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**MINUTES OF THE MEETING OF ASHURST WOOD VILLAGE COUNCIL** held on  
Tuesday 3<sup>rd</sup> March 2020, 7.00 pm at the Council Meeting Room.

**PRESENT:** Cllrs Forbes (Chair), Draper, Haite, Lee, Phillips and Spoor

**IN ATTENDANCE:** Rebecca Roberts (Clerk) and RFO Sam Booker, **MEMBERS OF THE PUBLIC:** 0

The chair opened the meeting and welcomed everyone.

1. **a. County and District Councillors Reports**

County Councillor Jacquie Russell sent her apologies and forwarded a written report. The report stated that it had been agreed that the Highways Manager will liaise with the Village Council and the owners of the respective properties to trim back the hedge and carry out some works to the grass verge area in order to lay a substandard pathway to John Pears Field. The monies for this will have to come out of the Revenue budget. The Highways Manager will be in touch with the Village Council in due course.

Cllr Russell also reported that Richard Speller has applied for an Area Manager of Highways role.

Members were informed that there is currently a backlog of 600 to 700 jobs and the 28 day timeframe for any repairs is becoming difficult to achieve due to the unprecedented amount of rain that has fallen. Priorities are A and B roads.

West Sussex County Council is now putting things in place to set up the Children's Trust – the basis of the trust and elements to be included within it are to be agreed by the end of April. It is then envisaged that it will take approximately 12 months to have it up and running. The next Ofsted inspection will be week commencing 11<sup>th</sup> May and that will be around the subject of Corporate Parenting (Children looked after by the Local Authority) which will be a challenging area to be inspected upon given the many challenges faced, especially the growing demand for placements. The new Director of Children's Services commences with the County Council on 14<sup>th</sup> April 2020.

District Councillor John Belsey sent his apologies

**b. Public Questions – None**

2. **Apologies for absence**

Cllrs Loveday and Tyrrell – 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**

None

4. **Chairman's Announcements**

None

5. **To confirm the Minutes of the Village Council Meeting on 4<sup>th</sup> February 2020**

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 1<sup>st</sup> October 2020

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

- a. **Planning Committee** – it was reported that there had been no meetings since 4<sup>th</sup> February; however, there will be an appeal hearing at Mid Sussex District Council Chambers on 29<sup>th</sup> April (date changed from 21<sup>st</sup> April) for Wealden House. Cllr Forbes reported that she intends to go.

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- b. **Finance & Administration Committee** – nothing to report
  - c. **Public Services Committee** – the Public Services Committee met on 18<sup>th</sup> February and the minutes circulated.
  - d. **Youth Club** – nothing to report
  - e. **Events Working Group (EWG)**
    - i. **Ashstock** – it was reported that the headline act ‘The Gangsters’ had been booked as well as some Youth Bands. It was also noted that MSDC have awarded the Village Council a £3,000 grant towards the cost of staging the event.
8. **Clerk’s Report** – the Clerk’s report was received and noted.
9. **Finance**
- a. **Accounts to pay**

The accounts payable from 6<sup>th</sup> February 2020 to 5<sup>th</sup> March 2020 totalling £4,487.58 **were approved by the Council**; the file of invoices was available to be viewed. It was noted that as the Trustees of the Village Centre are paying half the cost of the CCTV installation, the Council will be unable to claim the VAT back.
  - b. **To receive the RBS income & expenditure report** – Cllr Phillips reported that staff costs will be on budget. A new column on the budget spreadsheet had been introduced to show percentages of budget for ease of use
  - c. **To resolve to add Samantha Booker (as Responsible Financial Officer RFO) to the Unity Trust Bank account** with authority to view the account and set up payments only.  
**Resolved:** members agreed to add the RFO to the Unity Trust Bank to view and set up payments.
10. **To confirm the proposed meeting dates for the new Council Year 2020/21** – to be circulated and agreed at the next meeting.
11. **To make a decision on Cloud Storage** – it was noted that the back-up is currently done once a week on an external drive, which is not adequate. Cllr Phillips will be looking at 3 options for cloud storage and will report back at a later meeting.
12. **To consider a new street name for the development at Willowtrees and Spinney Hill, Lewes Road** – The developers have requested the name Brambletye Ridge, but members were advised by the MSDC Street naming department against any name containing the word Brambletye, over concerns about confusion and non-delivery. Resolved: members agreed to put forward the name ‘Willow Ridge.’
13. **To receive an update on proposed celebrations for the 75<sup>th</sup> anniversary of VE Day on 8<sup>th</sup> May 2020** – it was noted that the Council had been awarded a grant of £250 by MSDC towards the event. The Village Centre can seat 120 people. It was agreed that residents should indicate if they are planning on attending the event – this will be mentioned in the next newsletter. Cllr Draper informed members that the music was confirmed and will be heard outside the hall as well as inside. It has been decided to try and raise money for Help for Heroes from donations at the event. The event will be free to attend.
14. **To receive an update on the tennis court access system** – no further update
15. **Consultations**
- a. Mid Sussex District Council’s Equality & Diversity Scheme 2020-2024 – this was noted.
- It was also noted that a pre-consultation for a phone mast had been received, but Members will consider this once a planning application is submitted.
16. **To receive reports from Councillors who have attended outside bodies**

- a. **West Sussex County Local Committee (CLC)** – Cllr Forbes attended the CLC where there was a presentation on the Love West Sussex App. Attendees were told to use the app rather than reporting potholes and other highway matters to Richard Speller.
- b. **Cluster Group** – Cllr Phillips had previously arranged an additional meeting to discuss how to operate the Speed Indicator Device (SID) and collect the data. It was reported that one of the devices had a crack. It was agreed that the SID purchased by the Cluster group produces better reports and that the more traffic that went past the devices, the lower the battery life. It is quite time consuming to take the data off. Cllr Phillips confirmed that he will analyse the data and report the findings at the Annual Village Meeting.

Cllr Lee reported that he attended the Red Cross Rest Centre Training, which carries a BACC qualification in crisis management. This means that if there is an emergency, such as flooding, he has the capability of running the operation room.

**17. Items of correspondence**

- a. Previously circulated

**18. Items for reporting or inclusion on future agenda** – two grant applications have been received

**19. Date of next meeting** - 7<sup>th</sup> April 2020 at 7.00pm

Meeting closed: 7.50pm

Chairman.....

Date.....