



Ashington Parish Council

Minutes of the meeting held on Thursday 1st July 2021 at 7.45p.m. Ashington Scout Hall, Church Lane

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

Also present:

Clerk: Karen Dare

Invited Guests: Steve May (Trustee bid lead), Jasmine Pentacost (Trustee financials), Helen Lee (Trustees Youth-Work Lead)

0 Members of the Public

The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment section 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.

184/21 Apologies for absence

Apologies for absence were received and approved from:

Parish Councillors: Paul Linehan, S. Ball

District Councillor: Philip Circus & John Blackall

County Councillor: Paul Marshall

No apologies from District Councillor J Saheid

Neighbourhood Wardens: Bryony Sparks & Christina Arnold

185/21 Declaration of Interests and notification of change of interest

The Chairman reminded Councillors that previous declarations still stand (as defined under the Localism Act 2011).

Cllr Moss declared an interest in item 187/21 as he is a Trustee of Ashington Youth Club.

186/21 Minutes of the Parish Council meeting 3rd June 2021

The minutes of the meeting dated 3rd June 2021 were approved as a true record and signed by the Chairman. Proposed by Cllr Kearney, seconded by Cllr Kerrey and agreed by all.

Cllr Moss moved to the public gallery.

187/21 Invited Guests - Proposal from AYC for the continuation of Youth Services in Ashington.

The Chairman reminded Councillors that at the last meeting (Minute 150/21) AYC had asked for £13k per year for 3 years from the Parish Council for youth services but had provided no details about how it was to be spent, cost/benefit etc. As agreed, the Clerk had received and collated questions from Councillors and had sent them to AYC (on 15th June).

The specific proposal from AYC is that the PC:

1. Pay AYC **up to** £12,296.38 Sept 2021-Aug 2022 (which excludes the setting up costs through to September 2021 being met by AYC and includes a -2.5% SFUN element).

Notes:

- a.) AYC To be paid as agreed in two lump sums Invoiced by AYC in April 2022 (7months contract costs less SFUN) and August 2022 (remaining 5month contract costs less SFUN).
- b.) AYC pay the SCYP contract costs at all times and only invoice PC as above - no extras. PC may see the contract and invoices at anytime.
- c.) AYC are the contract owners at all times and no liability shall pass to PC.
- d.) PC may agree objectives with AYC/Youth Leader from time to time.
- e.) AYC shall report monthly to PC meetings on progress specifically - attendance and outreach interactions as per core outcomes below plus any major issues being dealt with. AYC will also report plans for the months ahead.
- f.) AYC shall strive to increase the self funding amounts applied to the SCYP contract (SFUN) and allow PC access to it's accounts on request.
- g.) AYC shall supply copy of SCYP contract and invoice status to PC on request.
- h.) AYC shall endeavour to achieve or better the following as a regular routine by the one year Milestone:

The core outcomes we have for all of clubs are:

1. Completing accredited training and development
2. Engagement with community
3. Healthy lifestyle and improved wellbeing
4. Improving resilience and self-esteem
5. Reducing inactivity in young people

The outputs we would measure are as follows (outcome ref in brackets):

- 10 young people complete an accredited programme such as Duke of Edinburgh, Arts Award, Young Leaders Training (1)
- Provide 3 seasonal activities with 15 young people organizing and volunteering including Summer Village fete, Christmas fundraiser, Spring games for local children and young people (2)
- Ten sessions focused on healthy eating and physical activity (3)
- Participation in a youth sports tournament in the county (3)
- Two residential activities for at least 10 young people (1, 4)
- Consultation with at least 1/3rd of the children and young people and their parents in Ashington about the services and activities they would like to see (2, 3, 4)
- Regular weekly attendance by at least 25 unique young people (5)
- Contact at events and activities of at least 100 young people (e.g. park day, outreach and detached work) (5)
- Training and development of 8 adult volunteers (1, 2)
- Attendance of at least 5 young people at meetings with the parish council and trustees of AYC (2)

Ends

Summary of discussions:

Councillors were concerned that the proposal and documents submitted by AYC did answer some of the PC's questions but also raised other questions. Information is still needed on:

1. how many weeks the services will operate for, what will happen in school holidays when young people may be bored, who will monitor & decide how hours are used?
2. What are the measures of success – previously the target was 100 young people attending Youth Club, the new proposal states 25, Steve May said the aspiration was 60 young people by the end of 2023. On what evidence have these figures been calculated?
3. There are, on average, 30 children per year group in Ashington. AYC caters for 6 year groups = 180 young people. Is it realistic to expect 40% of all young people to engage with AYC? Older teens generally do not attend AYC. How is AYC planning on getting these ages into Youth Club?
4. AYC don't know what the young people want but plan to offer a service and adapt it with time. Why not find out what our young people want first?
5. AYC had tried to gather support for the Youth Club on social media, but the numbers of respondents had been very small.

