



Ashington Parish Council

Minutes of the meeting held on Thursday 5th December 2019 at 7:45p.m. in Ashington School, Foster Lane.

Present: Councillors: N. Spiers, S. Ball, T. Moss, P. Kerrey, J. Stillwell, M. Woolley, L. di Castiglione, G. MacPherson, J. Morris

Also present:

Clerk – Karen Dare

District Cllr - J. Blackall

Neighbourhood Wardens – Bryony Sparks & Christina Arnold

8 Members of the Public

The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment sections of the meeting. If Members of the Public have questions for Police/Wardens & District/County Councillors then the Clerk will pass these on if these individuals have left the meeting.

Members of the Public are reminded that Standing Orders allow for 5 minutes maximum participation.

255/19 Apologies for absence

Apologies for absence were received and approved from: Cllrs T. Kearney & T. Watson

District Councillors P Circus & J Saheid & County Cllr - P Marshall

256/19 Declaration of Interests and notification of change of interest

None. The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011). Cllr Moss declared that he is now the Observer for ACCT on the Youth Club Committee.

257/19 Minutes of the Parish Council meeting held on 7th November 2019

The minutes of the meeting dated 7th November 2019 were approved as a true record and signed by the Chairman. Proposed by Cllr Kerrey, seconded by Cllr Stillwell and agreed by all.

258/19 Neighbourhood Wardens Report (Appendix 1)

Bryony Sparks updated those present on Warden activities. The Clerk showed video footage of anti-social driving around the northern two roundabouts. The Wardens are planning various activities in order to raise the profile of this problem and to find solutions to it. They have a meeting with the BP South-East Area Manager and will ask if they have some community funding to install a cctv camera on their building. They are also arranging a meeting with WSCC to see if there are any simple 'engineering' solutions that will prevent them using the roundabouts for drifting long-term. The Wardens are also working with WSCC Fire & Rescue Service to educate local youth about safe driving and the consequences of bad driving.

The Chair invited questions:

1. It is disappointing that the Police are regularly in the BP Garage during the daytime but not out at night dealing with the anti-social driving problem. A resident had previously reported the issue many times and Sussex Police had given him a specific mobile phone number to call when the behaviour was taking place so that the Police could respond quickly but every time he called the number it went straight through to Voicemail.

2. A member of the public thanked the Wardens for their recent Xmas party.
3. A member of the public complained that the Wardens had not thanked ACCT and Ashington Festival for their kind donations of free hall use and sherry for their party. The Warden explained that the monthly report was for November and as the Wardens Party had been at the very end of the month the report on the party would be in the December Wardens report (presented at the January Parish Council meeting).

259/19 Youth Worker Report (Appendix 2)

The Vice Chairman gave an overview of the report.

Thanks were given to Pat Webb and Friends of Ashington who had arranged for nearly out-of-date food items to be donated to the Youth Club for their Monday night sessions.

260/19 Report from District and County Councillors

District Councillor Blackall reported:

1. HDC is very quiet at present because of the upcoming General Election.
2. HDC Councillors all feel that the 'duty to cooperate' in terms of helping neighbouring Districts achieve their housing targets by building additional homes in Horsham District needs to be changed. The new Conservative candidate for our constituency has confirmed that he will, if elected, take this up with Government. Otherwise, it seems that we will see further settlement coalescence from the SDNP to Crawley and the District will completely lose its rural way of life and countryside. He feels that the new conservative candidate would be more engaged in local issues than the previous MP, if elected.
3. West Chiltington are also experiencing anti-social driving issues – youths tearing around woodlands in their cars. More Police are needed, and this is something that the Conservatives are committed to delivering. He felt that anti-slip strips on the roundabouts could work.
4. The Government will not be setting its next budget until February 2020 and HDC must also present its budget in February so timescales are very tight. This might affect HDC's ability to pay Parish Precepts on time.
5. Conservatives are promising more money to fix potholes as County roads are becoming worse.

