



**MINUTES OF THE MEETING OF ASHURST WOOD VILLAGE COUNCIL** held on Tuesday 5<sup>th</sup> September 2017, 7.45 pm at the Council Meeting Room.

**PRESENT:** Cllrs B Phillips (Chairman); R Bright, M Bussell, J Forbes, C Judge, K Lindsay, D Loveday and D Wailes.

**IN ATTENDANCE:** Caroline Leet (Clerk)

**MEMBERS OF THE PUBLIC:** 2

The Chairman opened the meeting and welcomed everyone.

**519. County and District Councillors' Reports**

Responsibility of

- a. County Councillor Jacquie Russell said she had been following-up on two issues: 1) The Traffic Regulation Order (TRO) for additional zigzag and yellow lines near the Primary School – whilst she was supportive of the County's initiative to promote Safer Routes to School, she was uncomfortable with the lack of consultation with all stake holders. Having discussed this with Pene Mather and Richard Speller at West Sussex County Council (WSCC), it had been agreed to postpone the TRO. A meeting would be arranged with representatives from the Primary School, Village Council and WSCC. Cllr Russell agreed to organise the meeting. 2) School Transport – following the July meeting, she had written to the WSCC Local Transport Improvements Officer and the Transport Bureau Manger. The matter had also been raised with the Chair of the County Local Committees (CLC) Cllr Heidi Brunsdon who had asked for further information which would report at the CLC meeting on 7<sup>th</sup> November.

District Councillor John Belsey said that following the draft District Plan hearing at the end of July, the Inspector had been positive about the Plan. He had requested that some further work looking at housing sites and employment to ensure a robust strategy towards securing a five year housing supply. He had agreed to support the revised housing numbers so long as it could be shown that a further call for sites had been made to update its list of land for potential development. Mid Sussex District Council (MSDC) anticipated adoption of the plan at the end of January 2018.

Referring to Ashurst Wood matters, Cllr Phillips referred to a number of issues in the village where he considered the responses / lack of action from MSDC officers seemed to indicate little less than incompetence: the bench fiasco in the Recreation Ground; Planning Department putting inappropriate non planning letters on its web site; Planning Departments late response to the mobile mast application, so in theory giving it automatic acceptance; Community Asset application from June 2016 still not responded to, in spite of the 8 week requirement; for two years running sports day lines not marked on John Pears field. Cllr Phillips went on to stress that he and all members were extremely grateful to Cllr Belsey who did a wonderful job representing Ashurst Wood residents and for his support of the Village Council. Cllr Phillips reiterated that the complaints were wholly directed as MSDC officers and not at District Councillors. Cllr Belsey mentioned various aspects of the bench in the Recreation Ground and said that he would take up all the matters with MSDC officers

**b. Public Questions**

None.

**520. Apologies for absence**

Cllr Samways' apologies were received and **resolved; the reasons were accepted.**

**521. To receive Declaration of Interests from Members in respect of any matter on the Agenda**

None.

**522. Chairman's Announcements**

Cllr Phillips thanked Cllr Bussell and Geoff Bussell for all their work to the War Memorial flowers and Dors Patch flowerbed which always looked marvellous.

**523. To confirm the Minutes of the meeting of the Council Meeting held on 4<sup>th</sup> July 2017**

An error on the agenda was noted; it was not the Annual Meeting of the Council. The minutes were **approved as a true and correct account of the meeting.**

**524. Recorded meetings: to approve deletion of recording – *there were no recordings currently being held.***

**525. To receive the minutes of Committees and reports from working groups and to consider any recommendations arising:**

**a Planning Committee**

The minutes of the meeting 1<sup>st</sup> August were received and the meeting on 9<sup>th</sup> September was noted.

Following up on the previous meeting of the Council, Cllrs Forbes and Bussell had attended the MSDC Planning Committee meeting on 6<sup>th</sup> July, to make representation against the application for 89-93 Hammerwood Road. However, the Committee, whilst sympathetic to the arguments from the Village Council and Cllr Belsey, voted in favour of the application by 6 votes to 4.