6. Financial information made available to the PC does not add up to the aspiration of numbers of young people attending AYC regularly.
7. Is the SCYP contract for one year or three? Other Parishes have only been able to secure 3-year contracts with SCYP, is the proposal for Ashington a one year rolling contract?
8. How does the SCYP proposal for Ashington compare to that provided in other, larger settlements. Ashington is a relatively small settlement.
9. AYC are asking for a Grant, not a partnership with the PC but do want PC input and to work with the wider village. Steve May suggested that the PC needs to do its own resident engagement activities. This had not previously been suggested nor is planned. It was suggested by AYC that the grant is based on agreed outcomes, but the PC has no control over the proposed outcomes. It was suggested by PC that a partnership would be mutually beneficial, and this would include AYC contributing its own funds, rather than solely relying 100% on the PC.
10. The PC need to judge whether any funds provided to AYC represent good value for money. It is important to get the milestones, outcomes etc clarified and to make sure they are realistic and based on good evidence. If AYC want funding year on year, then ensuring good value for money and successful attainment of realistic targets is vital. A grant of £13k represents 12% of PC annual expenditure.
11. Feedback from Ashington Wardens is that Ashington is a very safe village. There is no knife crime. Collaboration with the Wardens is vital for any future Youth Services in the village.
12. Some of the proposed outputs are achieved by young people through their schools eg DofE so what input will AYC have on these?
13. It was clear that the AYC representatives are passionate about the provision of Youth Services in Ashington and shared some success stories. This enthusiasm needs to be balanced with the proposed expenditure to ensure the best value for money and the delivery of appropriate services for our young people.

The Chairman reminded Councillors that under Standing Orders s7 the PC can't reverse a decision for 6 months unless by Special Motion. Therefore, a No vote on the proposal would mean that AYC couldn't submit another proposal for 6 months. Whereas the PC could defer a decision and ask AYC to come back later with another Proposal. AYC representatives indicated that they would prefer a deferral.

It was agreed by Councillors unanimously to Defer a decision.

It was agreed to form a Working Party of Councillors to liaise with AYC on this matter. Cllrs MacPherson & Stillwell volunteered.

Clerk to share contact details of Working Party Councillors with AYC.

Clerk CFWD

The Chairman thanked the guests for attending and they left the meeting.

Cllr Moss returned to the meeting table.

188/21 Neighbourhood Wardens Report (Appendix 1) & Report from Steering Group

Steering Group meeting took place on 28th June. Councillors thanked Cllr Watson for getting a load of goodies for the Girls Evening. Unfortunately, this had been postponed because of Covid cases but a new date will be arranged.

189/21 Youth Worker Report (Appendix 2) & Report from CPG

The last Partnership Group meeting took place on 28th June.

190/21 Reports from District & County Councillors

District Councillor John Blackall reported: not present

County Councillor Paul Marshall reported: not present

191/21 Public Adjournment - Members of the public can ask questions.

None

192/21 The Parish Yard - update

1. Surveys are scheduled for 8/9th July. Mark has cut back all surface vegetation to allow access to the full site.
2. The Working Party has met with 2 architects and secured quotes and met with a local resident who has experience in commercial development. Professional fees are likely to be £3,500-5,000 for concept drawings, finished plans, building regulations & structural drawings, design & access statement etc. The first step is to produce a simple project brief and to contact HDC Planning to see if the cabin would be classed as a permanent or temporary structure.
3. The Working Party met with a log cabin company and has received preliminary designs, costs etc.
4. The next monthly mini-Market is on 10th July.
5. Blush & Bramble have now paid for March & April visits and booked new dates in July. **CFWD**

193/21 Annual Review of ACCT/PC agreement –

1. ACCT have presented a draft Licence (rather than Lease) for the skatepark and Over 12s play area and Cllrs McPherson & Linehan are in discussions with them about it and will update next month. Cllr MacPherson commented that the proposed Licence was generic and did not contain proposed Terms etc. Clerk to respond to ACCT.
2. ACCT have sent a letter proposing transfer ownership of skatepark equipment to PC subject to a Licence agreement being signed. **CFWD**

194/21 Creation of a Bridleway through Americas Wood

Waiting for information from WSCC Legal & PROW teams. No update.

