

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 2nd August, 2021 at Washington Village Memorial Hall (Dore Room)

PRESENT: Cllr C Beglan (CB), Cllr B. Hanvey (BH), Cllr A Lisher (AL), and Cllr G Lockerbie (GL/Vice-Chairman)

IN ATTENDANCE: 0

ALSO: Clerk to the Council, Zoe Savill

MEMBERS OF THE PUBLIC: 5

ABSENT: Chairman (holiday)

The Vice-Chairman opened the meeting at 19:35 hours.

23.21. Apologies for Absence and Chairman's Announcements

The Vice-Chairman welcomed all present and announced that due to ongoing Coronavirus transmission risks, safety measures were in place to limit attendance and the length of the meeting. He announced a change in the order of agenda item 22.24 to after the public session.

RESOLVED to **AGREE**, and to **ACCEPT** apologies and reasons for absence from PH and SB.

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

None declared.

23.23. To approve the Minutes of the last Parish Council Meeting on 5th July, 2021.

RESOLVED to **APPROVE** the minutes of the last Full Council Meeting on 5th July 2021 to be duly signed by the Vice-Chairman. .

23.24. Public Speaking

Mr Richard Goring, Director of Wiston Estate spoke about his joint planning application **WSCC/028/21** which includes the restoration of Rock Common Quarry, details of which are presented on the Wiston Estate website at: www.rockcommon.com The dates and times of a public exhibition later in the month would also be published shortly. Mr Dale Mayhew, planning advisor, added that they will be seeking an extension to allow more time for public responses after the public exhibition and that this is usually 21 days. Two members of the public spoke against the application. One confirmed that he has asked West Sussex County Council for a 3-month extension to the consultation deadline due to the scale and magnitude of the proposals and their impact on the local community and road network. He also

requested that the parish council hold an extraordinary meeting in the main hall for residents to give their views. The Vice-Chairman confirmed that his request, together with his comments and those submitted by the public, would be considered later in the meeting when the council discusses its consultation response to the application.

Another resident shared concerns about the application and reported that a consultation deadline is imperative, particularly as she and other members of the public reported difficulties accessing the WSCC planning portal for public comments.

The Vice-Chairman thanked the Mr Goring, Mr Mayhew and members of the public for speaking at the meeting and that regrettably the session would have to end due to covid safety restrictions.

Mr Goring confirmed that he would notify the council of the public exhibition date as soon as possible and answer questions they would like to raise.

Four members of the public left the room.

23.24. Reports from County and District Councillors.

Councillors **NOTED** apologies for absence from Cllr Paul Marshall (WSCC) and Cllr Jim Sanson (HDC) due to other meetings. There were no reports. A member commented on his disappointment that neither of the other HDC ward members were able to attend in Cllr Sanson's place.

23.24. Consider Co-option to the Washington Ward

Councillors considered one application for the Washington Ward from Mr Jason Thomas. Following a discussion it was **RESOLVED** to co-opt him to the Council. After signing his Declaration of Acceptance of Office, he was welcomed to the Council and joined the meeting.

It was noted that the Council is advertising the remaining four casual vacancies for co-option.

23.28.To Report matters arising from the last meeting.

Councillors NOTED the following:

- **New website:** My Parish Council to confirm when the new website goes live.
- **Annual RoSPA Play Inspection** – reported findings very low or low risk. Clerk seeking quotations for recommended works.
- **Boundary Commission Public Consultation** – Council's agreed response submitted.
- **A24/Rock Road junction improvement** – Council's Community Highways Scheme application has been submitted.

23.29.To Consider Planning Applications

23.29.1. WSCC/028/21 Rock Common Quarry The Hollow Washington RH20 3DA

The continued winning, working and processing of sand from the existing Rock Common Quarry, the importation of inert classified engineering and restoration material, the stockpiling and treating of the imported material, the placement of the imported material within the quarry void and the restoration and landscaping of the quarry

Supporting documents for the application were previously circulated.

Councillors discussed the proposals, taking into consideration written and spoken comments from the applicants and strong objections from residents.

There were mixed comments from Councillors, some welcoming the final restoration scheme as a much-needed boost to local tourism and employment and improvement to the landscape. But all members raised serious concerns about the proposed processing operation of inert materials and its impact on the local community and environment, including the noise and increased lorry movements on local roads. Councillors agreed there were still a lot of questions unanswered by both the applicants and WSCC. They felt an extraordinary meeting will not be required as Mr Goring will be

arranging a public exhibition and seeking an extension to the consultation period. With this in mind, Councillors **RESOLVED** to defer comment until WSCC clarifies a new time frame for consultation responses.

23.29.2. SDNP/21/03044/TCA - Disused Graveyard The Street Washington RH20 4AS

Fell 1 x Lime (Works to Trees in a Conservation Area)

Councillors discussed the application made on behalf of the Parish Council by Gale Tree Consultancy. **RESOLVED** to comment in support of the proposed felling of the lime tree as recommended in the GTC tree report owing to presence of advanced decay.

