



Ashington Parish Council

Minutes of the meeting held on Thursday 9th January 2020 at 7:45p.m. in Ashington School, Foster Lane.

Present: Councillors: N. Spiers, S. Ball, T. Moss, P. Kerrey, J. Stillwell, M. Woolley, J. Morris, T. Kearney & T. Watson

Also present:

Clerk – Karen Dare
District Cllr - P Circus
County Cllr - P Marshall
13 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.

001/20 Apologies for absence

Apologies for absence were received and approved from: Cllr G. MacPherson & L. di Castiglione
District Councillors J. Blackall & J Saheid
Neighbourhood Wardens – Bryony Sparks & Christina Arnold

002/20 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).

003/20 Minutes of the Parish Council meeting held on 5th December 2019

The minutes of the meeting dated 5th December 2019 were approved as a true record and signed by the Chairman. Proposed by Cllr Kerrey, seconded by Cllr Ball and agreed by all.

004/20 Neighbourhood Wardens Report (Appendix 1)

Cllr Stillwell summarised the Wardens report for the purposes of those present.

The Chair invited questions from Councillors:

1. Cllr Moss commented that he thought the new format of the Wardens report is very clear & helpful.
2. Cllr Spiers asked if Cllr Stillwell & Cllr Morris (Wardens Steering Group members) could confirm if those involved in the anti-social 'drifting' at the northern roundabouts had been caught as he had heard that the Police had set up vehicles in the area and caught all involved. Cllr Stillwell said that the Wardens had no official news from the Police yet.

The Chair invited questions from Members of the Public:

1. Margaret Alford clarified that ACCT had donated the Community Centre free of charge for the Wardens party and the Festival Committee had funded the DJ and the sherry.
2. Can the Wardens party invitations could go out a bit earlier next year? Cllr Stillwell confirmed that this had been identified as an improvement for the next party.

3. Are the Wardens cctv trained so that they can use the cameras at the Community Centre?
Cllr Stillwell will follow this up with the Warden Supervisor at HDC.

005/20 Youth Worker Report (Appendix 2)

The Vice Chairman reported that the youth had been involved in Xmas activities in December plus there had been a First Aid course and 'hot potato' discussion sessions. The Club had a Xmas break but is open again tonight.

The Youth Club are one of three local causes supported by the Co-op.

The Chair invited questions from Councillors:

1. Cllr Watson stated that he was very impressed with the Youth Worker & Club, having attended the recent AGM.

The Chair invited questions from Members of the Public:

1. Bill Whittaker of ACCT praised the Youth Club committee for installing new toilets, guttering and undertaking a lot of remedial works inside the building. This was supported by ACCT who had also provided access to their Electrical spare parts account which would give the Youth Club discount on new lighting materials. More works are planned.

006/20 Report from District and County Councillors

District Councillor Circus reported:

1. It is important that all Neighbourhood Wardens are kept up to date with their training and it is a function of HDC to plan & supervise this.
2. Billingshurst Parish Council had recently declared that they are very pleased with their Warden service which started relatively recently.
3. HDC is formulating a strategy for the provision of electric vehicle charging points across the District. There are lots of issues to be overcome eg access, standards etc
4. HDC will be discussing their budget & Council Tax levels in February
5. HDC will make available some funds for Parishes to apply for projects that aim to tackle climate change and reduce carbon emissions in some way. The budget has not been set yet. HDC has obligations to do what it can to become a carbon neutral Council and encourage projects across the District.

Questions were invited from Councillors: None

Questions from Members of the Public:

1. After Xmas there were problems at the District Amenity tips – long queues of traffic causing road safety issues. This was because tip staff were checking residents ID and vehicle contents at the entrance.
DCllr Circus - HDC are clamping down on 'waste tourism' whereby residents from out of District take advantage of free tip services in Horsham District if their own District tip has a charge eg for hard-core. Plus, some waste is chargeable, so vehicle contents need to be checked. Presenting ID has been in place for quite some time and the numbers of 'out of area' visitors to the tips are reducing so queuing time should speed up. With Horsham District taking huge numbers of new homes it is not acceptable for any tips to be shut for 2 days per week. Clerk to write to Deborah Urquhart, Cabinet Member for Waste at WSCC.
2. There should have been an additional blue bin (recycling) waste collection after Xmas. Residents bins were overflowing, and lids would not shut. High winds spread litter across the streets.
DCllr Circus – he had met with HDC Officers and they had not received a single formal complaint about bin collections over the xmas period.

