



## Ashington Parish Council

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**Minutes of the meeting held on 6<sup>th</sup> August 2015 at 7.45 p.m. in Ashington School, Foster Lane, Ashington**

**Present:** Councillors M. Woolley, R. Strudwick, K. Wood, T. Kearney, N. Clark, S. Cox, G. MacPherson, S. Ball, N. Spiers, J. Stillwell

**Parish Clerk** Karen Dare

**District Councillor** John Blackall

**County Councillor** Philip Circus

**Neighbourhood Wardens** Jayne Jeffrey & Andy Webster

**14 members of the public**

**Invited Guest – Lisa Boydell HDC Youth Work Officer**

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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.

### **237/15 APOLOGIES AND REASONS FOR ABSENCE**

L. Di Castiglione (personal)

### **238/15 DECLARATIONS OF INTERESTS**

The Chairman reminded Councillors that previous declarations still stand.

### **239/15 APPROVAL OF MINUTES**

The Minutes of the meeting held on the 2<sup>nd</sup> July 2015 were approved as a true record and signed by the Chairman. Proposed by Councillor Ball and seconded by Councillor Kearney, and agreed.

### **240/15 REPORT FROM THE NEIGHBOURHOOD WARDENS & YOUTH WORKER**

Wardens report (See Appendix 1).

Questions for the Wardens from Councillors: None

The Chairman suggested that Parish Councillors might like to accompany the Wardens on their street briefings to speak to residents.

## Youth Worker

Report (see Appendix 3).

Questions: None

Cllr Stillwell informed the Council that Cllr Clark is working very hard with the Youth Worker and his manager to make sure that the service is delivered in the best way possible. Thanks to Cllr Clark.

A meeting of the Community Partnership group took place on 4<sup>th</sup> August and Councillors will be provided with a copy of the minutes in due course.

Lisa Boydell – Community Development and Engagement Manager at HDC (Youth, Older Persons, Think Family, Funding/Grants, Arts development). This is a new position at HDC and involves management of a small community development team. Lisa will send an organisation chart to the Clerk for info.

Youth Services – some years ago a number of parishes clustered together and bought into a Youth Services contract with HDC which was delivered by Horsham Matters. By delivering the service through a contract individual Parishes don't need to worry about employment law, DBS checks etc as this is all done by the service provider. The services are usually aimed at the 11+ age group as there is good provision in the District for youth activities for the younger age groups. This contract is up for renewal in June 2016 and HDC are seeking expressions of interest from all Parishes so that they can plan the new contract and service delivery. There will be a review of the contract to ensure that the services delivered match the Parishes needs and that any issues can be improved upon. The new contract will be put out to tender to ensure best value. There is no firm commitment at this stage. If a lot of Parishes enter into the agreement then the cost reduces due to economies of scale. Lisa can send more information to the Parish Clerk.

Questions:

1. What has happened to WSCC Youth Services? WSCC have cut back to a minimum and only target specific young people who need particular help and who are referred to them.
2. Example of the services is the 'Costa Coffee night' in Horsham – this is a partnership between Costa and Horsham Matters where the youths can meet in Costa with their friends and Youth Workers can engage with them. Other services are delivered to rural parishes.
3. How is Youth Work delivered in other Parishes? Lisa is currently undertaking a review of all Parishes.

It was agreed that Cllr Clark plus other Councillors speak to Lisa to look at this project with a view to comparing it to our current youth arrangements as part of the Council's commitment to getting best service & value.

Older persons – Lisa spoke about the Horsham District older persons forum and the initiatives happening in the District. There is a Facebook page and website. This is supported by HDC at present but will become independent in the future.

Think Family – working with families on some of their issues. There is a small amount of funding currently available if the Parish considers it has good reason to apply.

The Chairman thanked Lisa for attending the meeting.

## **241/15 YOUNG PERSONS ADJOURNMENT**

None present.

