

## **MINUTES OF THE MEETING HELD AT THE ASHURST VILLAGE HALL ON THURSDAY 1<sup>ST</sup> SEPTEMBER 2016 AT 8.00PM**

**ATTENDANCE:** Cllr Hedley (Chairman),  
Cllrs Fischel, Knight, Nicholson and Russell  
Also present Cllr Barling (West Sussex County Council)  
One member of the public was present  
In attendance the Clerk – Elizabeth Leggo

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

### **1. Apologies for Absence.**

There were apologies received from Cllrs Hammond and Jesse. Also apologies were received from Cllrs Lloyd and Willett (both Horsham District Council).

### **2. Declaration of Members Interest.**

There were no declarations of interest from Cllrs

### **3. To approve the Minutes of the Meeting of 14<sup>th</sup> July 2016**

The minutes of the meeting of 14<sup>th</sup> July 2016 were circulated to all cllrs and taken as read. It was **RESOLVED** that the minutes be approved and adopted as a true record of the meetings and they were signed by the Chairman.

### **4. Outstanding Actions.**

Salt / Grit bin audit – The Council thanked Cllr Russell who confirmed that the bin is full ready for winter. The Clerk has submitted the audit form to WSCC.

Cllr Knight informed the Clerk of the location of the potholes on the B2135 (Ashurst to Partridge Green road). Potholes were reported on both sides of the road between the Village Hall and Golden Lane. These were reported on the Love West Sussex website and Highways have subsequently inspected and confirmed three intervention level potholes for repair. They informed that this road is on a monthly driven inspection. Cllrs were concerned that the repairs had still not been carried out, therefore the Clerk was instructed to report the potholes again.

Planting around solar farm – The Clerk liaised with the Clerk of West Grinstead Parish Council, who have not been informed of any updates. Cllr Willett investigated further and found out that the agreement which should have been signed between the developer and HDC was not signed. It is therefore now a Highways issue. It was agreed that Cllr Barling would chase up the issue with Highways, that Cllr Knight would take photos of the area around the solar farm to send to Cllr Barling and that the Clerk would ask Cllrs Willett and Lloyd if they are able to obtain a copy of the original planning decision.

Felting and decorating of Cricket Pavilion – the materials for this have been purchased and are ready to start in the Autumn.

It was agreed that the Clerk would contact Cllr Willett to find out about whether enforcement officers had visited Sopers Farm and taken witness statement concerning the bund.

**5. Recreation Ground Matters.**

The bank balance at HSBC as at 20<sup>th</sup> August 2016 was £5681.05

Incomes received

None

The following Expenditure was Authorised

E. Leggo	£47.75	Recreation ground salary
Sussex Land Services	£612.00	Grass cutting (May & June – previous cheque was unpaid by bank)
Sussex Land Services	£306	Grass cutting (July)
EDF	£9.32	Electricity for the John Eaton hut
Southern Water	£22.92	Water for the John Eaton hut

The contract which has been drawn up for Partridge Green Football Club was amended and agreed by cllrs. It was Agreed to enter into a three-year contract with the club who will play 15 games annually for £500 per year with a 5% YoY increase. Payments will be received in September and January. Any additional games will be charged at £30 per game.

Cllrs who are current signatories on the account have taken identification and proof of address into HSBC for validation to enable one of the signatories on the account to change from the former to the new Clerk.

Monthly inspection of play equipment reported loose eye bolts on the climbing frame and the flat swing chains showing slight wear. Cllr Hedley has checked the equipment and tightened bolts.

**6. Planning Matters.**

None for this meeting.

**7. Late planning applications**

None for this meeting.

**8. Planning Decisions from HDC**

None for this meeting.

**9. Financial Matters.**

The bank balance at Lloyds TSB as at 8<sup>th</sup> August 2016 was £8,604.16

Incomes received

SSALC Ltd	£849.39	Transparency Grant
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The following Expenditure was Authorised

E. Leggo	£416.14	Salary
HMRC	£103.80	Tax
E. Leggo	£40.00	Office allowance
PKF Litlejohn LLP	£240.00	External Audit
DJ Flynn Services	£85.00	Footpath clearing

A mandate form has been signed and submitted to remove Hazel Roxby, former Clerk, as signatory and to add Elizabeth Leggo the new Clerk.

The Council approved both the Internal and External Audits. The terms for the Internal Auditor were agreed by cllrs for the 2016/17 council year.

It was agreed that the Clerk would research the prices of projectors to use in council meetings.

#### **10. Update on Youth Provision**

Cllrs Hammond and Russell attended the meeting for Steyning Area Youth Service (SAYS) on 1<sup>st</sup> August 2016. Cllr Russell reported that SAYS will run out of funding by December 2016, but that the contract runs through to March 2017. Ashurst Parish Council had already budgeted for this but needs to make a decision whether or not the Parish would remain members of the youth service.

Cllr Russell informed that beyond March 2017 it is likely that the SAYS charity would be dismantled and that each parish would form a separate contract with Horsham Matters. However, the four parishes currently in SAYS would reach an agreement to remain members of the youth service for the term of the contract.

It was agreed that the Clerk would include an item on the next Parish Council meeting agenda for a decision to be made on remaining in the youth service.

#### **11. Neighbourhood Plan**

Cllr Fischel informed that there has not been a SWAB neighbourhood plan meeting since the last parish council meeting so nothing to update. The next meeting is on 5<sup>th</sup> September 2016.

#### **12. Winter Maintenance Plan**

It was agreed that Cllr Hedley would contact some of the residents of Ashurst to see if they are willing to be listed as volunteers for road clearing in the case of adverse weather, for the Winter Maintenance Plan. The clerk will update the plan and send to WSCC.

#### **13. Clerk's summary of correspondence**

- Waste services contract
- Better broadband
- Gatwick Airport
- New electoral recommendations for WSCC
- 3 in 1 concessionary travel scheme to end
- Horsham District Archaeology Group
- Winter Wellness Event

#### **14. Reports from Outside Bodies.**

##### St James Church

An architect is going to look at roof repairs, funded by the grant.

##### Cricket

There is one more match this season.

##### Village Hall

There has been an increase in bookings, with four to five regular bookings.

#### **15. Reports from District and County Councillors.**

Cllr Barling reported that WSCC has to reduce its budget by a large percentage this year so are making significant cuts such as the reduction in opening of amenity tips, and introducing modest charges for non-household waste. Cllr Barling informed that there is still some funding left in Operation Watershed and also money is available to do work to improve pavements.

Cllr Barling also informed that while government legislation allows the Police and Crime Commissioner to take over the Fire and Rescue Service, that WSCC have launched a petition "Safer in Our Hands" to try to keep the Service embedded in the County Council.

**16. Information Items.**

Communication with the Clerk.

**17. Date of the next Meeting.**

Ashurst Recreation Ground Annual Meeting Thursday 6<sup>th</sup> October 2016 at 8.00pm at Ashurst Village Hall.

Ashurst Parish Council Meeting: Thursday 3rd November 2016 at 8.00pm at Ashurst Village Hall.

The Chairman closed the meeting at 9.20pm.

Signed ..... Chairman

Dated .....