County Councillor Marshall was late to the meeting as he was attending Amberley Parish Council meeting – his report was given prior to the Planning part of the agenda.

County Councillor Paul Marshall reported:

1. A meeting is taking place between Chris Stark (WSCC Highways) and the Wardens/PC to look at the issue of 'drifting' at the Ashington roundabouts and to see if anything can be done in terms of 'engineering' solutions.
2. WSCC have released some grant funds to the Youth Club

Questions were invited from Councillors:

1. Problems with the Amenity tips – Clerk to send a summary of issues to Paul Marshall.
2. Problems with WSCC not clearing drains for months after they have been reported to WSCC eg outside 2 Willow Way & Rectory Lane – Clerk to send a summary of issues to Paul Marshall.
3. The Chairman congratulated Paul Marshall on becoming Leader of WSCC. He responded that there are lots of issues to address but that Becky Shaw (Chief Executive of East Sussex County Council) had been employed on a service agreement and is very experienced and can help WSCC address the big challenges. In addition, our new MP, Andrew Griffiths is very keen to represent the constituency and support the residents of his Ward.

Questions from Members of the Public: none

007/20 Young Persons Adjournment – none

008/20 Public Adjournment

Items NOT relating to the Neighbourhood Plan:

1. Bill Whittaker of ACCT thanked Cllr Woolley for all his hard work with the ACCT/PC agreement. He is in the process of fixing the play area Amber items including new swing seats & chains & fixing the gate.

Cllr Woolley left the room.

Items relating to the Neighbourhood Plan: None

Cllr Woolley returned to the meeting.

009/20 Action List Update (CFWD = carry forward to next meeting, D = delete)

- a. 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 and had prepared a summary list of these. ACCT agreed that they are responsible for remedying Amber items and, once done, the Parish Council will begin 50/50 funding. ACCT are currently fixing the Amber items. **D**
- b. There but Not There Armed Forces Covenant grant – the grant application had scored highly at the Regional Board and was now through to the National Board for judging. **CFWD**
- c. Defibrillator Working Party – Cllr Watson reported that they are still waiting to hear from SECAmb regarding locations for defibrillators, but he had spoken to the Red Lion who had agreed to install one on an external wall. He would then meet with the First Responder to see how this location gets on to the SECAmb defibrillator register. They are still looking for a public location at the north of the village.
A question was asked about how members of the public find out where the defibrillators are located but Cllr Watson explained that upon dialling 999 the call handler will direct the caller to their nearest defib. However, it was suggested that a newsletter/Facebook article/map could be of use. The Working Party will look at publicity.
The Working Party are still looking at delivering Defibrillator and First Aid training for residents.
The Chairman reported that the Ambulance Service are always needing soft/cuddly toys for child patients so if anyone had any in good condition, they could donate them. **CFWD**

010/20 Correspondence received for Action

- a. WSCC – reinstatement of previous gritting routes. It was proposed that the Clerk inform both WSCC and the gritting contractor that the Parish Council will revert back to the previously approved routes map. Agreed by all. **Clerk D**
- b. ACCT – holding an Open Day on 25th January 10am-1pm. Does the Parish Council want a ‘stall’? It was agreed that the PC should be represented and could talk about issues such as Speedwatch, Defibrillators etc. It was agreed that it is not appropriate to present any Neighbourhood Plan work as this could detract from the purpose of the event which is showing off community buildings and community groups/activities. Clerk to email Councillors to arrange a ‘rota’ for the session and a list of topics. **Clerk D**
- c. WSCC - consultation on School Admission Arrangements for September 2021/22.
- d. HDC – training session on conduct and standards in public life on 30/1/20 5.30pm. Two Councillors from each Parish may attend. Cllr Stillwell volunteered. Clerk to forward information and book a place on the course. **Clerk D**

011/20 **Correspondence received for Information**

- a. HDC - have appointed a new person to the Warden Supervisor role following a recent interview process. Darren Worsfold will take up the position from 14th January 2020 following his retirement from Sussex Police after 30 years of service which began as a teenager. It was suggested that Darren be invited to a future PC meeting. **Clerk D**
- b. WSCC – introducing Waste Prevention Team
- c. Sussex Community Foundation – Sussex Uncovered (a report on Sussex life including data/statistics)
- d. Letter of introduction from Andrew Griffith MP
- e. HALC Minutes of 4/12/19 – reported at the PC meeting of 5th December 2019.
- f. WSCC – Community Resilience activities update

012/20 **Meetings attended by Councillors**

Cllr Stillwell & Cllr Morris attended a Warden Partnership meeting on 6th January 2020.