195/21 Seats, signs & noticeboards – replacement/repair

Cllr Kerrey has renovated the Ashington signs at both the southern & northern end of the village. Thanks to him, his wife Valerie and to Cllr Kearney for doing this.

A new recycled plastic bench for the corner of Rectory Lane/Close has been sourced, cost £445 ex VAT. Councillors approved.

Noticeboards outside the Co-op, School, Warminghurst Close & ACCT are beyond repair. Cllr Kearney circulated information on replacements to Councillors:

Wall mounted x 1 - 1050 x 1400mm, Dome top, ASHINGTON PARISH COUNCIL, 24 extra magnet and 2 extra keys £857 ex VAT, Painted frame £80 extra

Post mounted x 3 - 1050 x 1400mm, Dome top, ASHINGTON PARISH COUNCIL, 24 extra magnet and 2 extra keys £908 ex VAT, painted posts & frame £80 extra

Blue edging was suggested.

Total cost of noticeboards at @£3,900 plus bench at £445 plus fitting materials can be met from the Seats, signs & noticeboards Earmarked Reserve (£5,800). Councillors approved. **Clerk D**

196/21 Annual Review of Policies

The Discipline & Grievance procedure, Complaints handling, Equality, Health & Safety, Lone Working, Sickness Absence and Accident Form are reviewed annually in July. There are no proposed amendments to existing policies. Councillors reviewed and approved the documents.

197/21 Correspondence received for Action –

1. Southern Water – consultation on draft Drought Plan, deadline 2nd August. No comment.
2. Playsafety Ltd – Play Area inspection reports. There are no urgent matters and Cllrs Spiers & the Clerk will review the reports and attend to any minor matters. Agreed.

198/21 Correspondence received for Information –

1. HALC letter to HDC Re: Local Plan delays.
2. Rampion 2 Statement of Community Consultation
3. Gatwick In Touch Newsletter
4. WSCC PROW surface clearance in Ashington Parish & Access Rangers contact details

5. HDC – delays in registration & validation of planning applications.
6. WSCC – A24 resurfacing Findon-Washington section
7. AiRS Lost Woods survey – Clerk has responded.

199/21 Meetings attended by Councillors –

Cllrs Morris & Moss attended the ACCT AGM on 23rd June 2021. Cllr Moss remains as an ACCT Trustee.

Cllr Ball attended the last CPG meeting on 28th June. Clerk to send a note of thanks to Nick Taylor for his work as Youth Worker in Ashington.

Clerk D

200/21 Matters raised by Councillors

Speedwatch update from Cllr Kerrey – This month we have maintained our presence on the Billingshurst Road as well as christening the new location on the London Road at the junction of Greenacres.

During the last month we have recorded and had confirmed 201 vehicles exceeding the speed limit in the Billingshurst Road whereas, out of 237 vehicles, nobody achieved 30mph let alone exceeded it while we were monitoring the London Road.

Finally, we have noticed an increase in traffic volumes, obviously since the lockdown, but also compared with pre-pandemic levels. Where numbers were around 220 per hour they are often approaching and sometimes exceeding 300 per hour in the Billingshurst Road and similarly in the London Road.

Cllr Stillwell reported that one of the consequences of the booking system at the Horsham amenity tip and the closure of tips on certain days is that people are putting their rubbish in their normal household bins instead of recycling it at the tips. Cllr Moss asked if HDC/WSCC have a strategy for waste disposal?

Cllr Kearney reported that the public footpath from Ashington footbridge to East Wolves roundabout surface was in a state of disrepair and that the pavement between the two northern roundabouts is blocked with overgrowing vegetation. Clerk to report.

Clerk D

Cllr Morris reported that the wildflowers at the Memorial Garden are starting to show through and that the new hornbeam hedge is looking good. The Clerk has a bag of wildflower seeds that a resident donated. These can be scattered in the autumn.

201/21 Chairman's Announcements - none

PLANNING

202/21 Minutes of the Planning Meeting held on 16th June 2021.

Meeting cancelled as there were no applications to discuss.

203/21 Planning Correspondence – none

204/21 Neighbourhood Planning Update

HDC adopted the Neighbourhood Plan at its meeting on 23rd June 2021.

205/21 HDC Local Plan Review Update – the Local Plan Reg 19 consultation is scheduled to take place in June-July 2021 which means that paperwork should be available shortly.

206/21 Planning Applications –

DC/21/0900 Surgery to 1 x Oak – 17 Covert Mead

The Council has no objections.

DC/21/1151 Demolition of existing conservatory and construction of a single storey rear extension. 17 Meiros Way

The Council has no objections.

