

# WASHINGTON PARISH COUNCIL



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## WASHINGTON PARISH COUNCIL MEETING

Monday 7<sup>th</sup> November 2022 at 7:00pm

ZS

7<sup>th</sup> November

MINUTES of proceedings for the monthly meeting of Washington Parish Council held on Monday ~~3<sup>rd</sup> October~~ 2022 (these will form the minutes)

**PRESENT:** Cllr S Buddell (SB), Cllr P Heeley (Chairman), Cllr A Lisher (AL), Cllr J Luckin (JL) and Cllr J Thomas (JT)

**IN ATTENDANCE:** Cllrs Joan Grech (HDC) and James Wright (HDC) and Doug Wilkins (Storrington & Sullington Parish Council).

**ALSO:** Mr Nicholas Coombes (RWE Renewables UK Onshore Consents Manager), Mr Mark Henry (RWE Renewables UK Civil Engineer) and Clerk to the Council Ms Z Savill

**MEMBERS OF THE PUBLIC:** 0

**ABSENT:** KC, BH and TK

The Chairman opened the meeting at 19:00 hours.

**24.40. To Consider accepting Apologies for Absence**

Apologies were received and accepted from KC, BH and TK.

**24.41. To record Declarations of Interest from members in any item to be discussed and Agree Dispensations.**

No declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct were made.

**24.42. Rampion2 Public Consultation on modifications to the proposed inshore cable route:**

The Chairman reported that the Rampion speakers had phoned the Clerk to apologise that they were held up in traffic and would be delayed an hour. This item was deferred until their arrival.

**24.43. Public Speaking**

The public session was deferred to later in the meeting after the arrival of the Speakers for the Rampion 2 consultation.

**24.44. To Approve and Sign the Minutes of the last Parish Council Meeting on 3<sup>rd</sup> October 2022**

**RESOLVED** unanimously that the Minutes of the Parish Council Meeting on 3<sup>rd</sup> October 2022 be **APPROVED** and duly signed by the Chairman.

*[Handwritten signature]*

#### 24.45. Reports from the County Councillor

Cllr Paul Marshall was unable to attend and had sent his apologies prior to the meeting

#### Reports from the District Councillor:

JL reported that Cllr Wright would be attending but was delayed.

#### Cllr Grech reported on the following:

- Warmer Homes funding is available to help Horsham District residents.
- Kithurst Hill Car Park is threatened with closure. West Sussex County Council is ending its management responsibility for the private car park in December and the landowner cannot secure public insurance cover without it. Operators have declined an interest because it is not commercially viable. Cllr Wilkins confirmed that Storrington & Sullington Parish Council has written to Andrew Griffith MP for his support in finding a solution to keep the valuable community asset open, and there were plans to raise awareness through local media outlets. The Chairman confirmed that a local resident had alerted Washington PC to the issue. He had shared an email communication from the South Downs National Park Authority. The SDNPA had been sympathetic but, like WSCC, were unable to help due to budget constraints. The Chairman agreed that the parking facility benefited visitors from the Washington parish and that the issue could be discussed more fully by the PC once further information becomes available. Cllr Grech commented that if the Kithurst Hill car park closes, this could put pressure on the car parking in Washington parish and increase the traffic.

#### 24.46. To Report matters arising from the last meeting:

- **2023 Annual Parish Meeting:** The Village Hall trustees were unable to confirm either of the March 2023 dates requested by the Council for the APM in time for this meeting. The Chairman stressed that it was important to secure the date as quickly as possible in order to finalise arrangements. Clerk to chase the Village Hall for confirmation and report to Council. The Chairman has kindly collected the tableware for the APM to be stored until required and would be charging only for the mileage. The APM speakers would be discussed at the next Council meeting.

#### 24.47. Planning Applications, Decisions, Appeals, Planning Compliance and other Planning issues

##### To Consider a consultation response to the following application:

It was noted that there were no planning applications notified in the Washington parish at the time of publication of the meeting agenda.

##### HDC and SDNPA Planning Decisions (for significant applications in the Washington parish):

It was noted that there were no decisions on significant applications in the parish at the time of publication of the meeting agenda.

