



22 Elder Close  
Portslade  
Brighton  
BN41 2ER

**Clerk to the Council:** Elizabeth Leggo  
**Tel:** 07738664449  
**e-mail:** [ashurstclerk@outlook.com](mailto:ashurstclerk@outlook.com)

## MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 1<sup>ST</sup> JULY 2021 AT 7.30PM

### Attendance.

<b>Chairman</b>	Cllr Fischel
<b>Ashurst Parish Council (APC)</b>	Cllrs Knight, Nicholson and Russell
<b>Horsham District Council (HDC)</b>	Cllr Lloyd
<b>West Sussex County Council</b>	Cllr Lineham
<b>Clerk</b>	Absent due to sickness, Cllr Fischel completed the minutes
<b>Public</b>	No members of the public were present

### To discuss any questions submitted by the public.

There were no questions from the public.

#### 1. Apologies for Absence.

Apologies were received and accepted from Cllrs Hedley, Hammond and Platt.

#### 2. Declaration of Members' Interests.

None for this meeting.

#### 3. Approve the Minutes of the Meeting of 6<sup>th</sup> May 2021.

The minutes were circulated to all councillors and taken as read. It was **RESOLVED** that the minutes are a true record of the meeting and were signed by the Chairman.

#### 4. Update on Covid-19.

This was the first face-to-face meeting of the Council since changes in legislation no longer allow remote meetings. The Clerk has therefore cancelled the Council's subscription to Zoom. Cllr Fischel advised that the Village Hall uses NHS Track & Trace. She would send the Clerk details of those attending.

The maximum legal limit was six members of the public/guest speakers to include District and County Councillors. There were no members of the public present, one District Councillor, one County Councillor, and 4 Ashurst Councillors.

#### 5. Reports from District & County Councillors.

**Paul Lineham**, the new District Councillor, introduced himself. Cllr Lineham will send some notes to the Clerk to include in future minutes. He has a doctorate in psychology, is an ex-Detective now on the WSCC Scrutiny Committee. He had a meeting later this month with Virgin regarding a possible £10b investment in Bandwidth in Steyning. It was possible that this may extend up to Ashurst.

**Councillor Lloyd:** Cllr Paul Clarke is the new leader. The Council is in a state of flux. The Local Plan needs to be voted through otherwise there will be problems with the 5 year Land Supply, but it may well be voted against on 28/29 July.

With the roll out of Food Collection waste, HDC will come into the top 10% councils for Waste Collection.

## 6. Outstanding Actions.

Action	Outcome
Cllr Fischel to speak to the Landlord of the Fountain Inn regarding registration as an Asset of Community Value.	To carry over until after Covid-19 restrictions are relaxed!
Cllrs Fischel and Russell to keep an eye on issues raised by HDC, when carrying out the weekly play equipment inspections.	Ongoing.
Cllrs Russell and Hammond to undertake repairs on the rubber matting.	Ongoing – Rubber matting has had power wash. To keep gaps under review.
Cllrs Knight and Nicolson continuing to work on the Broadband project.	Ongoing – See Item 15 below.
Clerk to investigate a possible course of action for Golden Lane ‘dip’ and whether Operation Watershed funding was still available for 2021/2. Cllr Russell, who would approach the Operation Watershed team to see if the area is suitable for an application.	Funding still available. Cllr Russell to follow up – see Item 18 below.
Cllr Russell to take water reading and submit to the Clerk.	Complete and submitted.
The Clerk was asked to submit the Trust’s Annual Return to the Charity Commission.	Complete.
Rampion consultation. Cllr Knight agreed to keep the Council informed on dates for the public consultation as these become available.	Ongoing – See Item 10 below.
Clerk to put the email address for Jenn Bryden on the Rampion 2 page of the Council’s website.	Complete.
Clerk to meet with the Internal Auditor.	Complete.
Clerk to raise a cheque for a grant of £100 to St Barnabas Hospice.	Complete.
Cllr Fischel and the Clerk agreed to meet over the coming year with a view to reviewing and suggesting amendments to the documents to better reflect the requirements of Ashurst Parish Council.	Ongoing.
The Clerk was to chase up the three quotes for Parish Council insurance	Complete.
Clerk to publicise the questionnaire from Andrew Griffith on the website. Cllr Fischel to ensure this was circulated to Ashurst residents.	Complete. Rampion consultation to be referred to in the Newsletter and residents made aware.
Cllr Nicholson volunteered to represent Ashurst at the online consultations about policing and community safety, held by the Police and Crime Commissioner’s Office.	Complete.
Clerk to upload the forthcoming meeting dates onto the website, and to e.mail all councillors and book the Village Hall for these dates.	Complete.

