



Ashington Parish Council

Minutes of the meeting held on 2nd April 2015 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors M. Woolley, B. Norton, K. Wood, R. Brennan, T. Kearney, R. Strudwick, R. Lancaster, N. Clark, J. Gichovi-Elias
Parish Clerk Karen Dare
District Councillor Roger Arthur
Senior Youth Worker Paddy Donovan
5 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.

097/15 APOLOGIES AND REASONS FOR ABSENCE

Cllr N. Carver (illness), Cllr D. Harbour (personal), Neighbourhood Warden Jayne Jeffrey (illness), Neighbourhood Warden Andy Webster (off shift), County Councillor Philip Circus (business).

Councillor Norton gave a brief update on the health of Cllr Carver.

All Councillors sent their best regards to Cllr Harbour and her family at this difficult time.

098/15 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. Cllr Woolley declared a personal, prejudicial interest in planning application DC/15/0491.

099/15 APPROVAL OF MINUTES

The Minutes of the meeting held on the 5th March 2015 were approved as a true record and signed by the Chairman. Proposed by Councillor Strudwick and seconded by Councillor Gichovi-Elias, and agreed.

100/15 REPORT FROM THE NEIGHBOURHOOD WARDENS & PCSO

PCSO report – no report this month.

Questions: None

Wardens report (See Appendix 1). No report due to illness.
Questions for the Wardens from Councillors: None

Youth Worker

Report (see Appendix 3). Paddy briefly introduced himself to Councillors and talked through key aspects of his report.

Questions: None

A meeting of the Community Partnership group took place on 31st March and Councillors will be provided with a copy of the minutes in due course.

101/15 YOUNG PERSONS ADJOURNMENT

None present.

102/15 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Roger Arthur reported:

1. HDC are currently consulting on amendments to the Planning Framework following the Planning Inspectors comments.
2. He thanked the Parish Council for working with him for the past 8 years.

District Councillor David Jenkins reported:

1. With regard to housing numbers he confirmed that any sites identified and gaining planning permission would be deducted from HDC's housing targets, possibly not as windfall sites.

The Clerk had recently written to HDC Officers on the subject of housing numbers and the 'start date' for counting towards the new targets and on the question of just how many homes a village the size of Ashington should expect and both District Councillors are keen to see how Officers respond to this request.

Questions: None

The Chairman thanked both Councillors for their reports and for supporting Ashington over the past many years.

ACTIONS OUTSTANDING:

D = Minuted but deleted from next agenda.

C/F = Minuted and carried forward to 'Actions Outstanding' on the next agenda.

To list = moved to the list at the end of the minutes until some progress is made

103/15 VAS Sign Billingshurst Road

WSCC will produce a project plan. No update

KD C/F

104/15 ACCT Security review

A meeting took place on 10th March and concluded that new gates and other security upgrades may not necessarily be cost-effective. ACCT is looking at some simple lighting modifications to the porch area as a starting point. **KD D**

105/15 Parish Elections – repeat from last month

Will take place on 7th May 2015. HDC are in charge of the elections. Candidates for the Parish Council election can obtain nomination forms from HDC or the Parish Clerk (telephone in advance). Nominations must be **hand delivered to HDC** (but not necessarily by the candidate) anytime from 24th March to 9th April (4pm deadline). The Parish Clerk cannot accept nomination forms nor will she deliver any to HDC – it is the candidates' responsibility to deal with their nomination paper.

Candidates should be aware that school Easter holidays run from 30th March to 13th April and the Parish Clerk may not be available to hand out nomination papers – HDC should be contacted.

CORRESPONDENCE

106/15 For action:

1. WSCC report that a grant for funding to repair the Church Lane speed bump was unsuccessful due to insufficient funds available. The Clerk & Chairman have responded expressing dissatisfaction and asking WSCC to find the funds.

107/15 For information:

1. WSCC communications regarding Fire Service provisions
2. Horsham Police monthly update

108/15 General:

1. Clerks & Councils Direct magazine
2. Local Council Review magazine
3. The Clerk magazine

109/15 PUBLIC ADJOURNMENT

The Chairman explained that, in order that residents got the most benefit from their 5 mins maximum participation time, Councillors would listen to residents questions without debate or comment but would follow up on the items either by reporting back at the next meeting or directly to the individual outside of the meeting.