207/21 **New Enforcement Allegations –**

EN/21/0259 Alleged: erection of fence adjacent to pavement exceeds permitted height - Coopers Cottage Rectory Lane

EN/21/0265 Alleged: extension of residential curtilage and erection of 6ft high fence in ancient woodland - New House Broadbridge Farm.

208/21 **Horsham District Council Decisions**

Approvals –

DC/21/0431 Variation of condition 1 of planning permission DC/19/1788 (Erection of 7no dwellings comprising a mixture of detached and semi-detached properties, with associated parking and landscaping works). Amendments to site layout / boundaries, fenestration and - Lodge Farm Malthouse Lane

DC/21/0550 Surgery to 1xOak and Fell 1xAsh - 10 Warminghurst Close
SPLIT decision – Refusal to fell Ash tree as there are no signs of dieback, Approval to trim oak (Crown reduce tree by reducing the height of the tree by 2m and the lateral branches on the southern, eastern and western sides of the crown back to suitable growth points by up to no more than 2m, and to reduce the lateral growth on the northern side back to the previous pruning points.)

Refusals –

DC/21/0533 Outline application for the erection of a dwellinghouse with all matters reserved - Land Parcel at 511759 115155 Muttons Lane Ashington
Reason – countryside, outside BUAB, HDC has 5 year HLS, contrary to HDC policies and ANP Policy ASH1, loss of trees & natural landscape, no evidence that it wouldn't harm ecology.

Withdrawals – none

Prior Notifications –

DC/21/1342 Prior notification for change of use of two agricultural buildings to residential to form 2no dwellings (C3) - Malthouse Farm Malthouse Lane

Appeals – none

FINANCE

209/21 **Correspondence –**

1. The cost to install a replacement log on the nest swing in Foster Lane is £550 exc VAT. Delivery time is October/November due to supply issues. A temporary repair can be affected by Cllr Kearney by adding a steel bar across the top of the log, cost @£20. Councillors agreed to order a new log and for Cllr Kearney to affect a temporary repair. **Clerk D**

210/21 **Income –**

Parish Yard (May) £298.25

Valerie Kerrey & Pat Webb will be selling tea, coffee & cakes at the mini-Markets, with all proceeds going to Ashington PC. Thanks to them both.

211/21 **Expenditure (Appendix 3)**

It was resolved that the schedule of invoices for payment totalling £9,032.22 for July 2021 be approved. Agreed by all.

212/21 **Date of Next meetings**

Planning Committee meetings: **7:30pm on Wednesday 15th & 29th July 2021, Committee Room 2 ACCT**

Parish Council: **7:45pm on Thursday 2nd September 2021, Scout Hall**

There is no Parish Council meeting in August.

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

Patrol hours TOTAL:	74	ASB incidents TOTAL:	3
Foot (high visibility)	41	Noise	0
Vehicle	33	Neighbours	1
Notices/warnings TOTAL:		Driving/vehicles	0
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	2
Community Protection Warning/Notice	0	Public order	0
Parking alert	0	Clear up/disposal reports TOTAL:	0
Police reports TOTAL:	5	Fly tipping / flyposting	0
Phone (including 101 and 999)	0	Graffiti	0
Email	2	Dog fouling	0
Intelligence report	0	Litter	0
E-CINS (multi-agency reporting)	0	Drug litter	0
Verbal	3	Hazards	0
Admin	40	Community events attended	1
Visits to vulnerable people (all ages)	12	School contact/engagement	3
Signposting	6	Reports to DVLA	0
Safeguarding referral	1	Reports to Operation Crackdown	2

ASB/crime/criminal damage

We received a couple of complaints about noise and rubbish being left on the Recreation Ground. Having looked into this we have spoken with all those involved.

We have had information around a potential suspicious vehicle around the village, please do contact the police if you have any concerns.

Parking/vehicles

We received reports from residents at the beginning of the month about people going through a number of cars across the village. This happened over night and as far as we are aware no damages occurred. We advised the residents to report it to the police on 101. We would like to remind everyone to ensure vehicles are locked and no valuables are left in your vehicles.

A resident reported to us about inconsiderate parking in Meiros Way, the vehicles were regularly parked half on the pavement and very close to the bend. We are regularly patrolling all areas of the village to look for inconsiderate parking, we have Parking Alert Cards which can be left on the windscreen to alert the driver to this poor parking.

We have again reported a vehicle in Crays lane, which has been parked for several months but now has no MOT.

Fly tipping/littering/graffiti

We have received some enquiries about Litter Picking equipment, we have a small amount of equipment at our office which is available for people to borrow if they would like to litter pick around the village.

