

## **MINUTES OF THE MEETING HELD AT THE AHSURST VILLAGE HALL ON THURSDAY 5TH MAY 2016 AT 8.00PM**

**ATTENDANCE:** Cllr Hammond (Chairman),  
Cllrs Jesse, Fischel, Nicholson and Russell  
Also present Councillor Barling (County)  
12 members of the public were present  
In attendance the Clerk.

The Chairman stated that it was very sad news that Vicky Crush had passed away recently. She was a well loved and respected pillar of the community and will be sadly missed by all who knew her. Her family and friends are in everyone's thoughts. A minutes silence was held in memory of Vicky.

### **1. Election of Chairman.**

The presiding Chairman, Cllr Hammond, asked for nominations for a Chairman for the forthcoming year. Cllr Hammond was nominated by Cllr Jesse, seconded by Cllr Nicholson it was unanimously agreed, Cllr Hammond accepted the position and remained the Chair. It was noted that the Chairman automatically becomes Chairman of Ashurst Recreation Ground Committee as well.

### **2. Election of Vice-Chairman.**

Nominations for a Vice-Chairman were requested for the forthcoming year. Cllr Hammond proposed that the person standing for vice-chairman should accept position of Chairman next year. It was noted that Cllr Hedley has stated although he is willing to be Vice Chairman he would not stand for the position of Chairman. Cllr Fischel was asked if she would be Chairman next year and replied she would consider but could not do either positions this year. Cllr Hedley was nominated by Cllr Fischel, seconded by Cllr Russell and unanimously agreed.

### **3. Declaration of Acceptance of Office for Chairman**

Cllr Hammond signed the Declaration of Acceptance of Office for Chairman.

### **4. Apologies for Absence.**

There were apologies received from Cllrs Hedley and Knight and District Cllrs Lloyd and Willett.

### **5. Declaration of Members Interest.**

There were no declarations of interest from Cllrs

### **6. Approve the Minutes of the Meeting 3rd March 2016**

The minutes of the meeting of 3<sup>rd</sup> March were circulated to all cllrs 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.

### **7. Outstanding Actions.**

None from the last meeting.

### **8. Review and Adopt the Standing Orders, Financial Regulations, Code of Conduct, Publication Scheme and Dispensation Scheme,**

The documents were circulated to all Cllrs and taken as read.

It was proposed by Cllr Jesse, seconded by Cllr Fischel all documents be Adopted. This was Agreed.

**9. To confirm the Appointment of Internal and External Auditor**

Cllr proposed Hammond, seconded by Cllr Fischel that Mark Mulberry, Internal Auditor, and PK Littlejohn, External Auditors be appointed for the coming year. This was Agreed.

**10. Appointment of Representatives for HALC, SALC, SAYS, Youth Provision and Neighbourhood Plan Steering Group.**

To appoint 2 Councillors to represent Ashurst Parish Council at HALC and SALC meetings. Cllrs Fischel and Knight were appointed.

The next meeting of HALC is on Wednesday 13th July at the Henfield Hall.

The Chairman is automatically appointed as the Steyning Areas Youth Service (SAYS) Trustee. Next meeting 9<sup>th</sup> May.

To appoint a representative to the SAYS Committee. Cllr Russell was appointed. Next meeting 12<sup>th</sup> May.

To appoint 2 members for the Neighbourhood Plan Steering Group. Cllrs Hammond and Fischel were appointed.

The next meeting is on 23rd May at the Steyning Centre at 6pm.

Councillor Fischel was appointed as representative for the Loneliness and Isolation group.

Councillor Jesse was appointed as the Village Hall representative.

**11. To Review and Confirm the Parish Council Insurance**

The Insurance Policy for 2016-17 is the second year of a 3 year agreement. The renewal figure for is £327.02.

**12. Recreation Ground Matters.**

The bank balance at HSBC as at 20<sup>th</sup> April 2016 was £4,458.20

Incomes received

None for this meeting

The following Expenditures were Authorised

EDF	£91.00	John Eaton Hut Electricity Bill
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Invoices have been sent to the Primary School and the Cricket Club in accordance with the leases.

The Annual Accounts for 2015/16 were circulated to all Councillors. It was Resolved that the accounts are a true record of the annual income and expenditure for the Recreation Ground Trust. The accounts were signed by the Chairman and Clerk.

A meeting arranged with Partridge Green Football Club to discuss proposals for next seasons football had to be cancelled due to a bereavement. The meeting will be reconvened.

It was noted that the felting of the Cricket Pavilion roof now needs to be completed and some internal decorating will also be carried out.

Cllr Fischel informed that the Cricket Club have now got some new younger members.

