

## MINUTES OF THE MEETING HELD AT THE ASHURST VILLAGE HALL ON THURSDAY 12<sup>th</sup> JANUARY AT 8.00PM

**ATTENDANCE:** Cllr Hammond (Chairman),  
Cllrs Fischel, Hedley, Jesse, Nicholson and Russell  
In attendance via live internet connection due to poor weather conditions -  
Elizabeth Leggo (Clerk)

Questions or statements from the public, made at the Chairman's discretion

**1. Apologies for Absence.**

Apologies were received from Cllr Knight and Cllr Barling (West Sussex County Council).

**2. Declaration of Members Interest.**

None for this meeting.

**3. Approve the Minutes of the Meetings of 3<sup>rd</sup> November 2016 and extraordinary meeting of 15<sup>th</sup> December 2016.**

The minutes of the meeting of 3<sup>rd</sup> November 2016 and extraordinary meeting of 15<sup>th</sup> December 2016 were circulated to all cllrs and taken as read. It was **RESOLVED** that both sets of minutes be approved and adopted as a true record of the meetings and they were signed by the Chairman.

**4. Outstanding Actions.**

- Pothole on the B2315 just north of Hills Farm has been reported to West Sussex County Council again and has now been repaired;
- The hedge where Soper's Farm meets Pepper's Lane has been reported to Highways and has now been cut;
- Cllrs concerns over cycle races on country lanes were reported by the Clerk to the Chief Constable, via SSALC. The problem is one raised by several councils and the Chief Constable responded that speed limits do not apply to cyclists. In addition, unofficial races, or training pelaton-style are not subject to any further control than the normal rules governing cycling on the road. It was also noted that Safer Sussex Road Partnership offer cycling education and enforcement work.
- Ouse and Adur Rivers Trust information has been uploaded to the website;
- The Clerk met with Vicki Butchers from the Hub, Beeding and found out about the groups they run, and updated Council;
- Youth agreement: Cllr Russell was to ask Cllr Hammond to represent Ashurst at youth provision meetings. Cllr Nicholson has agreed to represent Ashurst Parish Council. Up to date information has been circulated.
- Soper's Farm: Alan Griffiths sent the Clerk a document of planning and enforcement on Soper's Farm. Cllr Willett was asked to attend the meeting and update councilors. However, due to adverse weather conditions this has been postponed until the next meeting;
- Priors Byne Solar Farm: Cllr Knight has reported via email that planting has begun at Soper's Copse Solar Farm, but at present there is nothing at Prior's Byne. Email communication between Cllr Barling and Chris Stark (Area Highways Manager for Horsham at WSCC) informed that WSCC tried to enter into an agreement with the developers to fund repairs, but that there was a problem with the legal

documentation, which is currently with the solicitors. WSCC Highways has inspected the road for safety and are currently unable to undertake any aesthetic repairs. Cllr Barling was asked to attend the meeting but was unable to due to adverse weather conditions, so this item will be added to the next agenda.

**ACTION**

1. Clerk to confirm that Cllrs Willett and Barling can attend the meeting of 2<sup>nd</sup> March 2017
2. Cllr Hedley / Clerk to confirm with Alan Griffiths that he can attend the meeting of 2<sup>nd</sup> March 2017

**5. Recreation Ground Matters.**

The bank balance at HSBC as at 20<sup>th</sup> December 2016 was **£4,862.30**

**Incomes received**

None for this period

**Expenditures authorized**

Sussex Land Services	£306	Grass cutting (September)
Horsham District Council	£86.40	Inspection of play equipment (6 visits)
Wicksteed Leisure	£54	Annual playground inspection
EDF	£32.10	Electricity for John Eaton Hut

Four tenders were received for the grass cutting contract. Cllrs **RESOLVED** to give the contract to Sussex Land Services for 2017-19.

It was **RESOLVED** to do works to the play equipment as identified by the Wicksteed play inspection in early Spring.

**ACTIONS**

1. Clerk to contact Sussex Land Services to arrange grass cutting contract
2. Clerk to contact other companies to thank them for their quotes
3. Cllrs to meet at the playground in early Spring to carry out work on play equipment
4. Clerk to add item to the agenda for 2<sup>nd</sup> March meeting for discussion of Ashurst Cricket Club rent

**6. Planning Matters.**

None for this meeting.

