

WASHINGTON PARISH COUNCIL



Clerk to the Council.
Ms Zoe Savill.
Small Croft, Georges Lane, Storrington,
West Sussex. RH20 3JH
Tel: 0777 6771921
Email: clerk@washingtonparish.org.uk
Website: www.washingtonparish.org.uk

WASHINGTON PARISH COUNCIL MEETING

Draft MINUTES of the proceedings of the monthly meeting of Washington Parish Council held on Monday 5th September, 2016.

PRESENT: Cllr C Beglan, Cllr Britt, Cllr T Cook, Cllr P Heeley (chairman), Cllr A Lisher, Cllr Milner-Gulland, Cllr Newman, Cllr R Thomas and Cllr D Whyberd (vice-chairman)

IN ATTENDANCE: Cllr P Marshall (Horsham) and Cllr P Circus (West Sussex)

ALSO: Clerk to the Council Ms Z Savill

MEMBERS OF THE PUBLIC: Mr John Henderson, Mr Tim Snook and Mrs Dawn Snook, and Mr Robin Tanous, and Mr Jonathan Wright.

ABSENT: Cllr Whyberd

Cllr Heeley opened the meeting at 19:34 hours

19.41. Apologies for Absence and Chairman's Announcements

Cllr Whyberd (unwell). Councillors accepted his apology.

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

Cllr R Thomas declared an interest in item 7 DC/16/1908 (neighbour)

19.43. To approve the Minutes of the last Parish Council meeting held on 1st August, 2016

The Draft minutes of the meeting had been circulated to Councillors and published on the Parish Website. Councillors **RESOLVED to AGREE (177)** that the Chairman could sign the minutes as a true record of the meeting which took place on 1st August, 2016 and the minutes were duly signed by the Chairman.

Cllr Milner Gulland objected that his name was left out in reference to councillors attending the funeral of the late Cllr Dore. The Chairman agreed that the reference be amended or removed. This was duly amended by the clerk, both on the minutes and on the website copy.

19.44. Public Questions

Cllr Heeley welcomed Mr and Mrs Snook to the meeting, and invited Mrs Dawn Snook to comment on two planning applications on the agenda, namely Longbury Hill House, Vera's Walk (DC/16/1908) and High Croft, Hampers Lane (DC/16/1930). Mrs Snook, who lives on Heath Common, expressed her alarm that both properties appeared to be outside the built up area according to the Storrington & Sullington and Washington draft Neighbourhood Plan consultation document, published in June this year.

She said that the High Croft site remained on the amended version of the HDC's draft SHELAA (Strategic Housing and Economic Land Availability Assessment) as not currently developable (ref Strategic application 501). Furthermore, both sites were residential gardens and any consideration of them for windfall sites would be contrary to national planning policy framework.

Mrs Snook asked councillors to consider the impact of additional traffic on the quiet and lovely rural location and narrow lanes of Heath Common. Passing vehicles was only possible, she said, by traffic pulling into private driveways. Mrs Snook explained that motorists are becoming more frustrated and pulling into driveways more quickly, and this was potentially very dangerous to residents and pedestrians.

Mr Robin Tanous, supported Mrs Snook's comments, explaining that both applications were within the Built Up Area Boundary of Heath Common, which had not changed since 2007. He said that the retention of the boundary was important in protecting the character of the area. There had been five recent applications on Heath Common in relation to plot sub division, one of which was in Bracken Lane. He said that this had been refused by HDC due to the impact on the character of the area, and dismissed on appeal for the same reasons. The inspector had made it clear that HDC's new policies 32 and 33 were sufficiently robust to protect the character of Heath Common.

Cllr Heeley thanked Mrs Snook and Mr Tanous for their comments. He said that it had been difficult to be sure of the boundary line in the past because of the lack of definition in some of the older maps of the area. However the clerk had received a new map used by Horsham's planning department which showed very clearly the areas which are outside the BUAB.

Cllr Heeley introduced the applicants for the two parish council vacancies, Mr John Henderson and Mr Jonathan Wright, who would be considered for co-option to the Washington Ward later in the meeting.

19.45. To Report on Matters Arising from the previous minutes

No matters arising.

19.46. County and District Issues

Cllr Circus (West Sussex) confirmed that the changes to the civic amenity sites will take place on the 1st October. He said he had done his best to oppose this, and regarded the charges and closures on some of the days as fundamentally unsound.

