

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 5th August 2024 in the Washington Village Hall (Doré Room) School Lane, Washington RH20 4AP

PRESENT: Cllr S. Buddell (Chairman), Cllr A. Dillaway, Cllr B. Hanvey, Cllr P. Heeley, Cllr T. Keech, Cllr A. Lisher (Vice-Chairman), Cllr J. Luckin, Cllr G. Lockerbie, Cllr A. Perkins, Cllr R. Scovell, and Cllr J. Thomas

IN ATTENDANCE: Cllr J. Grech (HDC) and Cllr E. Beard (HDC). Apologies were noted from Cllr Marshall (WSCC) and Cllr C. Fisher (HDC) who were unable to attend. There were no members of the public.

ALSO: Clerk to the Council was not in attendance. Minutes taken by Cllr Lisher.

ABSENT: 0

The Chairman opened the meeting at 19:30 hours

FC/24/8/1 Apologies for absence

None

FC/24/8/2 Acceptance of Office

Cllr Dillaway and Cllr Scovell signed their Acceptance of Office forms.

FC/24/8/3 To Record Declarations of Interest from Members in any item to be discussed

Cllr Thomas declared a personal interest as the applicant for Agenda item FC/24/8/8
[SDNP2402704HOUS - The Loft School La Washington RH20 4AP](#)

FC/24/8/4 Minutes of the last Full Council Meeting

The Council **RESOLVED** to adopt the [Minutes of the Full Council Meeting on 1st July 2024](#) which were duly signed by the Chairman.

FC/24/8/5 Public Session

There was no public speaking.

FC/24/8/6 Reports from County and District Councillors

WSCC Reports

Cllr Marshall was not in attendance

HDC Reports

Cllr Beard reported that she had been unable to make direct contact with the Planning Officer regarding the pub compliance issue. Cllr Grech spoke about the Old Clayton Kennels application

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and the fine detail of the £245K S106 agreement for social housing and how this could be utilised in Storrington and Washington. There was still no further action on an alleged planning compliance matter regarding St Marys Gate. Cllr Luckin later requested that this is followed up directly with HDC.

FC/34/8/7 To Report on actions and matters arising from the last meeting

The Actions List was reported. It was noted that the Council's request for yellow-backed speed signs along the London Road in Washington village had been agreed by WSCC's Principal Traffic Engineer (email 18th July) and will take up to six to eight weeks. There were no further updates .

FC/24/8/8 Planning:

[SDNP/24/01471/HOUS – 1 New Town Cottages, The Street, Washington RH20 4AS.pdf](#)

To Comment on the proposed demolition of conservatory and erection of a single storey rear extension.

The Council agreed with the Conservation Officer's comments regarding the proposed flat roof. It **RESOLVED** to make an **OBJECTION** on those grounds and that a design incorporating a pitched roof would be an acceptable proposition

[DC /24/0798 – Rock House Cottage The Hollow Washington West Sussex.pdf](#)

To Comment on the proposed demolition of external room and entrance canopy. Erection of a single storey side extension and remodelling of entrance.

The Council **RESOLVED** to make **NO OBJECTION**.

[DC/24/1082 – Fernbank Hampers Lane Storrington West Sussex.pdf](#)

To Comment on the proposed construction of a double garage with room in the loft space.

The Council **RESOLVED** to make **NO OBJECTION** but if HDC is minded to approve, to request that there should be a restriction to the use of the garage and room above to the domestic use of the existing property.

[DC241057 Amberley Cottage Merrywood La Storrington.pdf](#)

To Ratify approval of the Planning & Transport Committee's delegated comments to defer to the Tree Officer for the application to fell x4 Oak, x1 Sycamore, x1 Sweet Chestnut. Surgery to x14 Oak, x6 Sweet Chestnut (TPO - 0932)

The Council **RESOLVED** to **RATIFY** the Planning & Transport Committee's following comments: 'Washington Parish Council presents no comment on this application and defers to the expertise of the Tree Officer to make any decisions on this application.'