##### Planning Compliance – the following was noted for information

EN/22/0469 19/10/2022 Little Cottage Hampers Lane Storrington Pulborough West Sussex RH20 3HY  
Alleged: engineering works taking place at rear of property and construction of walls in excess of 4m high. Under investigation by Horsham District Council.



#### **24.48. Appeals**

It was noted that no appeals were lodged or decided in the parish at the time of publication of the meeting agenda.

#### **24.49. Road Closures for information**

It was noted that no road closures in the parish were reported at the time of publication of the meeting agenda.

#### **24.50. To Review, Consider, Recommend and Report on Parish Council issues, including Maintenance**

##### **24.50.1. To Report any maintenance issues affecting Parish Council property outside the Recreation Ground and Agree any required action**

None reported.

##### **24.50.2. To Report the Council's 2022/23 Interim Audit.**

It was noted that Mulberry & Co reported a clean interim audit. Recommendations would be considered by the Finance Committee on 5<sup>th</sup> December 2022.

##### **24.50.3. To Agree change in specification of the London Road bus stop light with a heritage lantern**

It was reported that Horsham District Council has agreed to provide a heritage specification of the Parish Council's choice for the new street lamp by the London Road bus stop. Specifications for a Winston lantern similar to the one by the village light, and an Addington Lantern were previously circulated. It was confirmed there would be no cost to the PC. Following a discussion it was unanimously **RESOLVED** to agree the Winston lantern. Clerk to notify HDC's Building Services Engineer. An installation date is to be advised but it was hoped this would be before Christmas.

##### **24.50.4. To Review the grant allocation towards the Forestry Track in Georges Lane**

Councillors were disappointed that the new forestry track was showing further signs of breaking up in a matter of only a few weeks. It was noted that the end section nearest to the A283 entrance appeared to be incomplete and full of the original pot holes. An email from the National Trust was previously circulated explaining that contractors had cambered the sides and some of the laybys to help reduce water-run off and subsequent erosion in place of the original cellpaving. But they acknowledged the system would not be as effective. The Chairman reported on concerns raised by two residents on the state of the new surfacing and whether the contractors would be returning to carry out remedial works. Councillors agreed that the Council's £12,000 grant offer was made on the basis that the track would be usable. But it now appeared not to be fit for purpose and there was doubt if it was constructed to the right specification. The Chairman was concerned that the Council did not hand over public monies given the current state of the track.

Following a discussion it was unanimously **RESOLVED** to write to the National Trust explaining the concerns about the rapid deterioration of the track; to ask what action are they taking with their contractors to resolve this before the Council can contemplate signing off the grant.

*Cllr James Wright entered the meeting.*

##### **24.50.5. District Council reports continued from earlier in the meeting.**

Cllr Wright reported on the following:

- The Local Plan is ready to be considered at the Cabinet Meeting in the first week of December. It does not allocate development sites for the first 5 years which are not in



local neighbourhood plan. Beyond the 5 years, it will include only strategic sites such as those at Buck Barn.

- **Kithurst Hill Car Park threatened closure:** WSCC budget is under serious pressure but he hoped that they would extend the deadline for withdrawing financial support until the new year. He commented that the SDNPA should really take on the management of the car park, and he was confident a solution would be found soon.
- **Rampion 2 Consultation:** he urged the PC to try to secure as much compensation as possible to benefit the community for the disruption which will be caused by the proposed cable route, especially from the construction compounds. The Chairman commented that they were not at that point yet. The PC had made it clear to Rampion of its expectation that the route should avoid the village, and they will be asking Rampion to demonstrate what has been done to explore other alternatives.

