

WASHINGTON PARISH COUNCIL



Clerk to the Council
Mrs L Quirk, Oakhurst, Harbolets Road,
West Chiltington, West Sussex, RH20 2LG
Tel: 01798 815414
Email: washingtonpc@talk21.com
Website: www.wpc.org.uk

PARISH COUNCIL MEETING

To: All Members of the Council:

Cllr C.Beglan, Cllr L. Britt, Cllr T. Cook, Cllr N. Cooper, Cllr J. Davies, Cllr N Dore',
Cllr J. Henderson, Cllr R. Milner-Gulland, Cllr M.Shaw, Cllr M. Turley, Cllr D.Wilkins.

You are requested to attend a meeting of the Council on:

MONDAY 14th June 2010 at 7.30pm in the Village Hall

A G E N D A

1. 7.30 – 7.35 Apologies and Declarations of Interest
2. 7.35 – 7.40 Minutes of the last meeting
3. 7.40 – 7.45 Matters arising
4. 7.45 – 7.55 Finance- Approval of 2009/2010 Accounts for Audit
5. 7.55 – 8.15 Planning
DC/10/1032 – Rowdell, The Street - Renewal of unimplemented planning permission DC/07/1852 conversion of existing outbuildings to provide ancillary accommodation and single storey flat roof link
DC/10/0965 – Oakdene, Merrywood Lane- fell 1 Scots Pine
DC/10/1066 - 5 Chanctonbury Close - Single storey rear extension and side porch
6. 8.15 – 8.25 Future working of CLC
7. 8.25 – 8.35 Horsham District Council's Engagement with Local Communities
8. 8.35 – 8.45 Emergency Plans for Parish & Neighbourhood Councils
9. 8.45 – 9.00 Public Convenience Provision Storrington
10. 9.00 – 9.05 Correspondence
11. 9.05 – 9.10 Reports and Recommendations from Committees
12. 9.10 – 9.15 Local Issues including Maintenance
13. 9.15 – 9.20 Meetings Attended
14. 9.20 – 9.25 Any Other Urgent Business
15. 9.25 – 9.30 Date and Time of next meeting

Mrs L Quirk
Clerk to the Council
7th June 2010

There will be a public adjournment to allow members of the public to speak during the meeting.

Item 1

Apologies and Declarations of Interest

Apologies received from Cllr Cooper, Cllr Wilkins – holiday

Item 2

Minutes of the last meeting

The minutes of the meeting held 10th May to be approved and signed.

Item 3

Matters arising

149. St Mary's Bridge No. 1488 –Cllr Cook reported that she had further contact with Mr Green WSCC and the signs would be installed on 13th April with the infill panels on the bridge to follow. *Signs have now been installed*
151. Beggars lane - Estimate had been approved. Chairman met with Mr Pullen regarding installation of the handrail, and he will install this as soon as possible. *Handrail has been installed.*
- 20.5 EN/10/0037 - Tintells, Melrose Place Breach of condition 2 of DC/09/0334 re-matching materials to those of the existing and EN/10/0038 Clerk to ask for confirmation from EN at HDC. Enforcement has confirmed that the case is now closed as the owner has complied with the approval. Cllr Wilkins added that residents were still unhappy, as it did not look like to the ridge height was in line with the approval. *HDC enforcement have been asked to confirm that the ridge height is in accordance with the approval.*
- 42.6 A24 Barrier – Cllr Henderson reported to the Planning Committee that a barrier for this stretch would be in the region of £15,000- £20,000. It was decided to go back to WSCC and to press for a site meeting. County Cllr Wilkinson will speak to the Officers to see what can be done. Site visit has been agreed Officer is presently on leave meeting to be arranged on his return for mid July.

Item 4

Finance

The following cheques are for approval:-

Mrs S Muddle Litter Warden

Mrs L Quirk Clerk

HDC Easter newsletter 50.82

Howards Garden & Leisure 458.25

Public Works Loan Board ½ yearly payment 1,932.75

J. Pullen maintenance 119.12

G Wilmshurst materials for photographs 42.00

SCS phone bill 45.86

Estimate supplied from J Pullen- for clearing the ditch debris alongside the recreation ground, half a days work £60, he has suggested that it would best be done in the Autumn when the vegetation has died down.