He said he had the general impression that the Highways department were becoming more efficient as a number of their long standing issues had been resolved, including several

outstanding in neighbouring Ashington. However, it was pointed out to him that Washington was still waiting for the VAS and blind summit signs. Cllr Heeley reported that the VAS had been ordered by WSCC several weeks earlier but the matter had slipped into the summer "sleeping period". He said the council was keen to resurrect both installations. Cllr Circus told councillors that he would put pressure on WSCC to get the signs installed. He said he had been promised the blind summit by June by the manager of Highways at Horsham, Mr Chris Stark, and had been assured that he would get onto it, after Cllr Circus reminded him at a recent meeting.

Horsham District matters

Cllr Marshall reminded councillors of the district's rural car parking review. Storrington were due to discuss this in respect of their three car parks and the introduction of charging; The owners of the Washington campsite have considered the bequest of some of their land of Washington car park which potentially has an entrance to Rock quarry, in the event that it is turned into a leisure park.

Kia Garage had contacted Cllr Marshall to discuss the possibility of extending their showroom area on adjoining land, to include some landscaping. Cllr Heeley said that there had been long-running transgressions of regulations regarding the display area at the site. However, he welcomed the idea that they present their proposals to councillors at a future meeting. Cllr Marshall agreed he would inform them. He concluded that he would be seeking an update from Hazel Cork on Horsham's enforcement proceedings at Millford Grange when she returned to work the following week. He would also get an update on the implementation of the path.

Cllr Circus, Cllr Marshall left the meeting at 19.52 hours.

19.47. To consider Planning Applications and discuss Transport issues

19.47.1 Applications

SDNP/16/03619/HOUS - Downsview, The Holt, Washington, RH20 4AW

3.5m single storey rear extension

After a brief discussion, councillors AGREED they had NO OBJECTION to the application.

DC/16/1647 - Iron Stone Barn, Rock Road, Washington, RH20 3BQ

Erection of a single storey oak framed extension to rear elevation.

After a brief discussion, councillors AGREED they had NO OBJECTION to the application.

Deadline for comments is 9th September

DC/16/1720 - Vineyards, Old London Road, Washington RH20 3BN

Demolition of existing residential dwelling and ancillary buildings and the erection of 14 residential dwellings with associated access, parking, services and landscaping.

The Chairman drew councillors' attention to an inaccuracy in the internal consultation document published by Horsham District Council, which incorrectly stated that the site was not included in the emerging Storrington, Sullington and Washington Neighbourhood Plan. The site is designated in the plan for development of up to 15 homes.

After discussion, the Parish Council AGREED they had NO OBJECTION IN PRINCIPLE to the development of 14 homes on this site, which is allocated within the emerging Neighbourhood Plan. However, councillors expressed concern that the mix of dwellings, incorporating 5-bedroom homes, was unnecessary, and in conflict with the Parish's housing needs' survey. This indicated a considerable need for small units such as one or two-bedroom flats, and affordable homes.

It was hoped that the developer would reconsider and revise its application in the light of this.

Cllr Heeley said the clerk had received a letter from Mr Trevor Beadle, head of Community and Culture at HDC. He had asked if there were any local leisure and community projects which could be delivered from an estimated £30,000 contributions if the development went ahead. The monies are obtained from the developers to ameliorate the impact of the development if it went ahead. The Steyning and Storrington Leisure Centres were cited as examples which benefit local residents.

Cllr Britt suggested the money would be better spent on highway safety because it was greatly needed in the parish. Cllr Cook said the £30,000 would be insufficient as highway safety projects were very costly, and a bus stop cost in the region of £100,000. Cllr Beglan said she would be far more supportive of the idea of the money going to the village rather than the leisure centres which were outside the parish. Cllr Newman suggested that if not highways, other community projects may benefit including a skateboard park, new football posts, rugby post, an outside adult gym, a projector and screen for talks and movie showings, as well as books and shelves for the Dore Room. He said it would help fulfil its original function as a reading room for the community and that he would be happy to be a volunteer helper.

Cllr Heeley said that the clerk had contacted Mr Rob Gerig inviting him to forward any suggestions for improvements at the village hall, and was awaiting a response.

Councillors AGREED that the clerk contact Horsham to enquire if these were the only allocations permitted from this type of development. They agreed to discuss their response to Horsham's request at the next committee meetings once the area of allocation was confirmed.

DC/16/1908 Longbury Hill House, Vera's Walk, Storrington, RH20 3JF

Erection of one dwelling on residential land at Longbury Hill House

By way of background, the chairman informed council that there had been four applications in two months to build five homes within gardens in the Vera's Walk/ Hampers Lane Area. These were at Little Thatch, Crosswinds (2), High Croft and Longbury Hill House. He had been contacted by many residents, alarmed at this sudden push towards what is perceived as gross overdevelopment of Heath Common and its narrow lanes.