County Councillor Paul Marshall reported: not present

Questions were invited from Councillors: None

Questions from Members of the Public: None

261/19 Young Persons Adjournment – none

262/19 Public Adjournment

Items NOT relating to the Neighbourhood Plan:

1. Two members of the public (who wish to remain publicly anonymous but have provided their details to the Clerk & Chairman) have raised the issue of Cllr Stillwell's position on the Council in light of a recent conviction.

The Chairman read the report from the Worthing Herald newspaper: Judith Stillwell, 65, of Hillcrest Drive, Ashington, was fined £500 and must pay £15,775.16 compensation, £50 victim surcharge, £250 costs, after admitting fraud, dishonestly failing to disclose to the DWP that she was receiving a pension payment, intending to gain Employment Support Allowance in Pulborough between February 7, 2014, and October 26, 2017.

The Chairman then read a statement on behalf of the Parish Council:

The Parish Council became aware of Councillor Stillwell's conviction for fraud from a third party some three weeks after the court case.

The council do not condone her crime in any shape or form however the details of the conviction is a personal matter and one the council cannot comment on further.

According to current legislation a councillor can only be disqualified if there is a custodial sentence of 3 months or longer, even if it was suspended. This was not the case so no action can be taken by the council.

The majority of the council have contacted me since the conviction became known to us and are very uncomfortable about the situation. They are mainly concerned about the overarching effect on the reputation of the council, especially in view of the Nolan principles of public office, namely:

Selflessness
Integrity
Objectivity
Accountability
Openness
Honesty
Leadership

However these are principles and not law.

It is solely down to Councillor Stillwell to consider her position of whether she can continue to work with all councillors in an environment of trust and openness that the village of Ashington deserves.

He finished by saying that the matter is closed as far as the Parish Council is concerned.

2. A member of the public stated that she had been present at court with Councillor Stillwell during the case and the judge had stated that it was an oversight of payments to Cllr Stillwell rather than a 'conviction'. She said that the Worthing Herald article is not correct and contains many factual errors. The Chairman responded and said that the issue of factual errors should be taken up with the Worthing Herald, not the Parish Council and re-iterated that the matter is now closed for the Parish Council.
3. A member of the public thanked those Councillors that had helped at the older persons xmas lunch on 4th December.

Cllr Woolley left the room.

Items relating to the Neighbourhood Plan: None

Cllr Woolley returned to the meeting.

263/19 Action List Update (CFWD = carry forward to next meeting, D = delete)

- a. ACCT working together – the Clerk met with the Wardens to look at hotspot areas and agreed that the Wardens are keeping areas clear at present and will report to the PC if areas get out of hand. The Clerk would promote HDC's 'Adopt-a-Street' initiative which gives locals free litter picking equipment and insurance. **D**

ACCT has now remedied all 'red' safety items in their Foster Lane Play Area and wishes the PC to accept the standard of the Play Area as it is and begin 50/50 funding of all repairs going forwards. The Clerk had asked for a copy of the RoSPA inspection report to see if any Amber issues are present, not received in time for this meeting. Cllr Woolley and Bruce Wallace of ACCT are working on a proposal for next meeting. **CFWD**

- b. There but Not There Armed Forces Covenant grant – Creation of a Memorial Garden & further grant application. A new grant application has been submitted by Cllr MacPherson (Appendix 5).

Cllr Stillwell asked why the commemorative bench wasn't installed in time for Armistice Day 2019. The Chairman explained that the contractor was busy with other Parish Council work and had run out of time. It will be installed as soon as he is able.