Accounts 2009/2010

The statutory deadline for the approval of the accounts is 30th June 2009; therefore members are requested to approve the annual return which will then be submitted to the Internal Auditor.

Item 5

Planning

Applications received

DC/10/1032 – Rowdell, The Street - Renewal of unimplemented planning permission DC/07/1852 conversion of existing outbuildings to provide ancillary accommodation and single storey flat roof link

DC/10/0965 – Oakdene, Merrywood Lane- fell 1 Scots Pine

DC/10/1066 - 5 Chanctonbury Close - Single storey rear extension and side porch

HDC Planning Decisions

Approvals-

DC/10/0600 - Woodmans Storrington Road - Construction of a 20 by 40 metre riding arena

DC/10/0616 - Wayside House Hampers Lane - First floor extension and conversion of existing loft space above garage into habitable living space incorporating dormer and roof light windows

DC/10/0200 - Caladh Rock Road - Create a separate driveway to store a touring caravan and 1.22m high gates.

DC/10/0722 - Windrush Lodge Chestnut Close - Fell 6 x Silver Birch (T2, T3, T6, T13, T9 and T10) and surgery to 1 x Sweet Chestnut (T1), 1 x Cherry (T4), 1 x Oak (T5), 1 x Scots Pine (T7), 1 x Holly (T8) and 2 x Silver Birch (T11 and T12)

DC/10/0542 - The Chardonnay Restaurant Old London Road - 1 replacement free standing sign.

DC/10/0555 - Jasmine Cottage 1 Chanctonbury Close -Erection of porch.

DC/10/0572 - High Barn Newhouse Lane - Proposed alterations and single storey extension with rooflights to front pitch and dormer extension to rear pitch. Also new roof to existing conservatory and replacement of brick chimney with flue

DC/10/0631 - Wood View Bracken Close - Fell 1 x Scots Pine (T1) and surgery to 1 x Scots Pine (T2)

DC/09/2324 - Rock Place Cottage 26 Montpelier Gardens - Proposed detached garage with shed and garden store.

DC/10/0469 - Burrwill Moulds Old London Road - Change of use to vehicle, maintenance, MOT and general engineering. Business relocating from Unit 1 opposite on the same site.

DC/10/0663 - Badgers Hill Badgers Holt - Surgery to 1 x Scots pine (T2)

DC/09/2281 - New Highfield Works Spring Gardens - Extend factory working hours from 0600 hours to 2300 hours Monday to Saturday

DC/10/0656 - Sandalwood Bracken Lane - A one vehicle bay carriage house

Refusal

DC/10/0697 - St Olaves Hampers Lane - Proposed new residential 3-bed bungalow with garage together with new replacement garage for existing bungalow.

DC/10/0865 - Land South of 1 Bohemia Cottages Georges Lane - Erection of a single (3-bed) holiday cottage on previously developed land (land adjacent 1 Bohemia Cottage)

Other

Thakeham Parish Council have written regarding MWDF asking if other local Parish Council's would be willing to join a task group to monitor the MWDF draft document.

Hansons Pit- email circulated from Paul Rowley at HDC

East Clayton Farm- response from George Parker- The works are now complete, a Stage 3 Safety Audit will be held within the next couple of weeks, I will raise concerns about the visibility with the auditor.

Item 6

Future working of CLC

The Vice-Chairman of the County Council, who chairs the County Council's Working Group considering the future operation of CLCs, has indicated that he would welcome views from all parish & town councils on this topic. A number of town & parish councils have sent in comments, or attended a meeting with the Working Group, and this has been appreciated. The Vice-Chairman has asked that I send a reminder to all town & parish councils that there is still time to make its views known to the Working Group: however, as the Group is hoping to report to Governance Committee in July it would be helpful if you could send any comments (addressed for my attention) by 11th June. If this timescale presents a problem to you could you let me know. Extension has been agreed until after the meeting for comments.

Item 7

Horsham District Council's Engagement with Local Communities

HDC is in the early stages of building its new Corporate Plan 2011-2015 and we would like your help please! As one of our starting points, we recently asked Action in Rural Sussex (AirS) to research local priorities across the District. AirS used existing Parish Plans and Community Plans as the primary source of information.

