

Ashurst Parish Council

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MINUTES OF THE MEETING OF ASHURST PARISH COUNCIL, HELD AT ASHURST VILLAGE HALL ON THURSDAY 13th JULY 2017 AT 8.00PM

Attendance

Chairman	Cllr Hammond
Ashurst Parish Council (APC)	Cllrs Fischel, Hedley, Knight, Nicholson and Russell
Horsham District Council (HDC)	Cllr Willett
West Sussex County Council (WSCC)	Cllr Barling
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.

None for this meeting.

2. Declaration of Members Interest.

Cllrs Hammond and Russell declared an interest on planning application DC/17/1250.

3. Presentation from Sonia Mangan.

Sonia Mangan is the CEO of Age UK for the Horsham District and presented to the Council about tackling social isolation. Her presentation / notes are attached in Appendix 1 at the end of these minutes.

4. Approve the Minutes of the Meetings of 9th March and 11th May 2017.

Both sets of minutes were circulated to all Cllrs and taken as read. It was **RESOLVED** that both sets of minutes are a true record of the meetings and were signed by the Chairman.

5. Outstanding Actions.

- Update from Cllr Willett about lack of planting at Prior's Byne Solar Farm:
Cllr Willett informed the Council that HDC is now aware that planting has not been started and will begin to action. The compliance team is looking at this and Cllr Willett will take action at HDC if this is not followed up within 1-2 months
- Update from Cllr Barling about the challenge to WSCC on how section 106 funds can be spent:
Cllr Barling reminded the Council that WSCC has allocated the s106 funds for highways, and that the carparks the Council would like to renovate are on private land and are therefore unsuitable. Cllr Barling has told WSCC that dropped kerbs are not a useful allocation of the funds for Ashurst Parish, and WSCC has agreed to look into other ways for the money to be spent.
- The Tree Warden submitted a report on the trees around Soper's Farm, which was accepted by HDC for review
- The new swings have been fitted at the Recreation Ground
- The Clerk has written a reducing schedule for repayment of CiLCA fees to the Council should she leave within 2 years of May 2017, as agreed at the last meeting, which was noted by the Council.

Action

Cllr Willett to follow up planting at Soper's Farm with HDC if not started within 1-2 months. APC to review planting at meeting of 7th September

6. Appointment of Representatives for the Neighbourhood Plan Steering Group.

Cllrs Hammond and Fischel will continue to act as representatives for APC on the Neighbourhood Plan Steering Group until the future of the SWAB Neighbourhood Plan is clarified. (See Point 14 below.)

7. Recreation Ground Matters.

The bank balance at HSBC as at 20th June 2017 was £6054.94

Incomes received

Ashurst Cricket Club	£400	Rent for pavilion and cricket matches
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Expenditures authorized

EDF	£41.34	Electricity John Eaton Hut
Business Stream	£17.67	Water
Sussex Land Services	£932.40	Grass cutting April, May, June

The Council was grateful to Cllr Hedley for organising the safety testing at the Recreation Ground. Both the Cricket Pavilion and the John Eaton Hut have had electrical installation testing and portable appliances PAT tested. It was noted by the Council that installation testing should be repeated every three years and PAT testing annually.

Cllr Fischel agreed to attend the health and safety training with the Clerk in September.

Actions

- Clerk to book Cllr Fischel a place on the SSALC health and safety course
- Clerk to add item to agenda for September to arrange risk assessment of Recreation Ground with two cllrs

8. Planning Matters.

- I. **DC/17/1231:** Doves Farm, Spithandle Lane, Wiston, Steyning, BN44 3DY

Proposal: Erection of storage barn.

The Clerk was asked to submit the following comments:

Stance: Neutral

Comment: No objection from Ashurst Parish Council

Cllrs Hammond and Russell left the meeting and Cllr Hedley took over as Chairman for the next item.

- II. **DC/17/1250:** Spithandle Nurseries, Spithandle Lane, Wiston, Steyning, West Sussex, BN44 3DY

Proposal: Demolition of existing polytunnel and erection of equine osteopathy clinic, circular horse walker and use of existing sand school in association with proposed clinic.

The Clerk was asked to submit the following comments:

Stance: Support

Comment: Supports a local business

Cllrs Hammond and Russell returned to the meeting and Cllr Hammond took over again as Chairman.

- III. **DC/17/1318:** Furzeffield Farm Honeybridge Lane Ashurst West Sussex
Proposal: Proposed permanent siting and retention of existing equine workers caravan and timber office building

The Clerk was asked to submit the following comments:

Stance: Objection

Comments: Ashurst Parish Council continue to take the view as expressed in objecting to DC/12/1266. It is the Council's view that the business is not viable or sustainable and does not accept that there is a valid argument in the Application that the temporary nature of the mobile home should be changed to permanent.

It is the view of the Council that this Application does not meet the National Planning Policy Framework criteria for a rural business and that it is undesirable to have a permanent building in this location, given the tenuous nature of the business and business plan which would alter the character of the locality to the detriment of the local area.

- IV. **DC/16/0772:** Retention, repositioning and landscaping of earth bund around the farm perimeter with tree and flooding protection measures, plus retention and habitat enhancement of existing pond permitted under DC/06/2073 at Sopers Farm (Resubmitted application DC/13/0180) Sopers Farm Peppers Lane Ashurst Steyning

The Clerk was asked to submit the following comments:

Stance: Support

Comments: Ashurst Parish Council would like to re-iterate previous comments made and listed under consultation responses from Ashurst Parish Council on 11th May 2017 and 13th June 2017, as well as those contained in the Report from Ashurst Parish Council's Tree Warden listed as a consultation response on 13th June 2017.