Members of the public reported:

1. Litter – the resident has done some litter picking of his own but reported that there is fly tipping down Old London Road and suggested that a dog bin near Penn Gardens should be considered. Clerk to report. **KD D**
2. The unmade section of Fairfield Road should have a sign stating that drivers use it at their own risk.
3. The Youth Shelter is a 'waste of space' and the Youth Club should be opened 7 days per week.
4. Where are all the Policemen, we never see any?
5. With all of the house building going on where are the children going to go to school? The Chairman responded that WSCC closely monitor pupil numbers and

recent forecasts show no issues at Ashington School for the coming years. WSCC are always consulted on new housing applications.

6. A resident expressed disappointment that recently the road sweeper had visited Ashington and done a great job, however, a few hours later the WSCC grass cutting contractors had made a mess again and they had cut the grass on bin day which meant that they cut grass around bins and have left places looking a mess. Where was the common sense? The Clerk responded that all 3 functions are carried out by different departments at either WSCC/HDC and are not co-ordinated.
7. ARA have their AGM on 13th April and are looking for a new Chairman & treasurer. If candidates don't come forward then ARA will be disbanded. Can Councillors think of any suitable candidates?
8. When Councillors consider the planning application for homes at The Mill can they bear in mind the flooding situation at the culvert and that any surface run-off will cause problems further downstream.
9. The gardens at Penn Retreat have banking to the rear and Penn Gardens residents are concerned that new owners at Penn Retreat will remove the banking and this will undermine fences/walls. They were advised to take photographs of the current situation, especially the condition of their fences/walls and that if damage occurred they would need to seek recourse through a solicitor.

The Chairman thanked residents for their comments and closed the public adjournment.

110/15 PLANNING.

The Planning Committee met on 18th March and Councillors have been provided with a copy of the minutes. Agreed by all.

111/15 Correspondence

1. S106 completion memo for DC/14/2380 Land at Penn Retreat, Rectory Lane (Mildren Homes)
2. HDC are currently undertaking a Strategic Housing Economic Land Assessment (SHELA) (formerly known as the SHLAA) call for sites. This will be published in the summer.
3. HDC Local Enforcement Plan – explains what the Compliance Team will/will not do.
4. WSCC consultation on the draft Local List for the Validation of Planning Applications. The Clerk has studied the document and it appears to be very comprehensive.
5. HDC – proposed modifications to the Horsham District Planning Framework following the Pl's comments. There are many modifications, primarily involving increased housing numbers at the allocated strategic sites. However, it does propose 'at least 1500 homes throughout the District in accordance with the settlement hierarchy, allocated through Neighbourhood Planning' and '750 windfall units'. These are the same numbers as previously but the words 'at least' have been inserted.

112/15 Neighbourhood Plan update:

1. Public meetings –The Clerk has contacted those who attended (and left their contact details) to thank them for attending and asked for volunteers to make up the Focus groups. The Chairman asked if those Councillors not standing for re-election would consider remaining on a Focus Group as a resident. Let the Clerk know.

KD C/F

113/15 New Enforcement Allegations/Information

None

114/15 Amendments

None

115/15 Applications

Cllr Woolley moved to the public gallery and Cllr Clark took the Chair.

DC/15/0491 Demolition of former mill building and construction of 8 semi-detached and 1 detached Dwelling – The Mill, Mill Lane

The Parish Council OBJECT to the application on the grounds that:

1. The application is incomplete and there are many mistakes: No ecological survey, heritage survey and flood survey are available to view. No drainage plans have been submitted. Plots 6,7,8,9 are shown as 3 storeys on diagram 241-PL(10)E00 but diagram 241-PL(10)P00 describes them as 2 storeys. The application form states 4 houses plus 5 new flats/maisonettes are proposed, however, the plans appear to show 9 houses and no flats/maisonettes. No landscaping plan has been submitted.
2. The proposal is for 3, 4 and 5 bedroom open market properties only. No 1 or 2 bedroom homes are proposed nor is a mix of tenures. The Housing Needs Survey 2012 specifies a need for smaller homes and affordable homes. Therefore, the application fails to provide a mix of housing, sizing, types and tenures to meet the identified local need.
3. Loss of a business/commercial/employment space – the application states that the site is currently vacant but it is not. No data is supplied to show that the site is not commercially viable. There are currently two businesses operating from the site – G&M Tools and an animal feeds business.
4. The site has had many industrial uses in the past and no information is supplied about possible contamination issues.
5. The existing building is maximum 7.4m high. The proposed 3 storey houses are 8.5m high and are positioned on the highest point of the site – could affect the street scene. No diagram is supplied to show the proposed street scene looks vs the existing buildings. The grass roofs are not in keeping with the street scene

and there are issues of light pollution and privacy that will affect the residents of Willow Way.

