



## Ashington Parish Council

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**Minutes of the meeting held on 5<sup>th</sup> February 2015 at 7.45 p.m. in Ashington School, Foster Lane, Ashington**

**Present: Councillors M. Woolley, B. Norton, K. Wood, D. Harbour, R. Brennan, T. Kearney, N. Carver, R. Lancaster, N. Clark, J. Gichovi-Elias**  
**Parish Clerk Karen Dare**  
**District Councillor Roger Arthur**  
**County Councillor Philip Circus**  
**5 members of the public**

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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.

### **033/15 APOLOGIES AND REASONS FOR ABSENCE**

Cllr R. Strudwick (illness), Neighbourhood Warden Jayne Jeffrey (off-shift), PCSO Tina Dunning (we have heard that PCSO Dunning is no longer our PCSO).

### **034/15 DECLARATIONS OF INTERESTS**

The Chairman reminded Councillors that previous declarations still stand. Cllr Clark declared a personal, prejudicial interest in planning application DC/14/2761 as he is a near neighbour.

### **035/15 APPROVAL OF MINUTES**

The Minutes of the meeting held on the 8<sup>th</sup> January 2015 were approved as a true record and signed by the Chairman. Proposed by Councillor Lancaster and seconded by Councillor Harbour, and agreed.

### **036/15 REPORT FROM THE NEIGHBOURHOOD WARDENS & PCSO**

PCSO report – no report this month.

Questions: None

Wardens report (See Appendix 1).

Questions for the Wardens from Councillors: None

### Youth Worker

Report (see Appendix 3).

Questions: Cllr Clark explained that the Youth Worker and Wardens were being encouraged to work closely together as part of the Parish Council village team.

A meeting of the Community Partnership group took place on 3<sup>rd</sup> February and Councillors will be provided with a copy of the minutes in due course.

### Warden recruitment

Interviews took place on 15<sup>th</sup> January and both Cllrs Clark & Gichovi-Elias were involved. The job was offered to the successful candidate and he has accepted and will start work shortly. **D**

### **037/15 YOUNG PERSONS ADJOURNMENT**

None present.

### **038/15 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

District Councillor Roger Arthur reported:

1. Both HDC and WSCC have strongly opposed proposals for a new runway at Gatwick Airport. The public consultation period runs until after the coming General Election. Reasons for the objection include lack of infrastructure (and Developer contributions towards new infrastructure) to serve the airport, the additional homes needed would urbanise the countryside between Horsham & Crawley. The Davis Commission will consider all of the comments received during the public consultation period and will produce a recommendation for the new Government to consider. It is ultimately a Government decision.

The Chairman thanked District Councillor Roger Arthur for his report.

County Councillor Philip Circus reported:

1. WSCC are having to make further cost savings but are committed to freezing Council Tax again this coming year. The Government Grant is still reducing year on year and soon there will come a point when WSCC receive no Govt. funding. This may allow the Council to have more autonomy over how it spends its money.
2. David Barling is the new Cabinet Member for Residents Services, taking over from Lionel Barnard.
3. Highways update – the Clerk has sent information to WSCC Highways about the issues that had been discussed at previous meetings. She has had no formal response except for WSCC agreement to install verge markers at certain points along London Road (Minute 055/15). Although, she has heard verbally that some of the issues are possibly being actioned. The Chairman explained the outcome of the recent meeting with WSCC Highways (Roger Harding) and all present expressed concern that WSCC, whilst agreeing that the speed bump in Church

Lane is damaging cars, seem to be unable to make repairs using available budgets. Cllr Circus explained that WSCC is liable if roads are causing damage to vehicles and that he would chase up this issue with Highways officers.

The Chairman thanked County Councillor Circus for his report.

Questions: None

### **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

### **039/15 VAS Sign Billingshurst Road**

WSCC will produce a project plan.

**KD C/F**

### **040/15 ACCT Security review**

ACCT has provided some information about detailed costs and project specification. It was proposed that the advice of Neil Worth (HDC Community Safety) be sought and that a separate meeting between ACCT, HDC, Warden and Parish Council be held to gather and discuss the information. Agreed by all, Cllrs Clark & Kearney volunteered to be involved.

**KD C/F**

### **041/15 Parish Elections**

Will take place on 7<sup>th</sup> 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 24<sup>th</sup> March to 9<sup>th</sup> 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 30<sup>th</sup> March to 13<sup>th</sup> April and the Parish Clerk may not be available to hand out nomination papers – HDC should be contacted.

