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MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 7th NOVEMBER 2019 AT 8.00PM

Attendance

Chairman	Cllr Fischel
Ashurst Parish Council (APC)	Cllrs Hammond, Hedley, Knight, Nicholson and Russell
West Sussex County Council (WSSC)	Cllr Barling
Clerk	Elizabeth Leggo

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 were received and accepted from Cllr Platt (HDC).

2. Declaration of Members' Interests.

None for this meeting.

3. Approve the Minutes of the meeting of 5th September & of the extraordinary meeting of 26th September 2019.

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

4. Reports from District & County Councillors

Cllr Barling informed the Council that there has been a recent election for a new leader of West Sussex County Council – Cllr Paul Marshall. This has led to a change in the cabinet. Cllr Barling has been appointed as Chairman of the Children's Scrutiny Committee.

5. Outstanding Actions

Action	Outcome
Clerk to add an agenda item for November so the Council can consider how best to progress the Community Speedwatch initiative. If it is decided to pursue the Scheme, the Council will consider the purchase of the equipment.	Added
Clerk to speak to Lloyds in Shoreham to find out if they are able to deal with the request about held documents (Cllr Fischel and the Clerk to visit a branch if necessary);	Still to do
Current Cllr Hedley to speak to ex-Cllr Hedley about deleting any remaining Council emails	Completed
Clerk to add an item on climate change to the next agenda and Cllr Platt to present an item on this	Cllr Platt gave apologies for this meeting, to carry item over to January.

Action	Outcome
To put up signs to remind the Clubs to run the water for 5 mins in the Cricket Pavilion and the John Eaton Hut.	Completed
Clerk to email the Chairman of the inter-parish meeting Group regarding the proposed Mayfield's development to advise that Ashurst has agreed a £100 contribution.	Completed, the first invoice for £20 has been received and a cheque for this raised.
Cllr Fischel to draft an email to Chris Stark, Area Highways Manager for West Sussex County Council for the Horsham District to voice the Council's extreme disappointment at the lack of funds available to repair the VAS.	Done. Reply from Adam Norris of WSCC - No funds currently available to replace any VAS in the county! 'Those signs that are agreed to be retained will then be subject to a capital bid for funding for 2020/1'. Action: Progress, if any, to be reviewed at the next meeting. (See 13 below.)
Operation Watershed Application: Cllr Russell will call to follow up with WSCC.	Completed
Cllr Fischel to receive a signed copy of the lease from the school and Clerk to send a copy to WSCC (including the invoice department) as requested by the School.	Completed - Lease now signed. Copy to be sent to WSCC.
Clerk to update the meeting schedule on the website and send a copy to all councillors.	Completed
Clerk to check with the ICO how to register councillors	Clerk chased this and the ICO has responded to say that individual councillors are no longer required to register.
Cllr Fischel to find out what guidelines there are for reducing time spent on answering an FoI request on a pro-rata basis for a part-time clerk.	Cllr Fischel had enquired and the answer was there was no pro-rata basis that could be applied.

6. Recreation Ground Matters.

The bank balance at HSBC as at 20th October 2019 was £7,490.71

Income received 6 th September 2019 – 7 th November 2019		
None for this period.		
Expenditure authorised 6 th September 2019 – 7 th November 2019		
EDF Energy	Electricity – Recreation Ground	£28 (DD)
Sussex Land Services	Grass Cutting – August & September	£630
Horsham District Council	Playground Inspections	£72

To review Horsham District Council Playground Inspections

The issues identified were noted by the Trust and are in hand with the current planned repairs.

To receive an update on the replacement parts for the play equipment

Cllr Russell informed the Trustees that the parts have arrived, but that it has rained ever since! The repairs would be undertaken as soon as the ground dries out sufficiently.