Ashurst Parish Council supports the application provided that the applicant complies with HDC's regulations and requirements together with those contained in Ashurst's Tree Warden's Report. This includes the replanting of all trees that die as a result of the erection of the bund .

9. Late planning applications.

None for this meeting.

10. Planning Decisions from HDC

DC/17/0704 Site: Eatons Farm The Village Ashurst Steyning West Sussex BN44 3AP

Description: Construction of porch (Full Application)

Decision: Application Permitted

Date of Decision: 09/05/2017

DC/17/0705 Site: Eatons Farm The Village Ashurst Steyning West Sussex BN44 3AP

Description: Construction of porch (Listed Building Consent)

Decision: Application Permitted

Date of Decision: 09/05/2017

11. Financial Matters.

The bank balance at Lloyds TSB as at 21st June 2017 was **£10,706.66**

Incomes received (6th May - 13th July 2017)

None for this period

Expenditures authorized (6th May - 13th July 2017)

Horsham Matters	£29.70	Community Youth Work – Operational Costs
Horsham Matters	£335.34	Community Youth Work – Employment Costs
E. Leggo	£40	Office allowance
E. Leggo	£524.85	Salary
E. Leggo	£10.48	Expenses (stamps and paper)
HMRC	£131	Tax for E. Leggo

It was **RESOLVED** that the Council would wait until the Clerk has finished CiLCA and the Council can adopt the General Power of Competence to make the grant of £1,000 towards repairs for the church roof.

12. Transparency Code.

The Council reviewed the report by the Clerk on the Transparency Fund – see Appendix 2. It was **RESOLVED** to apply for funding of £1021.46 for 2017/18, to fund an updated website, a scanner to upload documents to the Council's website, the Clerk's time ensuring that the website complies with the Transparency Code.

Action

Clerk to complete and submit the grant application for the Transparency Fund.

13. Update on Youth Provision.

Cllr Russell informed the Council that there are no updates, but that there will be a meeting on Monday 17th June.

14. Neighbourhood Plan.

Cllr Fischel updated the Council on recent developments on the SWAB Neighbourhood Plan.

Steyning Council had resolved at its Council meeting on 19th June that it wished to continue with the SWAB Neighbourhood Planning Process. It was going to ask residents and cllrs to join a new smaller SWAB Working Group to bring the Neighbourhood Plan to completion. (The suggestion was to keep four Steyning representatives on this Working Group but to reduce the other 3 Parishes to 2 members each ie to 1 Councillor and 1 Member of the Public.) Steyning had now asked for the other 3 Parishes to confirm their intention to continue on this basis.

After some discussion, it was agreed that while APC was keen to support the continuation of the SWAB Neighbourhood Plan, it did have some serious concerns which first needed to be addressed.

15. Update from Horsham Association of Local Councils.

Cllr Fischel attended the meeting of 12th July and updated the Council on Highways following a talk at the HALC meeting from Chris Stark WSCC Highways Manager for the Horsham area. Of note was that grass cutting in rural areas would take place three times per year. Other topics included the possible introduction of cllrs' 'Training Passports', increased police presence at events, concern over parking charges (to be taken further) and email addresses for cllrs. It was agreed by the Council that it would be preferable to get new email addresses for all cllrs, so as not to use personal email addresses.

Action

Clerk to investigate new email addresses for cllrs, e.g. cllr@ashurst.org.uk

16. To discuss and agree upon a logo for Ashurst Parish Council.

A logo designed by Jenny Gills was shown to the Council (see Appendix 3). The Council liked the logo and the concept of having this for letter heading and the website. It was agreed that Cllr Fischel would follow up other ideas from interested members of the community and that this would be further discussed at the meeting of 7th September.

Actions

- Cllr Fischel to follow up with interested members of the community
- Clerk to add item on logo to September's agenda

17. For all councillors to sign and adopt the Code of Conduct

The Code of Conduct document had been circulated to all cllrs. All councillors signed the form to confirm that they had read the document and APC **RESOLVED** to adopt the Code of Conduct. A copy of the Code is attached to this document as Appendix 4.

18. To review and approve the Lone Worker Policy

The Lone Worker Policy had been circulated to all cllrs and taken as read. APC **RESOLVED** to adopt the Lone Worker Policy. A copy of the Policy is attached to this document as Appendix 5.

Action

Clerk's appraisal to be undertaken by Cllrs Hedley and Nicholson before the meeting of 7th September

19. Correspondence.

- Inspection of play equipment from HDC
- Clerks and Councils Direct
- SSALC Revised Training Programme
- Lloyds Bank Financial Services Compensation Scheme
- Local Government Boundary Commission: Electoral Review of Horsham

20. Reports from Outside Bodies.

Mr Bob Harari was asked by the Chairman to report on Flix in the Stix. Mr Harari was pleased to inform the Council of a turnout of 61 at the latest Film Night, which was the highest number to date.

21. Reports from District and County Councillors.

Cllr Willett reported that there was nothing of note for Ashurst to be reported, and drew the Council's attention to the HDC website which contains very thorough updates.

Cllr Barling reported that the next full meeting of WSCC would be on Friday 21st July and that this is broadcast live on the web, accessed via the WSCC website.

22. Information Items.

Cllr Hammond and Knight submitted apologies for the meeting of 7th September.

Date of the next Meeting: Thursday 7th September at 8pm at Ashurst Village Hall

Signed (Chairman) _____

Date _____