**13. Planning Matters.**

13.1 Draft West Sussex Joint Minerals Plan Consultation – end date 17<sup>th</sup> June.

Cllr Barling (County Councillor) informed that he had only recently heard of the proposed plan for

the sand excavation at Hamme Farm. A member of the public asked if the Parish Council had heard of the proposal before, Alan Griffiths informed that it had come up approximately 2 years ago but there had not been any response from Councillors and there was no public involvement.

Members of the public expressed their concern that the area proposed is only 1 mile from Steyning Grammar and Primary Schools, it's on an already busy A road and right on a blind corner, it's just outside of a National Park and the road is used as a cyclist, triathlon and running race route. Cllr Barling informed that he will speak against the plan at every opportunity.

Steyning Parish Council have requested an extension to the consultation period and also requested a public meeting. Cllr Barling informed that WSCC have said that it is unlikely to extend the consultation period due to the time constraints already in place and will not have a public meeting but will however have a drop in session at the Steyning Centre. **Post meeting: Please note a drop in session has been arranged for 23<sup>rd</sup> May from 3pm to 8pm.**

It was Agreed that a sub-committee would meet to agree wording for an objection to the WSCC proposed Joint Minerals Plan.

Cllr Russell to forward the link to the plan on the website to all councillors.

#### **14. Late planning applications**

None for this meeting

#### **15 Planning Decisions from HDC**

None for this meeting

#### **16 Financial Matters.**

The bank balance at Lloyds TSB as at 20<sup>th</sup> April 20165 was £4,189.02

Incomes received

HDC	£5,550.00	Precept and Grant 1 <sup>st</sup> payment. (Not included above)
HMRC	£3,053.51	VAT reclaim

The following Expenditures were Authorised

H Roxby	£ 512.12	Salary
H Roxby	£ 40.00	Office Allowance
Inland Revenue	£ 128.00	Tax
Steyning Parish Council	£ 29.64	Photocopiers and disbursements
Mulberry and Co	£102.96	Internal Audit
West Sussex ALC	£ 77.58	Annual Fee
Insurance	£ 327.02	Annual Fee
Ashurst Village Hall	£ 84.00	6 X Hall Bookings
H Roxby	£ 90.85	Annual Website Fees

#### **17 Annual Governance Statement 2015/16**

It was RESOLVED that the Annual Governance Statement for 2015/16 is a correct record of a sound system of internal control and accounting. The Annual Governance Statement was Agreed and signed by the Chairman and Clerk/RFO.

#### **18 Accounting Statement 2015/16**

It was RESOLVED that the Accounting Statement for 2015/16 is a true record of the council's income and expenditure. The Accounting Statement was Agreed and signed by the Chairman and the Clerk/RFO.

#### **19 Update on Youth Provision.**

The next meeting is scheduled for 9<sup>th</sup> May for the Trustees meeting and 12<sup>th</sup> May for the Management meeting.

#### **20. Neighbourhood Plan –**

The Locality Grant which was received in December 2015 has been ratified with invoices and there is a sum of approximately £500 of the grant that will need to be returned as unspent.

It was noted that Storrington and Sullington Neighbourhood Plan has been turned down by Horsham District Council.

**21. Correspondence.**

Clerk and Councils direct magazine.

Horsham Riverside walk leaflet.

A letter from a resident was received concerning the footpath from the Fountain to Golden Lane.

It was noted that there is a Clearing Project for footpaths being led by Graham Timms. Cllr Barling informed that Darren Rolf of WSCC can also be contacted concerning footpaths. Cllr Russell to liaise with residents and Graham Timms and report back to Clerk.

**22 Reports from Outside Bodies.**

Cllr Jesse informed the Village Hall Committee AGM is to be held on 19<sup>th</sup> May.

There is approximately £6,000 owed to advisors and £14,000 owed to private loans.

More fund raising is being planned. There is a proposal for a BBQ on 11<sup>th</sup> June to celebrate the Queens 90<sup>th</sup> Birthday, this will be confirmed soon.

Bob Harari was congratulated for organizing the Flix in the Stix cinema, a joint venture with Wiston and Ashurst. He informed the next film will be on 7<sup>th</sup> June.

**23. Reports from District and County Councillors.**

Cllr Barling informed that the Superfast Broadband is approaching the end of Exception Program two. New cabinets are being installed in many areas and will benefit householders within a 1.5 mile radius. All the information for the broad band improvements and available grants are available on the Better connected West Sussex website.

Money is available again this year for Operation Watershed. £500,000 has been put in the pot to help with areas of flooding across West Sussex.

**24. Questions from the floor**

None for this meeting

**25. Information Items.**

The Clerks post has been advertised on the Sussex ALC website. The closing date is 20<sup>th</sup> May.

**26. Date of the next Meeting.**

Thursday 14<sup>th</sup> July 2015 at 8.00pm At Ashurst Village Hall

**Please note the change of date, this is to allow for the present Clerk to attend with the new Clerk if required.**

The Chairman closed the meeting at 9.05pm.

**Action List**