### **CORRESPONDENCE**

#### **042/15 For action:**

1. Thakeham Neighbourhood Plan pre-submission reports. Cllrs were very complimentary about the reports. No other comments to make.
2. WSCC Minerals Local Plan update – defer to next meeting. **KD C/F**
3. Future of Rock Common Quarry – workshop Saturday 28<sup>th</sup> Feb, Washington Memorial Hall 2-4.30pm. Cllr Kearney may be able to attend.

#### **043/15 For information:**

1. WSCC Change to mobile library stop times in Ashington
2. WSCC Prevention & Wellbeing grants 2015/16
3. Rural Crime Workshops – Cllr Clark has volunteered to attend.
4. HDC – Timetable for changes to Horsham District Planning Framework

**044/15 General:**

1. Clerks & Councils Direct magazine

**045/15 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. Could the Warden patrol around Penn Gardens more frequently. Cllr Gichovi-Elias responded that this is on the Wardens patrol route and she does visit regularly.
2. Could the Warden visit elderly/vulnerable people in Penn Gardens – Cllrs responded that the Warden should be alerted (by family/neighbours) to the presence of elderly/vulnerable people but that she must be invited by the individual to help them.
3. A question was directed at Roger Arthur and Philip Circus – why did HDC refuse the planning application for Horsham FC’s new football ground at Hop Oast? There was some discussion about this issue as many present agreed that Horsham should have a facility of this type as it supports the football club and would provide football facilities for grassroots clubs to use.
4. Could the Parish Council produce updated literature about the Wardens (posters, handouts for residents etc). Clerk to ask HDC to produce. **KD D**
5. What has happened to the review of signage outside Kate’s Cakes (A24 slip road) as the member of the public had a near miss very recently. County Councillor Philip Circus would look into this.
6. Are there any deer warning signs along Hole Street as there had been a couple of incidents with deer being hit by cars recently. Clerk to check and pass to WSCC. **KD D**

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

**046/15 PLANNING.**

The Planning Committee met on 21<sup>st</sup> January and Councillors have been provided with a copy of the minutes. Agreed by all.

**047/15 Correspondence**

Neighbourhood Plan update:

1. Public meetings – were well attended with @90 people visiting over the two sessions. The Clerk will contact those who attended (and left their contact details) to thank them for attending and ask for volunteers to make up the Focus groups. **KD C/F**

**048/15 New Enforcement Allegations/Information**

None

## **049/15 Amendments**

None

Cllr Clark moved to the public gallery and took no part in discussions.

## **050/15 Applications**

DC/14/2761 Proposed two bedroom detached dwelling – Land to the north of Baden House, London Road. By majority decision (No objection = 5, Objection = 2, Abstention = 2) the Council has no objections.

Cllr Clark returned to the meeting.

## **Horsham District Council**

### **051/15 Approvals**

DC/14/2466 Proposed installation of ground-mounted solar photovoltaic array consisting of 40 solar panels - New House, Broadbridge Farm.

DC/14/2472 Timber garage - 6 Broadbridge Cottages London Road

### **052/15 Refusals**

None

### **053/15 Withdrawals**

None

### **054/15 Appeals made/ decisions**

None

The next Planning Committee meeting is scheduled for 18<sup>th</sup> February at 7.30pm in Ashington Sports Pavilion.

## **FINANCE**

### **055/15 Correspondence**

1. The Clerk reports that the quarterly bank reconciliation has been checked and signed by Cllr Norton
2. The Clerk reports that there is one area of budgetary overspend:
  - a. Grants budget was £1045, actual spend £1226 (Ashington Festival £866, Air Ambulance £200, Storrington Area Help Scheme £200). The contingency budget will cover the overspend.
3. Consider a quote from David Newland for repairs to Warminghurst Close play area:
  - a. Replacement of rotten fence post £90
  - b. Replacement of rotten platforms and removal of rust and repainting of equipment £1102.

Both costs can be met from the Play Area capital reserve. Agreed by all.

