

Ashurst Parish Council

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MINUTES OF THE ANNUAL MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 5th JULY 2018 AT 8.00PM

Attendance

Chairman	Cllr Hammond
Ashurst Parish Council	Cllrs Fischel, Hedley, Jesse, Nicholson and Russell
Horsham District Council	Cllr Lloyd
West Sussex County Council	Cllr Barling
Clerk	Elizabeth Leggo
Public	Five members of the public were present

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

Three members of the Community came to speak to the Council to report on a recent meeting held to discuss the proposed development of affordable homes in Ashurst. They have concerns over the safety of the exit onto the B2135 as people exceed the 30-limit. They are going to work with another member of the community to set up a community speed-watch to get an idea of the speeds that people are travelling through the village.

They also feel that the whole village should decide which development scheme should go ahead. A member of the community has offered to fund the letter and work on this on behalf of the Council. The Chairman responded that the Council was grateful for this offer, but that the Council would prepare the letter.

Mr Philip Weake who has put his land forward for development responded that he would not wish to proceed with a development that would put people at risk.

Mr Weake also responded to the questions that the Council put to the Rural Housing Trust following the last meeting. He acknowledged that the cost of the mortgage and rent is high and may not in fact be affordable. He has also spoken to Tom Warder of Action in Rural Sussex who carried out the 2012 survey on affordable housing for Ashurst. Mr Warder has said that there should be a more affordable housing model available. AiRS suggested Mr Weake could give the land to a Community Land Trust who would own the land on behalf of the village for perpetuity. An example of this can be seen in Amberley.

Mr Weake has also been informed by engineers that it would be likely that the development could see the introduction of traffic calming measures.

A member of the public asked about the Velo South route, voicing concerns over the road closure, and Cllr Barling invited her to attend the CLC meeting on Wednesday 11th July.

Another member of the public raised concerns over the verges on Church Lane. They are going to investigate what can be done to preserve the ditches.

The Chairman thanked the members of the public for their comments and questions.

1. Apologies for Absence.

Apologies were received and accepted from Cllr Knight.

2. Declaration of Members Interest.

Cllr Hedley declared an interest in planning item DC/18/1163.

3. Election of Vice Chairman.

Cllr Hedley was nominated by Cllr Jesse seconded by Cllr Nicholson and it was unanimously agreed, Cllr Hedley accepted the position and remained the Vice Chair.

4. Approve the Minutes of the Meeting of 3rd May 2018

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.

5. Outstanding Actions.

- Clerk has purchased two drawer, lockable filing cabinet to store the Councils documents at the Village Hall;
- Clerk has purchased a new scanner and printer for the Council using Transparency Funding from NALC;
- Clerk has purchased a shredder for GDPR compliance;
- Clerk contacted Rural Housing Trust and circulated the response with members;
- Cllr Hammond spoke to the other member of the community interested in putting land forward for affordable homes who has said he would ask his planner to further develop the plans;
- Cllr Fischel spoke to HDC about affordable homes;
- Clerk has uploaded the Privacy Policies to the website;
- Clerk invited Chris Stark to meet with the Council to discuss Section 106 funds;
- Cllr Russell fixed the gate at the Recreation Ground;
- Cllr Russell & Hammond checked the glass at the Cricket Pavilion and ordered and had installed replacement safety glass for three panes;
- Clerk has drafted leases for the Cricket Club and School for use of the Recreation Ground;
- Clerk has spoken to Steyning Parish Council Clerk regarding how they monitor Legionella Risk and has subsequently obtained three quotes for risk assessment and ongoing monitoring;
- Cllr Jesse rolled the Recreation Ground and was thanked by the Chairman;
- Cllr Jesse asked the Village Hall Committee whether offsetting charges between the Council and the Committee could be agreed and he would chase this up at the next meeting;
- Cllr Fischel spoke to copywrite holder regarding the logo for the Council.

Action

- Clerk - Inform Primary School that one pane was found to be faulty and the two on the door were also replaced.
- Cllr Jesse to confirm with Village Hall Committee regarding charges being offset as per actions from May meeting of the Council

6. Reports from District & County Councillors

Cllr Barling (WSCC) informed the Council of the next County Local Committee Meeting (CLC) at Pulborough on Wednesday 11th July. A presentation will be given by the organisers of Velo South. Also on the agenda is that A283 traffic has increased by 9% over two years, partly because people use the route to avoid the A27 in Worthing. The proposed Arundel bypass would help ease this congestion. The South Downs National Park Authority has objected to this route and have started a judicial review – another item up for discussion at the CLC.

Regarding Ham Farm, Cllr Barling reported that the Minerals Plan is currently being approved, and this

carves out Ham Farm from the soft sand policy. This Policy will be circulated again, slightly amended.

Cllr Lloyd (HDC) informed the Council that HDC has a new CEO and Head of Democratic Services.

Cllr Lloyd informed the Council that if someone employs someone to clear their property/land and the items are fly tipped, that the householder is liable for prosecution if anything can be traced back to them, i.e. they did not check that the firm had an appropriate license.

7. To reaffirm the Council's eligibility to hold the General Power of Competence.

It was RESOLVED that the Council is eligible to hold GPC as over 2/3 of councillors are elected and the Clerk is qualified with CiLCA.