013/20 **Matters raised by Councillors**

Speedwatch update from Cllr Kerrey - After an extremely wet December and the long Christmas break there were very few successful Speedwatch sessions as several had to be cancelled at the last minute due to the weather. It was decided to curtail Speedwatch until the new year. 2020 has started with much drier weather and there have been 2 Speedwatch sessions on the Billingshurst Road thus far. 29 vehicles were recorded exceeding the speed limit which maintains the average of 10% of traffic volume (311). It has been noted that vehicle speed is reduced when Speedwatch operatives are present although some drivers do signal their annoyance at the presence of Speedwatch.

014/20 **Chairman’s Announcements**

- 1. The Chair read out a Xmas card that he had received from a resident thanking the Parish Council for all their hard work on behalf of the village over the past 12 months.
- 2. Cllr DiCastiglione had reluctantly handed in her resignation for personal reasons. The Chair proposed a vote of thanks to Louise for her service to the Council and asked the Clerk to begin the recruitment process as soon as workload allows.

PLANNING

015/20 **Minutes of the Planning Meetings held on 18th December 2019**

The meeting was cancelled as there were no applications to discuss.

016/20 **Planning Correspondence –**

- 1. HDC - Work on the Horsham District Local Plan 2019-2036 is in full swing. From 17 February we will be publishing our assessment of the sites that have been put forward to us for development and we will invite feedback from residents, community groups and all other interested parties. As the Council had heard at the last meeting (Minute 271/19) some sites are very large (>1000 homes) and some are small (<1000 homes). Some are proposing brand

new settlements, others are 'add-ons' to existing settlements. HDC is assessing all sites but this doesn't mean that all will be built on.

Cllr Woolley left the room.

017/20 Neighbourhood Planning Update

An archaeological survey has been completed on Site 5 to see if there are any important remains underground. The draft report has been prepared and there does not appear to be any 'showstoppers' but there may need to be building constraints put on certain parts of the site. Until an official comment is received from Historic England the Neighbourhood Plan will not move to the next stage. This is expected in the next few weeks.

Cllr Woolley returned to the meeting.

018/20 New Enforcement Allegations – none

019/20 Planning Applications

DC/19/2499 Retrospective Application for the creation of new access and earth works onto Park Lane - Land To The East of Park Lane, Park Lane

The Council has no Objections but is concerned about highways safety especially as the access is on a blind summit.

020/20 Horsham District Council Decisions

Approvals –

DC/19/2259 Erection of a single storey rear extension - 10 The Sands

Refusals - none

Withdrawals – none

Appeals – none

FINANCE

021/20 Approval of Budget and Precept 2020-21

The Clerk has circulated a finalised budget and Councillors were asked to approve the budget & 0% precept increase (£101,733). This will mean a budget deficit that will have to be met from reserves. Agreed by all. Clerk to inform HDC. **Clerk D**

022/20 Correspondence - none

023/20 Income - none

024/20 Expenditure (Appendix 3)

It was resolved that the schedule of invoices for payment totalling £7,577.35 for January 2020 be approved. Agreed by all.

025/20 Date of Next meetings

The next Planning Committee meeting is at **7:30pm on Wednesday 22nd January 2020** 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 6th February 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 8.45pm

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

December 2019 – Ashington

Patrol hours TOTAL:		ASB incidents TOTAL:	
Foot (high visibility)	28	Noise	
Vehicle	24.25	Neighbours	
Notices/warnings TOTAL:		Driving/vehicles	2
Fixed Penalty Notice		Bikes	
Yellow card warning		Alcohol/drugs	
Community Protection Warning/Notice		Public order	
Parking alert	1	Clear up/disposal reports TOTAL:	
Police reports TOTAL:		Fly tipping / flyposting	
Phone (including 101 and 999)		Graffiti	
Email	1	Dog fouling	1
Intelligence report		Litter	
E-CINS (multi-agency reporting)		Drug litter	1
Verbal		Hazards	1
Admin	31	Community events attended	2
Visits to vulnerable people (all ages)	22	School contact/engagement	1
Signposting	2	Reports to DVLA	1
Safeguarding referral		Reports to Operation Crackdown	1