- c. Volunteering – Cllr Morris explained that ACCT are still trying to contact the 20 people who came forward as potential volunteers in their recent survey. ACCT are working on a strategy for the future. The Working Party (Cllrs Watson, Morris & Moss) will report back when progress has been made. **D**
- d. Environmental items/projects – Cllr Moss will report back when progress has been made. **D**
- e. Defibrillator Working Party - Update

Step 1. Agree on sites for Defib placements - TW to explore standalone option as alternative reliant on private landlord's permission/ power source. Awaiting feedback from SECAMB on ideal locations TM chasing

Step 2. Follow up programme of 'First Aid' teaching. Again, waiting for feedback from SECAMB + other parties before review with our local first respondents. Any program will be presented to PC before progressing.

Step 3 Using Lee English (ACCT) communications network to advertise CPR teaching.

The Youth Club are delivering their own First Aid course to their youngsters but it may be different to other courses as there are many different organisations delivering First Aid training.

CFWD

- f. Speedwatch Update – Cllr Kerrey reported: We have successfully launched Speedwatch and as of today had five one-hour session in different locations.

The first realisation is that observing and recording traffic speeds is far more difficult than first envisaged. On average a team has about 10 seconds to collect seven pieces of information that are required to successfully report a driver for speeding. Current successful rate is about 65%. However, we are responsible for 25 motorists receiving an extra item in their Christmas mail.

Most of the volunteers have now been rostered for a session on the kerbside and have exhibited great enthusiasm at the task.

For the record we have worked in locations in the Billingshurst Road and London Road. The Billingshurst Road has produced all the speeding vehicles thus far, (10% of the total recorded for the hour) as everyone in London Road, when we were there, exhibited commendable restraint and rarely exceeded 30mph.

D

- g. Meeting Calendar 2020-21 – the Clerk has produced a meeting Calendar for Councillors to approve. The November Finance Committee meeting has been moved to December as HDC's Council Tax figures are not available until late November/early December. The Precept can be approved at the January Council meeting. Agreed by all.

- h. Winter Maintenance – the Clerk, Chairman & Cllr Kearney met to discuss the recent changes to WSCC's Winter Maintenance plans ie no gritting/ploughing of London Road at all this winter. They recommended that the Parish Council 'priority routes' be modified and now comprise:

- i. London Road from the southern slip road to Billingshurst Road Roundabout (Priority 1) to link to the A24 WSCC gritted routes
- ii. Church Lane/Foster Lane from London Road to the School (Priority 2)

This had been communicated to WSCC in time for their deadline of 30th November, alongside the required Contractors Public Liability Certificate and contact details. This should allow the Parish to reclaim £35 per hour towards costs if the WSCC 'winter trigger' is activated.

The cost to the PC for gritting will be: £50 call-out fee + £105-130 for both routes

The cost to the PC of snowploughing will be: £50 call-out fee + £130 minimum (for 2 hours) + £65 per hour thereafter.

A significant snow event would normally require a pre-grit, snowplough and post-grit and therefore cost @£540+. If gritting isn't done, then ploughing will take much longer as the snow could have compacted and frozen solid.

The usual arrangement of Clerk monitoring the forecast and then seeking 2 Councillors approval before any works take place was proposed.

There was some discussion about possible problems with vehicles having to turn around in Foster Lane outside the school to return along Church Lane. This is a risk that could be raised with the School and ACCT, but the additional cost associated with gritting past the school in a 'loop' up The Sands, Rectory Lane and back to London Road was considered prohibitive and the Parish Council cannot be responsible for every single aspect of maintaining access to the school and driver behaviour.

Cllr Stillwell reported that teachers have an emergency plan in that if they can't get to their school, they may be required to work at a school nearest to them.

The Clerk reported that there is an online petition circulating on Social Media (change.org) where residents can oppose the cuts to the WSCC gritting services.

Councillors approved the amended Winter Plan and activation process.

264/19 Correspondence received for Action

1. ACCT – “Now the Scout Hall is complete we want to open up the vista and improve driving visibility by removing the section of hedge in front of the building and replace with Sussex Rail fence. This will open up the vista, improve driving visibility and (because the fence will meet the side hedge, prevent short-cut access across the lawn area which is bringing dirt into the Hall. I think we are at liberty to do this, but can you advise if the APC have any objection or need to agree any part of the plan please. We do not want to remove the rest of the hedge at this time out of deference to the residents opposite.”