**b Youth Club report/update**

Cllr Lindsay said that following the summer break, Youth Club would reopen on 6<sup>th</sup> September and it was hoped that the new year 7s would attend.

**c Events Working Group**

**Ashstock 8<sup>th</sup> July 2017:** Cllr Phillips thanked all Councillors and the Events Working Group (EWG) members for all their hard work at Ashstock in July. Cllr Loveday also thanked everyone and gave a brief summary: about 1,500 had attended, it had been a very enjoyable event for everyone who attended and the event had covered its costs making a surplus that could be invested in improving the events equipment for future events.

**Sports Day 16<sup>th</sup> August:** Cllr Lindsay said that the Sports Day had been really successful and thanked Cllr Bussell, Rebecca Roberts (Assistant Clerk) and East Grinstead Athletics Club (EGAC) for organising. In the morning there had been athletic events organised by EGAC followed by a picnic lunch and then children played some more traditional sports day games and played on the Street Snooker Wall. The parents had thanked them on the day, the children had loved the day, and there had been positive feedback on Facebook.

Cllr Phillips noted that MSDC had, for the second year running, not provided the white line marking for the running track.

**Christmas Market 24<sup>th</sup> November:** Cllr Phillips mentioned that preparation for

the Christmas Market had started and there were already several stall holders booked.

**526. Clerk's report**

The Clerk's report was received.

**a To note: Remembrance Service Sunday 12<sup>th</sup> November**

Cllr Phillips gave his apologies as he would not be able to attend this year's Remembrance Service. Cllr Samways had agreed to lay the wreath on behalf of the Council.

JS

He added that the Royal British Legion asks for a contribution of £17 towards the wreath, but suggested as approved in previous years, this should be £25.00. Members **resolved, by 6 votes for and 2 against to make a contribution to the RBL of £25.00.**

Clerk

**b To receive an update on the TRO for Ashurst Wood Primary School 'Keep Clear' markings and yellow lines**

Cllr Phillips thanked Cllr Russell for the update under County Councillor report and agreed that a meeting between the stake holders would be the best way forward. In the meantime, he had produced a document with a suggestion regarding parking restriction times and zigzag lines which he had circulated. Members discussed; suggestions included extending curbs to create a single track road, and the school could help to raise awareness to parents dropping off and collecting children by have a member of staff outside the school in a florescent jacket. It was agreed that the document provided a basis for discussion at the proposed meeting.

BP/clerk

**c To approve the expenditure of £95 for the Handyman to attend a PAT testing training workshop on 20<sup>th</sup> September**

Cllr Phillips mentioned that the Council had a responsibility to support staff development and that the PAT testing course could be useful. Cllr Loveday recommended that an electrical awareness course would be more suitable for the Handyman and also more useful to the Council as it would allow the Council to have a person who was competent in basic electrical tasks. He also advised that a PAT testing course would only provide a narrow field of specification and also required the purchase of the relevant testing equipment. Members **agreed** and asked the Clerk to find a suitable course and report back to the Council.

Clerk

**d SSALC Chair's networking day 28<sup>th</sup> September, Felbridge Hotel (should anyone like to attend the expenditure of £110 per delegate needs to be approved)**

Cllr Phillips said that he would like to attend the Chairman's networking day as he had always found them quite useful. Cllr Forbes said that she would be interested if no-one else wanted to attend. Members **resolved the expenditure of £220 for two Councillors to attend the Chairman's networking day.**

Clerk/JF/BP

**527. Finance**

**a Accounts to pay**

The accounts paid from 18<sup>th</sup> July to 4<sup>th</sup> September 2017 **were ratified**; the FairFX prepaid debit card accounts payments from 9<sup>th</sup> July to 5<sup>th</sup> September **were ratified**; the accounts payable for 5<sup>th</sup> September **were approved by the Council.** The file of invoices was available to be viewed.

Clerk

**b To receive the income and expenditure report up to 5<sup>th</sup> September**

The Alpha income and expenditure report was received. Cllr Bussell reported that the Council was 42% through the financial year. There was nothing unusual to report, but noted an unbudgeted expense to 4241 Community

Equipment of £2,020 for the Community Public Access Defibrillator (cPAD) which had been funded by a grant received in the previous financial year; and 4261 Footpath had £420 legal fees (these were carried over from and resolved under resolution 122). There were no questions.