## **242/15 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

County Councillor Philip Circus reported:

1. At the recent CLC meeting there had been a lively discussion on the Age of Transfer between schools consultation that is currently taking place. The background is: The new National Curriculum plans for two phases at Key Stage 2 – Years 3&4 and Years 5&6. In the STARS locality children transfer to Rydon in Year 6 which means that the second phase of KS2 is taught at two separate schools and is, therefore, disrupted. Evidence shows that this is detrimental to the children's learning & development. WSCC are consulting on the principle that the children's learning is the most important factor in any changes that might be proposed in the future. The consultation is NOT currently proposing any changes to schools or school closures etc. There have been a number of meetings organised by individual schools, many letters sent out to parents by schools and many rumours about what is happening at individual schools. WSCC will look at the responses to the consultation before making any further proposals. Dawn Watson Jones (Chair of Governors at Ashington School) confirmed that STARS primary schools are supporting the position that primary schools should retain Year 6 pupils so that KS2 is completed before children move schools. This would have a knock-on effect on Rydon and potentially Steyning Grammar. Primary schools would need to build additional classrooms so some capital investment would be needed but WSCC has stated that there is no money in the education budget. Concerns were expressed about the dilapidated state of some of the buildings at Steyning Grammar and about the ability of primary schools to accommodate new children coming from new housing developments in the area. Dawn Watson Jones confirmed that Ashington School is not full with Ashington children – some come from out of area because there aren't always enough Ashington children starting in Reception class. School capacity is 180 and there are currently 176 pupils. The school can't 'save' places in case children move into Ashington.

Philip Circus re-iterated that the consultation is not about closing Rydon as there is still a need to educate Years 7&8 (Rydon currently caters for Years 6,7& 8) and that it makes sense to keep Rydon as an education establishment. There is no truth in the rumour that a housing development is planned for the Rydon site.

He stated that it is impossible to keep everyone happy with whatever is agreed in the future but that the most important factor is what is best for the education of all children in this area.

Cllr Clark asked that this issue be carried forward to the next PC meeting. **C/F**

2. WSCC have appointed a new Cabinet Member for Highways (John O'Brien). Highways budget has reduced by 20%. He met with Philip Circus who expressed dissatisfaction at the progress of TRO's (Traffic Regulation Orders eg speed limit reductions) across the Chanctonbury Area. WSCC will be working on fewer TRO's in the future (as they are expensive) and will be looking at other ways to deliver the same results.

The VAS sign on Billingshurst Road has been put on hold so that WSCC can review the project. Any promises made in the past are withdrawn by WSCC. Councillors expressed their extreme dissatisfaction at this decision as the money to pay for the sign is coming from Ashington s106 funds which were given by Developers for highways projects in Ashington. The VAS sign is the only highways project on the Ashington list and must be given priority.

3. Philip Circus confirmed that WSCC had done yet another re-organisation in the Highways Department and that a new Area Manager (Chris Stark) had been appointed. He suggested the Clerk contact him to arrange a meeting to discuss Ashington issues. At this point the Clerk strongly reminded Philip Circus that in her 10 years as Clerk she had met many new Area Managers to discuss Ashington issues and every single one of them had failed to deliver on any of the projects. She had wasted enough of her time dealing with Highway Officers and was not prepared to waste any more. This would have to be a project for the new Clerk.

Cllr Clark expressed extreme dissatisfaction that WSCC did not appear to have a process for handover of work from one individual to another. When an organisation is faced with cutbacks it must have procedures in place for succession planning so that re-organisation does not affect the day to day working of the organisation. This is basic good business practice. He asked Philip Circus to put transparent processes in place at WSCC so that Parishes could see their various projects, monitor progress and ensure that a change in officers would not mean projects starting from scratch again.

Cllr MacPherson questioned how WSCC could be delivering such a poor Highways service when the majority of their work is outsourced to a contractor. In WSCC defence Philip Circus explained that WSCC is moving towards a commissioning approach to its services whereby internal departments will have to compete against external suppliers to deliver services. This could lead to internal departments becoming better organised and more efficient otherwise they will lose their work.

District Councillor John Blackall reported:

1. There is huge pressure on local authorities to do things differently in order to save costs. For example WSCC moving offices to share a building with HDC which has resulted in better communication. HDC selling off Park House for conversion to flats has raised £7-8million.