ASB/crime/criminal damage

We haven't received any further reports of vehicles drifting around the north end of the village but we are still getting leaflets made up to deliver to properties around that area. We have a meeting arranged with Chris Stark from Highways and the parish for 10.30am on 13th January. We are also

trying to tie in a date with the area manager for the BP to discuss the problems with him as explained in the previous meeting.

A verbal warning was given to a young driver who skidded into the community centre car park. We didn't witness it ourselves otherwise we would have issued a fixed penalty notice. The driver has been advised of this.

Parking/vehicles

There has been a report of a vehicle being parked around the village which looks like it is abandoned. It isn't an abandoned vehicle as we have spoken with the owner previously. It currently is without a valid MOT so it has been reported.

Fly tipping/littering/graffiti

We have had no reports and witnessed no fly tipping over the last month. Whilst out on foot patrols we have carried out two big litter picks around the village. Drug litter was found near the scout hall which we will monitor.

Community engagement/events/meetings

December saw the return of the Warden Christmas party. We hosted around 50 members of the community. Members from the Youth club attended and helped serve food and drink. From feedback received the youths were very well received and were all very polite and worked extremely hard during the evening. They also put together a fantastic selection of prizes for the raffle. All proceeds that were raised from the raffle went directly to the youth club. A special thank you to Margaret Alford and Festival committee for covering the costs of the hall, the DJ and Sherry. Thank you to everyone that attended and to everyone that helped in anyway. It hasn't gone unnoticed and we really appreciate the support.

We had the honour of attending the community Christmas Lunch and helping to serve those who came, it was a lovely occasion and Pat and her team of volunteers worked exceptionally hard.

Patrols (foot/visible and car)

Across the month the whole village has been patrolled on foot as well as in the car at different times. We have gathered some really good intelligence this month whilst out on foot which we have found extremely beneficial.

Elderly and youth

We did a pre-Christmas visit to most of the residents on our elderly and vulnerable list to check their community link alarms and to ensure that they were safe during the festive period.

We spoke with Ashington primary school after a message was sent out to parents that a child had been offered a lift from a stranger in a neighbouring village after school whilst walking home. Prior

to the school breaking up for Christmas holidays we have stepped up patrols at school drop off and pick up time at different places where children walk to and from school to provide reassurance.

Licensing

Nothing to report.

Dog related issues

We have reported an overflowing dog bin on Rectory lane so hopefully this will be emptied in due course.

Cycling

Nothing to report.

Parish specific/other

We have held a meeting with Brian Jacobs, the area coordinator for Neighbourhood watch and we are pleased to be working alongside them to promote community safety and help to promote the scheme.

There has recently been an increase in shop lifting from M&S. We are looking to work with Horsham police to promote shop watch in the area. The idea being that if thieves are targeting shops then they can all communicate this to one another and the Police let shops know any information that is relevant for them to know.

Over the last month we have been working with a vulnerable young person in the community to ensure they are safe when they are out and about. We are also working with the family to support them as well as signpost to other agencies when required.

We reported damage to a road sign on the Billingshurst Road roundabout which has already been replaced by WSCC.

Mill lane was badly flooded when there was a lot of rainfall. It was reported to WSCC who did attend and jet the drains. Thankfully a resident has installed a pump there so this has helped to clear the water that was there. One property was flooded during this period. We will continue to monitor when and if we get any more rainfall.

Appendix 2 – Youth Worker Report

Appendix 3 – Expenditure

Karen Dare (Clerk)	Home office (December)	£20.00
	Travel (HALC meeting 4/12/19)	£10.40
Mark Adsett	Landscape Gardening (December)	£533.75
	Posthorses fence repairs	£850.00
Ashington PCC	Invoice YW-2019-12 (December)	£1,083.33
WSCC	Salaries and Costs (December 2019)	£1,969.75
Public Works Loan Board	Repayment of Loan	£3,110.12
		£7,577.35

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