Update on leases – to agree an amendment

It was AGREED to update the football and cricket agreements, which are both one year contracts, by removing the clause "In the event that Horsham District Council withdraws the prevailing discretionary relief from non-domestic rates the Club undertakes further to pay to the Trust one third of any such levy".

Action: Clerk to amend the leases.

To receive an update on the sewage treatment plant works –

The Trustees were pleased with the sewage treatment works. It has meant another 5/6 car parking spaces, the grass has grown back well and there had been no complaints from residents about the work in the summer.

The environmental permit has now been received for the system. So, as far as the Council is aware, this matter has now been satisfactorily completed.

Tree Planting

Cllr Russell informed the Council of a recent offer from the Woodland Trust to fund planting

Action: Clerk to research the Free Tree Packs Scheme offered by the Woodland Trust.

7. Planning Matters.

None for this meeting.

8. Planning Decisions from HDC

Application Number: DC/19/1708

Site: Gratwicks House Church Lane Ashurst Steyning West Sussex BN44 3AR

Description: Installation of an external swimming pool, covered seating area, pump room and children's tree house and play area

Decision: Application Permitted

Date of Decision:24/10/2019

9. To discuss registering the Fountain Inn as an Asset of Community Value, and to agree how to proceed

Action: The Clerk was asked to contact Horsham District Council to find out about the process of registration.

10. Financial Matters

The bank balance at Lloyds TSB as at 9th October 2019 was £12,242.55

Income received 6th September 2019 – 7th November 2019		
Horsham District Council	Half Precept	£5,745
Expenditure authorised 6th September 2019 – 7th November 2019		
Shermanbury Parish Council	Towards flooding report	£20
SSALC	Training: WSALC Conference, Legal & Finance, Councillor Briefing & Awareness, Planning Update	£384

The new NALC Model Financial Regulations had been amended by the Clerk. A further amendment was made to clause 1.14 to cap the unapproved spending between meetings to £500. The Regulations were ADOPTED by the Council.

The draft precept was shared with the Council. No changes to the precept were requested, and it was AGREED that the provisional precept for 2020/21 would be **£12,070**. This figure will be finalised and agreed at the next ordinary meeting of the Council in January.

11. Inter-parish meetings regarding Mayfields.

An email response from Mid Sussex District Council regarding the scoping report has been shared via email with those parishes concerned.

12. SSALC Update

SSALC Training Courses attended:

Cllr Russell reported that he has been on a SSALC Planning Update training session. Topics covered included – the requirement for district councils to publish each year how many houses have been built and an update on Neighbourhood Planning. Cllr Russell said that most other delegates had not had a positive experience of the Neighbourhood Planning process. They were also informed of some proposed permitted development changes, for instance extending houses upwards.

*Draft minutes of the Meeting of Ashurst Parish Council on 7th November 2019
Minutes subject to approval by the Council on Thursday 9th January 2020*

Cllr Fischel attended the SSALC Legal & Finance Day and reported that while there had been interesting legal and financial developments relating to the operation of councils, the most relevant item to Ashurst was probably the changes in the legislation governing websites to bring them in line with the Disability Discrimination Act.

Cllr Fischel had also attended the WSALC Conference. Delegates had been given a thought provoking presentation on the various options available to communicate with parishioners. It was agreed that the next Newsletter and/or the next Annual Parish Council meeting could provide an opportunity to explore different channels of communication – in particular by e-mail. There was also a most impressive talk from Katie Bourne, Police & Crime Commissioner who was able to assure councillors of an increased police presence. Finally delegates were made aware of military grants available for individual councils.

The Council was reminded that NALC has recently issued guidance on purdah prior to the general election.