The Parish Council raised no concerns but recommends that ACCT check with HDC Planning that there aren't any planning designations eg ancient hedgerow that would prohibit its removal. Clerk to inform ACCT.

D

265/19 Correspondence received for Information

1. CAGNE – Gatwick Land Referencing & appeal for funds
2. WSCC Chanctonbury CLC Minutes show that the proposals for speed limit reductions along Rectory Lane (beyond Meiros Way) and Hole Street (Wiston to Ashington) failed in gaining WSCC's ONE annual Chanctonbury Ward TRO approval. It was suggested that the Speedwatch group could consider seeking Police approval to monitor these locations, however, safe locations for volunteers to stand are not available. It was reported that there had been 2 accidents along this road recently (one involved a deer and resulted in the Wiston gateway sign being demolished) and Wiston/WSCC are looking again at the safety of this road.
3. SSALC - Home Office has issued a new consultation on strengthening police powers to tackle unauthorised encampments, deadline 19th February 2020
4. Minutes of HALC/HDC meeting 14/11/19
5. Invitation to Discover Gatwick

266/19 Meetings attended by Councillors

Cllrs Spiers & Ball had attended the Youth Partnership meeting on 2nd December 2019.

Cllr Stillwell attended a Warden Partnership meeting on 2nd December 2019.

The Clerk & Cllr Kearney had attended the HALC meeting on 4th December (report in Planning)

Cllrs Ball, Moss & Watson attended the Youth Club AGM on 12th November 2019

Cllr Stillwell had attended a WSCC CLC meeting.

267/19 Matters raised by Councillors

1. Cllr Stillwell asked for a copy of the Chairman's statements that he read out in the public adjournment regarding question 1. Clerk to arrange.

268/19 Chairman's Announcements

1. The Chairman reminded Councillors that the Council has a Social Media policy that Councillors should make themselves aware of and that Councillors should check all facts before posting anything on social media platforms.

PLANNING

269/19 Minutes of the Planning Meetings held on 20th November 2019

Minutes of the planning meeting had been distributed to Councillors. Agreed by all.

270/19 Planning Correspondence –

1. Steyning Neighbourhood Plan – notice of meeting to approve progress of the draft Plan to Regulation 15 stage. No comments.

Cllr Woolley left the room.

271/19 Neighbourhood Planning Update

There is one archaeological issue still to address before the Plan can move forward to the next stage. Information expected in December 2019.

Cllr Woolley returned to the meeting.

The Clerk & Cllr Kearney had attended a HALC/HDC extraordinary meeting on 4th December to discuss the HDC Local Plan Review. Key points are:

1. It is a full review of housing strategy – key principles of the current HDPF will remain ie settlement hierarchy, building in or adjacent to BUAB etc but it is likely that there will be new policies that include the building of brand-new settlements.
2. They still need to find land for 9,000-16,000 homes to 2036
3. They are assessing 500 sites across the District
4. They are considering 8 strategic sites (>1000 homes) – 4 are ‘add-ons’ to existing settlements (Ifield, Southwater, Billingshurst x 2), 4 are essentially new settlements (Kingsfold, Adversane, Buck Barn & Mayfield)
5. It is likely that they will choose some new and some add-on strategic sites and the remaining homes will come from ‘smaller’ (<1000 homes) sites spread across the District.
6. They are fully aware of Neighbourhood Plans and are taking these into consideration but, going forward, they want to deliver homes through their own allocations process so that they can be sure that the minimum numbers required by Government are being delivered at the right times.
7. Failure to maintain a 5-year Housing Land Supply will mean that inappropriate development is more likely to succeed so it is imperative that they plan and control numbers carefully. Hence not relying on new (pre-Regulation 14) Neighbourhood Plans to achieve the required numbers.
8. They will want to meet with each Parish to discuss housing numbers, Neighbourhood Plans, site allocations etc.
9. They recognise that the District lacks infrastructure and that new developments don’t always bring the infrastructure improvements that are needed because a Developer can only be asked to deliver infrastructure to serve their new development and not elsewhere. It is easier to secure infrastructure in new settlements than in existing ones.
10. Draft documents will be sent out for consultation in January/February 2020, further consultation will be September 2020. Numbers & site allocations need to be finalised by November 2020.
11. The Local Plan Review also includes reviews of other areas eg employment, tourism etc and HDC revealed that they need to find up to 65ha of employment space.