2. He is Vice Chairman of Communities and stated that there is no lack of willingness to embrace change and do things differently. HDC have to deliver the same services for less money and are looking at contracting out some services and new ways of working.
3. The Planning Framework has to deliver 16,000 new homes in the District over the next 20 years. This will mean @30,000 new people which is a large increase (@15%?). The Planning Framework agreed the land supply for the next 5 years and is likely to be agreed in September and this will put a stop to speculative development applications.
4. Neighbourhood Plans in Nuthurst and Henfield have been approved and should be used as good examples of community-led planning.

Questions:

1. Where is the infrastructure for the new homes - we need better roads, sewers, drains, education etc? Need to get MP involved in this issue as infrastructure is often lacking in new developments, with the Developer simply making a financial contribution but this does not get anything done and the process of spending the money is very complex. West Sussex receives the lowest amount of government money per head than anywhere else in the country. Education spending per pupil is less in West Sussex than anywhere else in the country. Big developments are better able to build infrastructure than smaller developments.
2. There is a group of District Councillors at HDC trying to stop the Planning Framework as they object to the large developments allocated for land north of Horsham. If they refuse the planning applications for the developments north of Horsham once the Planning Framework is adopted then the Developer will appeal and HDC will face huge legal costs as the appeal will likely be allowed by the Planning Inspector. For example HDC objected to development at Water Lane, Storrington on the grounds of lack of infrastructure, the Planning Inspector overruled the decision on appeal and HDC had to pay @£300k in costs. Once the Planning Framework is approved then the Planning Inspector will have to take it into account.

The Chairman thanked District Councillor John Blackall and County Councillor Philip Circus for their reports.

**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

**243/15 VAS Sign Billingshurst Road**

Update from County Councillor Philip Circus. See above

**KD C/F**

**244/15 Clerk recruitment**

At the last PC meeting it was announced that the PC had received a letter from the Clerk offering her resignation. At this point Tommy Walter shouted 'good riddance'. The Neighbourhood Warden told him to be quiet.

The Chairman was pleased to report that following discussions with the Clerk it had been agreed that on behalf of the Council he should decline to accept her resignation. The Clerk will therefore continue as an employee of the PC, but will relinquish all day to day duties in order to focus on managing the Neighbourhood Plan, which the Council is committed to progressing as quickly as possible now that HDC's Local Plan looks set to be approved this autumn. Given the reduced workload, the Clerk's hours of work will be amended to 4 per week.

It was therefore proposed that the PC now recruit a second Clerk, who will work 14 hours a week, and assume all the day to day responsibilities for the Council.

Ahead of the meeting the Chairman had circulated various papers to Councillors for approval relating to the recruitment of a new Clerk, including:

- timing of key stages and responsibilities in the recruitment process
- proposed salary scale
- the advertising media to be used to communicate the vacancy
- the advertisement to be used online
- the advertisement for notice boards and the village website

The Chairman has circulated the Job Description and Contract for the Clerk, which has been put into NALC's 2011 recommended format.

A letter outlining the amendments to the current Clerk's Contract to reflect the focus on the Neighbourhood Plan will also be circulated shortly. Agreed.

It was agreed that the Chairman and Vice Chairman be responsible for the recruitment, but that a seat be kept for another Councillor to join the interview stage (hopefully the afternoon of Friday September 18<sup>th</sup>).

During the recruitment phase the Chairman will continue to circulate all relevant papers to Councillors for information and comment.

Finally, it was agreed that the PC agree a provisional budget of up to £500 to cover recruitment costs, with advertising likely to be the major single item; the PC will then scrutinise actual spending when recruitment is complete.

## **CORRESPONDENCE**

### **245/15 For action:**

1. Play area RoSPA inspections – the Clerk has put together an action plan to address the few minor issues that need doing (circulated to Councillors separately)
2. Email from resident of Rectory Lane asking for help getting the speed limit along Rectory Lane reduced. The Clerk has already responded stating that traffic survey and accident information will be available shortly when the Chanctonbury Nurseries planning application is submitted and this will reveal if there is a speeding problem or not.

