

WASHINGTON PARISH COUNCIL



Clerk to the Council.
Washington Parish Council PO Box 2286
PULBOROUGH RH20 9BT
Tel: 0777 6771921
Email: clerk@washingtonparish.org.uk
Website: www.washingtonparish.org.uk

WASHINGTON PARISH COUNCIL MEETING

MINUTES of the monthly meeting of Washington Parish Council held on Monday 2nd June 2025 in the Washington Village Hall (Doré Room) School Lane, Washington RH20 4AP

PRESENT: Cllr C. Brookes, Cllr A Dillaway, Cllr B Hanvey, Cllr O. Jupp, Cllr T Keech, Cllr A Lisher (Chairman) and Cllr J Thomas

IN ATTENDANCE: Cllr E. Beard (HDC) and Cllr J Grech (HDC). Apologies received from Cllr P Marshall (WSCC) and Cllr C Fisher (HDC). One member of the public..

ALSO: Clerk to the Council.

ABSENT: None

FC/25/6/1 Apologies for Absence
None.

FC/25/6/2 Declaration of Members' Interests.
None declared as defined under the Localism Act 2011 and the Council's Code of Conduct.

FC/25/6/3. Minutes of the last Full Council meeting
The Council **RESOLVED** to **APPROVE** the minutes of the Full Council Meeting on 7th April, Extraordinary Meeting of the Council on 28th April and Annual Parish Council Meeting on 12th May 2025.

FC/25/6/4. Public Forum
None

FC/25/6/5. Reports from County and District Councillors

WSCC Reports
There were no reports

HDC Reports
Cllr Beard reported the following:

– **A283 Washington traffic incident**

a meeting is sought with Cllr Marshall (WSCC) to push for a safe crossing on the A283 for school children in particular, following a recent incident in which a child was involved in a traffic collision. Cllr Beard reported that hoped the crossing will create a more connected community in the parish for those separated by the road and nearby A24.

– **Kia garage dealership car parking issues**

The District Ward Councillors will be meeting the Kia garage management again soon to address the issues of off-site parking around the village. Meetings would continue until the matter is resolved.

Appeal against refusal of application reference DC/24/1460 – The Coach House The Hollow Washington

Cllr Grech reported that the District Ward Councillors have made representations in support of the appeal for retention of the solar panels.

Cllr Beard was thanked and left the meeting

FC/25/6/6. Co-option

The Chairman reported that one application had been received for the Councillor vacancy on the Heath Common Ward from Mrs Madeleine Shaw who was present at the meeting. It was noted that Mrs Shaw had previously served 8 years on the Council and is keen to return and continue supporting the local community, and help protect the special character of Heath Common's 'lanes' and National Trust woodland.

Members voted unanimously and Mrs Shaw was duly co-opted and signed the Declaration of Acceptance of Office. Mrs Shaw thanked the Council and that she looked forward to joining the next meeting as a new member.

Mrs Shaw was thanked and left the meeting.

FC/25/6/7. Planning applications, Decisions, Appeals and Compliance Matters

The Council discussed the following applications in the parish:

DC/25/0470 - Fernbank Hampers Lane Storrington West Sussex

Erection of side and rear extensions, first floor roof extension and detached garage with accommodation above.

The Council **RESOLVED** to make no further comment to its original response

DC/25/0624 - 1 John Ireland Way Washington West Sussex RH20 4EP

Erection of a garden outbuilding.

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

FC/25/6/8. Appeals Lodged and Decided

None reported at the meeting.

FC/25/6/9. Compliance Matters

The Council considered a written motion from Cllr Thomas urging that it pushes for enforcement of conditions imposed under SDNP/22/04273/DCOND for an unfished improvement scheme at the village pub.

Cllr Thomas explained concerns expressed by several residents over delays in completing the landscaping scheme, wall rendering and painting of balustrading – conditions imposed by the Horsham District Council (HDC) in 2022, as agent to the South Downs National Park Authority (SDNPA). An email in November 2022 from a senior Planning Officer cited the Landlord's funding difficulties, and prioritised the pub's viability as an important asset to the community over expediency of compliance.