272/19 New Enforcement Allegations –

EN/19/0575 Alleged: In breach of Construction Management Plan point 4 of DISC/19/0231 at: Yew Tree Cottage, Billingshurst Road

273/19 Planning Applications

DC/19/2330 Renewal of unimplemented Woodland Management Works and Reinstatement of Coppicing Regime - Land Parcel at 511759 115155 Muttons Lane
The Council has no objections.

DC/19/2341 Part conversion of detached garage into habitable living space for the use of an office and erection of a single storey side extension - 4 Greenacres
The Council has no objections but asks that a condition be considered – not to be used/sold as separate living space.

DC/19/2338 Erection of a two storey side extension - Triggles House Hole Street
The Council has no objections.

274/19 Horsham District Council Decisions

Approvals

DC/18/1756 Demolition of single storey building and erection of a two storey chalet - The Springs, Tricklewood Lane Hole Street

DC/19/1155 Retrospective application for the change of use of paddock to domestic car parking area and associated laying of hardstanding - Spear Hill Barn Spear Hill

DC/19/1710 Variation of Condition 1 to previously permitted application DC/18/1569 (Reserved matters application for the erection of 4 dwellings and appearance, landscaping, layout and scale, following approval of previous outline application DC/14/1944 relating to - Yew Tree Cottage Billingshurst Road

DC/19/1914 Erection of a single storey front extension - 1 Windmill Close

DC/19/1936 Erection of a detached 3-bay open garage with two wood stores near rear boundary opposite entrance to land - Land East Side of The Willows London Road

DC/19/1966 Surgery to 1 x Oak - Ashington Rectory Mill Lane

Refusals - none

Withdrawals – none

Appeals –

DC/19/0459 Outline application for the erection of a dwelling with all matters reserved - Meadow House Billingshurst Road

FINANCE

275/19 Minutes of the Finance Meeting held on 20th November 2019

Minutes of the Finance meeting had been distributed to Councillors. Major points to note are:

1. Budgets have been cut back even further than previous years including: removal of litter warden, reduction in Youth Fundraising match-funding, reduced IT budget, no grants
2. Proposed reduction in Clerk's working hours from 20 per week to 15, suggested by the Clerk and as a result of streamlining and stripping back work. To become effective from 1/1/20.
3. Without an increase in Precept the Council is facing an @£11k shortfall
4. The Finance Committee suggested no increase in the Precept – Reserves will need to be used to meet budget shortfalls including any expenditure on previous WSCC activities (gritting, snow clearance, weedkilling, grass cutting).
5. Use of Reserves cannot continue long-term and the Council will need to scrutinise expenditure further.

Councillors approved the Minutes of the Finance Committee meeting and will finalise the budget & precept at the January Council meeting.

