

## MINUTES OF THE MEETING HELD AT THE ASHURST VILLAGE HALL ON THURSDAY 2ND JULY 2015 AT 8.00PM

### **ATTENDANCE:** Cllr Hedley (Chairman)

Cllrs Jesse, Fischel, Knight and Russell

Also present Councillor Barling (County)

members of the public were present

In attendance the Clerk.

### **1. Apologies for Absence. .**

There were apologies received from Cllr Hammond and Cllrs Willett and Lloyd (District)

### **2. Declaration of Members Interest.**

There were no declarations of interest from Councillors

### **3. Co-Option of councilor –**

Mr Les Nicholson has said he would like to be considered for the parish councillor vacancy.

Les told the meeting that since moving to Ashurst he had receive a lot of support from the Parish Council and Sue Rogers whilst going through a difficult planning application. He is on the Steyning and District Partnership Visitor and Tourist group and the Village Hall Committee. He would like to be a parish councilor to give support back to the community.

It was **proposed by** Cllr Jesse, **seconded by** Cllr Knight that Les be co-opted on to the parish council, this was **Agreed** unanimously. Cllr Nicholson signed the Declaration of Office.

### **4. Approve the Minutes of the Meeting 14<sup>th</sup> May 2015**

The minutes of the meeting of 14<sup>th</sup> May were circulated to all Councillors and taken as read. It was **RESOLVED** that the Minutes be approved as a true record of the Meetings and they were signed by the Chairman

### **5. Outstanding Actions.**

The bottom hinge of the gate post has been damaged. Councillor Hedley is dealing with the problem.

The mandate forms have been completed and taken to the banks, awaiting confirmation that the new signatories are now official.

A letter has been sent to Pernille Wilkinson confirming the post of voluntary Tree Warden.

Some councilors and the clerk carried out repair and painting work to the John Eaton Hut on 6<sup>th</sup> June. Cllrs Hedley, Hammond and Russell have continued repair work, tiling and painting to the hut and replaced a corner post on the cricket pavilion.

SALC have confirmed the training for Cllrs Knight and Russell for 15th July

Invite Lisa Boydell a meeting –will attend the September Meeting

**6. Recreation Ground Matters.**

The bank balance at HSBC as at 20<sup>th</sup> June 2015 was £6,805.56

Incomes received

Ashurst Primary School	£1,135.00	Rent for use of recreation ground
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The following Expenditures were Authorised

Sussex Land Services	£895.50	Grass Cutting for Mar, Apr and May
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The Football Club have taken the goal posts down and stored them behind the John Eaton Hut.

Councillor Fischel informed that she is concerned that children are playing in the ditches and swinging on the trees in the recreation ground. A fence could be erected to stop this dangerous activity.

**7. Planning Matters.**

**DC/15/0622 – New Wharf Farm, Horsebridge Common** – Erection of an agricultural building  
**No Objection**

**8. Late planning applications**

**DC/15/1227- The Hovel, Peppers Farm, Peppers Lane** – Erection of single storey extension.  
**No Objection**

**9. Planning Decisions from HDC**

HDC have now passed planning application DC/13/0180 Sopers Farm to Adams Hendry, a Consultancy, the person dealing with the case is Ian Humble. In June the applicant of the planning application was given 6 weeks to send in further information concerning drainage. It is intended that the application should go before the August or September planning committee at HDC.

An enforcement complaint has been sent to John Attfield of HDC concerning Furzeffield Farm. Enforcement is looking into the situation.

A tree report has been received from the Tree Warden and was circulated to all councilors. The Oak tree in the recreation ground is in need of work to remove dead branches. The tree has a TPO and will therefore need permission before any work can be carried out. The Clerk has asked Will Jones, HDC Arboricultural Officer, for advice on applying for works on TPO trees and costs for an application, reply awaited. The Clerk was asked to get some quotes for the work.

Aidan Thatcher and Manny Singh of HDC Planning attended the Clerks meeting in June and informed that paperless planning would be coming in force on 1<sup>st</sup> July. Many clerks are concerning that their councils do not have any equipment with which to project plans and that HDC website does not have all the relevant information for councils to be able to discuss the plan properly. Due to this information it was agreed that paperless planning would be halted for 3 months and the situation be investigated further.

