

WASHINGTON PARISH COUNCIL



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WASHINGTON PARISH COUNCIL MEETING

MINUTES of proceedings for the monthly meeting of Washington Parish Council held on Monday 4th 2nd September 2023.

October 6

PRESENT: Cllr S Buddell (Chairman), Cllr P. Heeley and Cllr T Keech

IN ATTENDANCE: Cllr Joan Grech (HDC).

ALSO: Clerk to the Council, Ms Z Savill

MEMBERS OF THE PUBLIC: 0

ABSENT: Cllr Harvey, Cllr Lisher (Vice-Chairman), Cllr Luckin and Cllr Thomas

The Chairman opened the meeting at 19:36 hours.

FC/23/10/1 To Receive and Accept Apologies for absence

The Council **RESOLVED** to **ACCEPT** apologies for absence from Cllr Harvey, Cllr Lisher (Vice-Chairman), Cllr Luckin and Cllr Thomas

FC/23/10/2 To Receive Declaration of Councillors personal or prejudicial interest

None declared.

FC/23/10/3 To Approve the Minutes of the last Full Council meetings on 4th September 2023

The Council **RESOLVED** that the minutes of the Full Council Meeting on 4th September 2023 are a true record and duly signed by the Chairman.

• **FC/23/10/4 Public Speaking**

None

FC/23/10/5 Reports from County and District Councillors

County Council Reports

Cllr Paul Marshall (WSCC) was not in attendance and had given his apologies prior to the meeting.

District Council Reports

There were no reports. Cllr Grech agreed to make the following enquiries:

- **Local Plan:** to find out which sites in the Washington parish had been agreed at HDC's Cabinet meeting on 28th September to go forward in the final

Regulation 19 version of the plan to be presented to Full Council in December.

- **Rampion 2 DCO Application:** To find out why HDC had not recorded strong objections in its comments on the Adequacy of Consultation to PINS. It was noted that Andrew Griffith MP had reported on his website that the council had “abandoned residents” by failing to exercise its special right in the planning process to tell the Planning Inspectorate that the consultation application was inadequate and should not go any further until communities’ feedback had been properly reflected.

FC/23/10/6 To Report outstanding actions and matters arising from the last meeting
The Council’s Action List was previously circulated (Appendix 1). It was further reported that noticeboards were being delivered by early next week.
The information was NOTED.

FC/23/10/7 Rampion 2: To Receive Notice of Acceptance of the application for a Development Consent Order by the Planning Inspectorate Under Section 56 of The Planning Act 2009:
The notice was previously circulated and published on the Council’s website. The information was noted and that the Council and Recreation Ground Charity had registered to be interested parties in the examination of the Rampion 2 DCO application.

DC/23/10/8 Planning Applications
None reported in the parish.

FC/23/10/9 Planning Decisions, Appeals and Planning Compliance

Planning Decisions
None reported on significant applications in the parish

The following updates were NOTED for information:

Rock Common Quarry WSCC/028/21 – update for information
The new determination date by WSCC for the Rock Common quarry application WSCC/028/21 was still pending at the time of this meeting.

DC/23/0701 Old Clayton Kennels Washington – update for information
HDC confirmed that a decision to approve the application is pending agreement of S106 legal agreement by all parties. The parish portion of CIL monies for the development is 25% of approximately £96,084.60 to be confirmed by HDC’s CIL Team. This is based on the floor space of the 8 bungalows minus existing floorspace (the bungalow to be demolished). HDC’s Charging Schedule does not include the care home building as it is planning use C2 not C3.

Appeals
None reported for the parish at the time of the meeting.

Planning Compliance
SDNP/23/00443/COU – Corner Cottage, The Street Washington RH20 4AS.
Alleged: conversion of outbuilding into independent unit of accommodation/holiday let (Coach House). Reported 20/9/2023. It was noted that the report was under investigation by HDC’s planning compliance team.

DISC/23/0186 - Longbury Hill Wood, Rock Road, Storrington

Approval of details reserved by condition 7 to approved application DC/17/2117
A response from HDC's Head of Development & Building Control (6th September) to the Council's email letter (5th September) of concerns about the application was previously circulated. It was noted that Planning Officers would take the Council's comments into consideration in their decision on whether to discharge condition 7 relating to the temporary access and hardstanding.

FC/23/10/10 To Report on the Storrington & Sullington and Washington Neighbourhood Plan Steering Group Meeting on Tuesday 19th September 2023

The minutes of the meeting of the SSWNP Steering Group meeting on 19th September last were previously circulated and published on the Council's website.