Members expressed concern over the negative impact on the listed building and village entrance, particularly amid unconfirmed reports of further planning proposals. It was noted that the responsibility for planning compliance in the SDNPA area of the parish has since reverted back to the Park authority and that Officers may not be fully aware of local concerns.

After further discussion, the Council **RESOLVED** to make a strong representation to the SDNPA, reiterating the Council's concerns for the reasons given. Cllr Grech agreed to raise the matter with the SDNPA as a local representative.

FC/25/6/10. Actions and matters arising

The Council noted the following matters arising:

- The 35-day business savings account has been set up with Nationwide in place of the instant access savings account
- Changes to the Nationwide's general terms and conditions of their business savings accounts will be effective from 30th July 2025. Cllr Keech reported that these were regarding payments which was not relevant to the Council.

FC/25/6/11. Committees

The Council **RESOLVED** to note the draft minutes of the [OSRA Committee Meeting 19th May 2025](#) and the [Planning & Transport Committee Meeting on 19th May 2025](#) and that there were no recommendations for consideration.

FC/25/6/12. Reports from Members and Outside Bodies

Hampers Lane quarry meeting

Cllr Hanvey gave a brief report of the part of the meeting he attended with Cllr Paul Marshall and two WSCC Planning Officers with the site operator on Monday 2nd June prior to this Council meeting.

Cllr Hanvey explained that concerns were discussed about the ineffectiveness of the on-site wheel-washing and the problems of mud and debris on the nearby A283 from quarry traffic. He understood the following to be the main outcomes:

- It was clear that the Planning Officers recognised the need to be more proactive with compliance on these issues.
- The operator invited residents with immediate related concerns to phone him and he would try and deal with these directly. The site number was shared with the Clerk.

Members and Cllr Grech thanked Cllr Hanvey for his report.

Cllr Grech left the meeting.



FC/25/6/13 Motion for Wi-Fi provision

The Council considered a written motion for Wi-Fi provision at the Village Hall, presented by Cllr Brookes.

Cllr Brookes proposed and the Council **RESOLVED** to ask the Hall Committee to look again at making this provision, as it would benefit their Users to be able to access the internet via their devices, especially as the network is so patchy, and this could make the Hall more attractive to hirers.

The Council further agreed to notify the Hall about the potential CIL funds available from HDC which might be used towards funding the wi-fi provision. Clerk to action.

FC/25/6/14. Urgent Matters

The Clerk reported on HDC's CIL Consultation for parish projects to be put forward. Members agreed a submission should be made as a matter of urgency because the closing date of 13th June was before the next meeting.

The Council **RESOLVED** to submit the Council's list of projects for the Play Area, MUGA lighting and new pathways around the hall for consideration if costings are not required at this time. Clerk to action.

Yew Tree branches leaning on the Recreation ground

Deferred to the meeting item FC/25/6/22 on tree management

FC/25/6/15. Payments

The Council **RESOLVED** to **APPROVE** the payments schedule for invoices totalling **£4,922.78**:

Washington Parish Council : Pavments Schedule - FC June 2025 - PUBLIC

Vouche Code	Date	Description	Supplier	Net	VAT	Total
38 Parish recreation ground maintenanc	30/04/2025	Grounds maintenance - Apr 2025	Sussex Land Services Ltd	£ 493.60	£ 98.72	£ 592.32
39 Parish recreation ground maintenanc	28/05/2025	Ground maintenance - April 2025	Sussex Land Services Ltd	£ 493.60	£ 98.72	£ 592.32
40 Litter warden / litter clearance	28/05/2025	Litter picking - May 2025	S. Russell	£ 166.72	£ -	£ 166.72
41 Repairs and Maintenance (NOT recreation ground)	02/06/2025	Allotment maintenance	M.Turley	£ 27.23	£ -	£ 27.23
42 Training - Planning	02/06/2025	Training	WSALC	£ 40.00	£ 8.00	£ 48.00
43 HMRC Employer contributions	02/06/2025	PAYROLL - contributions March 2025/PAID	HMRC	£ 550.36	£ -	£ 550.36
44 HMRC Employer contributions	02/06/2025	PAYROLL - contributions May 2025	HMRC	£ 608.53	£ -	£ 608.53
45 Clerk's salary and expenses - May 2025	02/06/2025	Clerk salary	Z Savill	£ 1,877.41	£ -	£ 1,877.41
50 Clerk's Pension	02/06/2025	Pension - May 2025	NEST	£ 201.89	£ -	£ 201.89
51 Office expenses	02/06/2025	Payroll services	LivePay	£ 65.00	£ 13.00	£ 78.00
52 Repairs and Maintenance (NOT recreation ground)	02/06/2025	Graveyard maintenance	J Gumbrell Monumental Mason	£ 125.00	£ 25.00	£ 150.00
53 Training - Finance & Governance Networking Day	02/06/2025	Training	Mulberry Local Authority Services Ltd	£ 25.00	£ 5.00	£ 30.00
Total				£ 4,674.34	£ 248.44	£ 4,922.78