6. Flooding – the site is in Flood Zone 3 (high risk). The site is known to flood plus the site becomes isolated if there is a flood at Mill Lane culvert with the only entrance/exit via the A24 dangerous junction. A Flood Report is referred to in the application but is not available to view. Surface water discharge from the site has not been addressed. There should be no impact of this development on the existing flooding problem at the Mill Lane culvert.
7. There are no proposals to improve the Mill Lane highway and access to the properties. Any highway improvements should not add surface water run-off into the culvert. The existing highway is unsuitable for access and there could be an impact on vehicles using the dangerous A24 access to the south (along the really badly maintained part of Mill Lane) rather than out through the village. Construction access must not be via the A24 turn.
8. It is understood locally that the ‘mill race’ still flows from the stream and under No. 4 Willow Way. It is likely that one of the proposed homes will be built directly on top of the mill race and this could lead to flooding problems. A full investigation must be carried out.
9. A private ‘Right of Way’ is proposed to be relocated slightly to the south – this should be checked with the affected parties.
10. Only one visitor parking space is proposed for the development – this is not enough as there is nowhere for overspill parking to go.

Cllr Woolley resumed the Chair.

Horsham District Council

116/15 Approvals

DC/14/2599 Fell 1 x Ash tree (Tree Preservation Order) - 5 Chanctonbury

DC/14/2444 Erection of 4 new dwellings following approval for 3 new dwellings

DC/14/1058 - Four Acres Rectory Lane

DC/14/2380 Amendment to planning permission DC/14/0089 (Erection of 15 dwellings comprising 6 x 3-bed, 3 x 2-bed, 5 x 2-bed flats, 1 x 1-bed flat, 26 parking spaces and improvement of existing access pursuant to outline application DC/12/1975). Amend the siting of P..- Mildren Homes Development Site Rectory Lane

DC/15/0006 Install 2 no 300mm dishes at existing telecommunications facility - Telecom Securicor Cellular Radio Ltd Mast Spring Gardens Nursery

DC/15/0452 Non Material amendment to previously approved application DC/11/2056 (Proposed redevelopment of the site replacing the existing commercial unit with a purpose built health and beauty spa) to alter window layout and dimensions - Nail and Tan London Road

117/15 Refusals

None

118/15 Withdrawals

None

119/15 Appeals made/ decisions

DC/14/0446 Hoots House (proposed development of 6 homes comprising 3 & 4 bedrooms). The Inspector dismissed the appeal on the grounds that the development failed to provide the housing mix (size, types and tenure) specified in the HNS 2012 and on the grounds of highway safety.

The next Planning Committee meetings are scheduled for 15th & 29th April at 7.30pm in Ashington Sports Pavilion.

FINANCE

120/15 Correspondence

1. Consider a request for a grant from Ashington Festival of £722.80 for security guards. Agreed by all.
2. Consider a request for a grant from Steyning Area Minibus. Not agreed as the Council provides resource to the Ashington minibus.
3. Wardens costs 2014/15 and budget 2015/16 – the invoice for 2014/15 is £32,341 (although the Clerk has asked for a breakdown of how the transport cost has been calculated) and the projected budget for 2015/16 is £47,012 (the Council has budgeted £50,000). Agreed by all.