Councillors were of the opinion that although the site was sufficiently sized to accommodate the proposed dwelling, there were compelling reasons that it would be detrimental to the area.

Firstly, the access to Longbury Hill House is a narrow track already serving four homes. This is in turn served by the very narrow cul-de-sac lane of Vera's walk (a designated public footpath), which is further served by the other narrow lanes of Heath Common. The continued trend of applications to develop gardens into separate dwellings in this quiet location would further impact on the already increasing problems of traffic navigating these small roads.

Secondly, the proposal is outside the built up area, as clearly defined on Horsham District Council's map, and the South Horsham District Local Plan, and would be detrimental to the preservation of the countryside. Councillors expressed their concern that there should be no breaches of this important designation, which clearly protects the green space of Longbury Hill and Heath Common. This land is also defined as a protected green space in the emerging Storrington, Sullington and Washington Neighbourhood Plan.

The proposed development would encroach on a significant 'green' area which is shared by local residents as a natural sound buffer to the A24.

Therefore councillors, with the exception of one abstention (neighbour) unanimously AGREED to STRONGLY OBJECT to the application for the following reasons:

- Poor access and overdevelopment within the countryside and lanes of Heath Common
- Proposed dwelling lies within the defined countryside area.

Deadline for comments is 20th September

DC/16/1930 - High Croft, Hampers Lane, Storrington, RH20 3HY

Construction of 1x 5-bed dwelling with detached garage and new access driveway.

By way of background, the chairman informed council that there had been four applications in two months to build five homes within gardens in the Vera's Walk/ Hampers Lane Area. These were at Little Thatch, Crosswinds (2), High Croft and Longbury Hill House. He had been contacted by many residents, alarmed at this sudden push towards what is perceived as gross overdevelopment of Heath Common and its narrow lanes.

Councillors then discussed the application, and unanimously AGREED to STRONGLY OBJECT to the application for the following reasons:

- The overall impact on the Heath Common Lanes - a continuing feature in view of all recent applications in this area.
- The location is in the countryside, outside the defined Built Up Area.
- Poorly accessed by a small track already serving two properties.
- Previous similar application in 1991 at High Croft was turned down on appeal by the Planning Inspectorate for the above reasons (Application WS/16/91).
- Councillors are of the opinion that there is nothing in the current application which resolves the reasons for refusal in 1991.

Deadline for comments 22nd September.

19.47.2 Enforcement

EN/15/0381 - Alleged failure to implement approved landscaping scheme in accordance with approved plans (DC/10/1457)

Site: Showhome and Marketing Suite 1 John Ireland Way Washington Pulborough West Sussex RH20 4EP

Status: Pending Consideration

This has been re-opened for investigation by HDC, of a breach of condition notice.

Helen Sissons, senior planning officer, has taken over the case from a colleague on paternity leave and was due to make a site visit the week beginning August 15th, 2016. Clerk informed councillors that she had not yet received any further information from Miss Sissons. Cllr Heeley informed councillors that Cllr Paul Marshall was also awaiting a response from Hazel Cork at HDC with regard to the implementation of the country park on land at Millford Grange.

19.47.3 Appeals

No appeals lodged at the time of publication of the Agenda

19.47.4 Decision notices

Application Number: DC/16/0816

Site: Laneside, Veras Walk, Storrington, Pulborough, West Sussex

Description: Non Material amendment to previously approved application DC/14/1937 (Demolition of a 2 bedroom detached bungalow and garage, and the construction of a replacement 3 bedroom detached dwelling and car port) to increase the opening from the original gate from 4.6m to 6m. To create the gate from larch cladding to sympathetically match the house exterior and aesthetic. To add electrical open functionally to prevent the need to block the road while the gate is opened. To add a small side gate of 1m alongside to

allow entry by pedestrians and to allow bins to be positioned for pick up.

Decision: Application Permitted

Date of decision: 25/08/2016

WPC Response: Councillors agreed NO OBJECTION at the FC meeting on 9th May.

Application Number: DC/16/1423

Site: 1 Gorse Bank Close, Storrington, Pulborough, West Sussex RH20 3AQ

Description: Erection of a single detached dwelling

Decision: Application Refused

Date of Decision: 18/08/2016

WPC Response: Councillors agreed to STRONGLY OBJECT at the P&T meeting on 18th July.

