

WASHINGTON PARISH COUNCIL



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WASHINGTON PARISH COUNCIL MEETING

MINUTES of the monthly meeting of Washington Parish Council held on Monday 6th January 2025 in the Washington Village Hall (Doré Room) School Lane, Washington RH20 4AP

PRESENT: Cllr S Buddell (Chair), Cllr A Dillaway, Cllr B Hanvey, Cllr P Heeley, Cllr T Keech, Cllr A Lisher (Vice-Chair), Cllr R Scovell and Cllr J Thomas.

IN ATTENDANCE: Cllr P Marshall (WSCC) and Cllr J Grech (HDC). Apologies received from Cllr E Beard and Cllr C Fisher (HDC)

ALSO: Clerk to the Council. There were no members of the public.

ABSENT: 2

The meeting was opened at 7:30pm.

FC/25/01/01 Apologies for Absence

The Council **RESOLVED** to **RECEIVE** apologies from Cllr Perkins and to note the absence of Cllr Lockerbie.

FC/25/01/02 Declaration of Members' Interests.

There were no declarations of interests as defined under the Localism Act 2011 and the Parish Council's Code of Conduct.

FC/25/01/03 Minutes of the last Full Council meeting

The Council **RESOLVED** to **APPROVE** the minutes of the [Full Council Meeting](#) on 9th December 2024

FC/25/01/04 Public Session

No verbal or written requests.

FC/25/01/05 Reports from County and District Councillors

County Reports for the Parish

Cllr Marshall advised on the following:

- WSCC will decide at their meeting on 9th January whether to submit a joint expression of interest with East Sussex County Council and Brighton & Hove City Council to be considered for the Government's Devolution Priority Programme indicating support

for a Sussex Mayoral Strategic Authority which could unlock new powers for the region. Cllr Marshall explained that this would give Sussex a stronger voice in how national decisions affect them and greater power to shape major projects across the area. He answered questions from several Councillors on how the new model would operate.

- WSCC will be presenting a balanced 2025/26 budget to Cabinet next month for approval, with no planned cuts to services.

HDC Reports for the Parish

Cllr Grech advised on the following:

- Examination of the Horsham District Local Plan has been paused by the Inspector due to 'significant soundness and legal concerns.' District Councillors will be briefed later this month on the reasons. In the absence of an up to date Plan, this leaves the district vulnerable to speculative development applications.

Cllr Grech agreed to raise the Parish Council's question: *"What is the stage of planning policy and how will HDC control this in the interim?"* and concerns about the *'implications for the parish's Neighbourhood Plan which cannot align to Local Plan policies if these are out of date.'*

Cllr Grech and Cllr Marshall left the meeting.

FC/25/01/06 To Report on actions and matters arising from the last meeting

The Council noted the actions and matters arising reported in Appendix A.

FC/25/01/07 Minutes of the Committees

To Report and note the draft minutes of the [Finance Committee Meeting](#) on 25th November 2024
The Council **RESOLVED** that these be **APPROVED**.

FC/25/01/08 Draft Parish 2025/26 Budget and Precept

To Consider and Approve the [draft 2025/26 Budget and Precept](#) for the parish.

The Council reviewed and discussed the proposed 2025/26 budget and precept. It **RESOLVED** unanimously to **APPROVE** the budget and precept of £42,320.73, representing just over a 5% increase on Band D properties from the previous financial year.

The Finance Working Group was thanked for putting together the budget proposals. Clerk to submit the precept request to HDC, the precepting authority.

FC/25/01/9 Meeting Dates 2025/26

The Council **RESOLVED** to approve the [Council and Committee Meeting dates for 2025/26](#)
Clerk to amend the APM date from 2024 to 2025.

FC/25/01/10 Police Reports

The Council **RESOLVED** to note the [December 2024 News Bulletin - Horsham - Dec 2024.pdf](#)

FC/25/01/11 Planning applications, Decisions, Appeals and Compliance Matters

To Consider a consultation response to the following applications in the parish:
[SDNP/24/05186/LDE Corner Cottage, The Street, Washington RH20 4AS.pdf](#)

Application for the continued use of the annexe building as a separate C3 planning unit, to be used for short-term holiday lets and shorthold tenancy agreements

Following a discussion the Council **RESOLVED** unanimously to make **NO OBJECTION** to the application.

[SDNP/24/05054/HOUS - Old Barn Cottage, School Lane, Washington RH20 4AP.pdf](#)

Loft conversion with two rear dormers

Following a discussion the Council **RESOLVED**, with one abstention, to make **NO OBJECTION** to the application subject to the Applicant satisfying the Conservation Officer's requests. Cllr Thomas declared a personal interest to the application and took no part in the discussion or voting.