### **246/15 For information:**

1. Horsham District crime statistics June 2015

2. HALC minutes
3. Announcement from Came & Company (Council's Insurer)
4. Ashington School – details of recent consultation on the Age of Transfer
5. WSCC – highways works in preparation for the Petrol Filling Station on land opposite Martins Farm
6. WSCC Boundary Review – no changes are proposed for the Storrington Division.

**247/15 General:**

1. Clerks & Councils Direct magazine
2. The Clerk magazine
3. WSCC Tell Us Once service

**248/15 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:

Mr. Tommy Walter reported:

1. He sarcastically thanked the Parish Council for not yet putting the village sign back up. The Chairman responded that the work had been given to a contractor but because the sign had been moved to the Chairman's house by Mr. Walter the contractor had been delayed in completing the work. It had been re-scheduled and would be put back up within the next few days.
2. He asked why the Parish Council had written to him banning him from speaking at meetings? The Chairman clarified that the letter did not stop him attending meetings nor speaking during the public adjournment but specified that he should not interrupt the meetings as he usually does otherwise he would be asked to leave. Mr. Walter stated that the Clerk would be receiving a letter from his solicitor on this matter.
3. He had reported a pothole outside the Church and had put a piece of wood and rope in it to alert residents to the danger but why hadn't the Parish Council dealt with it yet? He knew a lady who had twisted her ankle in it. Without waiting for a response he became verbally abusive and said 'there is one finger for God and two for the Parish Council' and he stuck two fingers up towards Councillors and the Clerk. At this point the Chairman stopped the meeting and asked Mr. Walter to leave as this behaviour is totally unacceptable. Neighbourhood Warden Jayne Jeffrey escorted Mr. Walter out of the meeting but as he left Mr. Walter continued his verbal abuse. Cllr Kearney followed Mr. Walter out of the meeting to try to explain that WSCC had looked at the pothole but had decided no action was necessary but was verbally abused. Cllr Kearney returned to the meeting.

Other members of the public reported:

1. Can the Clerk report Four Acres as an untidy site as weeds/vegetation are getting out of hand at this derelict site? **KD D**

2. Is the Parish Council holding ARA funds (thought to be @£200) as the December coach trip funds need to be paid into a bank account and there is concern that the ARA account has been closed? The Clerk & Chairman had been contacted by ARA about the possibility of the Parish Council holding the ARA funds but had responded to ARA that in principle it would be possible but that they would need to know more detail about what the funds were to be used for and the approval process for spending the funds. ARA had not responded to this. Therefore, the Parish Council is not yet holding ARA funds. ARA should be contacted about this.
3. Had Councillors attended the recent exhibition on the proposed Solar Farm along Spear Hill? It was excellent that the Developer had presented in Ashington as the site is actually in Shipley Parish but would have an impact on Ashington. Several residents/Councillors had attended. The Clerk confirmed that the Developer would be attending the September PC meeting to discuss the planning application.
4. The Developer at Blakiston Close was apparently refusing to re-plant two trees that had died within 5 years of planting and this was contrary to the planning conditions on the decision notice. Clerk to report to HDC (copy to Philip Circus, John Blackall and Madeleine Hartley). **KD D**
5. Did the Council write the recent article about 'Action Group needed'? What did the Council think about the developments proposed along Rectory Lane? The Chairman confirmed that this article was not written by the Council and would be discussed later on the agenda (Minute 250/15). The Developer of Chanctonbury Nurseries had attended the PC Planning Committee on 15<sup>th</sup> July but no application had been submitted yet. Taylor Woodrow (representing interest in land west of Glebe Farm) had attended the June PC meeting but no planning application had been submitted yet. Philip Circus commented that residents should not feel that any potential development site presented by a Developer is a 'done deal'. HDC's Planning framework and adopted planning policies (and Neighbourhood Plans) would determine whether sites would be allowed for development or not. Residents should never feel that their voice will not be heard.
6. Any news on the signage issue at Kate's Cakes? Philip Circus responded that he would ask a Highways Officer to visit the site with him to watch driver behaviour as Officers did not see the need for additional signage based on their desk top studies.
7. Margaret Alford expressed disappointment that the Youth Worker had not organised a carnival float nor would be present on Festival day. Cllr Clark responded that he and the Youth Worker would make up a float by towing a Youth Club trailer behind his vehicle and that he had spoken to the Youth Worker who would now be available on the day.
8. Margaret Alford asked that anyone able to help on Festival day get in touch with her.