121/15 Income

Bingo Club grant from Saxon Weald £150

Kite & Thomas £2077.50

VAT reclaim £4186.57

122/15 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£500.00	1635
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Stationery	£39.90	
	Postage	£2.03	
	Total	£58.93	1636
WSCC	Salary and on costs (February)	£1078.30	1637

ACCT	Planning committee 18/02/15	£3.80	1638
Ashington PCC	Youth Worker March 2015	£1083.33	1639
West Sussex ALC Ltd	Subscriptions	£671.55	1640
SSALC Ltd	Local Council Review magazine	£17.00	1641
S. Fenn	Responder expenses	£47.45	1642
HDC	Neighbourhood Wardens 14/15	£32,341.00	1643

It was resolved that the schedule of payments shown above be approved for payment. Agreed by all.

123/15 MEETINGS

The Clerk, Cllr Gichovi-Elias & Cllr Clark had attended a Chanctonbury Youth Project Community Partnership meeting on 31st March (minutes circulated separately to Councillors).

Cllrs Clark & Kearney attended an ACCT security review meeting on 10th March.

The Chairman attended a useful lunch meeting at WSCC attended by WSCC Councillor, Chairman & Leader as well as Chairmen from other local Parish Councils.

124/15 MINOR MATTERS RAISED BY COUNCILLORS

1. The Chairman reminded those present of the village litter pick organised by ARA/Church and WSCC on 11th April.
2. Cllr Wood had reported the fallen tree on Park Lane to WSCC.
3. The Chairman thanked those Councillors who would not be seeking re-election: Cllr Harbour had served @7 years, Cllr Lancaster @5 years, Cllr Brenna @13 years and Cllr Norton @42 years. The Chairman presented Cllr Norton with an engraved pen to thank him for his many years of service on the Council.
4. The Vice-Chairman thanked Cllr Woolley for his services as Chairman & Councillor.

The next meeting will be held at **7.45pm on Thursday 14th May 2015 at Ashington School, Foster Lane.**

The meeting finished at 8.50pm

Signed.....

Date.....

125/15 APPENDIX 1: REPORT FROM NEIGHBOURHOOD WARDENS

None

126/15 APPENDIX 2 – PCSO Report March

None

127/15 APPENDIX 3 Report on Ashington Youth Centre

Overall Priorities for Summer term (April-July)

1. Trial and review second evening of youth work
2. Embedding new initiatives and strategies. These include:
 - Members sign a contract of membership.
 - This is in response to direct feedback from core youth members.
 - Our ongoing aims are to develop a culture in which young people have a sense of ownership of the youth club as opposed to simply being consumers to another service.
3. Ensure Safeguarding training is undergone by all AYC volunteers, review related policies, and implement DBS checks
4. Implement 'Team time' for all AYC volunteers – a space for training, development of team relationships, and continuing vision for AYC.
5. Overseeing the development and establishing of a 'Youth Club facilities development' team

March 2015 / Impact

Attendance

- Attendance has remained regular hosting on average been 30-35 young people each week.

Positive shifts in behaviour

We continue to work towards shifting cultures in young people towards becoming a positive, encouraging group of young people engaged with their community.

- In response to previous concerns regarding older youth (OY - 14+ - 2nd session) arriving early and integrating negatively with younger youth (YY):
 - I have communicated concerns regarding these issues. This has been received well and OY now demonstrate a clear understanding of the issues and the consequences arising from their behaviour.
 - As a result, OY now respect timings and do not arrive early. In some rare cases where OY do arrive early, they have respected the YY session and stayed in kitchen area socialising with Wardens/Youth leaders present.

Tackling ongoing concerns regarding anti-social behaviour amongst young people in Ashington.

- I have met with the core group of OY who know many of the main issues / young people concerned. They are receptive to discussing constructive ways forward surrounding young people in Ashington. I have adopted this approach so as to engage young people on a 'peer-to-peer' basis, and also to fully understand the pressure points from a young person's perspective.
- These Young people are enthusiastic in working alongside myself and volunteers to implement new strategies.
- The next steps involve a) developing the second evening of youth work, b) community patrols, c) exploring other strategies, and d) working collaboratively with the Village Wardens and AYC.
- One example of the strategies being formed are membership contracts for young people to agree to, and be held accountable for.