19.47.5 Transport issues:

Nothing to report

19.47.6 For information only:

Road Closures

Closures are published on the Parish website should Councillors receive queries from the public.

Other

19.48. To Receive Year to Date Reconciled Payments, Receipts, and Approve Purchases

The reconciled bank statement showing transactions between 30.06.16 and 29.07.16 accounting year to date statement, invoice and purchase order summary were circulated to Councillors.

Councillors **RESOLVED TO AGREE (178)** the financial reports as follows:

Outstanding purchase orders - £2,270.85

Outstanding invoices - £0.00

Reconciled Bank Balance - £ 69,826.76

List of o/s POs:

1. Public Works Loan: £1,637 (2nd of the 2 annual direct debit payments. This is due December 2016)
2. Vision ICT - Website hosting and support £240 inc VAT
3. D Flynn - Recreation ground maintenance £378 inc VAT
4. The Scribbling Shop - Stationery £15.85 inc VAT

Cheques for all purchase orders, with the exception of the PWL (direct debit) will be presented at the meeting.

19.48.1 VAT -

19.48.2 PAYE and NICs -

19.48.3 Clerks Salary & expenses (cheque number) 2314

August Payment (gross)		1084.67
Holiday entitlement		
TOTAL		1084.67
LESS		
Tax		33.60
NI		49.52
Net Payment		1001.55
Expenses		
Mileage (0.45 ppm) miles		8.10
Electricity		10
Phone		10
Total Expenses		28.10
Total Payment (August 2016)		1029.65

19.48.4 Expenses

Councillors **RESOLVED TO AGREE (179)** to the Clerks salary and expenses.

19.48.5 Holiday Pay

None.

Other

19.49. To Review, Consider, Recommend and report on Parish Council issues, including maintenance

Casual Vacancies - to consider the applications for two vacancies on the Washington Ward
Cllr Heeley welcomed Mr John Henderson, of Montpelier Gardens and Mr Jonathan Wright, of Spring Gardens, to the meeting. They had applied for the two vacant posts for parish councillor on the Washington ward. There were no other applicants for the posts and no call for a by-election within the statutory 10 days' notice. Therefore the vacancies could be filled by co-option.

The resumes of both candidates were circulated to councillors before the meeting. Mr Henderson, has lived in Washington 15 years and is employed by Highways England as a route sponsor for many roads in the south. He brings extensive experience in proper asset management and planning, and has a good grasp of the political landscape. He served on the Parish Council in the past before leaving because of pressures of degree studies and full time work. He has finished his degree and would like to dedicate more time to his local community. He is also a trustee of the Annie Bertha Lloyd Trust which provides almshouse accommodation to those in most need in Washington.

Mr Wright has lived in the parish for the last five years and his work with Horsham District Council has given him a thorough knowledge of the local area. He has experience in organising work and logistics, and was a union representative for the GBM at the council. Mr Henderson has a young family and helps with the Pulborough Rugby team under 9s.

Cllr Britt said she was very encouraged and delighted that the council had two applicants to represent the "third area" of the ward.

Councillors unanimously AGREED to co-opt Mr Henderson and Mr Wright to the council as parish councillors for the Washington Ward. This will bring the number of councillors in the Parish to back up to the number of 11 in total and is split between the Washington and Heath Common wards.

Cllr Heeley welcomed the new parish councillors to what is a busy and exciting time in the work of the Parish Council.

Mr Wright would serve on the Open Spaces Committee and Mr Henderson would serve on the Planning Transport Committee.

A Declaration of Interest form and Acceptance of Office form was distributed to Mr Wright and Mr Henderson for completion and their signatures.

Storrington & Sullington and Washington Neighbourhood Plan (SSWNP) – Update

Cllr Beglan updated councillors on the SSWNP, following two recent meetings with Barbara Childs and Chris Lyons at HDC. She commented that there were clear Government guidelines that Neighbourhood Plans should be led by local opinion and local knowledge. However, the constant threat of developer action and judicial review was forcing Horsham and West Sussex to make technical changes and therefore slow the progress of the Plan. This was further undermined by constant re-vamping and going over similar ground, as a result of staff changes in the field at HDC. Cllr Beglan said that there would be a meeting with senior planners at Horsham the following week, and that she hoped they would back the NP and allow it move forward to the next stage.

She argued that the SSWNP was probably the most robust in West Sussex, and was the culmination of a huge amount of work and time by the three parishes.