FC/25/6/16. Income

The Council **RESOLVED** to note the following report of **£1,555.26** income received since the last meeting:

Washington Parish Council
Income received May 2025 – FC June 2025

Voucher	Ref	Name	Description	Amount
5	2601	Horsham District Council	Cleansing Grant	1,205.26
6		Rampion Extension Development Limited	Washington Recreation Ground	350.00
TOTAL				1,555.26

FC/25/6/17. Payroll

The Council **RESOLVED** to note the PAYE submissions to HMRC for March and May 2025.

FC/25/6/18 Bank reconciliations

The Council **RESOLVED** to note the bank reconciliation of **£45,928.29** for the Lloyds Community Account on 22nd May 2025.

FC/25/6/19. Review of Reserves Position

A report from Cllr Keech of the current and projected reserves position on all the Council's bank and savings accounts was previously circulated and discussed. Cllr Keech reported that the Lloyds funds were depreciating in value and that there was the potential to transfer some to the Nationwide savings account to benefit from the 2.90% interest.

Cllr Keech proposed and the Council **RESOLVED** to agree to transfer £20,000 to the Council's new 35-day Nationwide Business Savings account and to review the reserves position again at the next meeting. Clerk to action.

FC/25/6/20 Training

The Council discussed and **RESOLVED** to agree to review the option of bespoke training for the whole Council by Mulberry Local Authority Services. Clerk to explore costs for a decision at the next meeting.

FC/25/6/21. Sussex Local editorial

The Council **RESOLVED** to agree the Chairman's article for publication in the July edition of the magazine

FC/25/6/22. Tree Management

The Council considered and **RESOLVED** unanimously to agree quotations totalling £1,920 from Mr G Morley for the following works, the majority being recommended in the Council's 2025 annual tree survey:

- Reduction of growth from felled lime tree in the closed graveyard (T26 tag 281)
- Fell Ash tree (T88 tag 400) – north-western corner of Recreation Ground.
- Fell Ash tree (T89 tag 401)- south-eastern corner of the Allotment
- Fell Ash tree (T43 tag 297) – to the south of the above tree
- Reduction of low branches on Yew tree at the north-western corner of the Recreation Ground (T26 tag 281), recommended by the Groundsman. This item deferred from Minute Reference: **FC/25/6/14**
- Reduction of growth from felled lime tree in the closed graveyard (T26 tag 281)



FC/25/6/23. Clerk's Report

There was no report.

FC/25/6/24. Correspondence

The Council noted the correspondence previously circulated and below, and that no further action was required:

- [Statement from the Leader of West Sussex County Council on local government reorganisation.htm](#)

FC/25/6/25. Chairman's announcements

None made.

FC/25/6/26. Dates and Times of the next meetings

Planning & Transport Committee: **Monday 16th June, 7:00pm**

OSRA Committee: **Monday 16th June 2025, 7:45pm – apologies from Cllr Hanvey**

Parish Council Meeting: **Monday 7th July 2025, 7:30pm – Apologies from Cllr Hanvey**

FC/25/6/27. Confidential Session

The Council **RESOLVED** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the next two items as publication would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

FC/25/6/28. Rampion 2: Heads of Terms for access to the cable route under the Recreation Ground

There were no further updates for the Heads of Terms negotiations for consideration.

FC/25/6/29. Staff

The Council discussed and agreed the Clerk's request for annual leave.

Confidential report under Appendix A.

There being no further business the meeting was closed at 8:33pm

Signed.....

Dated.....07/07/25