



**MINUTES OF MEETING OF ASHURST WOOD VILLAGE COUNCIL** held on Tuesday 3<sup>rd</sup> September 2019, 7.45 pm at the Council Meeting Room.

**PRESENT:** Cllrs Forbes (Chair), B Phillips (Vice-Chair), A Tyrrell, J Haite, J Lee, D Loveday and B Spoor.

**IN ATTENDANCE:** Rebecca Roberts (Acting Clerk)

**MEMBERS OF THE PUBLIC:** 2

The Chair opened the meeting and welcomed everyone to the meeting.

1. **a. County and District Councillors Reports**  
County Councillor Jacque Russell sent her apologies.

Responsibility  
of

District Councillor John Belsey reported that Mid Sussex District Council (MSDC) had been on summer recess, so time was spent following up existing programmes. He has read the recent Planning minutes and is aware of public comments on recent applications, and will do his best to ensure that concerns are taken into account in the final outcome.

Cllr Belsey reminded members that MSDC adopted the District Plan in 2018 and that there is currently a shortfall of approximately 1,500 houses. MSDC did a call for sites across the district. A final 22 sites were selected for allocation in the Site Allocations Document. Two of these sites are in Ashurst Wood, one of which was the Dirty Lane which was not selected. The other site, which has been recommended for allocation is Land South of Hammerwood Road and is for 12 units. The proposals will go to a Public Consultation. Cllr Belsey has raised concerns over the current Dirty Lane planning application and would hope it would be rejected as a result of the site not being selected, but apparently it is not that simple. However, the High Weald AONB objection is quite strong.

Cllr Belsey confirmed that a food waste recycling pilot is to be trialled and asked if Ashurst Wood as a ward would consider taking part.

The tennis court access system is still ongoing and he will continue to work with MSDC and the Village Council.

Funding for playground equipment at John Pears will be finalised soon. The funding will be coming from MSDC directly and we will know soon if we are to get a substantial amount of money or not.

#### **b. Public Questions**

The Chair of the Youth Club Management Committee thanked the Village Council for their continued support of the club and to the staffing committee for help with the recruitment of the new Youth Leader. It was requested that the Village Council give some thought to employing a youth worker to assist the Youth Leader. Historically, West Sussex County Council had always funded two youth workers, but when funding was withdrawn and the Parish Council took the Youth Club on, only one person was employed, relying on volunteers to help out. This has meant that on occasion, the club has had to close due to inadequate number ratios. It



would be appreciated if an extra paid person could be funded for 2.5 hours a week.

The membership secretary of the Ashurst Wood Community Tennis Club thanked Cllr Belsey for his help with the access system. The tennis club was disappointed to hear that MSDC had said the club was to dissolve. This is not the case. Although the possibility had been mentioned, the club is waiting to see what MSDC would be charging for season tickets. It had since been advised that the tickets would be much higher than the current Tennis Club prices. The tennis club has written to MSDC regarding pricing.

## **2. Apologies for absence**

Cllrs Arnott and Draper's apologies were received and **resolved; the reasons were accepted.**

## **3. To receive Declaration of Interests from Members in respect of any matter on the Agenda** (*Localism Act 2011 s31 (1)*)

Cllr Forbes declared a personal interest in item 13 as a member of the Village Centre Trustees and Cllr Loveday declared an interest in item 7cii as a family member of the new Youth Leader

## **4. Chairman's Announcements**

Cllr Forbes reported that Marilyn Greatorex, the Chair of the Trustees of the Village Centre has moved away from the Village. Marilyn had been involved in the village life for many years and had previously taught at the primary school. The Village Council thanked her for all her hard work and wished her well for the future. Margaret Bussell will be taking over as Chair.

Cllr Forbes is to attend the MSDC site allocation briefing on 4<sup>th</sup> September. There will be a public consultation from 9<sup>th</sup> October

## **5. To confirm the Minutes of the Annual Meeting of the Village Council held on 2<sup>nd</sup> July 2019**

The minutes were **approved and signed by the Chairman as a true and correct account of the meeting**

## **6. Recorded meetings**

**Resolved:** members resolved to delete the recording of the meeting held on 2<sup>nd</sup> April 2019

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

### **a. Planning Committee**

The meetings of 23<sup>rd</sup> July and the 13<sup>th</sup> August were noted and the minutes have been received

### **b. Events Working Group (EWG)**

i. The proposed dates of Ashstock 2020 are the 11<sup>th</sup> or 18<sup>th</sup> July. Cllrs

Forbes and Loveday met with High Gain Event Services to discuss rental items, including staging, lighting, power and staffing. Details will need to be finalised in a further EWG meeting and another meeting with High Gain. The Clerk will liaise with Lingfield Parish Council to ensure festival dates do not clash. (*Local Government Act 1972 s145(a)*)

Clerk

ii. Christmas Market – this will take place on 29<sup>th</sup> November. Cllr Loveday kindly offered to be Father Christmas. Booking forms for stallholders are available.

Cllr Loveday  
Clerk

Volunteer needed to organise the raffle.

Cllr Loveday will contact Dove Barn Nurseries regarding the Christmas Tree which will be put up the weekend before the market. Transport for the tree to be arranged. Volunteers are needed to help put up the tree.