[SDNP2402704HOUS - The Loft School La Washington RH20 4AP.pdf](#)

To Ratify approval of the Planning & Transport Committee's delegated comments of no objection to the proposed upgrade of conservatory to form orangery styled replacement

The Council **RESOLVED** to **RATIFY** the Planning & Transport Committee's following comments: 'Washington Parish Council makes **NO OBJECTION** to this application.'

Planning Decisions:

DC/23/0701 Old Clayton Boarding Kennels Storrington Road Washington West Sussex RH20 4AG
Demolition of existing kennels and cattery buildings/structures, and existing dwellings. Erection of a 60-bed care home (Class C2) and 8No. age restricted bungalows (Class C3) with associated access, landscaping and other works (including relocation of existing staddle stone barn).

The Council **NOTED** that this application was returned to HDC Planning Committee (16th July 2024) to consider the applicant's revised affordable housing offer and updated submissions on flood risk. HDC decision is pending notification.

Storrington & Sullington and Washington Neighbourhood Plan (SSWNP)

To Report any update on the SSWNP.

The Council **NOTED** that the Locum Clerk for Storrington & Sullington Parish Council will be contacting the SSWNP Steering Group for a Teams Meeting to review the neighbourhood plan policies with Maureen Chaffe of ProcessMatters2.

Planning compliance matters

It was **NOTED** that there were no further reports since the last meeting

FC/24/8/9 To Agree action on any urgent matters for consideration
None reported.

FC/24/8/10 Delegated Decisions
None reported.

FC/24/8/11 Rampion 2
To Ratify the Council's representations by the Planning & Transport Committee for Deadlines 6 of the examination of the application for a Development Consent Order. Submission to be shared by email on or before 1st August. Latest updates and examination timetable at:
[Rampion 2 Offshore Wind Farm - Project information \(planninginspectorate.gov.uk\)](https://www.planninginspectorate.gov.uk/rampion-2-offshore-wind-farm-project-information).
The Council **RESOLVED** to Agree that there was nothing new to add to its previous submission to the Planning Inspectorate.

FC/24/8/12 Delegated Powers
To Approve delegated powers for emergency expenditure within the adopted budget which may be required in the Clerk's absence, to the Chairman and Vice-Chairman or Chairman of a Committee if one or the other is absent, until the next meeting.

The Council **RESOLVED** that emergency delegated powers are approved for the period 19th-22nd August.

FC/24/8/13 Draft Minutes of the Personnel Committee Meeting on 15th July 2024
The Council **RESOLVED** to adopt the [Draft Minutes of the Personnel Committee Meeting 15th July 2024](#)

FC/24/8/14 Recommendation from the Personnel Committee on 15th July 2024
To Consider a recommendation in the [Draft Minutes](#) not to introduce a Vexatious Communications Policy.
The Council **RESOLVED** to **APPROVE** the recommendation of the Personnel Committee.

FC/24/8/15 Draft Minutes of the Finance Committee Meeting on 15th July 2024
The Council **RESOLVED** to adopt the [Draft Minutes of the Finance Committee Meeting 15 July 2024](#)

FC/24/8/16 Recommendation from the Finance Committee Meeting on 15th July 2024
To Agree a recommendation in the [Draft Minutes](#) to open a new Nationwide business savings account at 4.8% interest fixed for 6 months and the transfer of £50,000
The Council **RESOLVED** to agree the recommendation to be actioned without delay while the offer is

currently available.

FC/24/8/17 Grant application

To Consider a [Grant application for £1,165 for heaters in Dore Room, Village Hall.](#)

The Council noted the Finance Committee's discussion and Cllr Keech's report on CIL expenditure for hall projects reported in the [Draft Minutes of the Finance Committee Meeting 15 July 2024](#)

Following a discussion the Council **RESOLVED** to **APPROVE** the grant of £1,165 for the two heaters in the Dore Room **AND** for the Clerk to set up a meeting with Mr Alan Edmunds to review CIL applications.

