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MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 28th FEBRUARY 2019 AT 8.00PM

Attendance

Chairman	Cllr Hammond
Ashurst Parish Council (APC)	Cllrs Fischel, Hedley, Jesse, Knight, Nicholson and Russell
Clerk	Elizabeth Leggo

To provide an opportunity for members of the public to ask questions or make statements at the Chairman's discretion.

- 1. Apologies for Absence.**
 Apologies were received and accepted from Cllr Barling, Cllr Willett and Cllr Lloyd.
- 2. Declaration of Members Interest.**
 None for this meeting.
- 3. Approve the Minutes of the Council Meeting 3rd January 2019:** The minutes were circulated to all Cllrs and taken as read. It was **RESOLVED** that the minutes were a true record of the meeting and were signed by the Chairman.
- 4. Outstanding Actions.**

Action	Outcome
Clerk reported dangerous tree to Jonathan Perks at WSCC and copied in Cllr Barling	WSCC Public Rights of Way Officers spoke to the land owner again and were informed that he intends to cut the tree back before planting this years' crops.
Clerk reported vehicle activated sign on B2135 again as still not working	The response was that the sign can no longer be repaired. WSCC is currently in the process of asking the contractor to price a replacement sign for the site, looking at the general condition, the whole site is in need of refurbishment and therefore this is what they are asking to be priced. Replacing this site this financial year will be subject to costs and remaining budget.
Cllr Fischel put up copy of public liability insurance in John Eaton Hut/Cricket Pavilion	Completed.
Clerk added the plans for Ham Farm Soft Sand Proposal to the agenda for	Added.

28 th February, to enable the Council to make comments.	
Clerk to draw up a sheet to be signed by Cllrs for the weekly playground inspection	Completed, with Cllrs Fischel, Hammond and Russell sharing the weekly inspections. The inspection log is displayed at the Recreation Ground.
Clerk to make final amendments to the leases for the Cricket Club and Primary School	Completed and shared.
Cllr Hammond to meet with Janet Williams, Head of Ashurst Primary School, to discuss the new agreement;	Primary School: Final version sent to Cllr Hammond for discussion with Head Teacher of Ashurst Primary School. Cllr Hammond reported that the School has been busy with Ofsted and that he would aim to meet with Janet Williams by the end of March.
Clerk to send copy of new agreement to the Chairman of Ashurst Cricket Club for signing;	Cricket: Final version sent to Chairman of Ashurst Cricket Club for signing, pending signed copy back. Cllr Hammond agreed to meet with the Chairman by the end of March to get the agreements signed.
Clerk to obtain quotes from different electricity providers.	Completed and agreed by Council to take fixed term contract with EDF (see below).
Clerk to publish precept on the website & submit figure to HDC	Completed.
Clerk to organise payment of £50 to Age UK Horsham District	Completed – pending signature on cheque.
Clerk to scan in Operation Watershed Application and email to Sue Furlong at WSCC and copy in Cllr Barling.	Completed – see update below.
Clerk to prepare application for Community Highways Scheme for a vehicle activated sign, northbound on the B2135	The Clerk has downloaded an application form and started to fill this in.
Clerk to organise payment of £50 for the memorial plaque for George Cockman	Cheque ready to sign.

Action:

Cllr Hammond to meet with Janet Williams and Chairman of Ashurst Cricket Club to discuss and sign agreements for the use of the Recreation Ground.

5. Reports from District & County Councillors

None for this meeting.

6. Recreation Ground Matters.

The bank balance at HSBC as at 20th January 2019 was £6403.15

Incomes received 3rd January to 28th February 2019		
Ashurst Parish Council	Grant	£1,300
Expenditures authorized 3rd January to 28th February 2019		
Wicksteed	Playground Inspection	£72.00
Business Stream	Water for Ground	£94.50

- **To sign the leases for the Primary School & Cricket:** As above, this did not take place at this meeting, and the Chairman is to organise this.