The purpose of this letter to you now is to:

1. Invite you to hear the feedback from the AirS study;
2. Join a discussion about how we take this work forward to strengthen engagement between the District Council and local communities;
3. Supplement the work already undertaken by AirS by sharing your current thinking and identifying the top four priorities for your area.

The Cabinet is very keen to work with and have an ongoing dialogue with the District's communities and to try to incorporate your local ambitions within its strategies. We cannot guarantee to deliver all your aspirations, especially in the current financial climate, but we would like to know what is important to you.

In responding, we would like you to think on this occasion of the wider area beyond your own parish/neighbourhood boundaries; for example, a housing development in a neighbouring parish may well place demands on the services, infrastructure and shopping facilities of your own parish, so could be a high priority for you.

Attached to this letter is a simple questionnaire that asks you to identify the top four issues for your area. If you would like to participate, please return the questionnaire, ideally by e-mail to corporateplan@horsham.gov.uk by 28th June. Paper copies should be returned to Karen Jordan at Horsham District Council's Park North offices by the same date. If you would like to respond but are unable to meet this deadline, please let us know by contacting the officers named on the attached questionnaire.

We plan to present the feedback from the AirS study and include information from this latest questionnaire as part of a discussion at the next HALC meeting, to be held at **County Hall North, Horsham on Monday 5th July at 7pm.**

Parish and Neighbourhood Councils, Community Partnership Groups and local District Councillors are all being invited to attend to ensure we involve the principal groups working within local communities.

Please contact Julie McKenzie at julie.mckenzie@horsham.gov.uk or telephone 01403 215306 to confirm who will attend from your organisation by 28th June so that we have an idea of numbers and can make appropriate arrangements for the evening. I do hope you will be able to share the four priorities for your area with us and be able to come along to the meeting on 5th July. Tom Crowley Chief Executive

Item 8

Emergency Plans for Parish & Neighbourhood Councils

Tony Skelding is the new Emergency Planning Officer for Horsham District Council. As part of his new role with the Council one of my priorities is to assist in the production and/or update of individual Parish & Neighbourhood emergency plans so that the community is as resilient as it can be during an emergency. Having attended the HALC meeting and explaining the need for individual emergency plans, the majority of Parish & Neighbourhood representatives were eager for me start the process.

He wishes to meet with the clerks (for about 30 minutes to an hour) and assist with the completion of the Parish/Neighbourhood emergency plan and also gather any problems or concerns you may have regarding emergency planning issues in your area. A meeting has been arranged for 10th June and more information should be available for the meeting.

Item 9

Public Convenience Provision Storrington

Storrington Parish Council has written see letter attached, asking if Washington as a neighbouring Parish Council would be prepared to consider contributing to the provision of toilets in Storrington.

Item 10

Correspondence

1. Letter from Storrington & Sullington PC asking if consideration could be given to contributing to the cost of providing public toilets in Storrington.- Agenda item.
2. Guide to Local Health Service in West Sussex
3. WSCC Partnership News
4. Letter from Gina Wilmshurst re historic photos
5. Email from Paul Rowley Hansons pit circulated
6. Email from Carol Boniface re bus crossing point A24 circulated.
7. Email from Darren Rolfe WSCC ranger in area.
8. Email from David Holmes HDC – informing that the WSCC LTP3 consultation draft has been delayed because of the change in government. circulated.
9. Email West Sussex Fire & Rescue Consultation on draft Service Plan for 2011-12 The consultation process starts on 19th July 2010 and closes on 8th October 2010. During this period the Fire and Rescue Service will be undertaking a number of presentations of its proposals at meetings of County Local Committees around the county. The draft Service Plan for 2011-12 and all supporting documents will be available on our website <http://www.westsussex.gov.uk/fire> and in hard copy form from 19th July at Libraries, District/Borough Council Offices and on request from Fire Service HQ Chichester. We would like to encourage as many people as possible to consider our proposals and offer their thoughts and ideas. In order to make them aware of it would you please include the attached message within the next edition of your local newsletter or magazine, assuming your next issue falls within our consultation period.
10. Email from Carol Boniface PSCO- The next meeting of the above will be on Thursday 8th July at the fire station, School Hill, Storrington. Everyone is welcome to attend - please can you pass this onto all the councillors.
11. Email from HDC - Horsham District Food & Drink Festival 4 September to 3 October 2010 We are still looking for more and more businesses to come forward to participate in the 8th Horsham District Food & Drink Festival, the 4-week, spectacular showcase of the finest local produce from across the Horsham District.
12. Email from HDC- Please note that the generic Community Safety Unit telephone number 01403 215186 (internal 5186) is no longer in service. In future any calls relating to littering, dog fouling etc should be directed to the Street Scene Wardens on 01403 215533 (24hr answerphone). Alternatively you can still e-mail communitysafety@horsham.gov.uk.
13. WSCC Libraries Consultation – circulated by email

