

WASHINGTON PARISH COUNCIL



Clerk to the Council.
Ms Zoe Savill.
Tel: 0777 6771921
Email: clerk@washingtonparish.org.uk
Website: www.washingtonparish.org.uk

WASHINGTON PARISH COUNCIL MEETING

MINUTES of proceedings for the monthly meeting of Washington Parish Council held on Monday 4th January 2021

PRESENT: Cllr C Beglan (CB), Cllr S Buddell (SB), Cllr B. Hanvey (BH), Cllr P Heeley (Chairman), Cllr J Henderson (Vice-Chairman/JH) Cllr A Lisher (AL), Cllr G Lockerbie (GL) and Cllr K Woods (KW)

IN ATTENDANCE: Cllr Paul Marshall (WSCC)

ALSO: Clerk to the Council, Zoe Savill

MEMBERS OF THE PUBLIC: None

ABSENT: None

The Chairman opened the meeting at **19:40 hours**.

21.80. Apologies for Absence and Chairman's Announcements

In anticipation of a national lockdown announcement by the Prime Minister at 8pm, the Chairman reported that the Council may be required to review the opening arrangements of the Recreation Ground, MUGA and Play Area.

BH proposed, seconded by SB and amended by CB to give the clerk delegated powers to take the appropriate action regarding these arrangements, following the PM's announcement and until the end of the Covid-19 crisis. **RESOLVED** unanimously to agree the proposal.

21.81. Declarations of Interest from members in any item to be discussed and agree Dispensations

The Vice-Chairman declared a non-pecuniary interest in item 21.86 planning application DC/20/2438. Reason: Neighbour and friend of the applicant.

21.82. To approve the Minutes of the last Parish Council Meeting.

RESOLVED unanimously that the minutes of the last Full Council Meeting on 14th December 2020 be **APPROVED** as a correct record to be duly signed by the Chairman.

21.83. Public Speaking

None

21.84. Reports from County and District Councillors

County Report

Cllr Paul Marshall gave a report on county matters including the following:

- **Schools could be affected by anticipated tougher lockdown**
Cllr Marshall, speaking also as the Leader of WSCC, anticipated that the Prime Minister will this evening be announcing a much stricter lockdown than November, primarily to ensure the vulnerable get the Covid-19 vaccine and to minimise exposure to the virus. He noted that school unions have been lobbying members to stay home for safety reasons. A meeting was due to take place earlier in the day and Cllr Marshall said he is waiting on news of the number of schools affected. Details of the implications of the constraints on activities will also emerge later.
- **Budget Review:** Informal discussions will take place this week to find ways of balancing the County's 2021/22 £45 million budget spending gap. A number of 'unpalatable' cuts will be discussed informally this week, and those taken forward will be confirmed at the next public Cabinet meeting on 22nd January and reviewed by Full Council in February. Cllr Marshall confirmed that none of the county's 11 waste sites have been identified for closure despite contrary media reports.
- **Support for crossing scheme without 'traditional street lighting' on A283 by East Clayton Farm**
Cllr Marshall reported on his attendance at the site meeting non 17th December with stakeholders and Highways officials. Options for a safe 'unlit' crossing on the route will be commissioned for further consideration.

Cllr Marshall responded to the following questions from members:

- **CB asked if WSCC is being consulted on the Rampion 2 windfarm proposals. A forthcoming virtual exhibition and early consultation is taking place from 14th January-11th February 2021 and is available online from Rampion2.com.**
Cllr Marshall confirmed that WSCC and other stakeholder councils were being consulted, and that he had attended one briefing so far with another being planned. He reported on the first meeting which outlined proposals and the search for the best site for an onshore cable corridor , underground from Clymping Beach to Bolney. But so far the location has not been declared. Three 3 potential sites for a new sub-station are being considered to connect power to the national grid at Bolney.

SB asked for further news on which waste sites will be affected by the County's budget cuts? He reported that a petition to save the Billingshurst tip is gathering support and there is a feeling that this area is quite poorly served with waste disposal sites.

Cllr Marshall was unable to specifically respond but he explained that following informal Cabinet budget discussions on Tuesday 5th January, potential cuts likely to be put forward will be published in a formal statement through the Members' Bulletin the next day. However, he confirmed that none of the sites had been earmarked and no prior discussions had taken place.