A presentation on planning was given by Chris Lyons on 2<sup>nd</sup> July, the Clerk and Cllr Russell attended. It was advised that smaller councils may need support to be able to go paperless. He stressed that government are pushing for more buildings to be built in the Horsham District area. If District and Parish councils are objecting to an application the harm that would be caused and the proof must be given. The District council are working on Horsham District Planning Framework (HDPF) to replace the 2007 document. Neighbourhood plans being created by parish council must support the HDPF policies. It is hoped that the HDPF will be agreed in September/Oct 2015.

## 10 Financial Matters.

The bank balance at Lloyds TSB as at 20<sup>th</sup> June 2015 was £20,520.62

Incomes received

WSSC	£12,957.00	Operation Watershed
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The following Expenditures were Authorised

H Roxby	£ 66.65	Office Allowance, Stationery & Travel allowance
ICO	£35.00	Data Protection

The Clerk informed that due to the Transparency code for Smaller Councils, SAYS meetings and Neighbourhood Plan meetings 8 extra hours have been worked over the last 2 months. This amounts to £98.48 in total. Advice given by Mark Mulberry, Internal Auditor, at the training on 19<sup>th</sup> May is to use reserves for this year and budget for repayment to reserves and increase in hours for Clerk for 2016/17. This was Agreed.

## 11 Update on Youth Provision.

A meeting of the Committee was held on 9<sup>th</sup> June and the SAYS AGM was held on 18<sup>th</sup> June. The minutes of both have been circulated to all Councillors and posted on the website.

The meeting on 9<sup>th</sup> June discussed forward planning for the youth service as it is in the last year of the 3 year agreement. Horsham Matters are aiming to produce an annual report in time for parishes to discuss whether to continue with the service and budget accordingly.

The service is still in need of more volunteers to help run the clubs etc.

At the SAYS AGM Phil Howell, Chair of Steyning Parish Council, expressed his pleasure at how well the service had been developed over the 2.5 years and praised Emma Edwards on her initiative and effectiveness.

It was noted that due contributions received from WSSC and HDC their surplus funds for the youth provision. It was agreed that £20,000 be returned to the parishes at their respective levels of contribution.

There will now be 7 Trustees instead of 4. There were 5 appointed on the evening Chas Hammond, Simon Birnstingl, Phil Howell, Roger Potter and Peter Butchers. 2 places remain vacant at present.

## 12. Neighbourhood Plan –

i) 2 Steering Group meetings held since last council meeting. (The last meeting wasn't quorate so no decisions could be taken.)

ii) Update on the Public Survey report – Ashurst has asked that the additional analysis regarding housing requirements on a parish by parish basis is incorporated into the final report.

iii) The Stage 1 report, incorporating the community views from the focus groups, is now at an advanced stage. It is due to be discussed at the next Steering Group meeting and, assuming this is all agreed, it should be available for individual parish agreement at our next meeting in September.

iv) An SA/SEA (Sustainability Appraisal/Strategic Environmental Assessment) Scoping Report is required, due to the sensitivity of the environmental issues of this area. This has been prepared by our consultants and has been sent to the relevant statutory bodies for their comments and feedback.

v) The call for sites has produced a number of responses across the 4 parishes – but the identity of these sites is currently strictly confidential, pending further investigative work by the housing focus group on the most suitable selection criteria to be adopted. Chas Hammond who is now on the Steering Group Committee, will replace Alan Griffiths on the Housing Focus group.

vi) The business group has identified faster broadband as being a key issue. In addition, there seems to be no wish for a larger supermarket. Also, residents are keen to support the farmers' market.

vii) Bob is working on a revised timeline. It is hoped that the whole process will be concluded by the middle of next year.

viii) A Youth Survey is being carried out at Steyning Grammar School.

ix) Members of the Steering group will be meeting with SDNP representatives.

x) A meeting is due to be set up by rCOH and the Steering Group on the Community Land Trust –

looking at the possibility of community management of affordable houses.

Cllr Knight attended the recent Business meeting and informed they had discussions had included the Co-Op was in need of updating – this has coincidentally been carried out. They felt the Farmers Market should be kept and Schools should be asked to encourage the children and parents to use the local facilities.

### **13 Operation watershed update**

The Operation Watershed bid to repair the culvert in Church Lane and help to prevent the flooding issue has been successful and £12,975 has been received. Many thanks to Alan Griffiths and WSCC's David Barling for their help in securing this grant.