FC/24/8/18 Financial Regulations

To defer a review of the new 2024 model document to a Finance Working Party

A copy of the new model document with guidance on changes, and the Council's adopted Financial Regulations were previously circulated with minutes of the Finance Committee's discussion of the review at their last meeting on 15th July 2024.

The Clerk had advised in her reports to form a working party because some of the NALC changes would require discussion and recommendation to Council.

Members discussed the model financial regulations and questioned the need for them if the current regulations are adequate.

FC/24/8/19 Payments

The Council **RESOLVED** to **APPROVE** the [Schedule of Payments](#) of [Invoices](#) totalling £2,837.70

FC/24/8/20 Bank Reconciliation

The Council **RESOLVED** to **NOTE** the [Bank Reconciliations](#) for July 2024.

FC/24/8/21 Income

The Council **RESOLVED** to **NOTE** there was no income to report since the last meeting.

FC/24/8/22 VAT

The Council **RESOLVED** to **NOTE** the [Q4 2023.24 and Q1 2024.25 VAT](#) reclaimed.

FC/24/8/23 Quotation

The Council **RESOLVED** to **APPROVE** the [quotation](#) by Delwood for various repairs on the Recreation Ground.

FC/24/8/24 Correspondence

The Council **NOTED** the following email correspondence received:

- Email from Mr Rob Gerig announcing his retirement from the Village Hall on 1st August 2024
- SDNPA Local Plan Review- early participation stage 8th July to 16th September 2024: email from Cllr Grech (14th July 2024) and the SDNPA (8th July) on how to get involved and an invitation for initial feedback at:
[Have Your Say Today - South Downs National Park Authority Local Plan Review - Commonplace](#) .
- Email from WSCC Highways Operations Manager (Eastern) (8th July 2024)about their reduced urban and rural grass cutting schedules .

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FC/24/8/25 Clerk's Report

The Council **NOTED** the following reports:

[Employer Bulletin: July 2024 - GOV.UK \(www.gov.uk\)](#)

[Planning training for Councils with Steve Tilbury Consulting Ltd](#)

The annual interim audit will be conducted by Mulberry & Co on 30th September at the Clerk's address.

The annual play safety inspection will be conducted in August by The Play Inspection Company
[HS2 2023 tree works](#) are scheduled week commencing 7-9th August by Sawing Heights, deferred from May 2024. Works approved FC Dec 2023 meeting Min Ref: FC/23/12/13

2024/25 Grit Bins Audit: West Sussex County Council has extended the deadline to Friday 9th August for the audit of their bins on highways land in the parish. Clerk to conduct the audit.

FC/24/8/26 Chairman's Announcements

The Chairman announced he would liaise with the Clerk on Committee membership for the newly co-opted Councillors, to be tabled for consideration at the next Council meeting.

FC/24/8/27 Date and time of the next meetings

Planning & Transport Committee: **Monday 19th August 5th August 2024, 7:00pm-** to be confirmed.

OSRA Committee: **Monday 19th August 2024, 7:45pm** – to be confirmed.

Full Council Meeting: **Monday 2nd September 2024, 7:30pm.**

FC/24/8/28 Exclusion of the Press and Public

The Council **RESOLVED** to exclude the Public and Press pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Council's Standing Orders from the next confidential item.

FC/24/8/29 Rampion 2: The Council as Trustee of the Washington Recreation Ground Charity

To report confidential correspondence (email 25th July 2024) from Carter Jonas and the Council's Agent regarding an update on the proposed Heads of Terms.

It was noted that Carter Jonas has not given any legal assurance to pay all the Council's professional fees to advise on their client's draft terms for the Rampion 2 proposed inshore cable access to the Recreation Ground and Allotment land.

The Council **RESOLVED** to reiterate to the Examiner of the Rampion 2 DCO application that the Council is unable to progress further with the Heads of Terms without a written undertaking of its legal costs from Carter Jonas. Clerk to action.

There being no further business to transact, the meeting was closed at 9:00pm

Signed.....

Dated 5th August 2024