He thanked Councillors for their questions and invited them to email/call him with any further queries which may arise. The Chairman thanked him for his reports

21.85. Matters Arising from the last meeting.

Members noted the following:

- **Transfer of Council reserves funds to the Aldermore Bank.**
The Aldermore Bank does not offer FSCS protected savings accounts to local councils or charities. The Chairman will report back after further enquiries. Details of the Unity Trust Bank account, popular with a number of local councils, was not considered because of its high monthly charges and zero interest.
- **Tenancy Agreements**
The Council's new Tenancy Agreements and rent invoices for the allotment plots were sent out by Recorded Delivery last month. Over half the tenants have paid and signed the documents.
- **Specification for the new bus shelter lamp, London Road.**
Owing to the Christmas/New year holiday period, the specification for the new lamp is still pending from Horsham District Council. To be deferred to the next meeting for consideration..
- **Planting licence for managing the Triangle**
Owing to the Christmas/New Year holiday period, an updated Planting Licence from West Sussex Highways Authority is still pending. To be deferred to the next meeting for consideration.

21.86. To Consider Planning Applications

DC/20/2438 – 16 Montpelier Gardens Washington Pulborough

Erection of double storey side extension. Erection of single storey detached out building.

Councillors discussed this application, noting there were no objections on the planning portal. The Chairman commented that the proposed buildings were a good distance from other properties and is a similar development to one or two others in the same road.

RESOLVED unanimously to make **NO OBJECTION**. The Vice-Chairman did not take part in the discussion or voting, having previously declared a non-pecuniary interest.

DC/20/2466 - High Mead Hampers Lane Storrington Pulborough

Erection of a detached single storey timber frame outbuilding/games room.

Councillors discussed this application. It was noted that the proposed building would sit well in the space of the plot and was hidden from view. There were no comments from neighbours on the planning portal prior to the meeting.

RESOLVED unanimously to make **NO OBJECTION**

DC/20/2401- Crosswinds Hampers Lane Storrington Pulborough

Outline Application for the demolition of existing dwelling and erection of 3.No detached dwellings with associated garaging with all matters reserved

Councillors discussed this application and written comments from a local resident which were circulated just prior to the meeting. It was agreed that the proposal is materially no different from the previous application DC/19/1496 also for 3 dwelling, refused by Horsham District Council in 2019.

The reasons were principally "overdevelopment" and "harmful to the "special character and appearance of the Heath Common area", "contrary to Policy 25 32 and 33 of the Horsham District

Local Plan (2015)” and “policy 14 of the Storrington & Sullington and Washington Neighbourhood Plan, and to the Heath Common Design Statement supplementary planning document of 2018.”

It was noted that the Parish Council had expressed a strong objection for the same reasons. Likewise, for the original application DC/16/1664 for two 5-bedroom dwellings on the same site and which was also refused by HDC. Though it was allowed on appeal, members agreed that the same issues apply and that the current application, if not before, does little to address, if at all, any of the inspector’s conditions.

Members continue to maintain that any infill development in the garden of this property constitutes gross overdevelopment. It could also set a very dangerous precedent to similar proposals on the Heath Common Lanes, harming its special character, in particular those properties which surround the application site.

For these reasons it was **RESOLVED** to make a **VERY STRONG OBJECTION**.

Furthermore, and as stated in the Parish Council’s original reasons for objections, Members are also concerned with the following:

- Extremely narrow and restricted access to the site which is also shared by other properties.
- The importance of reducing impact of additional traffic on the small narrow ‘Lanes’ network of bridleways and footpaths, as set out in the Heath Common Design Statement.
- The current proposal is “more aggressive” than the original DC/16/1664 for two 5-bedroom detached dwellings. It has all the same drawbacks and would seem to address few, if any, of the conditions imposed by the appeals inspectorate.
- The Council contends that the adoption of the Neighbourhood Plan and the Heath Common Design Statement since the appeal decision to permit the original application for two homes give stronger grounds to support a refusal.
- The confusing reference to ‘98 units on the Chantry Lane Industrial Estate’ (par.6.21, 7.2 and 7.3 on the planning statement) seems entirely unrelated to DC/20/2401. Members wish to comment that this reflects poorly on the professional standard of the application.

21.87. Planning Decisions in the parish:

The Chairman reported on planning decisions in the parish since the last meeting which are published on HDC’s planning portal.

21.88.Appeals in the parish:

None lodged or decided at the time of the meeting.

21.89. To Review, Consider, Recommend and report on Parish Council issues, including Maintenance

No maintenance issues raised.

