

**MINUTES OF THE MEETING HELD AT THE ASHURST VILLAGE HALL ON THURSDAY 7TH JANUARY 2016 AT 8.00PM**

**ATTENDANCE:** Cllr Hammond (Chairman)

Cllrs Jesse, Hedley, Fischel, Knight, Nicholson and Russell

Also present Councillor Willett (District)

There were 2 members of the public present

In attendance the Clerk.

**1. Apologies for Absence.**

There were apologies Cllrs Lloyd (District) and Barling (County)

**2. Declaration of Members Interest.**

There were no declarations of interest from Councillors

**3. Approve the Minutes of the Meeting 5<sup>th</sup> November 2015**

The minutes of the meeting of 5<sup>th</sup> November were circulated to all Councillors and taken as read. It was **RESOLVED** that the Minutes be approved as a true record of the Meeting and they were signed by the Chairman

**4. Outstanding Actions.**

It was agreed to write to the owner of Batts once his Oak Tree has been removed.

The Clerk liaised with the Clerk at West Grinstead concerning planning applications that may affect Ashurst and she has agreed to inform the council in future. It was noted that West Grinstead Parish Council have made complaints to Madelyn Hartley HDC

**5. Recreation Ground Matters.**

The bank balance at HSBC as at 20<sup>th</sup> December 2015 was £5133.50

Incomes received

None for this meeting

The following Expenditures were Authorised

|                      |         |                            |
|----------------------|---------|----------------------------|
| Sussex Land Services | £298.50 | Grass cutting September    |
| H Roxby              | £ 45.57 | Salary                     |
| Wicksteed            | £ 54.00 | Annual Play inspection     |
| EDF                  | £82.00  | John Eaton Hut Electricity |

Wicksteed have carried out the annual play inspection of the play equipment and surrounding facilities. Report forwarded to all Councillors. The climbing frame has a medium risk due to wear and damage at the base of uprights, decay in the chain and net top beams. The slide has corrosion between top step and chute, repair is recommend, a medium risk. The litter bin has a loose ground fixing, tightening is recommended.

Cllrs Hammond, Hedley and Russell informed that work has been completed inside the John Eaton Hut. The roof of the cricket pavilion needs some more work and it is hoped to carry out some painting in the spring. Cllr Fischel passed on thanks from the Cricket Club members for the hard work that has been done.

## 6. Planning Matters.

Comments already sent to HDC.

**DC/15/2437- Peppers Farm, Peppers Lane** - Conversion of ancillary domestic outbuilding to studio annex.

**No Objection providing the proposed change is for family use only and not for commercial let.**

**DC/15/2479- Peppers Farm, Peppers Lane** - Construction of tennis court with 2.75m high weldmesh fence

**No Objection** subject to the tennis court being for private use only. Councillors are concerned the tennis court is proposed to be positioned in the field and would prefer it to in the garden closer to the house.

WSCC have informed of a request for Diversion of Part of Footpath 2519 at Eatons Farm  
Details were circulated to all Councillors. The applicant explained the changes and the reasoning for the request for the diversion. Councillors had **No Objection** to the diversion providing there is a condition applied that no hedges, fencing or bunding of any sort will be allowed for as long as the footpath exists.

The Chairman suggested that in future there should be a sub- committee of a least 3 members to meet to discuss planning applications that need comments made before meeting dates. This was agreed in accordance with Standing Order 4a, the terms of the sub-committee will be to discuss the applications and agree comments to be forwarded to the Clerk and all other councillors. The Clerk will forward the comments to Horsham District Council within the time frame required.

## 7. Late planning applications

None for this meeting

## 8. Planning Decisions from HDC

### Refused

**DC/15/2326 – West View, Bines Green – First Floor Extension.**

**DC/13/0180 – Sopers Farm, Peppers Lane – Retention and re-positioning and landscaping of earth bund around farm perimeter with tree and flooding protection measures, plus retention habitat enhancement of existing pond permitted under DC/06/2073 (revised application following refusal of DC/12/12**

## 9 Financial Matters.

The bank balance at Lloyds TSB as at 20<sup>th</sup> December 2015 was £5930.14

Incomes received

|       |         |                    |
|-------|---------|--------------------|
| SSALC | £245.95 | Transparency Grant |
|-------|---------|--------------------|

The following Expenditures were Authorised

|                 |            |                                         |
|-----------------|------------|-----------------------------------------|
| Edburtons       | £15,548.40 | Operation Watershed payment             |
| HALC            | £ 10.00    | conference attendance for 2 Councillors |
| Horsham Matters | £ 283.24   | Jan- March Youth Provision              |
| Hazel Roxby     | £ 438.94   | Salary                                  |
| Hazel Roxby     | £ 46.00    | Office allowance and travel allowance   |
| HMRC            | £ 109.69   | Tax                                     |
| HDC             | £ 1,056.61 | Contested Election Charge.              |

Information from SALC on Sector Led Body for audit procurement sent to all Councillors. It was unanimously agreed to continue to remain under the umbrella of SALC.

Horsham District Age UK have written requesting funding of £200 to help with providing activities and services to help the over 50's in the district. It was agreed that at the present time no funding is

available

## **10 Budget and Precept for 2016/17**

A draft re-working of the precept was sent to all councilors following concerning news that funding for the Neighbourhood plan may not be forthcoming. Allocation for a shortfall of £1,800 funding has been made. Other additions to the precept are an increase in hours from 3 to 4 per week and an increase in Office Allowance for the clerk. All other budget heads have been either maintained or reduced where possible to keep the precept increase to a minimum. The precept is £11,100.00 which is an increase of £1,250 compared to last year. A typical band D property will be paying £73.60 Parish Tax Base compared to £66.41 last year.