Item 11

Reports and Recommendations from Committees

To receive any reports or comments from Committees
Newsletter

Item 12

Local Issue including Maintenance

- 1 Email from Carol Boniface- I hold the above every 2 months for all your areas. I appreciate it is in Storrington but it is open tall of you. Would you like a separate meeting to be held in either Amberley or Washington or Parham or are you happy that Storrington is accessible for all?? I want to make sure that no one feels left out so to speak but have to be mindful of using my time appropriately. Currently I get free use of the fire station in Storrington for my meetings and this is an ongoing agreement with them. I will happily rotate the meetings around the smaller villages should you wish however would have no provision to pay for hall hire. Please let me know your thoughts as to whether rotation would be a good idea or extra meetings for your individual parishes. Or are you happy to keep it at Storrington every 2 months??

2. Dog club using recreation ground –Findon Downs Dog Club (Tuesday evenings) have made a request to use part of the recreation ground for their classes.

Item 13

Meetings Attended

A report on meetings attended

Item 14

Any Other Urgent Business

Any Other Urgent Business is for the exchange of information only, as it is a none specific item, members cannot make decisions under this section. If you have any urgent business that needs a decision to be made at the meeting and you are unable to notify the Clerk in time for it to be included on the Agenda, please speak to the Clerk **before** the meeting begins.

Item 15

Date and Time of next meeting

5th July 2010

STORRINGTON & SULLINGTON PARISH COUNCIL

THE PARISH HALL, THAKEHAM ROAD, STORRINGTON, WEST SUSSEX, RH20 3PP

Telephone: 01903 746547 Fax: 01903 741606 e-mail: storrintonpc@btconnect.com

Clerk of the Council: Mrs. I. Marshall BA (Hons)

Our ref: IM/1.10

25th May, 2010.

Mrs. L. Quirk
Clerk,
Washington Parish Council,
Oakhurst,
Harbolets Road,
West Chiltington,
Pulborough,
West Sussex,
RH20 2LG.

Dear Lindsay,

re: **Public Convenience Provision, Storrington**

This Council is continually receiving requests from residents and visitors for the Parish Council to provide public conveniences in Storrington. As I am sure you are aware, Horsham District Council has removed such facilities from this village and does not have any duty to provide same.

The Parish Council has received an offer from another Council to have a toilet block that they no longer have a requirement for, but the cost of transporting this and installation will be in the region of £15,000. This would have a Ladies, Gents and Disabled toilets with baby change unit. One of our Councillors is going to look at this building to ensure that it would be worth proceeding with. Horsham District Council has been asked whether they would give permission for such a facility to be placed in the Library Car Park where the previous building stood. They have also been asked if there is any possibility of receiving any financial assistance towards this. It is known that H.D.C., will definitely not contribute towards the annual running costs which are expected to be in the region of £10,000 per annum.

The reason for this letter is to request that you ask your Members to give consideration to the possibility of offering this Council some form of financial assistance towards the running costs should the project proceed. The reason for this request is that very many residents from your parish do visit Storrington regularly in order to shop and they could well be amongst the people that have been requesting this facility.

Obviously at this particular time as no final decision has yet been taken, the Council is just asking for a decision in principle, but any assistance would be very much appreciated and could assist this Council with the difficult decision that it has to make.

Thanking you in anticipation.

Yours sincerely,

here

I. Marshall (Mrs.) BA(Hons), FILCM,
Clerk of the Council.

VAT Registration No: 833 8763 96

