



WASHINGTON PARISH COUNCIL MEETING

MINUTES of the proceedings of the monthly meeting of Washington Parish Council held on Monday 1st February, 2016.

PRESENT: Cllr L Britt, Cllr T Cook, Cllr A Lisher, Cllr R Milner-Gulland, Cllr R. Thomas, Cllr Newman and Cllr D Whyberd

IN ATTENDANCE: Cllr Paul Marshall

ALSO: Ms Zoe Savill, Parish Clerk

MEMBERS OF THE PUBLIC: None

ABSENT: Cllr Muddle

Cllr Whyberd opened the meeting at 19.32 hours

18.06 Apologies for Absence and Chairman's Announcements

Apologies received and accepted from Cllr Heeley (holiday), Cllr Beglan (holiday), Cllr Dore (unwell). Apologies were also received from Cllr Circus (meeting).

Cllr Whyberd introduced the 'new' clerk to the Council and welcomed her to the Council.

18.07 Declarations of Interest from members in any item to be discussed and agree Dispensations

None received.

18.08 To approve the Minutes of the last Parish Council meeting held on 4th January

The Draft minutes of the meeting had been circulated to Councillors and published on the Parish Website. Councillor's **RESOLVED (134)** that the Chairman could sign the minutes as a true record of the meeting which took place on 4th January and the minutes were duly signed by the chairman.

18.09 Public Questions

None.

18.10 To Report on Matters Arising from the previous minutes

Nothing reported.

18.11 County and District Issues

Cllr Marshall updated the Council on the Council Tax review and stated that HDC would probably increase the Council Tax by approximately 1.2%. He also mentioned that the 2

areas that HDC were looking at to generate revenue would be Sunday parking charges in Horsham town centre, and possibly a small increase in 'green waste collection'.

Cllr Marshall asked if any Councillors were interested in attending the Devolution Meeting on the 11th March.

18.12 To consider Planning Applications and discuss Transport issues

18.12.1 Applications: *DC/16/0082 Pinehurst Veras Walk Storrington Pulborough West Sussex RH20 3JF. Surgery to 1 x Silver Birch (T3) and Surgery to a group of Scots Pine (G1).*

Councillors agreed to NO OBJECTION to this application.

18.12.2 Enforcement

None received

18.12.3 Appeals

None received

18.12.4 Decision notices

Application Number: DC/15/2529

Site: Willow Cottage, Hampers Lane Storrington Pulborough West Sussex RH20 3HY

Description: Loft conversion including raising ridge height of the roof and erection of dormer windows at the rear of property as well as change of existing extension roof from flat to pitched

Decision: Application Permitted

Date of Decision: 15/01/2016

WPC Comments: NO OBJECTION to the application.

Application Number: SDNP/15/05600/HOUS

Site: Whiteacres, Glaseby Lane, Washington, Pulborough, West Sussex, RH20 4AX

Description: Conversion of existing garage into self-contained annexe

Decision: Application refused

Date of Decision: 18th January 2016

WPC Comments: NO OBJECTION to the application on the understanding that the annex is tied to the owners of Whiteacres, and does NOT become a separate unit.

18.12.5 Other Issues

The Council were informed that Paul McCreery is the inspector appointed for the Storrington, Sullington and Washington Neighbourhood Plan.

18.12.6 Transport issues:

Cllr Britt commented that she was concerned about the isolation of some residents as there were temporary closures of four bus stops on grounds of safety outside Spring Gardens, Washington Roundabout northbound and southbound and Road northbound.

She asked that the clerk contact the bus company to get further information.

Road Closures

Closures are always put onto the Parish website should Councillors receive queries from the public.

18.13 To Receive Year to Date Reconciled Payments, Receipts, and Approve Purchases

The reconciled bank statement showing transactions between 30.11. 2015 and 30.12.2015, accounting year to date statement, invoice and purchase order summary were circulated to Councillors.

Councillors **RESOLVED TO AGREE** (135) the financial reports as follows:

Outstanding purchase orders - £1,208.38

Outstanding invoices - £0.00

Reconciled Bank Balance - £ 69,029.30

Quarterly review of accounts

VAT

No pending reclaims

PAYE and NICs

3rd Quarter payment £708.38 has been sent to HMRC. The clerk queried this with HMRC but they have confirmed that this was the correct amount due from WPC.

Clerks Salary & expenses (cheque numbers)

The outgoing clerks expenses has been invoiced: £772.50

The incoming clerk's salary start date from 25th January:

January Payment (gross)		
Holiday entitlement		
TOTAL		548.32
LESS		
Tax		0.00
NI		0.00
Net Payment		548.32
Expenses		
Mileage (0.45 ppm) miles		
Electricity		
Phone		
Stamps		
Total Expenses		
Total Payment (Jan 15)		548.32

Expenses

Councillors **RESOLVED TO AGREE (136)** to the Clerks salary and expenses.