Washington Village Speed Loop Survey - to consider an analysis of the survey

The clerk had circulated to councillors before the meeting an analysis by Mr John Henderson, and one from Highways Manager at Horsham, Mr Chris Stark, of the speed loop survey along Old London Road, earlier this year.

Cllr Heeley said there were some common threads in both analysis, the main one being there was four times the volume of traffic going south in the village compared with north-bound traffic. There was also pressure at certain times of the day and pressure on speed limits. Mr Henderson commented that it would be useful to look at the wider context, and not just the speed issue. Cllr Beglan felt that the pinch points at Angmering village seemed effective in slowing traffic speed and discouraged it being used as a rat run. Mr Henderson said this fitted with the advice from the WSCC officer following the speed survey, in which they wouldn't agree to a 30mph limit unless there were physical measures in place. He said speed humps like those in Ashington, or a gating system, would be the likely outcome for Washington. But he said it was probably worth looking at in the round, to identify what is the issue.

Cllr Newman said it would also be an opportunity to bring the two halves of the village together and to create a "heart" for the community.

Cllr Heeley proposed that a task team is formed of councillors from the Washington ward to submit their findings and recommendations to Full Council.

It was agreed that membership of the team would be made up of the Washington ward members Cllr Britt, Cllr Henderson, Cllr Newman and Cllr Wright. The clerk was instructed to ensure that a task force meeting takes place

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

19.50.1 Open Spaces, Recreation and Allotments & Footpaths Committee

No meeting was held in August.

Cllr Milner-Gulland asked if there had been any response to his complaint to WSCC about the severe grass cutting of the Notable Verge at the Triangle on the A283, which threatened the survival of rare orchids. The clerk said she had emailed the WSCC, copying in the chairman and vice chairman as well as Cllr Milner-Gulland but had not had a response owing to changes in their reporting procedures during the summer. The clerk agreed to contact WSCC again and report back to the next Open Spaces meeting.

19.50.2 Planning and Transport Committee Meeting

Nothing to report.

19.51.To receive reports on meetings attended, and notice of any forthcoming meetings.

Nothing to report.

19.52. Correspondence Received

Nothing to report

19.53. Clerk's report

This is a report covering matters that may not arise elsewhere on the Agenda. Mobile Phone Reception – update to consider making representations for improved service in the area Campaign to improve mobile phone coverage in Storrington, Sullington and Washington areas - update.

The clerk reported that more than 300 responses have been recorded in a survey to identify poor mobile network areas in the two parishes. It is hoped the responses will back up an initiative led by Storrington Parish Council, to improve network coverage in the area. The three month survey ends this month and a Storrington Parish Council working party will consider the findings and the next steps.

WSCC request for Parish's 2016 winter plan and salt audit

The clerk reported that she would be forwarding a copy of the Winter Plan 2016 and completed audit of the salt bins, to WSCC so that they can organise refilling or topping up the parish's salt supplies. Cllr Britt commented that the salt in the bins will have degraded because it had been in the bins for a long time, and would make it difficult to shovel and distribute.

Mr Henderson said that although salt degrades over time if exposed to the elements, it should last a good 5 or 6 years under cover. He pointed out that a dirty crust and a little water, though unpleasant, should not reduce its effectiveness. He added that a snow shovel would be more effective for cutting into the salt, and to spread it with a broom.

The clerk agreed to inform WSCC of the condition of salt in the bins.

The clerk was instructed to get prices on some snow shovels to issue to volunteers to clear snow. It was also suggested that the clerk find out if WSCC could email a warning to the parish council every time they predicted icy conditions. This could be forwarded to the volunteers, giving them sufficient warning to grit pathways. Cllr Britt said that it would also be useful to have an official volunteer team. Mr Wright added that when conditions are bad, council refuse collectors have been put onto pathway clearing duties. He suggested it might be useful to enquire if Horsham could divert them to some of the more local problem areas, and also to provide more equipment for volunteers such as high visibility clothing.

Planning application for children's new play area - update

The Clerk reported that she received a validation from HDC of the Parish Council's planning application for play equipment which she had prepared and submitted to the Planning Authority. HDC would inform the Parish Council of their decision when the public consultation period ended on 26th October.

19.54. Freedom of Information/Data Protection Requests Received

None received.

19.55. Compliments and Complaints

None received.

19.56. Governance and Accountability

19.57. Holidays

19.58. Training

19.59. To receive items for the next agenda

19.60. Date and Time of next Meetings

Committees - Open Spaces, Planning & Transport, 19th September

Full Council - 5th October

The Meeting Closed at 21:05 hours

Signed.....

Dated.....