23.30. To Report Planning Decisions

None to report in the parish

23.31. Appeals Lodged or Decided

None to report in the parish

23.32. Planning Compliance

None to report at the time of publication of this agenda.

23.33. To Review, Consider, Recommend and Report on Parish Council issues, including Maintenance

None reported.

23.33.1. To Report any maintenance issues affecting Parish Council property outside the Recreation Ground and Agree any recommended action

None reported.

23.33.2. To Report the Council's Q1 2021.22 Budget position.

Councillors discussed the Clerk/RFO's Q1 budget report and noted that the Council is in a good financial position. **RESOLVED** to **NOTE** the report and the RFO's recommendation for the Finance Committee to review the variances at the end of the 2nd quarter.

23.33.3. To Report date of Rampion meeting with Residents and the Council on 2nd September 2021, Agree on questions to be raised and discuss arrangements for setting up the hall.

The Clerk reported that with Rampion's agreement she has booked the Chanctonbury Room of the Village Hall and advertising in the Sussex Local for the meeting with them on 2nd September. The date was proposed at the last Planning & Transport Committee Meeting because Councillors were unable to attend the Rampion's online sessions. The meeting is the Council's only opportunity to discuss the windfarm's proposed draft expansion off the Sussex coast, which includes an underground cable route through the village, and to hear residents' views. However, a member of the Rampion team has since warned they can only attend if the company relaxes its policy on covid restrictions.

The meeting is separate from the landowner onsite engagements discussed later on this agenda.

RESOLVED to write to Rampion expressing the Council's disappointment and to request that they confirm attendance before noon on Thursday 5th August before the Clerk's annual leave. Otherwise they will have no option but to cancel the meeting. Clerk to action.

23.33.4. To Amend the Council's Standing Orders for delegation of urgent business.

Councillors reviewed the Standing Orders for delegating decisions of urgent Council business should it not be possible to hold a meeting. It was noted there is no provision for delegation in the Clerk's

absence. NALC legal advice on the Council's delegating powers was previously circulated and considered read and understood.

RESOLVED to agree an amendment to Standing Orders to delegate urgent business related to public safety in the Clerk's absence to a named Councillor, to be agreed by not less than 4 members including the Chairman or Vice-Chairman. If there are not sufficient Councillors available, then agreement must be sought by at least two members, including the Chairman/Vice-Chairman. Decisions must be in accordance with the Council's Standing Orders and Financial Regulations, recorded in writing and reported to the next meeting. Any urgent business un-related to public safety, or exceeding the approved budget, the Council must first seek advice from the West Sussex Association of Local Councils.

23.33.5.To Consider a request from the Village Hall to re-schedule council meetings.

Councillors considered notification from the Village Hall of a new booking for Monday night band practice in the adjacent hall. It was noted that the booking cannot be changed but measures will be in place to mitigate any noise disruption during council and committee meetings on the first and third Monday of the month. Sound-proof checks will also be conducted.. It was agreed that it will not be convenient to change the meeting dates or start them earlier.

RESOLVED to keep the meeting arrangements as they are and hope that the sound mitigation measures are effective. Clerk to notify Rob Gerig, Hall Trustee.

23.33.6.To Report letter from the Forestry Commission regarding the re-stocking licence Conditions at Longbury Hill Wood.

Councillors expressed disappointment with the written response from the Forestry Commission (23rd July) to the Council's letter (8th June). They agreed that the letter failed to give the requested assurance that Longbury Hill Wood is being managed and maintained in full compliance, including tree species, density and layout with the original licence conditions for its proper restoration and preservation. It had been observed by a member of the public that the density of regrowth did not appear to be in accordance with the licence conditions, neither was there any sign of weeding or control of the rhododendrons. It was further noted that the letter states that the felling licence conditions place a legal binding duty upon the licence holder to comply with the conditions of the licence once the felling has been carried out.

RESOLVED to express these concerns in a letter directly to the Chief Executive of the Forestry Commission. Clerk to action.

23.34. Washington Recreation Ground Charity

23.34.1.To Report any maintenance issues on the Recreation Ground and Agree action

The Clerk confirmed that the broken football post has been removed from the grounds by Derek Collis. Mr Collis will quote on replacement posts once the football club has provided the specification for suitable alternatives. Clerk is awaiting their response to this request.

Councillors **NOTED** the information and that there were no urgent matters to report.

23.34.2.To Discuss legal advice and landowner engagement with Rampion 2 on its draft proposals for an inshore cable route on the Council's land.

Councillors considered legal advice about Rampion's request to carry out ecological surveys on its land. Further advice was also discussed on the Council's potential conflict of interest as 'landowner' and 'local authority' regarding any grant of rights to Rampion's proposed underground cable route on the Recreation Ground/Allotment land. The section of cable corridor, known as 'Washington B', forms part of the proposed windfarm expansion known as Rampion 2 and is currently out to public

consultation until 16th September. It was noted that the Council will give its consultation response at the next Full Council Meeting on 6th September after a meeting with Rampion and residents at the Village Hall on 2nd September..