## 7. Recreation Ground Matters.

The bank balance at HSBC as at 20<sup>th</sup> June 2021 was **£11,747.97**

Income received 7 <sup>th</sup> May – 1 <sup>st</sup> July 2021		
Ashurst Parish Council	Annual Grant	£4,000
Expenditure authorised 7 <sup>th</sup> May – 1 <sup>st</sup> July 2021		
Sussex Land Services Ltd	Grass cutting – April, May & June	£691.20
EDF	Electricity – May & June	£8
Horsham District Council	Play inspections – Aug 2020 to March 2021	£100.80
Horsham District Council	Rates – July 2021-March 2022 (there was no charge for the first quarter due to Coronavirus relief)	£76.10

Cllr Russell sent the Clerk a water meter reading. The updated bill shows the Trust is now in credit by £49.10. The Trust is also in credit with EDF. Pressurised washing of the matting has taken place.

The Clerk has invoiced West Sussex County Council £1,250 for the Primary School’s use of the Recreation Ground for 2021/22. A remittance has been received and is awaiting clearance at Lloyds TSB.

CLlr Fischel informed the Trust that the large oak tree had received its injection of Potassium phosphate this week. The cost for this was £160 + VAT £192.

From our expert report, the Council had been advised that the tree needed to have a radical cutting back. The Council had received various quotes for this ranging from £1,510 + VAT, down to £650. It was agreed that we would go with Ashurst Arborists who have quoted £650 for this extensive tree surgery.

CLlr Fischel updated on the temporary deer fence:

The fencing sheets had been purchased and were ready to go up as necessary, once the chestnut posts are available. The estimate for this had originally been for £1,400 but materials have since gone up significantly, so this will be reflected in the final cost. The purpose of this temporary fence is to stop the deer coming onto the Recreation Ground and eating the new trees and also to prevent any possible risk of the spread of Lymes' disease. It was AGREED to proceed with the temporary deer fence.

**Action points:**

Clerk to circulate the most recent Horsham District Council playground inspection to the Trustees.

CLlr Fischel would contact Ashurst Arborists to advise and to arrange timings for surgery on the oak tree.

CLlr Fischel would contact the contractor and advise him to proceed with erecting the temporary deer fence.

**8. Planning Matters.**

**DC/21/0795**

Proposal: Erection of detached timber gazebo and detached timber pergola.

Site Address: The Fountain Inn The Village Ashurst Steyning West Sussex BN44 3AP

The Clerk was asked to submit the following:

Stance: No objections

Comments:

**9. Planning Decisions from HDC.**

**DC/21/0311**

Site: Batts School Lane Ashurst Steyning West Sussex BN44 3AP

Description: Variation of condition 1 of permission DC/19/1307 (Demolition of existing buildings and erection of a two storey detached dwelling with associated landscaping, parking and access). Amendments to fenestration.

Decision: Application Permitted

Date of Decision: 11/05/2021

**DC/21/0139**

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

Description: Part retrospective application for the erection of 2No. holiday cabins with associated parking, access and landscaping.

Decision: Application Permitted

Date of Decision: 06/05/2021

**10. Rampion 2 Windfarm Update:**

A meeting is to be held by RWE on Monday 19<sup>th</sup> July at 6pm. It was agreed that CLlr Knight would attend to represent Ashurst Parish Council. He would report back.

Any comments should be submitted to Councillor Knight.

Action: Clerk to send meeting details to CLlr Knight.

**11. No Incinerator for Horsham:**

It was decided that the councillors had insufficient information to comment on this.

**12. Proposed solar farm at Huddleston Farm, Steyning**

This proposition was discussed. It was AGREED that a representative of Enso would be invited to the September meeting of the Council. The Public would be invited to attend.

Action: Clerk to invite Enso representative and, if possible, the landowner to the next meeting.

