricity has been switched off to the Cricket Pavilion and a spare dishwasher removed.

Actions:

- Councillors to meet at the Recreation Ground to act upon Wicksteed Playground Inspection
- Cllr Fischel to send the Clerk a copy of the plumbing plans to end on to the Primary School
- Cllr Fischel to send the Clerk a copy of the plumbing plans highlighting areas of risk for legionella
- Cllr Russell to send the Clerk a copy of the asbestos report
- Cllr Hedley to send the Clerk a copy of the certificate of electrical safety testing

6. Planning Matters:

There were no planning applications received for consideration.

7. Planning Decisions from HDC:**DC/17/2193**

Site: Spithandle Nurseries Spithandle Lane Wiston Steyning West Sussex BN44 3DY

Description: Proposed demolition of polytunnel and erection of bespoke building to house equine osteopathy clinic. Erection of circular horse walker use of existing sand school in connection with clinic.

Decision: **Application Permitted**. Date of Decision: 22/11/17

DC/17/2038

Site: New Wharf Farm Horsebridge Common Ashurst Steyning West Sussex BN44 3AL

Description: Change of use of land to a campsite for 40 pitches to be used between April and September each year. Erection of 4x shepherds huts to be used as self-catering accommodation for 10 months of the year, creation of 2x grasscrete car parking areas, erection o

Decision: **Application Permitted**. Date of Decision: 13/12/2017

DC/17/2346**Site: 1 Wellens Farm Cottages Steyning Road Ashurst Steyning West Sussex BN44 3AN**

Description: Removal of existing front lean-to and erection of replacement two storey side/front extension with enclosed front porch Decision: **Application Permitted**. Date of Decision: 12/12/2017

DC/17/2414 & DC/17/2415 (Listed building consent)**Site: Eatons Farm The Village Ashurst Steyning West Sussex BN44 3AP**

Description: Erection of open-sided side porch (Full planning) Decision: Application Permitted Date of Decision: 22/12/2017

8. Financial Matters:

The bank balance at Lloyds TSB as at 28th November 2017 was **£11,777.64**

Incomes received (21st Oct 2017 – 16th Jan 2018)

None for this period

Expenditures authorized (21st Oct 2017 – 16th Jan 2018)

E Leggo	Office Allowance	£40.00
E Leggo	Salary (Oct-Dec + backpay)	£635.37
HMRC	Tax	£159.00
E Leggo	Expenses	£15.52

The precept and budget documents were circulated in advance, and can be viewed at the end of these minutes in appendix 3. It was RESOLVED by the Council to ask HDC to collect a precept of £11,100 for Ashurst for 2018/19.

Cllrs noted Moore Stephens as the appointed External Auditor for West Sussex local councils. No declarations of interest were declared.

The Clerk reminded the Council that they had previously approved the purchase of a scanner, using the transparency grant.

Actions:

- Clerk to submit precept request to HDC for £11,100
- Clerk to purchase scanner

9. To receive an update on Youth Provision.

Cllr Russell updated the Council that there have been no further meetings since the last meeting of APC. However, he will attend the next meeting of the Joint Parishes Youth Committee in February before Ashurst leaves the Committee in the next financial year.

10. To discuss recent correspondence from residents regarding speeding traffic in Ashurst.

The Council discussed communication from a resident of the Parish. Actions were agreed as below.

Actions:

- Clerk to ask WSCC whether section 106 funds can be used to fund white gates with a please drive carefully sign or a flashing speed warning sign on the B2135
- Cllr Hammond to invite the concerned member of the public to the next meeting of the Council

11. Priors Byne Solar Farm and Soper's Farm

Cllr Knight referred to an email from Dr Chris Lyons to Cllr Tim Lloyd, which is included at the end of these minutes. Cllr Knight reported that trees around Soper's Farm are dying and welcomed a report from the Tree Warden. The Council was concerned that the communication around these issues suggested that HDC believed that many issues are now resolved, which they are not.

Actions:

- Clerk to contact the Tree Warden to arrange for a report on the trees around Soper's Farm
- Cllr Knight to write to Dr Chris Lyons, Director of Planning at HDC

12. General Data Protection Regulations

The Council discussed changing legislation in 2018 and noted that Cllrs Fischel and Russell are attending the forthcoming SSALC training. It was **RESOLVED** that Cllrs Fischel and Russell would share their learnings with other councillors prior to the next meeting of the Council.

13. To complete the WSALC Survey on Health & Wellbeing

The Council completed the survey sent by WSALC to all parishes in West Sussex on health & wellbeing.

14. To receive an update from Horsham Association of Local Councils

Cllr Fischel informed the Council that the last meeting of HALC had taken place in Ashurst Village Hall and had been well attended. The Health & Wellbeing report from the West Sussex Association of Local Councils was praised. Concerns over the closure of local banks, causing some people significant difficulties. Cllr Fischel also reported that the National Association of Local Councils is being restructured and that parishes and businesses within the Horsham District are generally satisfied with the changes in parking regulations, except for a couple of parishes.