RESOLVED to attend a landowner engagement meeting with Rampion on 3rd September to discuss the survey, confirm the exact location of the cable corridor and how it will affect the Council's land and its future use; to ask what restitution would be offered to the Council.

GL and CB to attend at a time to be confirmed, and report back to the next Full Council Meeting on 6th September. Clerk to arrange.

23.35. To receive reports and recommendations from Committees and Working Parties

23.35.1. To Agree date of annual Allotment rent and tenancy review

Councillors discussed and **RESOLVED** to agree the annual allotment rent and tenancy review will take place at OSRA's Committee meeting on 18th October. Clerk to invite Stewards to attend, and to invite Tenants to raise any matters for consideration in writing in advance of the meeting.

23.35.2. To Consider OSRA Committee's recommendation to amend its terms of reference for decisions required before a council meeting.

Councillors considered the OSRA Committee's recommendation at its meeting on 19th July to amend its Terms of Reference. This is in order to allow urgent matters relating to public safety in the Clerk's absence, which cannot wait for a meeting, to be actioned. Councillors took into consideration the resolution earlier in this meeting (**Min Reference 23.33.4.**) to amend the Council's Standing Orders for similar delegation of powers.

RESOLVED to agree the recommendation. Delegated decisions to be with the written agreement of the Chairman or Vice-Chairman and Chairman of the Committee, and where possible, a member of the Committee. Decisions must be in accordance with Standing Orders and Financial Regulations and reported to the next meeting.

23.35.3. To Consider the Planning & Transport Committee's recommendation to amend its terms of reference for decisions required before a council meeting.

Councillors considered the Planning & Transport Committee's recommendation at its meeting on 19th July to amend its Terms of Reference. This is to allow delegation for a consultation response on minor planning applications to the Clerk, or to the Committee in the Clerk's absence, if it cannot wait for the next meeting. Consultation responses will not be considered for any major applications if they are too late for a meeting or where the response deadline cannot be extended.

RESOLVED to agree the recommendation. Consultation responses on minor planning applications to be in consultation with the Committee or the Council Chairman and Vice-Chairman/Committee Chairman/a Committee Member and reported to the next meeting.

23.35.4. To Report on the Rampion 2 onshore community Liaison Meeting on 20th July 2021.

Councillors NOTED the Chairman's previously circulated report of the Rampion 2 onshore Community Liaison Meeting on 20th July. Draft minutes are pending from Rampion and will be reported to the next meeting

23.36. To Approve Bank Reconciliation, Payments and Report Income

The reconciled bank statements showing transactions between 28 May and 24 June 2021 accounting year to date, payments schedule and invoices are reported as follows:

To RESOLVE that the following payments totalling £ 2,929.48 be APPROVED:

Payee	Description	Amount
Z Savill	Salary & Expenses July 2021	£ 1, 470.10
NEST	Pension July 2021	68.58
Kay Publishing Ltd	Notice of Rampion Meeting	118.80
S Russell	Litter collection June 2021	115.20
Sussex Landscaping Ltd	Grass cutting June 2021	518.40
Sussex Landscaping Ltd	Grass cutting July 2021	518.40
Play Inspection Company	Annual Play Inspection 2021	120.00
Total		£ 2, 929.48

Councillors to RESOLVE to NOTE the financial reports as follows:

Outstanding purchase orders: **0**

Outstanding sales invoices: **0**

Income: **0**

Reconciled Bank Balance **£ 84,984.89**

23.36.1. To Report and Note VAT to be reclaimed

2021.22 Q2 VAT reclaim to be reported at the Full Council Meeting in October 2021.

23.36.2. To Report and Note PAYE and National Insurance contributions

2021.22 Q21 PAYE to be reported at the Full Council Meeting in October 2021

23.37. To Note Correspondence Received

Councillors NOTED correspondence previously circulated.

23.38. Clerk's Report

23.38.1. Training: To Consider Training programme from WSALC

A copy of WSALC training dates for Councillors and staff were previously circulated with an invitation to choose any suitable courses. **RESOLVED** to defer the item for consideration at the next Full Council Meeting.

23.39. To Receive items for the next agenda

CB proposed consideration of ways to attract more people to join the Council.

JT proposed consideration of a social media account for the Council

23.40. To Review the dates and times of the next meetings to be held at the Washington Village Memorial Hall.

OSRA Committee: Monday 16th August, 2021 7:00pm – cancelled

Planning & Transport Committee: Monday 16th August 2021, 7:45pm – cancelled

Full Council Meeting: Monday 6th September, 7:30pm.

There being no other business to transact, the Vice-Chairman closed the meeting at 21:25hours

Signed.....

Date.....

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