21.89.1. To Review and Agree Recommendation by the auditor for Councillors to have dedicated Council email addresses.

Councillors discussed the auditor’s recommendation as best practice and also considered the clerk’s advice in support. The Chairman reported that it is not mandatory for members to have individual dedicated email addresses and at £1,320 would be too costly to implement. The Council had previously discussed the proposal in 2018 and agreed to continue with the arrangement for all its communication to be via the clerk’s dedicated Council email address.

RESOLVED by 7 votes with 1 abstention to make no change to the current arrangement but for the Chairman to have a dedicated Council email address so that he can also make email responses when necessary, via the clerk.

21.89.2 To Agree and Adopt the Council’s amended Standing Orders

Councillors considered the Finance Committee’s amended 1 (r) of the Standing Orders at their meeting on 16th November 2020 so that voting for election of the Chairman and Vice-Chairman and co-option of new Councillors is by written ballot. **RESOLVED** unanimously to adopt the amended document.

21.89.3. To Consider nomination of a member to the Personnel Committee

This item was deferred from the last Full Council Meeting for nominations. GL put his name forward and it was **RESOLVED** unanimously to co-opt him to the Personnel Committee.

21.90. Washington Recreation Ground Charity

21.90.1. To Report any maintenance issues on the Recreation Ground and Agree action

None raised.

21.92.To Receive reports and recommendations from Committees and Working Parties

To Receive Report of site meeting on 18th December for the proposed A283 crossing

The Chairman reported on his attendance with key stake holders at the site on 17th December to explore safe options for an unlit crossing on the A283/by East Clayton Farm.

A copy of correspondence from Mr Peter Bradley, Project Manager (Improvements Highways) for WSCC, who also attended, was previously circulated. Members noted his confirmation on the outcome of the meeting that the ‘desired solution is for a push button-controlled crossing (with traffic signals), so long as this can be achieved without the use of traditional street lighting. This will also include a higher quality path on the south of the A283 linking the new crossing with the bridleway to the west.’

Mr Bradley confirmed that WSCC will present the revised proposals for further discussion. However, due to its complexity, he was unable to give a timescale, but it would take some time to arrive at a satisfactory solution.

21.93. To Approve Bank Reconciliation, Payments and Report Income

The reconciled bank statement showing transactions between 30.10.20 and 23.11.20 accounting year to date statement, payments schedule and invoices were circulated before the meeting

21.93.1. RESOLVED that the following payments totalling **£1,729.66** be **APPROVED**

Payee	Details	Amount
HMRC	Q3 20/21 PAYE National Insurance	490.20
Z Savill	December salary & expenses	1,190.76
NEST	Staff pension December 2020	48.70
Total		£ 1,729.66

Councillors **RESOLVED** to **AGREE** the financial reports as follows:

Outstanding purchase orders: **None**

Outstanding sales invoices – **None**

Income: **None**

Reconciled Bank Balance - **£88,915.34**.

21.93.2. To Ratify adjusted November 2020 salary

The clerk reported an error in the tax calculation for the November salary by HMRC software resulting in a £208.60 rebate. This has since been repaid in full to the Council. The Clerk is advised by HMRC to contact them after 6 January so that they can investigate the error.

RESOLVED unanimously to **RATIFY** approval of the adjusted salary payment of **£1,294.58**.

21.93.3. VAT

Councillors noted a report of the Council's £485.90 Q3 VAT payments rebate due January 2021.

21.93.4. PAYE and National Insurance contributions

Councillors noted a report of the Q3 due contributions due January 2021 which is approved under item 21.93.1.

21.94. Correspondence Received

Councillors noted the correspondence received which was circulated before the meeting. There were no matters for the Council's consideration.

21.95. Clerk's Report

None

21.96. To Receive items for the next agenda

CB notified members of the Rampion 2 windfarm virtual exhibition and early consultation which will take place from 14th January-11th February 2021. It is available online from Rampion2.com. She agreed to circulate the email details and consultation link after the meeting. Members were invited to submit comments for consideration at the next Full Council Meeting on 1st February 2021.

21.97. Dates and time of next meetings (via the zoom platform).

Open Spaces & Planning Committees: Monday 18th January 2021, 7pm

Full Council Meeting: Monday 1st February 2021, 7.30pm.

Due to there being no further business, the Chairman closed the meeting at **20:48 hours.**

Signed.....

Dated.....