Actions:

- *Clerk to research changes to website legislation relating to the Disability Discrimination Act and to chase Yola, the Council's current provider, on what changes they are planning to bring in.*
- *Cllr Fischel to speak to the Church about applying for a military grant to renovate the war memorial and re-enamel the names since it is located on church grounds.*

13. To receive an update on the application to the Community Highways Scheme for installation of a Vehicle Activated Sign and on the current faulty Vehicle Activated Sign

Cllr Fischel updated Cllr Barling on the faulty VAS. WSCC had informed the Council that currently there are no funds available for repairs. (See Point 5 above.) Mr Stark, the Area Highway Manager for Horsham District, had sent the Clerk a quote of approximately £10,000 for fixing/replacing the existing sign should Ashurst PC wish to fund this itself!

In addition to this the Council was concerned that its application to WSCC for the Community Highways Scheme, to fund a second VAS for the B2135, would not be considered in the light of the lack of funds for fixing existing signs. Cllr Barling reassured the Council that the application to the CHS may still be considered.

Actions:

- *Clerk to email Chris Stark to ask when the panel meets to review the Community Highways Scheme.*
- *Cllr Barling to send the Clerk the People and Places Brochure which gives parish councils additional powers on the highway.*

14. Community Speedwatch

Cllr Nicholson reported that as soon as the Newsletter goes out, the Council would find out whether there are enough volunteers for the Scheme. It was RESOLVED that the Council is in full support of this project and is prepared to take the lead for the Parish.

Action: Cllr Nicholson to register the Group and to draft a letter for the Clerk to send to Erica Baxter at Sussex Police regarding the application for funding for equipment.

15. Trees and footpaths

A report from the Tree Warden was received. The Warden reported that there are several trees around the Recreation Ground may need to be cut back.

Action: Cllr Fischel & Cllr Hedley to meet with the Tree Warden to look at the trees on and near the Ground.

16. General Parish tidy up

It was agreed that this would carry over to the next agenda with a view to setting a date for the early Spring.

17. Operation Watershed

Cllr Russell had spoken to Sue Furlong at WSCC to establish what details were lacking in the current application. Ms Furlong has now come back to Cllr Russell with some more information for the application.

Action: Cllr Russell to make the amendments and resubmit the application.

18. Winter Service Network update from West Sussex County Council and Winter Plan update

It was noted that WSCC has two different gritting networks:

1. **Winter Service Network** (Shown as Dark and Light Red routes) - this is the whole treatable network that WSCC will grit as a precaution for the prevention of the formation of ice, so far as is reasonably practical.

2. **Winter Resilient Network** (Shown as Dark Red routes only) – this is the reduced network to be treated/ploughed in the event of (severe weather) snow greater than **5 cm**.

The B2135 through Ashurst is on the **Winter Service Network Route**.

Additionally, WSCC has contacted the Clerk to advise that the grit bins are in the process of being refilled.

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

Cllr Fischel attended the HALC Meeting. The meeting had been informed that the HDC Plan is currently being updated. Horsham District is required to build 974 houses per year for the next 18 years.

20. Update on Broadband for Ashurst

Cllr Nicholson spoke about the super-fast fibre broadband in the Village, which went live in March. However, most residents cannot get a signal and very few people benefit from it. Cllr Nicholson said that there have been some new funds released to HDC.

Actions:

- *Cllr Nicholson to draft enquiry for Clerk to send to Cllrs Lloyd and Platt regarding the the extent and use of funds held by HDC.*
- *Clerk to invite someone from the WSCC Better Connected Team to the Annual Parish Meeting.*

21. GDPR

Councillors were reminded to delete all emails over 6 months old.

22. Correspondence.

None for this meeting.

23. Reports from Outside Bodies.

None for this meeting.

24. Information Items.

The Clerk was asked to add an agenda item ‘Footpath Charter’ for the next meeting.

Cllr Nicholson gave an update on CAGNE – the organisation monitoring the expansion of Gatwick Airport. Cllr Nicholson had recently attended one of CAGNE’s meetings.

Date of the next Meeting of the Council: Thursday 9th January 2020 at Ashurst Village Hall at 8pm

The Chairman closed the meeting at 9.40pm

Signed Chairman Dated