276/19 Correspondence

- a) Risk Management Schedule amendments –some final amendments have been made and Councillors were asked to approve the document and its recommended actions. The next review is scheduled for May 2020. Agreed. **D**
- b) The Clerk has updated the Landscape Gardeners contract. The contract cost has been benchmarked against local information and is considered acceptable. It is proposed that an above inflation rise be applied at the normal review in April 2020 since an inflationary rise was not implemented in April 2019. Agreed. **D**
- c) Annual Review of Assets & Insurance cover
A copy of the current Asset Register has been circulated to Councillors and Councillors were asked to approve. Agreed.
The Council's Insurance Policy is due for renewal on 15th January 2020. The Council uses Came & Company as a broker and entered into a 3-year Long Term Agreement in 2019. The renewal cost is: £1,835.25. The Clerk informed the Insurers of the recent laptop, phone, projector & Speedwatch purchases and these have been added to the Policy. The Policy also covers defibrillators up to a value of £5000. The Clerk has amended the budget in light of this renewal figure. Councillors approved the policy.
- d) Request from the Youth Worker for the PC to consider match-funding the £525 that he raised from his half-marathon run in September. NO budget was set for 19/20 but a £2k budget for 18/19 was unused. To date £644.10 has been paid out in match-funding. The £525 match

funding was agreed by a majority of Councillors (Cllr Stillwell abstained) but it was agreed that match funding only applies to funds raised by the youth themselves in the future.

- e) Parish Online Mapping – the WSCC contract to provide free use for Parishes ends in February 2020 and will not be renewed. SALC are negotiating a new deal and it is likely that the cost will be up to £150pa to the Parish Council, less if lots of Parishes sign-up to the service. The Clerk has rarely used the service in the normal course of business and all Neighbourhood Plan maps have been produced professionally by a mapping consultant. Councillors agreed not to renew the Parish Online service.
- f) It was proposed that the Council pays the annual Data Protection fee renewal by Direct Debit as the cost is reduced from £40 to £35pa. Agreed.

277/19 Income –

Horsham Business Systems £65

278/19 Expenditure (Appendix 3)

It was resolved that the schedule of invoices for payment totalling £7,761.55 for December 2019 be approved. Agreed by all.

279/19 Date of Next meetings

The next Planning Committee meeting is at **7:30pm on Wednesday 30th December 2019** in Committee Room 2, Ashington Community Centre. **These are NOT Neighbourhood Plan Steering Group meetings.**

The next Parish Council will be held at **7:45pm on Thursday 9th January 2020** at Ashington School, Foster Lane.

Members of the public were then asked to leave the meeting as Councillors needed to discuss confidential matters: None

Meeting closed at 9.10pm

Signed: **Dated:**

Members of the public should be aware that being present at a meeting of the Council or one of its Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.

Appendix 1 – Warden Report

Warden Monthly Report

November – Ashington Parish

Patrol hours TOTAL:	48.5	ASB incidents TOTAL:	9
Foot (high visibility)	28	Noise	0
Vehicle	20.5	Neighbours	0
Notices/warnings TOTAL:	2	Driving/vehicles	6
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	3
Community Protection Warning/Notice	0	Public order	0

Parking alert	2	Clear up/disposal reports TOTAL:	
Police reports TOTAL:	4	Fly tipping / flyposting	0
Phone (including 101 and 999)	0	Graffiti	0
Email	0	Dog fouling	0
Intelligence report	1	Litter	3
E-CINS (multi-agency reporting)	0	Drug litter	1
Verbal	3	Hazards	1
Admin	N/R	Community events attended	5
Visits to vulnerable people (all ages)	13	School contact/engagement	1
Signposting	4	Reports to DVLA	0
Safeguarding referral	1	Reports to Operation Crackdown	0

ASB/crime/criminal damage

We have been receiving reports about ASB driving at the north of the village, using the two roundabouts by the BP garage. We have discussing prevention options with local partners such as the parish council, Horsham District Council and Sussex Police. We are focusing on how to encourage the residents to report any anti-social driving to the police so they can record incidents and respond where necessary. We have passed relevant information onto Sussex Police to form part of their patrols where they can. It is extremely important residents report anti-social driving even if it's just via the Sussex police website. Each time there is a report made to the police it creates a picture for them of the areas receiving the most complaints. The more reports the more likely we are to see more a police response to the problem. On the back of this we are going to be delivering leaflets to every property in the area surrounding the roundabouts to encourage reporting. We are also looking at what types of funding maybe out there to help deter the problem such as cameras. We are able to issue fixed penalty notices if we witness anti-social driving but because this is happening mainly in the early hours of the morning we are not around. We will be putting a Public spaces protection order sign up at that end of the village to try and highlight that the order is in force for anti-social driving.