**528. To receive an update on the Village Centre Development**

Cllr Phillips said that there was nothing further to report since the July meeting. The heating was working but the meeting room heating system tripping issues needed to be properly tested, when the weather turned colder.

**529. To receive an update on the Defibrillator project**

Cllr Phillips thanked Cllr Bright for installing the defibrillator cabinet and added that the final electrical work should be completed that week. Cllr Bright asked if a letter could be sent to John Bloom who had also helped to fit the cabinet. Members agreed and the Clerk was asked to send a letter of thanks.

Clerk

**a To note: Community Heartbeat Trust - Community Defibrillator training, Saturday 23<sup>rd</sup> September, 1.00 pm at the Village Centre**

Noted. Members asked how the event was being publicised; the Clerk confirmed through the Newsletter, the e-newsletter, website and notices around the village.

Cllr Lindsay offered to help with the refreshments.

Clerk/KL

**530. To receive an update on the assets of Community Value and request to Mid Sussex District Council to include The Three Crowns and The Maypole Inn**

Cllr Phillips said that since the meeting in June Thuso Selelo, MSDC Business Unit Leader, Corporate Estates & Facilities, the Council was still waiting to receive confirmation that both pubs would be added to the Register of Community Assets. Both the Clerk and Cllr Belsey had reminded MSDC. Cllr Forbes added that a decision on nomination is legally required within 8 weeks of an application being made and suggested that a formal complaint should be made to MSDC the delay with our application was unacceptable.

Members discussed and agreed that a letter should be sent to MSDC noting that it had taken over a year and still there was no formal response. Cllr Forbes was asked to prepare a letter for the Clerk to send.

JF/Clerk

**531. To consider writing to the Three Crowns brewery (Star Pubs) regarding the unkempt state of the site, in particular the garden area, and the plans and future of the pub**

Cllr Forbes reported that she had written to the brewery as a member of the public. They had responded advising that it was their intention to find a new tenant and invest £300k in renovating the pub. In the meantime they would tidy-up the outside. However, only the large skip has been removed and the garden remains unattended. Members discussed and **agreed** that the pub and garden had been left to look derelict and neglected. It was agreed to write to the brewery to ask for the site to be tided-up.

JF/Clerk

**532. District Plan update**

**a To nominate two representatives to attend a briefing update on 13<sup>th</sup> September**

Cllrs Bright and Forbes were nominated.

RB/JF

**b To nominate two representatives to attend a training workshop on 10<sup>th</sup> November**

Cllr Forbes and the Clerk were nominated. The Clerk was asked to enquire



about a third place and to offer to members if available.

Clerk/JF

**533. Consultations**

- a West Sussex County Council: Temporary Traffic Regulation (TRO) from School Lane to junction with Great Water Farm 23<sup>rd</sup> October for 5 days – application is currently being processed**

It was noted that this would take place over the half-term period.

- b GPs Extended Access online Survey – closing date 15<sup>th</sup> September**

Cllr Phillips said that this was really for individuals to respond. Cllr Wailes suggested it could be included in the forthcoming newsletter.

Clerk

- c Tandridge District Council: Local Plan Garden Villages Consultation (regulation 18) – closing date 9<sup>th</sup> October**

Noted.

**534. To receive reports from Councillors who have attended outside bodies**

Cllrs Bright reported on the Community Forum Meeting on 20<sup>th</sup> July. There had been five members of the public including himself and the PCSOs. The PCSOs provided a comprehensive report of incidents in the village including the night of vandalism to several cars and John Pears Pavilion. However, he said that the public interest in the Forum is small and wondered if the Forum had any value. He added that the PSCOs report could continue to be provided electronically. It was agreed to refer this to the Public Services Committee to consider.

Clerk

**535. List on Clerk’s report, correspondence previously circulated**

Received.

**536. Any Items for reporting or inclusion on future agenda**

None.

**537. Date of next meeting - Tuesday 3<sup>rd</sup> October 2017**

Meeting closed: 21:10

Chairman.....

Date.....