- **It was noted that Partridge Green Football Club had emailed the Trust an offer for the next football season, asking for annual renewal and offering £300 for the season for six games, with a further £40 per game played.** The Clerk was asked to contact the Chairman and ask if the Club would consider a slightly higher rate for additional games and to ensure that an email is sent on the day of any additional game to enable an accurate record to be kept.
- **To review the Wicksteed Playground Inspection Report and decide upon remedial work:** The report was shared with the Council and it was agreed that the following work be undertaken:
 - **Exercise Frame:** to order parts to replace – Cllr Fischel to email the details of the manufacturer to Cllr Russell & the Clerk, and Cllr Russell to order the parts and undertake repairs.
 - **Freestanding Slide:** repairs has been carried out.
 - **Seats:** Clerk to order the new cradle seat for swing and organise delivery to Cllr Jesse
- **To receive an update from Cllrs Fischel & Russell on water safety and to make a decision on how to proceed:** Cllr Fischel had not heard back from TSS Facilities and would chase them up.

The Clerk advised the Trustees that she had found out as much information as possible on this item, that advising further on the subject was beyond her expertise and that the item had been under discussion for some time. She advised that a decision should be made about the long-term plan for water safety at the Recreation Ground.

The Trust RESOLVED to adopt what it deemed to be a more rigorous and cost-effective process for water safety than that suggested by TSS Facilities and would send a sample monthly from the high-risk water area for Legionnaire's analysis to EnviroChem.

The Clerk was asked to draw up a rota for sampling.

Actions:

- **Clerk to draw up a monthly water sampling rota.**
- **Clerk to contact PGFC regarding the additional game fee.**
- **Playground actions as above.**

- **To receive an update on Ashurst CE Primary School – Tender – Upgrade to Sewerage Treatment Works:** Cllrs Fischel, Russell & Hammond had attended a meeting at the Recreation Ground with representatives of the School and the contractor. Cllr Hammond updated that the work would be undertaken in the summer holidays and would create more parking spaces at the Recreation Ground.
- **To note the new fixed electricity contract with EDF:** The Clerk had used the online comparison site 'Make it Cheaper' to get a better rate for the electricity bill. This had been agreed by Trustees between meetings. It was noted that the new, two-year fixed term contract with EDF would save the Trust around £80 per year.

7. Planning Matters.

None for this meeting.

8. Planning Decisions from HDC

None for this meeting.

9. Financial Matters

The bank balance at Lloyds TSB as at 16th January 2019 was **£11,068.49**

Incomes received 3 rd January to 28 th February 2019		
None for this period		
Expenditures authorized 3 rd January to 28 th February 2019		
E. Leggo	Office Allowance (Jan-Mar)	£40
E. Leggo	Salary (Jan-Mar)	£645.32
HMRC	Tax – E Leggo	£161.20
Public Works Loan Board	Village Hall – loan repayment	£1512.38
West Sussex County Council	Adhoc Traffic Surveys on B2135	£372.00
Age UK Horsham District	Grant	£50
S Rogers	Grant towards memorial plaque for George Cockman	£50

- Clerks Salary: The NALC Employment Briefing for 2019/20 was noted and whilst on LCP 23, the Clerks salary would increase in line with guidance in the new financial year.

10. Soft Sand Review of the West Sussex Joint Minerals Local Plan: Issues and Options Consultation:

The Council discussed the proposal and asked the Clerk to submit the following comments:

Cllr Russell reported that Ham Farm has been shortlisted again as a site, along with another site in Wiston.

Cllr Russell agreed that he would submit the comments as previously made for Ham Farm. It was agreed that the comments regarding the site in Wiston would also emphasise that the impact on local homes and roads was not properly assessed. The Clerk pointed out that the deadline for comments is 18th March 2019.

Action:

Cllr Russell to submit comments on behalf of the Council.

11. To receive an update on Section 106 Funds and application for the Community Highways Scheme.

As previously noted, the Council has £5,400 in Section 106 funds, allocated for dropped crossings and a transport infrastructure scheme that will improve access between land and local amenities. As these are not specifically for traffic calming measures, the Council has been researching applying to West Sussex County Council for the Community Highways Scheme, for the funding of a vehicle activated sign for northbound on the B2135.

The Council has been informed previously that it needed evidence of the issue of speeding on the B2135. Having commissioned a speed survey at two sites on the B2135, this has been demonstrated.

The Council needs the support of Cllr Barling in the application.

Further supporting evidence would include a petition from residents. This will be organised to be signed at the Annual Parish Meeting.

Action:

Clerk: Petition to be organized for the Annual Parish Meeting, and an application made and submitted following this.