Parking/vehicles

There have been a number of complaints around parking. A report of parking near a busy junction, also reports of parking on the pavements in various areas around the village, this in places can affect visibility or accessibility. We have spoken to drivers where possible and given advice on safe parking.

We have been paying particular attention to parking whilst on foot and putting advice slips on windscreens of vehicles we feel need reminding about how they are parking.

Reports of an abandoned bike, spoke with the driver who moved the vehicle.

Fly tipping/littering/graffiti

Advised a group about not littering around the village.

We took part in the youth led Community litter pick around the whole village, we were able to access equipment from HDC which was provided for the activity.

We received a report of a vehicle clearing out its rubbish into the layby by the school. We are awaiting photos to show it happening and will be looking into this.

No Graffiti this month.

Community engagement/events/meetings

Visited the School Firework display to engage with the school community. This was a positive community event which gave residents a chance to discuss any issues or concerns they had.

Equipped and attended the youth group community litter pick afternoon. We were so impressed with the turnout of youths and parents that came and got involved with the litter pick despite the rain. It's so great to see local youth wanting to get involved and help make a difference.

We visited Shining Stars Toddler Group to engage with children and parents around road safety week. The message we were focused on delivering was around holding hands near the road and not crossing the road without a grown up. The children did hand prints on a poster to symbolise that we must hold hands to stay safe.

The children received stickers and colouring in cards to take home and open up a discussion with parents and carers about the importance of road safety.

The event gave us the opportunity to speak to parents we haven't ever met before and explain what we do in the village. It also gave them the opportunity to speak to us. We received three reports of concerns about different issues just from that visit which was really positive.

Patrols (foot/visible and car)

We have done 28 hours on foot patrol around Ashington and 20.5 hours in the vehicle patrolling. In this time we have covered all the roads in the parish.

We are currently in the process of creating patrol zones which we will share with the parish once completed. We will be able to report how many times we have visited each patrol area across the month.

Elderly and youth

Focused on engaging with young people in the village who don't attend any clubs.

We have been spending time visiting vulnerable members of the community advising around door step scammers, testing community link alarms and advising on social activities going on around the village.

Licensing

Nothing to Report.

Dog related issues

Nothing to Report.

Cycling

Nothing to Report.

Parish specific/other

Whilst out on foot we managed to capture two dogs that had escaped from their home on London Road and return them to their owners.

Also whilst out on foot we noticed a car key left in a vehicle door. We were able to locate the owner and return the key without him needing to pay out for a new key. We used the opportunity to introduce ourselves and he was extremely happy it was us who found his car key.

Appendix 2 – Youth Worker Report

November Activities

- We ran the following activities throughout November:
- Hope UK visited at the beginning of the month to deliver a session about drugs and alcohol. It was a good session with interactive things to do but sadly, the youth were very boisterous and the lady leading the session started to lose her voice! Overall it was useful and informative but crowd control was tough and we would do things differently next time!
- The quiz night was good - almost everyone took part and got involved.
- Again, thanks to the recent fund raising, we were able to offer a previously charged event for free - the cake in a mug went down really well and we even had one young person desperate to help washing up!
- The world record attempts were really enjoyed by those who took part, although it didn't catch everyone's imagination. Sadly, no records were broken!
- We introduced a 'Hot Potato' night which we will do once a month to get the older youth talking about some bigger issues. For our first one, we watched a video about the death penalty and it instigated a lively discussion. We're all looking forward to the next one!