The Vice-Chairman of the Steering Group reported on the discussions and agreement to take a firm stance against HDC's apparent inconsistencies of site assessments for the Local Plan and lack of consultation. A letter would be drafted to this effect if sites previously rejected by the Steering Group, were put forward by HDC in the forthcoming meeting on the Local Plan.

It was noted that the Steering Group felt the recent decision to approve the care home development at Old Clayton Kennels DC/23/0701 had adversely impacted the soundness of the Neighbourhood Plan and questioned if it would protect the community from further inappropriate development.

FC/23/10/11 To Report on the Local Plan Parish Workshop for parishes on 20th September 2023 and Receive follow-up Letter to Horsham District Council from the Storrington & Sullington Neighbourhood Pan Steering Group

Notes from the meeting with Cabinet Member and HDC officers about site assessments on 20th September were previously circulated, kindly drafted by the Storrington & Sullington Parish Council Clerk. Cllr Heeley reported on the meeting which he attended with other representatives from the Neighbourhood Plan Steering Group and neighbouring parish councils.

It was noted that some sites previously rejected by the Steering Group for development, including land at Longbury Hill Wood, had been put forward for consideration in the Local Plan. A number of other sites requested by the SG for inclusion, including Luckings Yard, were not on the list despite an assurance from HDC Deputy Leader (and Cabinet member for Planning & Infrastructure) that decisions had not been made.

HDC had indicated that feedback from the workshop would inform the Plan being presented to Cabinet on 28th September with final Regulation 19 proposals being submitted to Full Council in December. It was estimated that these would be submitted for public consultation in January 2023, followed by examination in June 2024 with a result later in the year.

A letter from the Steering Group after the workshop, expressing concerns to HDC about the sites selection process and lack of consultation, was previously circulated and considered read. The Council agreed to NOTED the report and the letter which was emailed from the Steering Group to Mr Milne and Head of Place, Barbara Childs.

FC/23/10/12 To Review and Accept the 2022/23 External Auditor's Certificate and Notice of Conclusion of Audit

The Council reviewed the External Auditor's Certificate and noted a 'clean' audit for 2022/23. It was **RESOLVED** to **ACCEPT** the Certificate and Notice of Conclusion of Audit dated 31st August 2023 and published on the Councils website and noticeboards.

FC/23/10/13 To Consider and Sign the Highways Authority Licence Agreements for Speed Indicator Devices in the parish.

Copies of the licence agreements to be signed for the Speed Indicator Devices in Rock Road and London Road were previously circulated and reviewed. It was noted that there were additional costs to consider for installation and management. A quotation had been sought for these but not received in time for the meeting. Following a discussion, it was **RESOLVED** to defer consideration of these to the Planning & Transport Committee for a recommendation to the Council.

FC/23/10/14 To Report on any urgent maintenance issues affecting Council property outside the Recreation Ground and Agree action

None reported.

FC/23/10/15 Washington Recreation Ground Charity: To Report on any urgent maintenance issues affecting Council property on the Recreation Ground and Agree action

None reported.

FC/23/10/16 To Approve Payments

Invoices for the following payments totalling **£4,448.99** were previously circulated and it was **RESOLVED** that they be **APPROVED**

Voucher	Cheque	Name	Description	Amount
93		Washington Parish Council	Clerk salary	1,683.30
94		Washington Parish Council	Clerk's electricity	26.00
95		Washington Parish Council	Broadband	20.00
96		Tesco	Office phone	9.00
97		Washington Parish Council	Clerk's Mileage	20.61
98		Gladstone LTD	Stationery	32.48
99		Amazon EU	Stationery	30.95
100		Tesco	Stationery	3.50
101		Post office	Stationery	3.05
102		Sussex Land Services Ltd	Grass & Hedge Cutting	534.96
103		HMRC	HMRC	1,528.80
104		NEST	Pension	108.74
105		Rabbit Group	Allotment skip	447.60
TOTAL				4,448.99

FC/23/10/17 To Report the Council's reconciled bank balances

The Council **NOTED** the balance of the Lloyds account reconciled at **£ 74,431.91** and the Nationwide Business savings account reconciled at **£81,404.80**.

It was further **NOTED** that the sum of £3,595.20 would be transferred from the Lloyds Account to the Nationwide account as agreed at the last meeting.

FC/23/10/18 To Report Income and Outstanding Sales Receipts.