#### **24.51. Washington Recreation Ground Charity**

##### **24.51.1. To Report any maintenance issues on the Recreation Ground and Agree any required action – This item is for urgent matters which cannot wait until the next OSRA meeting**

The Clerk reported that the picnic bench table was damaged but was not hazardous. **RESOLVED** to delegate authority to the Clerk to engage a contractor to carry out repairs within the agreed budget

##### **24.51.2. To Review proposed location of the Jubilee Tree**

Members noted that the only suitable location to plant the Jubilee beech sapling on the recreation ground would conflict with the football and cricket pitches. The PC had until the next day, 8<sup>th</sup> November, to advise the HDC tree planting contractor of an alternative location and to confirm there were no underground services. Members agreed there was insufficient time to make new arrangements and that regrettably they had no option but to cancel the tree order. **RESOLVED** to notify HDC of the decision. Clerk to action

#### **24.52. To Receive reports from Committees, Working Parties and Outside Bodies**

##### **24.52.1. To Receive the Open Spaces and the Planning & Transport Committee draft minutes of the meetings on 17<sup>th</sup> October 2022**

The draft minutes for the Open Spaces Committee and Planning & Transport Committee Meetings on 17<sup>th</sup> October 2022 were previously circulated. There were no recommendations for consideration from the Open Spaces Committee.

##### **24.52.2. To Consider a recommendation from the Planning & Transport Committee for a Speed Indicator Device on Rock Road**

Councillors discussed the Planning & Transport Committee's recommendation to seek a quotation from Elan City UK for a double-facing Speed Indicator Device (SID), and if not available, to opt for the single-facing device. The Clerk confirmed that the supplier was able to provide this but had not quoted in time for the meeting. She advised that their quotations are only guaranteed for a limited period and that it would be better to first secure a licence for the SID from WSCC. Following a discussion it was unanimously **RESOLVED** to wait for the outcome of the licence application before approaching Elan City UK for a revised quotation.

##### **24.52.3. To Agree date of the CIL Working Party Meeting**

Following a discussion it was unanimously **RESOLVED** to hold an online CIL (Community Infrastructure Levy) Working Party meeting on Monday 14<sup>th</sup> November at 2.30pm to discuss the CIL survey feedback. A



report of CIL project recommendations to be made to the Finance Committee's budget discussions on 5<sup>th</sup> December 2022.

**24.52.4. To Report on the Rampion 2 Community (Onshore) Project Liaison Group meeting on 12<sup>th</sup> September 2022**

Slides of the PLG meeting and minutes were previously circulated to Councillors. JT attended and reported that the meeting was a waste of time because Rampion was not considering other cable route options.

**24.52.5. To Report on the Horsham District Council Climate Action Planning Event on 20<sup>th</sup> October 2022**

JT reported on the meeting and a number of interesting 'green' initiatives by some of the larger councils in the district. He would be attending the next online meeting planned on 23<sup>rd</sup> November. The information was noted.

**24.53. Approve Payments, Receipts and Quotes**

**To Approve quotation for repairing holes in the Recreation Ground**

Councillors unanimously **RESOLVED** to engage Sussex Land Services Ltd to fill the animal holes in the grounds at the quoted cost of £124.

**24.53.1. To Ratify approval of quotation for repairs to the MUGA light timer**

It was reported that the Chairman and Vice-Chairman had authorised (by email) the engagement of J Electrical (Worthing) to investigate a fault with the MUGA light meter box. Members noted that the fault was due to user error and that the MUGA light timer was now functioning correctly. However one of the court floodlights had expired and would need replacing. Clerk to seek quotation for this.

**24.53.2. To Approve quotation for HS2 priority tree works**

Quotations were not received in time for this meeting. The item was deferred to the next meeting.

**24.53.3. To Approve Bank Reconciliation, Payments and Report Income.**

Reconciled bank statements for the Treasurer's Account showing transactions in October 2022, payments schedule and invoices previously circulated.

