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| Graphical user interface, text, application  Description automatically generated | **Clerk to the Council:** Emily Simpson  **Tel:** 07881714526  **e-mail:** [ashurstclerk@outlook.com](mailto:ashurstclerk@outlook.com) |
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**DRAFT MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 21st MARCH 2024 AT 7.30PM**

**Attendance**

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| **Chairman** | Cllr Fischel |
| **Ashurst Parish Council (APC)** | Cllrs Nicholson, Knight and Russell (Vice Chair) |
| **Horsham District Council (HDC)** | Victoria Finnegan |
| **Clerk** | Emily Simpson |
| **Public** | There were two members of the public |

**To discuss any questions submitted by the public**

There were none.

1. **Apologies for Absence**

There were none. County Councillor Nicholas Marks sent his apologies.

1. **Declaration of Members’ Interests, notification of changes to Members’ Interests, and consideration of any requests for dispensation**

There were none.

1. **Approve the Minutes of the last Council Meeting on 4th January 2024**

Councillors **RESOLVED** to approve the minutes from the last meeting as a true and accurate record.

1. **Public Session**

No members of the public spoke during the public session.

1. **Reports from District Councillors**

Councillor Finnegan said that she and Councillor Marks had a stall at the local market in Steyning so they could meet residents. This had been a successful initiative. Councillors from Steyning PC had asked if they could attend so she extended the invitation to councillors from Ashurst PC.

Councillor Finnegan said there was a possibility that HDC might buy back Swan Walk which had gone into administration. She confirmed that the car park was already owned by HDC and said there should be further news next week. In HDC’s move to become carbon neutral, there would be updates to The Capitol including upgrading boilers.

Councillor Finnegan said it would become mandatory for food waste to be collected. Commercial collections would begin on 1st April 2025 and domestic ones would start in April 2026. The issue was being discussed at Cabinet that evening and it would most likely be weekly collections for food and every two weeks for the other services.

The Horsham Local Plan consultation had ended but Councillor Finnegan had yet to receive any feedback. There may be some updates to the planning system in the future.

1. **Recreation Ground Matters**
2. Councillors noted the Recreation Ground Trust’s income and expenditure since the last meeting on 4th January 2024.
3. The Chair reported she had met with a third builder to discuss in outline the new building. Our three quotes had now been obtained. She suggested that two of the three parties who had quoted should now be invited to a meeting to discuss their proposals in more detail.

Two members of the public were permitted to speak. They raised the following points:

i) If the new building was placed on the site of the Pavilion, this would enable more parking.

ii) The erection of an awning would be beneficial to provide an area of shade.

iii)The new space should be geared towards children and the installation of toilets would

encourage more families to use it.

In reply the Chair advised that:

i)The siting of the new building, on the site currently occupied by the John Eaton hut, had already been agreed on. This enabled the existing utilities etc to be used and maximised the limited space available.

The principal purpose of the Recreation Ground was to provide an invaluable space for sport and recreation for the Village. In addition to this, the Council had always been keen to provide an outside area for the children of Ashurst school to use.

The Recreation Ground was already quite small for activities such as cricket.

The number of parking spaces had already been increased when the new sewage plant was installed a few years ago. As such, the Council, as Trustees of the Recreation Ground, was not minded to increase further the parking facility on the Recreation Ground.

ii) The possibility of finding a temporary awning for the Pavilion would be investigated.

iii) As previously discussed, the new building needs to be as low maintenance as possible.

It will be, above all, a simple Sports Building. It will be designed, however, so it can be used by the Village for occasional events such as the Dog Show and by the School for its Sports Day and Leavers Celebrations etc.

It was agreed that local residents would continue to be kept updated on the progress of the building and that the Council would be receptive to residents’ input and views so long as they were within the above parameters.

1. The electricity had been left on in the Pavilion by the Football Club and so the Chair requested that the Clerk reminded them to ensure it is turned off when they have finished.
2. Councillors **AGREED** to the school ‘marathon’ taking place on the Recreation Ground on 21st April 24. A member of the public was given permission to speak briefly about the proposed event.
3. **Broadband in Ashurst**

Councillor Knight said there was only one house still to be connected and this had been delayed due to necessary cable ducting. Councillor Knight’s sterling efforts at bringing this project to a conclusion were acknowledged.

1. **D-Day 80 2024**

The Clerk advised that local councils were being encouraged to mark the 80th anniversary of the D-Day landings along the Normandy coast during World War II on June 6th in a variety of ways, one of which included flying the D-Day 80 Flag of Peace which could be purchased for £28.80 for the largest size. Councillors **RESOLVED** to purchase the flag.

1. **Planning Applications**

There were none.

1. **Planning Decisions from HDC**

DC/23/2042

Site: Jessups Farm Honeybridge Lane Ashurst West Sussex

Description: Retention of the buildings identified as the Flower Studio and Potting Shed and outbuilding for use as a single residential dwelling. Erection of an infill link extension between the flower studio and potting shed (Retrospective).