8. Recreation Ground Matters.

The bank balance at HSBC as at 20th June 2018 was **£6,338.41**

Incomes received 3rd May – 5th July 2018		
Ashurst Cricket Club	For use of Ground	£400
Expenditures authorized 3rd May – 5th July 2018		
Sussex Land Services	Grass Cutting March & April	£621.60
Horsham District Council	Rates	£97.61
Horsham District Council	Playground inspections	£72.00
Sussex Land Services	Grass Cutting May	£310.80
EDF	Electricity	£86.92

- Legionnaires Risk Assessment
It was agreed to book a Legionella Risk Assessment with TSS Facilities.
- Use of Ground – defer to the Recreation Ground Meeting
- Leases – defer to Recreation Ground Meeting
- Playground Inspection
The recent Horsham District Council inspection was shared with the Council

Actions:

- Cllrs Hammond & Russell to inspect the play equipment following HDC playground inspection
- Clerk to book Legionnaire's Risk Assessment with TSS Facilities

9. Planning Matters.

DC/18/1163: Prior approval for a proposed change of use of a building from office use (class B1(a) to a dwellinghouse (Class C3)

Site Address: North Blows Farm Bines Green, Partridge Green Horsham West Sussex RH13 8EH

The Clerk was asked to submit the following comments to HDC:

Stance: Neutral

Comment: No comments

10. Planning Decisions from HDC

None for this meeting.

11. Financial Matters

It was noted that the Parish Council's insurer has changed to Norris & Fisher as agreed on 3rd May. It was also noted that the Council passed its internal audit.

The bank balance at Lloyds TSB as at 21st June 2018 was **£10,684.89**

Incomes received 3rd May – 5th July 2018		
HMRC	VAT Refund	£343.44
Expenditures authorized 3rd May – 5th July 2018		
Horsham Matters Ltd	Youth (final payment)	£9.70
Norris & Fisher	Insurance	£538.70
Community Minibus Association	Grant	£50.00
Satswana Ltd	GDPR - DPO	£180.00
E Leggo	Salary (April-June)	£626.53
HMRC	Tax for E Leggo	£156.40
E Leggo	Office Allowance (April -June)	£40
E Leggo	Expenses (mileage for Internal Audit)	£31.05
Mulberry & Co	Internal Audit	£90
E Leggo	Reimbursement for printer	£84.99
E Leggo	Reimbursement for toner	£44.99
E Leggo	Reimbursement for shredder	£54.99
E Leggo	Reimbursement for filing cabinet	£26.99

12. To receive an update on Freedom of Information Requests

Cllr Fischel has thoroughly checked all SWAB emails and could not find the information requested. Regarding another request, the Clerk to Steyning is trying to find out more information about the dropbox.

13. To discuss Operation Watershed and decide whether to put in an application for funding

Cllr Russell informed on an area of Ashurst on the B2135 which floods onto the road. There is a clogged ditch, which if cleared should facilitate drainage. Cllr Barling suggested that the Council obtain a quote for the work and to put in an Operation Watershed application. In addition, there is the area of Church Lane and a further area of the B2135 to be looked at.

Action: Cllr Fischel to obtain a quote from Balfour Beatty and Edburton and one further contractor to clear ditches and to complete Operation Watershed application from.

14. Grants

The Council reviewed applications from:

- 4Sight Vision Support
- Kent, Surrey & Sussex Air Ambulance

It was RESOLVED to make a grant of £50 to the Air Ambulance.

15. Update on affordable housing in Ashurst

The Council discussed the response of the Rural Housing Trust to its questions and the presentations by members of the public at the start of the meeting.

It was agreed that the Council would meet to discuss this further having made further enquiries.

16. To receive an update on Section 106 funds and decide upon next steps

A meeting with Chris Stark, Area Highways Manager, was held prior to the Council meeting and it was noted that the Council could apply for the Community Highways Improvement Scheme.

It was agreed that the Council needed to establish how bad the speeding is on the B2135.

Action: Clerk to find out how to obtain data on speed on the B2135

17. Ashurst/Henfield Public Footpath 3625

The reopening of the replacement footbridge was noted by the Council.

18. Horsham District Council Polling Station Review

The Council did not have any comments on the review.

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

None for this meeting.

20. Logo

Cllr Fischel has spoken to the copywrite holder about the cost of the use of the proposed image, as this is not for commercial use. Cllr Fischel is awaiting the result of this request and will update at the next meeting.

21. To receive an update on the Velo South Cycle Ride.

It was noted that the Ride was reported in the minutes of the last Parish Council Meeting and in the Parish Newsletter. Velo South will be presenting at the CLC meeting in Pulborough next week and should be writing to residents.

22. Correspondence. To discuss correspondence and respond to correspondence received.

- Age UK Horsham District – thank you letter for grant
- Glasdon 'Focus on Local Councils'
- Clerks & Councils Direct
- HAGS 'Get Moving, Summer of Sport'

23. Reports from Outside Bodies.

None for this meeting.

24. Information Items.

Cllr Nicholson updated on Broadband. WSCC have spoken to Openreach and remedial works will soon take place, before new infrastructure being installed which should improve internet access for some homes in the Parish (those within 1.7km of the junction box). Cllr Nicholson has been told that this work should be completed before the end of the year.

25. Date of the next Meeting

Annual Recreation Ground Meeting: Thursday 6th September at 7pm at Ashurst Village Hall, followed by a Parish Council Meeting at 8pm on Thursday 6th September

The Chairman closed the meeting at 10.25pm.

Signed Chairman Dated