Community engagement/events/meetings

We had stall at the parish yard mini market this month, it was a great opportunity to engage with members of the parish. We were able to discuss community safety issue, concerns about Anti-social behaviour and scam calls.

Patrols (foot/visible and car)

We have covered the whole village and numerous different times of day and evenings throughout the month.

Elderly and youth

We are looking to publish our final newsletter for the elderly in the next few weeks. The aim of the newsletter was to keep in touch with the isolated and vulnerable during lockdown but also to give them activities to take part in. now that most people have had their vaccine and restrictions are gradually easing we are hoping to focus on helping those people to come out again.

Unfortunately we had to post-poner our Girls self-esteem evening due to parts of Steyning Grammar school being closed as they had positive cases of COVID-19. We wanted to ensure that as many girls as possible were able to come as well as keeping everyone as safe as possible. We have rearranged the Girls Evening for Friday 16th July, in an attempt to do it this side of the summer holidays. This is still as before dependant on the covid cases at the school. Thankfully all the volunteers are able to do this new date. We are very grateful to all the support of the parish Council for this event and would like to thank Tony Watson for arranging some nice goodie bags for the girls attending.

Licensing

Nothing to report.

Appendix 2 – Youth Worker Report

In June, we had lots of fun with our own version of 'Deal or No Deal', painting pictures, and Cake in a Mug night! At the time of writing we are about to host a 'Dragons Den' night next week too! The young people loved winning and gambling their prizes in Deal or No Deal, they enjoyed baking their own cakes (much more success than pizza in a mug!) and they have just had loads of fun as the club feels like it's nearly back to normal on Monday nights at least.

The month has passed without much to report in terms of new events or incidents. Numbers have stayed high amount the year 6 group and apart from one night when we lost almost everyone from year 7 due to a covid case at school, numbers have stayed high in that year group too.

Sadly the announcement by the government meant we couldn't merge year groups as planned, and hope that in my last week (19th - 22nd July) we can finally have a couple of large sessions with everyone in the same space, to see out the year and for me to say goodbye. Unfortunately, the Ashington Cougars tournament has had to be cancelled too.

Also, the Wardens had to postpone their night for the girls of the village due to the covid guidelines not being relaxed in time and the majority of the girls who were asked to come would not have been able to make it. Luckily we were able to open instead and the club was full, but I know the wardens are keen to continue offering some low level support for the young people of the village when rules allow.

The car wash is still going ahead as we can be outside and stay socially distanced so we hope to raise some money for the club on 3rd July. Please do bring your car down between 9-12 if you would like to help us raise money!

I've had some handover sessions with some of the volunteers at the club who are hoping to step up and work closely with SCYP from August onwards, and we have a meeting with the CEO of SCYP in July to talk about how the club and the church can work together from September.

I'm grateful to Nev for getting our computer space back up and running again, and it will be great to have that space available to the young people very soon. I'm also thankful to Helen who has continuously and tirelessly tried to the beautify the club, keep it clean, and come up with great ideas to make the club more appealing and get more young people through the door.

Please may you pass on my thanks to the Parish Council for the last three years allowing me to grow the youth club, engage with dozens of young people, try new events, support us financially, and meet with me in the monthly CPGs offering wisdom and advice - it's been a wonderful time and I will miss the young people tremendously. I will still be active in the village working for the church and I hope to continue building some relationships with the young people in a different context with a different hat on, but still contributing to quality youth work in Ashington, which ultimately, is what we all want!

Appendix 3 – Expenditure

Karen Dare (Clerk)	Home office (June)	£20.00
	Laptop	£1,187.00
	Mobile Phone topup	£6.00
	Postage (Accounts to Auditor)	£2.69
Mark Adsett	Landscape Gardening (June)	£600.00
	Watering of baskets 4/6 to 2/7 (4 weeks x £65pw)	£260.00
WSCC	Salaries and Costs (June 2021)	£1,845.62
EON	Monthly Direct Debit Parish Yard - electricity	£17.00
Business Stream	Monthly Direct Debit Parish Yard - water	£20.00
PWL Board	Public Works Loan repayment	£3,110.12
PlaySafety Ltd	Playground inspections	£341.40

Jean Farnes	Refund for mini-Market non-attendance	£15.00
Ferring Nurseries	Hanging baskets, feed, installation & removal	£1,587.42
P. Kerrey	Chalk pens for Parish Yard noticeboard	£19.97
		£9,032.22

All to be paid by Bank Transfer

Appendix 4

Funds held by the Parish Council on behalf of others (as at 31st May 2021):

Ashington Rangers £724.01

Ashington Residents Association £615.85

Ashington First Responders £1,247.94