### **c. Staffing Committee update** (*LGA 1972 s112*)

i. Clerks position – the advert, job description, person specification and application form are on the website and the advert will be put in the notice boards. The recruitment period will be 4 weeks. The temporary contract for the acting clerk will be extended.

ii. Youth Leader – Chris Loveday has been employed as Youth Leader, having previously volunteered at Youth Club.

iii. Assistant Youth Worker – Cllr Phillips stated that employing an assistant Youth worker would be a budget overspend.

**Resolved:** Members agreed to employ an assistant Youth Worker

## **8. Clerk's report**

The Clerk's report was received and noted.

## **9. Finance\*\***

### **a. Accounts to pay\*\***

The accounts paid from 2<sup>nd</sup> July to 5<sup>th</sup> September **were ratified**; the FairFX prepaid debit card accounts payments from 3<sup>rd</sup> July to 5<sup>th</sup> September were **ratified**; and the accounts payable for 3<sup>rd</sup> July and 5<sup>th</sup> September **were approved by the Council**. The file of invoices was available to be viewed.

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

The RBS/Alpha income and expenditure report was received

### **c. To approve the expenditure of £400 to Forest Row Parish Council as an annual contribution towards cemetery maintenance costs**

**Resolved:** Members approved the expenditure

### **d. To approve the expenditure of £25 which includes a voluntary donation to RBL Poppy Appeal for the Councils Memorial Wreath for Remembrance Sunday 2019**

**Resolved:** members approved the expenditure

### **e. To approve the expenditure of £110 + VAT to SSALC for the Clerks**



Technical Networking Day on 7<sup>th</sup> November 2019

Clerk

**Resolved:** members approved the expenditure

- f. To approve submitting a change of correspondence form to PSDF**  
so future correspondence is addressed to the acting Clerk

**Resolved:** members approved the form being submitted

- g. To elect further members to the Finance Committee**

**Resolved:** Cllrs Haite and Tyrrell were elected

## 10. John Pears Recreation Ground

~~Clerk~~

- a. To receive an update on the new tennis court access system** in partnership with the Ashurst Wood Community Tennis Club and Mid Sussex District Council.

**As reported in Public Questions** this is ongoing. It is hoped there will be an update for the October Council meeting.

- b. To consider a proposal to extend the car park** – Cllr Belsey reported that in the run up to the elections, a number of residents had asked about extending the car park at John Pears. The current car park is small and there is redundant space that could be utilised between the road and tennis courts. Members discussed and agreed drainage would be needed and any extension would need to be gated to prevent unauthorised access to the field. Cllr Belsey will raise the proposal with MSDC. It was also suggested that when the playground improvements are done, proper pedestrian access could also be looked at.

Clerk  
Cllr Belsey

- c. To receive an update on the wild flower meadow** – Update in Clerk's Report. The wild flower meadow has been accidentally mowed and therefore there is nothing that can be done for the rest of this year. It was agreed to defer the matter to the Public Services Committee.

Clerk

**11. To receive an update on the draft Winter Management Plan for 2019/20** – it was reported that the grit bin audit has been completed and submitted to MSDC. No further update on a private contractor taking on snow clearance.

Clerk

**12. To consider inviting a representative from Microshade VSM to provide a demonstration of the Local Council Community Cloud -**

**Resolved:** members agreed to arrange a demonstration

Clerk

**13. To consider purchasing CCTV for the Village Centre and Council Office** – it was agreed to liaise with the trustees of the Village Centre who have indicated that they would be happy to help with any installation. Cllr Lee suggested 4 cameras, possibly working on Wi-Fi. Cameras can be set up to only record human movement. If a crime takes place and there is no CCTV footage, it is unlikely that it will be investigated. It was agreed to get quotations from 2/3 companies and Cllr Lee will give the Clerk some recommendations of companies to approach

Cllr Lee  
Clerk



**14. To consider VE celebrations for the 75<sup>th</sup> anniversary** – it was noted that the May Day Bank holiday in 2020 has been changed to Friday 8<sup>th</sup> May to coincide with VE Day. It was agreed to defer discussions until the October meeting.

Clerk

**15. Consultations** - LI/19/1240 – amendment to Premises Licence for the Three Crowns – MDSC would not extend the response date for the Three Crowns Licensing application. It was agreed that the Clerk would e-mail MSDC to give the Village Councils support to the application.

Clerk

**Electric Vehicle Strategy Consultation** - this was forwarded to all Councillors by the Clerk. It was agreed that Councillors should submit individual responses.

**16. To receive reports from Councillors who have attended outside bodies** – None

**17. Report on the Visioning Exercise and discuss further action** – it was agreed to set up a working group in order to create a business plan to go forwards. Cllrs Arnott, Forbes, Haite, Lee, Loveday, Spoor and Tyrrell are to sit on the working group

**18. Items of correspondence**

- a. Correspondence previously circulated – Received

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

Speed Indicator Device

Clerk

**Date of next meeting – 1<sup>st</sup> October 2019**

Meeting closed: 20:55

Chairman.....

Date.....