Edburtons will be starting the works to the culvert in the last week in August. Signs will be put up one week in advance of the start date. The Clerk will do a letter to residents, volunteers needed for house drop

### **14. Correspondence.**

Clare McKnight, NPT Inspector, has informed that a new PCSO, Pete Outen has been assigned to Steyning, Bramber and Ashurst.

A letter has been received from Andrew Gaunt, Animal & Plant Health Agency, the information received concerns the oak trees around the recreation ground. The information will be passed to the Tree Warden.

Horsham District Age UK have sent a save the date for Celebrating later life in Horsham District on Thursday 1<sup>st</sup> October at the Drill Hall in Horsham at 10am to 2.30pm.

Clerks and Councils Direct July Issue.

SALC quarterly newsletter has been circulated to all councillors.

Information on the Electoral Review of West Sussex has been received. Comments can be made on the consultation by Councils, Organisations and individuals. The closing date for comments is 31<sup>st</sup> August.

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

Councillor Jesse reported that the new Village Hall had been officially opened on 1<sup>st</sup> July by Dame Joan Plowright, (Lady Olivier). The afternoon was a great success with tea and cake supplied by the WI. There is still money needed to complete some outstanding works. Cllr Nicholson is Responsible for taking bookings and he informed that they are starting to come in .

Dates for the diary are the Flower Show on 18<sup>th</sup> July, Dog Show on 6<sup>th</sup> September, Harvest Supper on 24<sup>th</sup> October and the pantomime on 4<sup>th</sup> and 5<sup>th</sup> December.

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

Cllr Lloyd sent a report:

“Firstly I would like to congratulate all those on the Village Hall committee and, council, who worked so hard to get the funding to build the new Village Hall. It is a fantastic asset to the community.

Since the election the remainder of May & most of June have been taken up with the setting up of new committees at HDC and induction/training sessions for all new councillors.

There is a Chairman's Trust Fund for Distribution of funds raised to low-income families for Summer Holiday activities. It is for families deserving some small assistance from The Chairman's Trust to help them over the summer holidays with paying for children's activities, e.g. cinema trips to The Capitol, swimming at The Pavilions, Food vouchers, etc. As a guide, a suggested limit of £100 per application would be considered. If you have any details of any applicants you would like to put forward for this grant, please contact me and I will pass it on to the committee. I realise that this is short notice but the closing date for consideration of applications is Monday 6<sup>th</sup> July 2015.

You may not know that mountain bikers have created a series of downhill racing bike tracks within the Wiston Estate above the rifle range and, within the Downland Scheme. Although not 'official' Wiston Estate have allowed the bikers to use this area but there has been some conflict between

horse riders using the bridleways close to the bikers' runs and walkers who use paths that cross the runs. The Downland Sceme have organised a meeting between all of the parties on the 15<sup>th</sup> July to try and resolve this and to try and bring some organisation to the bikers.

At the last HDC council meeting there was a motion tabled by Councillors representing wards in North Horsham, to amend the Horsham District Planning Framework that was agreed in March and to have 2,500 homes moved from North Horsham to Southwater. This motion was defeated. Had the HDPF been thrown out, it would have meant starting the HDPF process again and would have left the whole district at risk of unrestrained development as the District would not have had a 5 year housing supply strategy and, the good work being done on the Neighbourhood Plans being wasted.

Cllr Barling reported that the Rural Broadband has been taking place, they hope to have 90% of areas able to connect by 2019 and 95% by 2020.

There has been a re-design of the Highways department which is now headed by Chris Stark for the Horsham District. The Highway Steward for Ashurst and surrounding area is Mark Newham. The next CLC Meeting is on 8<sup>th</sup> July at RydonSchool.

**17. Questions from the floor**

None for this meeting

**18. Information Items.**

HALC meeting on 8<sup>th</sup> July at 7.30pm at Billingshurst Centre. Agendas have been sent to Cllrs Fischel and Knight.

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

Thursday 3<sup>rd</sup> September 2015 at 8.00pm  
At Ashurst Village Hall

The Chairman closed the meeting at 9.25pm.

**Action List**

The bottom hinge of the gate post has been damaged.  
Invite Lisa Boydell to next meeting

Councillor Hedley Repair  
Clerk