- KD     D**
4. Consider a quote for the annual weedkilling contract £345pa (up from £330pa).  
The Clerk has tried to source a second quote but has been unable to find an  
alternative contractor. Agreed by all. **KD     D**
5. The Clerk & Chairman met with WSCC Highways and they have agreed to install  
verge markers (and repair the verges at the same time) in the churned up verges  
near the shops. The maximum cost to the PC would be £200. Agreed by all.  
**KD     D**

### **056/15 Income**

HDC – S106 grant for floodlights £1670  
National Savings Account – annual interest £1,239.17  
Donations to First Responders £900.00

### **057/15 Expenditure**

		<b>Cheque no.</b>	
Mark Adsett	Gardeners contract payment	£500.00	1619
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Tea/coffee etc for NHP sessions	£12.29	
	Stationery for NHP sessions	£17.49	
	Postage	£12.72	
	Postage NHP letter	£62.00	
	Total	£121.50	1620
WSCC	Salary and on costs (December)	£1127.38	1621
ACCT	Planning committee 17/12/14	£3.80	1622
	Bingo Club (December)	£37.75	1623
Ashington PCC	Youth Worker Jan 2015	£1083.33	1624
Letterbox Logistics	delivery of Neighbourhood Plan letter (Jan)	£90.00	1625
M. Woolley	stationery for NHP sessions	£7.99	1626

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

### **058/15 MEETINGS**

The Clerk & Cllr Clark had attended a Chanctonbury Youth Project Community  
Partnership meeting on 3<sup>rd</sup> February (minutes circulated separately to Councillors).

The Clerk & Cllr Clark had attended a Wardens Steering Group meeting on 3<sup>rd</sup>  
February.

Cllr Gichovi-Elias had attended an ACCT meeting.

The Clerk & Chairman had attended 2 meetings with WSCC Highways officers.

The Clerk & Cllr Wood had attended a presentation by Year 7 pupils at Steyning Grammar School concerning projects that the pupils would like to see actioned in their village. An Ashington pupil had an idea for a 'Picnic in the Park' type event with Live music. The Clerk & Cllr Wood had provided some feedback to the pupil on her idea.

**059/15 MINOR MATTERS RAISED BY COUNCILLORS**

1. It was agreed that Cllr Gichovi-Elias would respond on behalf of the Council to the WSCC Care Review as mentioned in the last meeting.

The next meeting will be held at **7.45pm on Thursday 5<sup>th</sup> March 2015 at Ashington School, Foster Lane.**

The meeting finished at 9.15pm

Signed.....

Date.....

**060/15 APPENDIX 1: REPORT FROM NEIGHBOURHOOD WARDENS**  
**CRIMINAL DAMAGE AND THEFT**

No reports to me of criminal damage or theft this month to me across the village.

**SUSPICIOUS VEHICLES**

I have had a very busy month with numerous suspicious vehicles being reported to me.

Vehicle registration details make and model have been reported to police to investigate further.

Thanks to the informants who have taken good details of offending vehicles.

There have been several reports of suspicious vehicles late at night. There is good reason to suspect that they may be poaching in the surrounding fields of the village.

I have been doing regular patrols of the rural areas. If anyone sees anything suspicious they need to call the police to report incident.

**DRUGS AND ALCOHOL**

This continues to be an issue across the village.

There have been several reports this month of underage drinking. The main area seems to be around the community centre. I am aware of the youth and have spoken with them. The next step will be to talk with parents. The police have also been updated with the names of youth concerned.

This behaviour is not very pleasant as the youth are leaving all alcohol related litter around the community centre. I also know that one youth after too much alcohol vomited everywhere. This is not nice for the community centre staff to have to clean up. I have spoken with the youth concerned and I will be making him do a litter pick of the area.

I do know that this time the alcohol was taken from some of the youths homes. With or without permission I am not sure.

Drug intelligence is still being passed to police on a regular basis.

**YOUTH**

I have had a meeting this month with the youth worker to look at ways of working together to get the best provision for the youth of Ashington.

Suggestions were made on using the ball court to provide some diversionary activities for the older groups of youth.

I was also asking how many youth club sessions would be held through the week. I believe that there needs to be two separate evenings for the different age groups of youth attending.

It is my hope that the youth worker can help me deal with shall I say the more challenging group of youth in the village. I shall be passing names to the youth worker of the youth that I think would benefit with some interaction and outreach work.

I also had the conversation with youth worker about the youth fund raising for the youth shelter to have solar lights fitted. The youth need to take ownership of the youth shelter and by working on ways to improve the facility is a way of doing this.

I need to arrange for the grand opening of youth shelter. I will need to speak with youth worker further on this and perhaps get a date set for the opening. Perhaps waiting for the better weather might be a good idea.