## **11 Update on Youth Provision.**

There was a meeting of the Trustees on 18<sup>th</sup> November and 11<sup>th</sup> December. It was agreed at the meeting of 18<sup>th</sup> November that SAYS would not be requesting further funds from parishes until 31<sup>st</sup> March 2018 unless there is a change in circumstances. Due to underfunding since the project began, Ashurst has a sum of £624.47 to repay £260.00 has already been drawn up to pay leaving a total of £364.47 to repay. This figure has been allowed for within the precept. Horsham Matters invoices will still need to be paid by the parishes.

The minutes of 11<sup>th</sup> December have not yet been received.

A management meeting was held on 4<sup>th</sup> November. Michelle Syred, Steyning Councillor, was elected as Chairman. A detailed report was heard from Emma Edwards who continues her excellent work with the youth groups and the Grammar School. The terms of Reference were amended and will be reviewed periodically. The next meeting will be 18<sup>th</sup> January 7pm at the Cuthman Centre. The Youth Workers report will be circulated to all councillors in due course.

## **12. Neighbourhood Plan –**

SWAB has requested an interim of funding of £252.00 and also advised a small contingency is allowed for in case of opposition to the plan and other possible costs.

HDC have informed that funding for Neighbourhood Plans could be withdrawn due to no funding being received from the Government. If funding is not given the project will be short of approximately £9,500 of which £1,800 would be Ashurst's share.

Cllr Fischel gave an update

i) 2 Steering group meetings have been held since our last meeting.

ii) Assessment of Sites

The Steering group spent the first meeting considering and reviewing the criteria, as assessed by the Housing group, on a site by site basis. There remain a number of new Sites that had yet to be assessed. No decision on housing numbers has yet been made. Further work needs to be done on this by the Housing Focus Group, before the Steering group can consider its recommendations.

We have been advised that, outside affordable housing, Ashurst, will not be expected to provide any additional housing; for this agricultural exception sites may be considered.

iii) Public Consultation meetings

The second meeting was spent discussing the substance, format, and logistics for the Public Consultation on the Sites and Local Green Spaces 'Drop-in events'. Two dates for these Public Consultations have been scheduled for Saturday 16<sup>th</sup> January and Saturday 23<sup>rd</sup> January. Councillors have been invited to attend an hour before the official opening at 9.30. (Depending on attendance at Steyning, we can decide after these 2 dates whether a Drop-in event should also be held subsequently in the Ashurst Village Hall.)

Cllrs Hammond, Fischel and Steering Group Member Bob Harari have distributed the Drop-In information leaflet to all Ashurst residents.

iv) Bob and the Community Focus group continue to work on a number of SWAB policies and proposals, as is the Transport group which is keen to link the 4 parishes with upgraded footpaths and bicycle and bridleway routes – particularly between Wiston and Steyning.

v) As discussed earlier, we have been alerted to the possible withdrawal of future Neighbourhood Plan funding by Central Government ie affecting the balance due to Ashurst of £1,800.

vi) Bramber Parish Council – which is acting as the ‘banker’ for SWAB – has asked the 3 other parishes to make an interim payment on account (£250 from Ashurst), so that it does not suffer an adverse cash flow. (This is to pay for consultants’ fees for work already done.)

### **13 Operation watershed update**

The work in Church Lane has been complete and Edburtons Invoice has been paid. A completed job form has been sent to WSCC.

### **14. Correspondence.**

- Horsham District Planning Framework has been received.
- The Local Government Boundary Commission for England have informed of the Electoral Review of West Sussex: Draft Recommendations. The draft can be viewed on [www.consultation.lgbce.org/node/5384](http://www.consultation.lgbce.org/node/5384), the consultation closes on 8<sup>th</sup> February 2016.
- Charity Commission News Winter 2015 – Forwarded to all Councillors
- Letter detailing future of PCSO’s – forwarded to all Councillors.
- A letter for information from CAGNE to WSCC has been received – Forwarded to all councillors.

### **15 Reports from Outside Bodies.**

Councillor Jesse informed that has been a shuffleboard evening and a film night held at the hall recently. It is hoped a further film night will be held in February. The pantomime held before Christmas was a huge success and raised £2,500 for the hall. A huge thanks was given to everyone that was involved in helping to make the pantomime a fantastic success. It was also noted that Elvis had been in fine voice during the evening!!

### **16. Reports from District and County Councillors.**

Cllr Lloyd informed that work is still continuing with the Horsham District Planning Framework. He informed that discussions are taking place within Steyning Parish Council for the continuation of the Youth Provision and how the money will be paid to Horsham matters. Full discussions will need to take place with the parishes involved before June 2016.

It was noted that HDC have brought Nivatis and Cllr Lloyd informed that HDC are planning an announcement in the next few weeks. It was noted that the purchase was made for investment reasons.

### **17. Questions from the floor**

None for this meeting

### **18. Information Items.**

Cllr Knight informed of footpaths becoming over grown and impassable – the Clerk to forward details of whom to contact in WSCC Rights of Way.

### **19. Date of the next Meeting.**

Thursday 3<sup>rd</sup> March 2016 at 8.00pm  
At Ashurst Village Hall

The Chairman closed the meeting at 9.10pm

## **Action List**