12. To note West Sussex County Council planned works on the B2135

Cllr Barling shared the following information with the Council:

On the B2135 Steyning Road, Ashurst WSCC is planning structural patching of a total of 98SqM over four patches. (7m x 2m) + (12m x 1m) + (45m x 1.5m) + (5m x 1m). This is over a stretch of the Northbound lane, 150m South of the junction with School Lane.

13. Faulty Vehicle Activated Sign on the B2135:

As above, the response from WSCC was that the sign can no longer be repaired.

WSCC is currently in the process of asking the contractor to price a replacement sign for the site, looking at the general condition, the whole site is in need of refurbishment and therefore this is what they are asking to be priced. Replacing this site this financial year will be subject to costs and remaining budget.

14. Dangerous Tree in the Parish

As above, the tree has been reported again to Public Rights of Way Officers at WSCC and the Council was assured that the landowner intended to cut back the tree before planting crops this year.

Action

The Clerk was asked to keep this as a standing item on the agenda until the issue is resolved.

15. To discuss Operation Watershed.

Cllr Russell updated that unfortunately the deadline had been missed for funds this year, but that applications would be accepted for 2019/20, Cllr Russell is waiting to hear from WSCC to organise a survey of the site.

16. Velo South.

Recent correspondence from West Sussex County Council was discussed, it was noted that so rather than holding an event this year, the County Council intends to take the time to better understand those concerns and how they can best be mitigated against and possibly consider planning ahead for an event in 2020.

17. To note the Public Rights of Way Summer Vegetation Clearance in the Parish planned for 2019

Path number 2502, grid reference TQ167167 is due to be cleared this summer.

18. Rural Policing

Cllr Nicholson had recently attended a meeting with the Police and informed the Council that the meeting had been very interesting and that the Officer he met with was very enthusiastic. Cllr Nicholson reported that as the Police are under-resourced, rural areas that do not get much 'aggravation' do not receive much policing. A new initiative 'Sussex Country Watch' by the Rural Crime Partnership has been set up so regular updates can be sent via email.

The Police Officer had told Cllr Nicholson that the Police would appreciate the help of the Parish Council in communicating issues to residents. People need to be encouraged to report small incidents.

It was agreed that the Council would write a brief article for the newsletter promoting the 'In the Know' email communications. Cllr Nicholson agreed to write an article.

Speed watch – Cllr Nicholson had a contact for someone who can organise speed watch. It was agreed that this should be discussed at the Annual Parish Meeting. Cllr Nicholson is happy to take the lead at the meeting and liaise with speed watch. It was agreed that a summary of the speed check results as commissioned from WSCC would be presented at the Annual Parish Meeting.

Actions:

- ***Cllr Nicholson to write brief article for the Parish Newsletter to encourage residents to sign up to 'In the Know'***
- ***Cllr Nicholson to give an update on Community Speed Watch at the Annual Parish Meeting, as well as present the data gathered by the recently commissioned speed checks.***

19. Social Prescribing & Dementia Friendly Communities

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

20. To receive an update from Horsham Association of Local Councils

Cllr Fischel and the Clerk had given their apologies at the last meeting of HALC so there was no update for this meeting.

21. Broadband in Ashurst

Cllr Nicholson informed the Council that work has recommenced on 18th February on the fibre network, and that more work will take place in March. WSCC will let Cllr Nicholson know what speeds will be available and who will be eligible for the service.

22. Annual Parish Meeting

Because of the forthcoming parish council elections, it is recommended that local councils do not hold their Annual Parish Meeting (APM) during Purdah. For this reason, it was RESOLVED to organise the APM for 15th May at 7pm. Councillors agreed to print and distribute the invitations.

Action

Clerk to book the Village Hall for the next meetings.

23. Correspondence

No additional correspondence received by post – all emails circulated to councillors.

24. Reports from Outside Bodies

None for this meeting.

25. Information Items

None for this meeting.

Date of the Annual Parish Meeting: Wednesday 15th May 2019 at 7pm

Date of the next Meeting of the Council: Thursday 16th May 2019 at Ashurst Village Hall at 8pm (this will be the first meeting following the local council elections on 2nd May 2019)

The Chairman closed the meeting at 9.40pm

Signed Chairman Dated