Action: Clerk to re-circulate the training documents from HDC on planning

15. Logo

It was agreed that Cllr Fischel would speak to the member of the community interested in the logo and find out whether he would like to do further research on the developing logo.

16. Funding Application from Age UK Horsham District

The Council reviewed a recent application for funding from Age UK Horsham District. It was **RESOLVED** that the Council would make a grant of £50 to Age UK Horsham District at the beginning of the next financial year.

Action: Clerk to email Sonia Mangan, CEO of Age UK Horsham District to inform her of the Councils decision on the grant.

17. Correspondence.

- Clerk's & Councils Direct

18. Reports from Outside Bodies.

None for this meeting.

19. Reports from District and County Councillors

Cllr Willett updated the Council on the changes to waste collection in the Horsham District, and informed the Council that the new Chief Executive of HDC is Glen Chipp. Cllr Willett reminded the Council that HDC has an excellent website with up to date information.

Cllr Barling gave his report early in the meeting and left at 8.35pm.

Cllr Barling updated the Council on the following topics:

- That he was pleased that his campaigning to keep the Police Station in Steyning, with a front-facing desk, had been successful.
- There will soon be a change in the grants given from WSCC, with all the funding going into one pot, following a similar successful change made in other counties. The next County Local Committee meeting will be on 7th March in Steyning.
- WSCC precept has not yet been set, but that it will be going to Full Council on 15th February. It is anticipated that there will be a 4-5% rise, with 1.95% being that which does not require a referendum, 1% being the additional permitted by Central Government and 2% going towards adult social care. Cllr Barling reported that there is a huge funding gap, which would reach £60 million in 2022 if these changes are not made.
- WSCC is in a better position than many other councils that are closing libraries and waste disposal sites.

20. Information Items

Councillors were very sorry to hear the sad news from Cllr Hedley that Michael Griffiths, a well-respected member of the community, had passed away.

The Chairman closed the meeting at: 9.45pm

Signed _____ Date _____

Date of the next Meeting: Thursday 8th March 2018 at Ashurst Village Hall at 8pm.

Appendix 1: Letter from Dr Chris Lyons in response to Ashurst Parish Council's letter regarding the District Councils change to calling in planning applications

Ms Leggo,

Thank you for your enquiry.

I do understand the Parish Council want to be assured that significant planning applications can be debated in public by the relevant Planning Committee and I can assure you that there are no changes to this and any significant planning application *can* still be called to committee by the Parish Council if you wish to speak on the application.

The changes agreed by Council broadly covered three types of applications. The first type were certificates of lawfulness as they are a legal determination and not something where the merits can be debated. The second type of applications were those where a time limit applies and the risk of allowing the application to be called to committee could result in the determination period having passed and so permission would be granted by default (applications for prior approval etc.) or the application has a clear time limit. The third type of exclusion was to clarify that the more minor applications would not be considered at committee as the Members were of the view that was not a good use of their time debating a minor change to an application (such as applications for a non-material amendment).

I trust this reassures you that significant planning applications have not been affected and I can assure you that Members debated the point for some time before making their decision. That decision has been taken by the formal Council meeting. However, if you think that there is an application that you cannot call to committee and that it is particularly controversial or raises some wider issue then please let me know at the time, as I can refer any application that warrants a wider debate, and I can consider it then.

Yours sincerely,

Dr Chris Lyons

Director of Planning, Economic Development & Property

Telephone: 01403 215401 |

Email: Chris.Lyons@horsham.gov.uk



**Horsham
District
Council**

Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL

Telephone: 01403 215100 (calls may be recorded) horsham.gov.uk Chief Executive - Tom Crowley

Appendix 2: Letter from WSCC in response to concerns of Ashurst Parish Council on the ongoing closure of Eaton's Bridge

Dear Liz,

Thank you for your email confirming that you have shared the latest update on replacing Eaton's Bridge.

I am sure that you will be able to appreciate that whilst the Public Rights of Way Team has every intention of aiming for completion in summer 2018, there are a number of variables that are beyond our control, including weather conditions, access and funding, all of which can be subject to change. I hope that you will understand, therefore, why I am unable to give you the cast-iron guarantee that you are seeking.

I do appreciate the significance of Eaton's Bridge to the local PROW network and I would seek to reassure you that the PROW Team consider this replacement to be a high priority within the capital programme. We have worked hard to develop a design and to gain the consents, agreement, and permission of all the parties involved and to secure funding and we continue to place a high priority on seeing this through to completion.

Kind regards

Nigel

Nigel Bird
Countryside Access Ranger – Area 5
Rights of Way – Highways and Transport
West Sussex County Council