Delivering second evening of youth work – progress of plans

- To further understand and engage with anti-social issues in communities, I am joining Warden Patrols over the following months. These are taking place on April 18th, and the 1st & 3rd weekends of May.
- It is important from my perspective that new youth work is targeted to specific need, and I hope to be able to fully appraise the underlying issues behind some of the anti-social behaviour after findings following the Patrols with the Wardens.
- At this stage, prior to involvement with Warden patrols, I envision a second evening being aimed at young people specifically exhibiting anti-social behaviour in the Ashington community.
- In order to launch the second evening and give it a specific focus, I plan to work with Dann Morris (Horsham district substance misuse officer) and Village Wardens to deliver targeted sessions on substance misuse.
- I am meeting Dann Morris on April 2nd to discuss and finalise plans. Due to his own work commitments, Dan Morris has been unable to meet me prior to this date.
- I have an ongoing relationship with Dann Morris, having worked together delivering 'Mocktail apprentice' sessions in surrounding schools (Steyning Grammar School, The Weald, Rydon Community College) serving Ashington young people.
- The proposed starting date for launching the second evening is Monday April 20th.

Safeguarding training

- As a result of liaising with various parties, I have secured a number of safeguarding training opportunities for our team of volunteers.

- Thursday evening May 28th – I have booked Horsham matters to deliver safeguarding training at Ashington Youth Club, free of charge. I want to make this evening a priority for AYC volunteers to attend.
- In light of there not being any safeguarding training for some time, I have put in place measures so that all of our team; new and old, will have had training by the end of the summer time. Therefore, I have organised further training opportunities in July (4th & 7th). These further sessions will be organised and delivered by Debbie Bath - Ashington Church Safeguarding Officer.
- With this now booked, by the summer holidays all our AYC volunteers will have undergone up to date training.
- Furthermore, I am meeting with AYC Chairman on 30th March to develop / revise Youth Club child protection policies.

DBS process update

- Ashington Youth Club is now registered with CCPAS. This is a service provider to administer DBS checks on all volunteers: www.cpas.co.uk
- Updated DBS checks can begin after Easter.
- In light of advice from CCPAS and safeguarding professionals, as AYC, we are adopting the policy of having DBS checks renewed within three years.

Other development updates & plans

New volunteers

- We have engaged a further two female volunteers who have enthusiastically joined our volunteer team. These are positive steps in response to previous concern regarding a lower number of female volunteers and young people.

Holiday time provision

- In response to positive feedback from trial sessions in February half term, I will be running an afternoon session on April 2nd instead of an evening session on these dates. I anticipate this being our approach during school holiday times.

Introduction of AYC Volunteer 'Team time'

This term I want to introduce 'Team time' for all our volunteers. The aim is not to hold a meeting as such, rather a time to develop:

- team relationships
- vision/direction
- training / skills
- space to recruit and introduce further volunteers.

My overall approach behind the introduction of this initiative is this:

Happy & inspired volunteers = Happy & inspired young people

The first 'Team time' will take place on Thursday evening of half term, May 28th. AYC will be open during the afternoon on this date, but closed during the evening, enabling us to invest in our voluntary team.

On this first session together, our Safeguarding training will be delivered by Horsham matters, as outlined above.

Setting up and establishing a 'Youth Club facilities development team'

- In response to advice regarding prioritising use of my own time, I am proposing the CPG assist me in helping further establishment of this team.
- This team will be responsible for completing physical development work to AYC in cooperation with AYC Chairman & ACCT. The aim of this is to develop the Youth Club as a space to deliver the best possible youth services to Ashington

Rydon Community College

- By invitation, Deputy Head Teacher Paul Blackmore has invited me to use office space within the school to both engage and deliver youth work for Ashington young people.
- This agreement comes with no further responsibilities and duties to the school.

Community visibility

- I am attending Ashington Parish Council meeting April 2nd
- I am attending Ashington Residents association annual general meeting April 13th
- I am attending Ashington School year 5 residential to further engage those young people with AYC who are transitioning into the 'youth age bracket'.

Additional notes

- AYC Chairman has secured 10 year lease for AYC with ACCT.
 - This will enable further development plans significantly easier.
- In consultation with my line manager (James di Castiglione), I have agreed annual leave in June as a result of getting married.
 - This leave will cover the period of June 15th - 26th
 - In preparation for this, I am currently working towards agreeing cover for these dates ensuring youth services are still delivered.

Paddy Donovan, 25/3/15

128/15 APPENDIX 4 Funds held on behalf of others

First Responders Funds: £3955.53
Bingo Club: £285.64