Holiday Pay

None

18.14 Parish council issues and maintenance

FURTHER REPORTS FROM COUNCILLORS - An opportunity for Councillors to report/discuss maintenance issues.

18.15. Reports and Recommendations for Consideration by Council from Committee Meetings

18.15.1 Open Spaces, Recreation and Allotments & Footpaths Committee

Information only - Update re the Skate Park Taster session - the date for this taster session is now the 18th February from 1.30 -3.30pm, suitable for ages 5 - 16. Parents with children from 5 - 7 must stay to supervise their children. Cllr Newman has kindly volunteered to help with loading and unloading of the equipment.

Paddy Donovan was unable to be trained for a variety of reasons, so as a backup Steve Denman from HDC will be taking the session. The Council will be charged at cost price for his services for 2 hours.

Cllr Whyberd updated the Council informing them that the ORSA Committee had agreed to Danny Flynn's quote for clearing the ditches alongside the allotment and Jockey Meadow. Councillor Britt reminded the council that there was no apparent fall on the ditch running alongside the allotments and that Mr. Flynn should be asked to produce a fall towards Jockeys Meadow.

Cllr Newman commented on the children's playground proposals and suggested that the younger children's play area should be higher priority than the 'older children's area'.

Cllr Milner-Gulland informed the Council that he had met with the Chairman of the Sussex Wildlife Trust who showed an interest in the 'Triangle' and that they were going to look into the possibility of securing sources of funding.

18.15.2 Planning and Transport Committee Meeting

No reports or recommendations.

18.16. To receive reports on meetings and notice of forthcoming meetings

To receive an update on the Neighbourhood Plan Steering Group Committee Meeting held on the 19th January.

Cllr Britt updated the Council on a meeting of HDC Development Control South Committee which she attended with regards to Old Clayton Kennels. The matter was on the agenda so that the additional weight of the approved Horsham District Planning Framework Plan which clearly states that Old Clayton Kennels is not in an area of future development.

Information only - Cllr Heeley attended a meeting on 13th Jan with Anna Worthington-Leese and a member of HDC, with local developers who wanted to propose an "all housing" plan for the Chantry Industrial Estate, wherein the NP stipulates mixed use. The developers were

told it is too late to change the Neighbourhood Plan, but should await the outcome of the Plan's examination. HDC are very concerned if no employment use retained at that site.

STARS Consultation Meeting 3rd February 6pm - County Hall Horsham - one or two representatives from each parish council and the local County Councillors to come to a meeting with West Sussex County Council officers to discuss issues arising from WSCC's proposals for reorganisation of the STARS area schools and feed directly into the consultation. Cllr Newman had kindly agreed to represent Washington Parish Council.

Chanctonbury CLC 2nd March - reviewing initial feedback from STARS consultation. It is hoped that Cllr Newman will be able to attend.

West Sussex Local Access Forum - 27th January. Cllr Whyberd attended. He reported that two members of Natural England gave a presentation on the progress of the English Coast Path which NE aims to have completed by 2019. Of interest locally is that the Rights of Way capital budget is being cut to £250,000 which will mean less work on maintenance of local footpaths in the coming year.

17. Correspondence Received

18.18 Clerk's report

This is a report covering matters that may not arise elsewhere on the Agenda.

Information Only:

1st Extension Graveyard - Gumbrills have been in contact with the clerk and are aiming to start work on the 'red' risk gravestones week commencing 18th January. The outgoing clerk has instructed Zoe to advertise the proposed work (as per the Open Spaces Act) on the amber and green headstones before any work commences.

The silver Cups have been housed at the Frankland Arms. Thanks to Cllr Britt for picking the cups up from 'Silverthornes' in Worthing. Paul at the Frankland Arms has also agreed to sell the Washington Story Books at a £3.50 each. A supply of books will be given to the pub.

The village larder sold £42 of books and Cllr Heeley has given the shop another supply to sell.

The clerk has emailed Cllr Circus asking for a quote for the cost and installation of 2 blind summit signs at the junction of Rock Road, Merrywood Lane & Hampers Lane.

The clerk is waiting for a quote from HAGS for the playground proposal.

The clerk has sent the precept request to Horsham District Council.

Freedom of Information/Data Protection Requests Received

None received.

Compliments and Complaints

None received.

Governance and Accountability

Holidays

Training

18.19 To receive items for the next agenda

To discuss the 30 mph speed limit sign on School Lane - add to P&T agenda.

18.20 Date and Time of next Meetings

Full Council – 7th March 2016

Committees - 15th February 2016

The Meeting Closed at 20:40 hours

Signed.....

Dated.....