The Council **NOTED** a report of income received since the last meeting of **£22,530.20** which included the second payment for the parish precept and cleansing grant. There were no outstanding sales receipts.

FC/23/10/19 To Report Q2 2023/24 Tax & National Insurance

The Council **NOTED** a report of total employer and employee contributions of

National Insurance and employee tax totalling **£1,528.80** to pay to HMRC for the second quarter of the financial year.

FC/23/10/20 To Report Q2 2023/24 VAT to reclaim

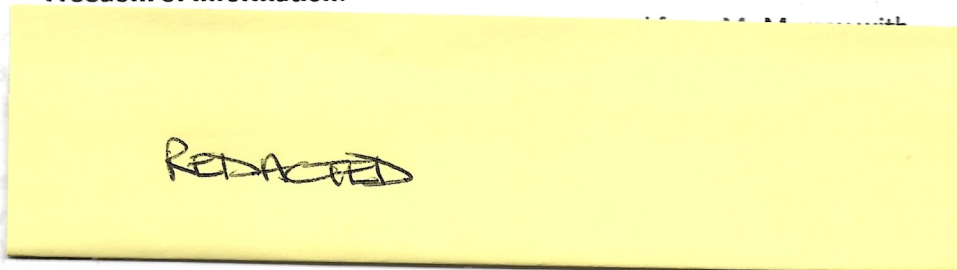
The Council **NOTED** a report of **£1,885.90** vat to be reclaimed for Q1 and Q2. Clerk to action.

FC/23/10/17 To Report Correspondence

Correspondence was previously circulated and no matters were raised.

FC/23/10/18 Clerk's Report

Freedom of Information:



Autumn update from the Council's Data Protection Officer Service

The DPO's Autumn update from the Council's DPO service was previously circulated and noted.

WSALC updates

The following information was distributed:

– **Jo Cox Civility Commission**

The Council noted that the invitation from WSALC (25th September) to submit evidence to the Commission's recommendations had not been received in time for the meeting to consider before the 30th September deadline.

– **TfSE Transport Forum 4th September 2023**

Minutes of the forum were previously circulated and a date for the next meeting on 19th October. The information was **NOTED**.

Training

It was noted that the Council training session with Mulberry & Co on 13th September, attended by Cllr Hanvey, Cllr Keech, Cllr Lisher and the Clerk, had been very worthwhile.

FC/23/10/19 To Receive items for the next agenda

It was agreed to table an item about the frequency of Council and Committee Meetings on the next agenda.

FC/23/10/20 Dates and time of next meetings at Washington Village Memorial Hall (Dore Room).

Planning & Transport Committee: Monday 16th October 2023, 7: 00pm

Open Spaces Committee: Monday 16th October 2023, 7:45pm:

Full Council Meeting: Monday 6th November 2023, 7:30pm

Personnel Committee: budget review of staff costs and pension. Date to be

confirmed

FC/23/10/21 To Resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under the next item FC/23/155 will involve disclosure of privileged information relating which would be inappropriate to put in the public domain.

The Council **RESOLVED** to exclude the press and public from the next item because of confidential legal advice.

FC/23/10/22 Washington Recreation Ground Charity: Rampion 2: To Agree a Licence for noise monitoring surveys on the Recreation Ground/Allotment land and further review Heads of Terms for access to the proposed cable on the Recreation Ground.

The Council considered the developer's proposed 24-hour monitoring survey on the Recreation and response (dated 20th September) to the Council's letter (16th June) which had expressed disappointment about the proposed terms for access to the cable corridor on the Recreation Ground.

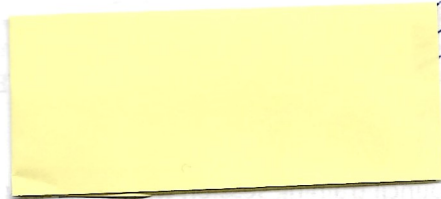
Supporting papers including previous legal advice to the Council about granting land easement were distributed. A draft copy of licence agreement for the survey and clarification about the payment of professional fees, had been requested (28th September) but not provided in time for the meeting.

Following a discussion it was **RESOLVED** to agree the developer's proposed noise survey subject to confirmation from the agent that they would pay the Council's professional fees in full for drafting an agreement and all costs arising from it.

It was further **RESOLVED** to request that as custodians of public monies, the Council could not proceed with negotiations on the Heads of terms for the cable access until it knows that all reasonable costs will be paid in full and that the community will not be penalised.

There being no other business to transact, the meeting closed at 20:37 hours.

Signed:



Dated:

6/11/23