**RESOLVED** that the following payments totalling £ 3,005.66 be **APPROVED**.



**Washington Parish Council**  
**PAYMENTS APPROVED FC MEETING 7<sup>th</sup> NOV 2022**

Voucher	Number	Name	Description	Amount
123	226119	Tesco	Stationery	40.00
116	DD	Horsham District Council	Refuse Collection	8.60
121	Online	SCobbling shop	Stationery	31.00
132	Online	C Beolan	APM catering supplies	64.61
126	Online	P. Heeley	Councillors travel	10.35
117	Online	Washington Parish Council	Clerks salary (net)	1,552.10
118	Online	Washington Parish Council	Mileage	23.85
119	Online	Washington Parish Council	Phone	10.00
120	Online	Washington Parish Council	Clerk's electricity	10.00
122	Online	Washington Parish Council	Postage	1.38
131	Online	Sussex Land Services Ltd	Grass Cutting	526.64
124	Online	WH SMITH 7908 Worthing	Stationery	80.98
125	Online	Stella Russell	Litter warden	230.40
130	Online	Washington Parish Council	Councillors travel	8.10
127	Online	J Electrical Services	Maintenance	72.00
129	Online	NEST	Pension	95.55
128	Online	Mulberry & Co	Audit	240.12
		Subtotal No.	Online	2,957.06
			<b>TOTAL</b>	<b>3,005.66</b>

**24.53.4. To Approve payments adjustment for September 2022**

**RESOLVED** to approve a 20p adjustment on the staff September 2022 salary payment of £1,552.10, reported at the last meeting on 3<sup>rd</sup> October 2022.

Councillors to **RESOLVED** to **AGREE** the financial reports as follows:

Outstanding purchase orders: **£1383.40** – Noticeboard repairs and **£378.00** Post Box address

Outstanding sales invoices: 0

Income: £29,167.97 CIL monies.

Reconciled Bank Balances (Lloyds): **£87,348.37** – funds will fall within the bank's FSCS limit of £85,000 after this month's payment.

Reconciled Bank Balance (Nationwide): **£120,000.00**

**24.53.5. To Report on CIL income received.**

It was noted that a sum of £29,167.97 in CIL monies was received into the Treasurer's Account on 28<sup>th</sup> October. The income represents the developer monies of £13,423.91 (Planning Reference DC/20/0660) and £15,744.06 (Planning Reference DC/20/0717). The Finance Committee Meeting on 5<sup>th</sup> December will include an agenda item to discuss whether to transfer some of the monies to the Council's Business Savers Account.

**24.53.6. VAT**

Q2 2022/23 vat claim due January 2023. Q2 claim of £1,058.32 received in October.

**24.53.7. PAYE and National Insurance contributions**

Q3 2022/23 contributions due January 2023

**24.54. To Report correspondence received.**

The Correspondence Report was previously circulated. It was noted that a resident Mr A Murray Had raised questions on a number of items of Council expenditure, including the planned grant to the National Trust and the Speed activation device in Rock Road. The Clerk agreed to circulate her response to Councillors.



*The Rampion2 Speakers joined the meeting and agreed to make their presentation at the end.*

#### 24.55. Clerk's Report

- **Councillors new email addresses:** There was possibly still an issue with a Councillor's email account which could not be resolved in their current absence. The Clerk reminded Councillors to provide her with the name of their email clients and pc operating platform so that she can check with the webmail support team of any incompatibility issues.

- **Training:**

- **Code of Conduct training:**

- The Chairman, JT, JL and SB agreed to attend HDC's Code of Conduct online training session on 28<sup>th</sup> November. Details of the training were previously circulated. Other Councillors were unable to confirm. It was agreed they would notify the Clerk after the meeting.

- **Mulberry & Co Training Programme**

- Details of the training programme were previously circulated. It was agreed that Councillors would notify the Clerk after the meeting if they would like to attend any of the courses.

#### 24.56. To Receive items for the next agenda and Chairman's Announcements.

JL requested that the Planning & Transport Committee discusses the issue of flooding in School Lane from blocked and damaged drains and culverts in the Holt which he has reported for the fourth time this year. The Chairman requested discussion on the council and committee meeting dates for 2023/24 on the next FC agenda.

#### 24.57. Public session:

Mr Nicholas Coombes, (RWE Renewables UK Onshore Consents Manager), Mr Mark Henry (RWE Renewables UK Civil Engineer) gave a presentation on proposed changes to some of the original 2021 proposals for the cable route through the Washington parish and responded to questions and concerns from Councillors.