### 13. Financial Matters.

The bank balance at Lloyds TSB as at 14<sup>th</sup> June 2021 was **£10,725.71**

<b>Income received 7<sup>th</sup> May – 1<sup>st</sup> July 2021</b>		
Horsham District Council	Half precept	£6,525
HMRC	VAT refund for 19-20 and 20-21	£1,941.32
<b>Expenditure authorised 7<sup>th</sup> May – 1<sup>st</sup> July 2021</b>		
BHIB	Insurance 2021-22	£332.96
Mulberry & Co	Internal audit	£180
St Barnabas House	Grant for Hospice at Home Service	£100
Elizabeth Leggo	Expenses (includes Zoom subscription May and June 2021)	£44.68

The Council had passed the internal audit.

### 14. Parish Council Insurance

It was noted that a three year agreement has been entered into with BHIB.

**Action points:**

**The Clerk would circulate the internal audit report to councillors.**

**The Clerk was asked to check that we have adequate public liability cover inside the 2 buildings not insured.**

### 15. Broadband in Ashurst

Cllrs Knight and Nicholson updated Cllr Lineham on the current position of Broadband in Ashurst. We are dealing with two separate exchanges 01903/01403 and two different applications. The 01403 application is to be submitted to Openreach shortly and then we will await an estimate and timings for installation. On the Southern (Steinyng exchange) application, Openreach plans to build a small fibre to premises broadband network to the south of the village on 01903 numbers. Enough residents have now signed up to the Government's USO (Universal Service Obligation) and taken advantage of the Broadband Gigabit Voucher scheme, whereby the Government and WSCC provide funds to assist in the installation. The network build can be free if sufficient numbers sign up to the scheme. The price currently quoted is £6,700 to be split between 17 houses. (We are currently £2,000 short.) You are not eligible if you have access to 4G.

**Action point: The Clerk was asked to put contact details – as per the Newsletter - on the Parish Website.**

### 16. Community Speedwatch

Cllr Nicholson advised the meeting that there are 8 Speedwatch volunteers in the group. They have held four sessions to date. 26 people have been tested speeding, with a top speed of 46 mph. If a car is speeding, the time, speed recorded, registration number and colour of the vehicle are reported to West Sussex Police. Cllr Fischel thanked Cllr Nicholson for his efforts on getting this initiative up and running.

### 17. Trees and footpaths

Nothing aside from the work undertaken on the oak tree on the Recreation Ground. (See 7 above.)

Post meeting note: The Newsletter would remind landowners of their responsibilities to ensure that they maintain their trees when these could affect the public – ie road/lane/public footpath overhang etc.

### 18. Operation Watershed

Cllr Russell has contacted Ms Furlong and established that funding is still available. He will follow this up and cc Cllr Lineham. He will also have a word with a local resident about an additional flooding point.

**Action Point: Cllr Russell to follow up Watershed Grant possibility with Ms Furlong.**

### 19. WSALC Update

The Clerk has circulated details of forthcoming training, provided for West Sussex Councils, by Mulberry & Co, on behalf of WSALC.

**Action point: Councillors should contact the Clerk if they want to attend any courses.**

**20. HALC Update**

Cllr Fischel advised that the next HALC meeting will be in August. No secretary has been found yet.

**21. Grants**

No grant applications had been received.

**22. GDPR**

The Council was reminded to delete all emails over 6 months old.

**23. Correspondence**

None for this meeting.

**24. Reports from Outside Bodies**

Next Flix in the Stix to take place on 31<sup>st</sup> July.

**25. Information Items**

Recent correspondence has been received for Horsham District Council regarding the Local Government Association Model Councillor Code of Conduct.

How to Improve communications with the Parish still needs to be considered.

Cllr Fischel asked for any information items for the Newsletter which was about to go out.

There was a Pet Service to be held on Sunday 11<sup>th</sup> July at 10.30. All Pets and owners welcome!

**Action points:**

Clerk to add 'How to improve parish communications' to the next agenda.

Councillors to read the Local Government Association Model Councillor Code of Conduct in advance of discussion and approval at the next meeting.

Post meeting note: Cllr Russell had audited the salt bins and the Clerk has sent this report to West Sussex County Council in advance of winter.

**Date of next meeting: Thursday 2<sup>nd</sup> September 2021 at 7.30pm.**

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

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