Decision: Application Permitted

Date of Decision: 03/01/2024

DC/23/1516

Site: Jessups Farm Honeybridge Lane Ashurst West Sussex BN44 3AW

Description: Application to confirm the north and south barns have existed and have been built and used continuously for agricultural purposes for a period in excess of four (4) years. (Lawful Development Certificate - Existing)

Decision: Application Refused

Date of Decision: 14/03/2024

DC/23/1662

Site: Jessups Farm Honeybridge Lane Ashurst West Sussex BN44 3AW

Description: Application to confirm the use of a former farm building as a self-contained residential dwelling began more than four years before the date of this application (Lawful Development Certificate - Existing)

Decision: Application Permitted

Date of Decision: 14/03/2024

DC/23/1679

Site: Jessups Farm Honeybridge Lane Ashurst West Sussex BN44 3AW

Description: Application to confirm the continued use of mobile home as residential dwelling for over 10 years (Certificate Existing Lawful Development)

Decision: Application Permitted

Date of Decision: 14/03/2024

DC/23/1707

Site: Jessups Farm Honeybridge Lane Ashurst West Sussex BN44 3AW

Description: Application to confirm the completion of the ground floor infill extension on the dwelling known as Farm Lodge in February 2012 (Lawful Development Certificate - Existing)

Decision: Application Permitted

Date of Decision: 14/03/2024

Councillors noted the above planning decisions from HDC.

1. **Planning Appeals**

There were none.

1. **Payments and reconciliations**
2. Councillors **RESOLVED** to approve the schedule of payments since the last meeting (January 4th) and bank reconciliation for February 2024 (See Appendix 1).
3. The Clerk reported that no income had been received since the last meeting on 4th January 2024.

1. **HALC update including Local Plan**
2. The Chair said there had been a recent Zoom meeting to elect a new Chair as well as electing representatives for various committees. It was reported that local councils felt they had not had long enough to comment on the Local Plan and that better communication between HALC and HDC was one of their objectives.
3. Councillors considered the HALC planning matters survey and agreed to respond as follows: The Council decided not to make any representation on the HDC local plan consultation. The Council had not adopted a Neighbourhood Plan. No further comments were made by Councillors.
4. **Speeding in Ashurst**
5. Councillor Nicholson said the two new speed signs in the Village had been erected but, unfortunately, not in the correct place so he was seeing if these could be moved. Councillor Nicholson’s efforts were acknowledged.

He reported that Speedwatch was going well but more volunteers were always welcome. He said that there were currently 10 volunteers and sessions took place most weeks.

1. Councillor Nicholson reported on his recent meeting (along with Councillors Fischel and Russell) with County Councillor, Paul Lineham, and a representative from Highways. Both were supportive of the Council’s efforts to reduce the speed of vehicles passing through the villager.

Obtaining a TRO to have poles installed for a SID (Speed Indicator Device) was also discussed. Planning permission was needed to put the poles in and a portable SID could then be purchased so it could be moved. The SID we were investigating would show the speed of oncoming drivers.

In addition, WSCC was supportive of introducing the 40mph buffer zone that Ashurst PC was proposing. The suggestion was that the 40mph zone would be introduced from the entrance to Golden Lane with a 30mph zone starting closer to the Village Hall. Councillor Lineham had agreed to see if there were S106 funds available for the Council to purchase the SID.

**Actions:**

Cllr Russell was to obtain quotes for a SID.

Cllr Nicholson was to go back to the police to see if the newly erected signs could be moved.

1. **Village Clean Up Day**

The Chair said the Clean-up morning had been a great success with an extensive amount of rubbish being collected by volunteers. Councillor Russell had arranged for HDC to collect the rubbish and the Chair extended her gratitude to everyone involved. It was **RESOLVED** that this should become an annual event.

1. **Grants**
2. Councillors considered a request from 4Sight Vision Support for £55. It was **RESOLVED** not to approvethe request on this occasion.
3. **Correspondence**

There was none.

1. **Reports from Outside Bodies**

Councillor Knight said the last Flix in the Stix had been a success with around 40 attendees.

The Chair spoke on behalf of the Church and said that a Jazz fundraising event was scheduled to take place in the Church on 18th May, with a two-course meal to follow at the Village Hall.

Post meeting note: Event now postponed to next year.

1. **Information Items**

The Chair requested that the Council’s Grants Policy be reviewed at the next Council meeting.

1. **Next meeting date**

9th May 2024.

Appendix 1

Bank Reconciliation 29th February 2024

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| Balance per bank statement |  |
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|  |  |
| **Closing balance 29th February 2024** | 15,929.67 |
|  |  |
| **Add: outstanding receipts** | 0.00 |
| **Less: outstanding payments** | -268.03 |
|  |  |
| **Net balances** | 15,661.64 |
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| **Cashbook** (balance as of 1st April 2023) | 15,155.91 |
| Add receipts (from 1st April - 29th February 2024) | 13,757.90 |
| Less payments (from 1st April - 29th February 2024) | -13252.2 |
| **Net balance** | **15661.64** |

Schedule of payments since the last meeting (19th December 2023)

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| --- | --- | --- | --- |
| 4.1.24 | E Simpson | Salary December | 254.70 |
| 4.1.24 | E Simpson | Office Allowance December | 13.33 |
| 4.1.24 | St Barnabas House | Grant | 100.00 |
| 4.1.24 | Parochial Church Council of Ashurst | Newsletter contribution | 100.00 |
| 4.1.24 | Ashurst Recreation Ground | Annual grant 202324 | 4500 |
| 4.1.24 | Ashurst Recreation Ground | St Barnabas House grant | 100.00 |
| 25.1.24 | HMRC | PAYE (quarterly) | 217.60 |
| 1.2.24 | Mulberry & Co | Planning training – Knight | 60.00 |
| 1.2.24 | E Simpson | Salary January | 254.90 |
| 1.2.24 | E Simpson | Office allowance January | 13.33 |
| 5.2.24 | Places for People Leisure Ltd | Swimming pool grant | 100.00 |
| 13.3.24 | E Simpson | Salary February | 254.70 |
| 13.3.24 | E Simpson | Office allowance February | 13.33 |
|  |  |  |  |
|  |  |  | **£5981.00** |