The Chairman expressed disappointment that the consultation changes are nothing to do with what the community had asked for at the public meeting last September: a route which avoids the village. He explained that the proposed route through the middle of the Washington village and construction compounds will be a huge disruption to the community, and if it can be avoided, it should be. He criticised Rampion for failing to engage with the Parish Council for over a year; for not exposing the community to, at the very least, the detailed arguments behind Rampion's rejection of the original Route A, which would have helped the PC fully understand the rationale; and for not demonstrating the reasons why another route cannot be found on the vast tracts of land between the south of the village and the coast.

Mr Coombes was sympathetic about the long waiting time between consultations, and explained that they had been considering responses rigorously. But given the length of the cable route the process inevitably takes a substantial amount of time before they can give communities, councils and landowners, among others, any form of update. They had re-examined the route alternatives including south of the village but due to technical, environmental and safety issues these could not be progressed and, in line with national planning guidelines, could not be consulted upon. He confirmed that the



opportunity to see the evidence supporting their decision in developing the final route, including the route south of Washington, would be fully open to public scrutiny when they submit an application for the Development Consent Order. The 'Examination' process would also provide substantial opportunity for representations from Parish Councils, to be considered by the planning inspectorate.

Cllr Wright (HDC) confirmed he would be responding very strongly to the consultation as a Horsham District Councillor and Cabinet Member for Environment and Rural Affairs. He was disappointed that there had been no change or consultation to relocate the three construction compounds from the original proposed location at the edge of the village. He pointed out that these could be in existence for years to come, with direct access to major routes and would be even more disruptive than the cable route.

Cllr Wilkins shared the concerns of Storrington & Sullington Parish Council, particularly the effects of an increase in Rampion construction vehicles on existing local traffic issues affecting Storrington Village and the air pollution problem. He sought reassurance that construction traffic serving the proposed construction route (AA11) on the A283 would not be permitted to travel west into the village. He pointed out that the route, which is opposite Hampers Lane/Washington Sand Pit quarry and Millford Grange, would make an already dangerous junction even more dangerous. Mr Coombes acknowledged the concerns and explained that it was not possible for him to give an assurance regarding the direction of traffic at this early stage. This would be negotiated between the contractors and the local authority prior to construction in the detailed designs, and he encouraged Cllr Wilkins to raise his concerns in his consultation response.

Mr Coombes confirmed that the proposed new operational access on the western side of the A24 bridge would be used for light vehicles for infrequent maintenance checks and would not be accessed from Washington Village. He responded to further questions regarding easement agreements with landowners, before the meeting was closed.

The Chairman thanked the Speakers for their presentation. He reminded Councillors of the Rampion public event at the Village Hall on Saturday 12<sup>th</sup> November which will help inform the Council's consultation response.

*The speakers thanked the Chairman and the Council before leaving the meeting.*

**Rampion 2 inshore cable route proposals affecting the Washington Recreation Ground: To consider seeking independent advice and agree landowner engagement meeting.**

Supporting papers and legal advice were previously circulated regarding the Council's position as trustees and planning consultees in the Rampion consultation. Following a discussion it was proposed to convene an Extraordinary Meeting of the Council on Monday 21<sup>st</sup> November 2022 at 7:30pm to consider and agree the Council response to the Rampion consultation proposals, and to invite the MP and local ward members. **RESOLVED** to agree the proposal for an Extraordinary Meeting of the Council and to engage a planning consultant to attend the meeting and draft the Council's consultation response. Costs for the consultancy fees to be agreed within the adopted budget under the Council's emergency delegated power. The Planning & Transport Committee Meeting on the same evening would be postponed to another date if required.

The following item was not discussed but is already agreed:

**24.58. Dates and time of next meetings at Washington Village Memorial Hall (Dore Room).**

**Open Spaces Committee: Monday 21<sup>st</sup> November, 7:00pm – time to be confirmed.**



**Extraordinary Meeting of the Council: Monday 21<sup>st</sup> November, 7: 30pm – item on Rampion consultation response to be attended by all Councillors.**

**Finance Committee: Monday 5<sup>th</sup> December, 7:00pm**

**Full Council Meeting: Monday 12<sup>th</sup> December 2022, 7:30pm**

*There being no further business to transact, the meeting was closed at 21:36 hours.*

Signed.....



Dated.....

12.12.22