Youth Club Evenings

- Attendance has plateaued at around 35-40 after the boys who play football had their training switched from Tuesday to Monday nights. Although this could be seen as a negative, it actually makes running events easier and the vibe of the club is more calm.

Pastoral

- There has been a falling out with the older Thursday night boys which I am dealing with as I type. The issues stemmed from school and is affecting attendance at youth club. I have been in touch with two of parents and we are working towards a resolution.

Other

- We have one new volunteer and also we are organising safeguarding training for Feb 2020.
- We are excited to have a raffle at the Warden's Xmas party on Sun 1st Dec - local businesses and parents have been generous and we have a great array of prizes to be raffled off!
- The litter pick on 9th Nov was a HUGE success! We had 19 young people and 10 adults come to spend 90 minutes in the pouring rain pick up litter around Ashington! Thanks to the Parish Council for their kind donation towards the pizzas!

Numbers

- Average year 6-7 numbers on a Monday night are 36
- Average year 8-10 numbers on a Thursday night are 6.

Nick Taylor - Senior Youth Worker - nick@ashingtonyouth.co.uk - 07966 985921

Appendix 3 – Expenditure

Mrs Karen Dare	Home office (November)	£20.00
	Parish Council phone	£139.95
	Laptop projector	£308.00
	Phone case	£9.98
	Phone top-up	£10.00
	Anti-virus software subscription	£19.99
	Postage	£1.06
Mark Adsett	Landscape Gardening (October)	£533.75
Ashington PCC	Invoice YW-2019-11 (November)	£1,083.33
WSCC	Salaries and Costs (November 2019)	£2,683.97
Community Speedwatch	Equipment	£514.42
S. Ball	Youth Club litter pick	£50.00
EcomSolutions	Facebook work	£48.00
WSCC	Payroll costs	£46.44
Information Commissioner	Data Protection registration	£40.00
Came & Company	Annual Insurance	£1,835.25
HDC	Litter & dog bin emptying	£417.41
		£7,761.55

All to be paid by Bank Transfer

Appendix 4

Funds held by the Parish Council on behalf of others (as at 31st December 2018):

Ashington Rangers £724.01

Ashington Residents Association £615.85

Appendix 5

The Armed Forces Covenant Trust Fund provides grant funding for projects that:

- a. Promote community integration between the Armed Forces Community and the wider community through a shared understanding of the Armed Forces Covenant.
- b. Enhances services delivery to the Armed Forces community to remove disadvantage.

The village successfully bid in 2018 and secured a grant of £3050 to commemorate the centenary of the Armistice.

The new bid seeks to build on our previous bid by promoting the Armed Forces Covenant and raising awareness and understanding of the military through a community commemoration. It will also provide a legacy memorial to provide a lasting visible reminder in the village.

The bid consists of three elements:

- a. **Commemoration:** building on our previous project, this bid will seek to use the 75th anniversary of VE day (8th May 2020), the 75th anniversary of VJ day (15th August 2020) and Armistice Day (11th November 2020) to commemorate those from the village who lost their lives in WW2. The bid will fund research, production and printing of a commemorative booklet. £1500.00 (15%)
- b. **Integration:** A commemorative event (principally focussed on VE day) delivered in conjunction with ACCT will seek to bring together the community and highlight the Armed Forces community past and present. Bid will partly fund commemorative community event. £2100.00 (21%)
- c. **Lasting legacy:** Erection of a memorial stone and planting to create a memorial garden building on the bench/silhouette from the first project to provide a commemoration focal point and enhance the village. Bid will fund memorial stone, planting and installation. £6500.00 (65%)

Total value of the bid: £10,100

Timescale: Closing date for bids was 2 December 2019. Our bid was submitted 17th November 2019.

The regional screening takes place on 12th December with final confirmation likely to be notified in early January.

If successful, the bid needs to be delivered between March 2020 and December 2020.