I have also spoken with youth worker on working together on trying to arrange the substance misuse sessions with the Substance Misuse officer. Thank you to the parish for funding this valuable service.

He will be delivering a six week programme to those that wish to attend. I do know that he has been working with some of the youth with substance misuse issues already doing one to one sessions.

I am still working with several youth across the village with personal issues they have. I am also working closely with the anti-social behaviour team due to some youth of the village being placed on an anti-social behaviour contract. This is to help the youth concerned make the right choices and correct their behaviour. It is also there to sign post those to relevant agencies for extra help they may need. I continue to have regular monthly meetings with those concerned. I also have contact on a regular basis with the youth concerned just to help and guide them.

### **DOGS**

Numerous complaints of dog foul this month. Luckily several complainants have given good descriptions of offenders and dogs. I am now doing patrols at regular times to catch offenders. If caught not picking up their dog foul they will receive an on the spot fine of £50.00.

### **OLD LONDON ROAD ASHINGTON**

Over the last few weeks travellers have again parked in the old London road. They have stayed at this location for a couple of weeks before moving on. I have reported the fly tipping that has been left by the travellers to our cleansing department to be removed.

This area is in need of a good litter pick. I have also asked the cleansing department to do this.

Luckily some of the residents of this area do try themselves to litter pick on a regular basis.

This area is used by vehicles on a daily basis to sit and have lunch breaks etc. Perhaps a litter bin in the hot spot areas may help with the litter problem.

This problem with traveller's vehicles parking in this area is an ongoing issue and a local resident of the area has asked if there is a solution that we could come up with to prevent this reoccurring problem.

My suggestion and I think others have suggested it to in the past is a height restriction barrier with coded access for service vehicles.

### **ELDERLY/VULNERABLE**

Lots of welfare checks this month within the elderly/vulnerable groups.

I have delivered electric heaters to those that have problems with heating over this last month.

Their heating has broken down or is just not adequate to heat the whole property.

The heaters are on loan from Horsham District Council until they sort heating issues.

Cold weather packs have been handed out to those that need them.

I have been reminding them to stock up on grocery supplies just in case the weather turns bad so at least they are prepared.

Have safeguarded some within the elderly group to help get them the extra care they require.

I am also supporting others within the younger elderly/vulnerable group to make life changing decisions. Just being there for support and advice helps them.

I am still working closely with the community link alarm manager to ensure that Ashington residents receive all the help that is available to them. Many have been referred to Age UK

One resident requested a key safe for her property which I am pleased to say the community link manager arranged and it was fitted within 24 hours. This gives this resident peace of mind that if she needs help the emergency services can get to her promptly by getting the key from key safe. It has made her feel safer and more independent.

I have been organising trips for the elderly/vulnerable group for the year. The first trip booked for April. We will be going to Bognor then onto Felpham beach café for a fish and chip lunch.

This was by popular demand from all that attended last year. They all love this outing.

### **LUNCH CLUB/VINTAGE TEA**

We have had a meeting with the lunch club committee to arrange the next years sessions.

All dates have been booked with the community centre, thanks for their co-operation in this.

Mini bus dates have all been booked for the next year to include free travel to lunch club, vintage tea and bingo. The mini bus has been paid for throughout the year by the kind donations of residents who attended the warden party and purchased raffle tickets.

I have collated a list of all dates for lunch club/vintage tea and printed out and will give to all residents that attend so they can remember when the dates for each event are. Some were getting confused with times and dates, this should make it easier.

A kind donation from Sussex Police was awarded towards the running of the lunch club. It was for the amount of £150.00. A very big thank you for their generosity and support

Thanks to the members of the Church and Sussex police grant we will now investigate purchase of equipment to make things easier for Pat to provide nice hot meals to all that attend lunch club.

### **CHURCH VOLUNTEERS**

I have had several meetings over the last few months and I can now say very excited that we have volunteers to help across the village within the elderly/vulnerable group.

I will be working closely with a co-coordinator from the group to delegate and work with to help the elderly/vulnerable group get the extra help they require. We will have weekly catch ups to see what work has been carried out and who has received visits.

They will visit those that require just a little help and just someone to have a chat and a cup of tea with. Basic welfare checks on each visit to make sure the person is coping ok. Any issues that they feel are a concern they will contact me and I will sign post the individual to relevant agencies. Mini bus drivers have been recruited and they will help with the transport to and from the organised clubs within the village. They will also be helping with the organised trips.