**7. Late planning applications.**

None for this meeting.

**8. Planning Decisions from Horsham District Council**

**Permitted: DC/16/2164:** Gratwicks House Church Lane Ashurst Steyning West Sussex BN44 3AR. Proposed replacement of a sand-school with a tennis court and cricket practice strip within garden area

**Permitted: DC/16/2470:** Sussex Place Horsebridge Common Ashurst Steyning West Sussex BN44 3AL. Demolition of existing conservatory and erection of single storey side extension

**Permitted: DC/16/2140:** Gratwicks House Church Lane Ashurst Steyning West Sussex BN44 3AR. Proposed glass-house

**Application withdrawn: DC/16/2551:** Cedar Cottage Steyning Road Ashurst Steyning West Sussex BN44 3AN. Erection of replacement dwelling Decision: Withdrawn Application  
Date of Decision: 04/01/2017

**9. Financial Matters.** Receive the report on the Councils income and approve expenditure. The bank balance at Lloyds TSB as at 12<sup>th</sup> December 2016 was **£11,393.76**

**Incomes received**

None for this period

**Expenditures authorized**

T. Leggo	£237.49	Purchase of projector
Horsham Matters	£7.87	Youth operational costs
E. Leggo	£40	Office allowance
E. Leggo	£467.42	Salary
HMRC	£117	Tax
Horsham Matters	£328.13	Youth provision – employment costs

**10. Budget and Precept for 2017/18**

The Clerk made the amendments to the precept as instructed following the meeting in November 2016. Cllrs reviewed the precept and **RESOLVED** to ask Horsham District Council to collect a precept of £11,100 on behalf of Ashurst Parish Council – the same figure as for 2016/17.

**11. Use of Councils' projector by outside bodies**

The WI asked the Council if they could use the projector to show films during their meetings. The Council decided that this was not appropriate as the projector has limited use, was purchased for Council meetings and bulbs are costly to replace.

**12. Update on Youth Provision.**

Cllr Russell informed the Council that there are no updates for this meeting.

**13. Neighbourhood Plan.**

Cllr Fischel informed the Council that she and Cllr Hammond would be attending the Neighbourhood Planning conference on 25<sup>th</sup> January. However, until this meeting there are no updates as not much can be done until after it has taken place.

**14. Correspondence.**

- Clerk’s and Councils Direct

**15. Reports from Outside Bodies.**

None for this meeting.

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

None for this meeting.

**17. Information Items.**

None for this meeting.

**18. To confirm dates of future meetings**

It was AGREED to hold meetings on the following dates:

2<sup>nd</sup> March 2017

20<sup>th</sup> April 2017 – Annual Parish Meeting

4<sup>th</sup> May 2017

6<sup>th</sup> July 2017 – Liz on holiday but to arrange for Trevor Leggo to Clerk the meeting

7<sup>th</sup> September 2017

2<sup>nd</sup> November 2017

11<sup>th</sup> January 2018

8<sup>th</sup> March 2018

**ACTION**

Clerk to upload the meeting dates to the Council website and inform District and County Councillors of the amendments for the coming year

**19. To decide who to invite to speak at the Annual Parish Meeting on Thursday 20<sup>th</sup> April**

Cllr Nick Hedley will be speaking about his 40 years in the West Sussex Fire Service.

**20. Clerk’s contract**

**Due to the confidential nature of the business discussed the press and public were requested to leave the meeting and the item was taken under Standing Order 11.**

At the meeting on 3<sup>rd</sup> November the Clerk was asked to add an item to this agenda to review her contracted hours and to bring her time sheets for time spent on the role since commencing the post in July 2016.

The Clerk has worked an average of 5.5 hours per week since starting the job. It was **RESOLVED** to increase the Clerks contracted hours to 5 per week, backdating to the 1<sup>st</sup> January. This will be reviewed at the meeting of 4<sup>th</sup> May 2017.

**21. Date of next meeting.** Thursday 2<sup>nd</sup> March 2017 at 8pm, at Ashurst Village Hall.

**The Chairman closed the meeting at 9.00 pm**

Signed ..... Chairman Dated .....