[DC/24/1941 – Bracken, Hampers Lane, Storrington.pdf](#)

Surgery to 3 x English Oak trees

Following a discussion the Council **RESOLVED** unanimously to defer to the Tree Officer.

[DC/24/1940 - Keepers Gate, Bracken Close, Storrington.pdf](#)

Surgery to 2 x English Oak trees

Following a discussion the Council **RESOLVED** unanimously to defer to the Tree Officer.

[DC/24/1906 - Little Yew, Georges Lane, Storrington.pdf](#)

Demolition of existing conservatory and erection of single storey rear extension

Following a discussion the Council **RESOLVED** unanimously to make **NO OBJECTION**

For information only:

To Report the prior notification of application DC/24/1892 for the erection of a forestry building/barn at Redlands Farm House Rock Road Washington Pulborough West Sussex RH20 3BQ

The Council noted the decision of this application to be delegated to Officers.

Appeals – for information only

To Report the following appeal decisions:

DC/21/2765/APP/Z3825/W/22/3304816 and EN/22/0226/APP/Z3825/C/22/3306355 –
[DC.21.2765 Merrylands Rock Rd Wash - appeal decision.pdf](#)

The Council noted the information.

Compliance Matters

None reported

FC/25/01/12 Rampion 2:

To Consider an [invitation](#) from the Planning Inspectorate to comment on [information](#) provided in response to the Consultation Letter dated 25th November 2024, to be drafted by the Planning & Transport Committee

S.S.B.

Following a discussion, the Council **RESOLVED** to write to the Secretary of State reiterating the Council's concerns about the choice of cable route through the village which remains a core issue for the Washington community, and no satisfactory explanation to the Council's queries about alternative routing; and the lack of engagement on land access negotiations. Clerk agreed to action.

FC/25/01/13 Storrington & Sullington and Washington Neighbourhood Plan (SSWNP)

To report any further updates and recommendations to be considered at this meeting.

Cllr Heeley (Vice-Chair of the Steering Group) reported that the NP Consultant was working on improving the wording of NP policies but further progress would be difficult until there is a clear direction on the Horsham District Local Plan. In the meantime, the parish would continue to benefit from 25% CIL monies from development, and a grant towards the NP joint review had been awarded. Another review training session with the Steering Group is planned on 14th January.

The Council **RESOLVED** to note the report.

FC/25/01/14 Urgent Matters

To Agree action on any urgent matters which cannot wait until the next meeting.

The Chairman reported on damage to the bollard which protects the Vera's Shelter wall, in an incident just before Christmas. The Clerk had reported the matter to the police but without witnesses, they were unable to carry out an investigation. It was noted that damage was likely caused by a vehicle and that part of a bumper had been recovered by a resident nearby. The matter had been reported to the Council's insurer.

The Council **RESOLVED** to **APPROVE** the quotation of £550 from Wilbars Associates to reinstate the bollard as a matter of urgency. This includes a £50 charge for removing it from the highway after the incident. Clerk to find out if the Council can make a retrospective insurance claim.

In a separate matter, the Chairman reported that two of the headstones in the First Extension Graveyard required re-levelling. It was noted that previous attempts to trace the living relatives had failed, making it unlikely that repair costs could be recovered.

The Council **RESOLVED** to **APPROVE** the quotation of £300 from Gumbrill to relevel the headstones unless these could be safely laid flat on the graves for less. Clerk to be given delegated powers to agree this in consultation with the Chairmanship Team.

FC/25/01/15 Payments

To Approve the [Payments Schedule](#) of [invoices](#) for the sum of **£4,465.24** and any additional invoices presented at the meeting.

The Council **RESOLVED** to **APPROVE** payments totalling **£3,217.24**. It was agreed to defer payment of £1,248 for annual maintenance of the Council's Speed Indicator Devices in order to find out if the schedule could be reduced to every 6 weeks. Clerk to action in consultation with the Chairmanship Team and report decision to be ratified at the next meeting.

FC/25/01/16 Bank reconciliations

To Report and note the monthly Lloyds Bank Treasurer's Account Reconciliation for [December 2024.pdf](#)

The Council **RESOLVED** to NOTE the bank reconciliation.

FC/25/01/17 Clerk's Report

The Council NOTED the [Clerk's Report](#) for information.

FC/25/01/18 Correspondence

To Receive and note [Correspondence](#) received.

The Council NOTED the correspondence including a resident's concerns about a local petition for a 20mph speed restriction in Storrington village. The Council NOTED the points raised, and that these would be taken into consideration at the Planning and Transport Committee meeting on 20th January when it considered whether to support the petition.