I can't thank these volunteers enough as with their help we can provide so much more for the elderly/vulnerable within the village.

They will also be helping at the events providing entertainment for all to enjoy and general help as required.

This I feel is going to be such a valuable service for the village and I hope will become a success and grow in the future.

I would like to say a very big thank you to members of the church for helping to get this project off the ground.

### **BINGO**

All dates have been booked for Bingo for the year.

I am pleased to report that thanks to the donation towards mini bus funding we can now provide free transport to this event for the elderly/vulnerable group.

I am pleased to say that the numbers have increased that attend this bingo evening.

Young and old attend and it is lovely to see the interaction between the different age groups.

The youth are still helping me to organise this event on a regular basis.

### **WARDEN**

A new warden has now been recruited. His start date will be the 9<sup>th</sup> Feb 2015.

His name is Andy and he comes to us with great enthusiasm for the village. One of his passions is skate boarding and he really would like to start working on a project for the village. He would like to see the skate park used to its full extent. A suggestion he is making is to have professionals visit the skate park to show what can be done on skateboards etc. He has told me he has contacts who will do this free of charge. He also wants to start a skate boarding group.

I have actually worked with Andy before he was appointed as the Part Time Warden. He came to Ashington for two weeks for voluntary work experience.

All I can say was he was a pleasure to work with and his commitment and enthusiasm for the village. The work that we did was mostly within the elderly/vulnerable group and I am pleased to say they all enjoyed his company.

I am sure over the coming year between us we can provide a better Neighbourhood warden service for the village for all residents to benefit from.

We will both be attending many training courses over the next year to improve on our knowledge and understanding of our job role so as to provide an excellent service for all the residents of Ashington.

## **061/15 APPENDIX 2 – PCSO Report January**

To follow

## **062/15 APPENDIX 3 Report on Ashington Youth Centre**

### **attendance**

During the new year, attendance continues to increase. On average we have 24 young people attending the younger session and 10 on average attending the later session. Have recently had a number of boys joining us from Muntham house school being accompanied by a few members of staff from the school. Furthermore - Jan 29th marked our highest night of attendance with 39 young people joining us throughout the evening.

### **Themes / topics covered / activities**

With the use of both multimedia and object lessons, we have introduced a number of principles to the young people. We have implemented 4 simple rules which act more like constitutions for the young people and the youth centre: We don't do anything **un-safe / illegal / immoral** and **we respect** (the leaders, the youth centre, the equipment, each other).

#### Young volunteer contract

In partnership with staff at Steyning grammar school, one of our young people has began volunteering at the younger session taking on responsibility for signing in members and the tuck shop we have. This contract has formed a structured volunteering/community service scheme for this young person which is benefiting him across a number of social spheres.

One of our Volunteers has performed a number of small repair jobs which most of the young people witnessed - this has led them to actually believe our plans of development and refurbishment aren't hollow. Because of this, the young people have voiced their support for being a part of these further plans, in particular painting the walls.

### **Development plans**

Replacement ceiling tiles have been ordered. Financed through a donation from a member of the community.

Carpet - Quoted from Morways Flooring in Ashington - starting from £1700

We are exploring funding grants from a number of local foundations which provide funding for youth provisions.

Half term work club - the idea of getting together over half term afternoons to paint some of the walls in the youth centre has been received positively.

This start will mark things to come for the future of the youth centre and will show the beginning of refurbishments during our relaunch Feb 28th.

Relaunch of Ashington Youth provisions -

AYC website - We have been exploring the options of having a devoted website to provide up to date information regarding weekly activities, ongoing projects, development plans as well as a space to recognise donors and those involved with AYC Grant funds & Community foundations being explored.

Generally 6 month timescale

Some include:

- Sussex community foundation (April)
- Starbucks youth action fund (needs to be spearheaded by 16-24yr olds) (March)
- Horsham district council 'community funds'
- specifically seeking quotes from local flooring/carpet companies to present.

### **AOB**

In May I will be attending Dalesdown with the yr5 class from Ashington school. As well as supporting the local school, this will aid in building relationships with this 'crop' of young people who will be moving on to Rydon school and joining us at Ashington Youth Club in September '15.

TBC - Money owed from Church to AYC for Sunday morning 2hr slot. £10 each Sunday.

### **063/15 APPENDIX 4 Funds held on behalf of others**

First Responders Funds: £3902.98

Bingo Club: £135.64