FC/25/01/19 Chairman's Announcements

There were no announcements from the Chairman.

FC/25/01/20 Dates and Times of the next meetings

Planning & Transport Committee: **Monday 20th January, 7:00pm**

OSRA Committee: **Monday 20th January 2024, 7:45pm**

Full Council Meeting: **Monday 3rd February 2025, 7:30pm**

Personnel Meeting: **to be confirmed.**

FC/25/01/21 Exclusion of the Press and Public.

The Council **RESOLVED** to exclude the Public and Press pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Council's Standing Orders 3d from the next two items which contain confidential information.

FC/25/01/22 Rampion 2: Heads of Terms on proposed cable route access on Council property

To Receive RWE's responses to the Council's initial comments on the Heads of Terms, and to Agree on any further action.

The following two documents were previously circulated: a copy of responses from RWE's new Agent (email dated 19th December 2024) to the Council's initial comments (dated 15th April 2024) on RWE/Rampion's Heads of Terms for access to the cable route underneath the Recreation Ground; an email invitation from the new Agent for the Council and its approved Agent to meet with them early in the new year to try and progress negotiations for an agreement on the Heads of Terms.

The Council discussed the correspondence and its repeated requests for Rampion to lift its fees cap so that the Council could seek professional advice on the Heads of Terms.

The Council agreed it could not progress negotiations until Rampion agreed to pay the Council's professional fees in full so that it could instruct its own approved Agent.

It was noted that the Council had agreed earlier in the meeting (Minute Reference **FC/25/01/12**) to write to the Secretary of State reiterating the Council's concerns about the choice of cable route and the lack of progress on land access negotiations.

The Council **RESOLVED** to notify the Agent of the Council's letter to the Secretary of State. Clerk to action and copy in the local MP and the parish's County and District Councillors.

There being no further business to transact, the meeting was closed at 9:00pm.

Signed..

Dated... 3rd Feb 2025

Appendix A

- **Min Ref: FC/24/7/6 (FC July 2024)** 'Slow Down' signage on Bostal road suggested at Sussex Safer Roads Partnership May 2024). WSCC Highways Authority (email 5th Aug 2024 to PC) advised on requirement for exact location and design of signage. No further action.
- **Min Ref FC/24/10/05 (FC Oct 2024)** In progress. Cllr Grech agreed to make further enquiries on progress of South Downs Link Pathway project. Pending.
- **Min Ref: FC/24/10/11 (FC Oct 2024)** In progress. Motion for Bus Shelter (Old London Road) recommended by OSRA Committee (18th Nov 2024) to Full Council for approval pending a suitable site to be advised by the Highways Authority. Deferred until information is available.
- Min Ref: FC/24/10/17 (FC Oct 2024)** review presentation of operating costs and reserves in budget reports. In progress. Cllr Keech to action.
- Min Ref FC/24/12/13 (FC Dec 2024)**- sign bank mandate to remove/add signatories – in progress. Signed form from one of the signatories not received in post and has now expired. To be deferred to next meeting.
- Min Ref FC/24/12/16 (FC Dec 2024)**– **Speed Indicator Device. Completed.** Clerk has written to the Highways Authority to express disappointment at the siting of the SID in a clearing near the Gorse Bank Close junction, as discussed at site meeting. Groundsman instructed (10th Dec 2024) to go ahead with cutting back vegetation to improve eastbound sight line as quoted. Matters Arising: response from Highways Authority circulated with this report which confirms that the site by Gorse Bank Close was an approximate indication, pending inspection by the Lead Traffic Engineer. He had assessed this and agreed that the current location further west is the only option in order to meet the required highway safety polices.
- Min Ref FC/24/12/17 (FC Dec 2024)** – **Council's website audit – Completed.** Instructed host to make the recommended changes.
- Min Ref FC/24/12/18 (FC Dec 2024)**– **Payroll – completed.** Matters Arising: Contract received (2nd Jan 2025), to be signed by the clerk. See contract with this report.

S.S.B.

Min Ref FC/24/12/19 (FC Dec 2024) – Sussex Local editorial 2025 – completed.
Clerk has confirmed editorial dates with the magazine and requested 4-day extensions as before, to submit copy after the relevant monthly meetings.

FC/24/12/26 – Rampion 2 Heads of Terms (FC Dec 2024) – email to the Council’s approved Agent. Completed. Matters Arising: Email response from Agent and also responses to the Council’s initial comments on the HOTs, received and tabled on main agenda of the FC January meeting.



3rd FEB 2025