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

### **249/15 PLANNING.**

The Planning Committee met on 15<sup>th</sup> & 29<sup>th</sup> July and Councillors have been provided with a copy of the minutes. Cllr Wood pointed out that one amendment was necessary (his Declaration of Interest had been omitted). The Clerk would amend and re-print. Agreed by all.

### **250/15 Correspondence**

1. HDC has asked the PC to identify INFRASTRUCTURE projects for Ashington. HDC are looking for all Parish Councils to generate a list of projects that they can allocate S106/CIL (Developers) funds to. The Clerk has previously sent them a list each year and the projects were identified in the Parish Plan of 2010. Councillors gave suggestions to the Clerk and she will send to HDC. Deadline 14<sup>th</sup> August. **KD D**
2. Ashington Village Newsletter 2015 refers to Ashington Residents Association being disbanded and suggests an 'Action Group' is needed to fight developments in Ashington, suggesting residents contact the Parish Council to join the group. The Clerk has pointed out to the Newsletter Editor that it cannot get involved in the formation of an 'action group' and must remain impartial on development matters until planning applications are submitted (no pre-determination). ARA was originated by the need to have an Action Group to fight issues that the Parish Council could not get involved with and it is disappointing that it has disbanded. The Parish Council was not given an opportunity to scrutinise a draft copy of the Newsletter prior to printing and distribution and, therefore, has no control over the accuracy of its content. The Clerk has written to the Editor to ask that no Parish Council information is included unless it has been checked by the Clerk/Chairman.  
It was agreed that the Clerk draft a retraction for the next Newsletter and that a statement be put on the PC website & village website. **C/F**

### **251/15 Neighbourhood Plan update:**

See minute 244/15. It is expected that the Neighbourhood Plan can move forward quickly given the reorganisation of Clerks duties. **KD C/F**

### **252/15 New Enforcement Allegations/Information**

None

### **253/15 Amendments**

DC/14/1999 Demolition of existing building and erection of 2no. detached and 4no. semi-detached 2 storey houses – Hoots House  
Parish Council's previous comments remain valid.

### **254/15 Applications**

DC/15/1595 Extension of existing residential accommodation into redundant storage area by way of forming replacement living/dining/kitchen area (Listed Building Consent) – Jinkes Farm, Muttons Lane  
No objection, not to be used as a separate dwelling.

DC/15/1557 Replacement conservatory – Broomsticks, Ivy Close  
No objection.

### **Horsham District Council**

#### **255/15 Approvals**

DC/15/0385 Surgery to 1x Oak tree - 19 Covert Mead

DC/15/0466 Fell 1 x Oak Tree, and Surgery to 1 x Oak Tree (Tree Preservation Order) - 19 Covert Mead

DC/15/0575 Existing Lawful Development Certificate for Residential Use of Outbuilding - Jinkes Farm Muttons Lane

DC/14/2761 Proposed two-bedroomed detached dwelling – Land north of Baden House, London Road  
Reasons – within the BUAB, sustainable development, minimal impact on neighbouring properties.

DC/15/1034 Two storey extension – 18 Turnpike Way

#### **256/15 Refusals**

DC/14/1695 Outline planning application for the erection of up to 40 no. dwellings (Class C3) and new access off London Road with all other matters reserved – land south of Ashington House, London Road

Reasons (summary) - The proposed development, by reasons of its location outside of, and isolated from, the Built Up Area Boundary of a medium sized, Category 2 Settlement, with poor public transport links and a high dependency on the private motor vehicle for travel, on a site that does not constitute Previously Developed Land, represents an inappropriate, unsustainable and unacceptable form of development; The provision of housing in this location, at the scale proposed, would introduce an uncharacteristically concentrated and isolated enclave of housing, at odds with the established pattern of development in the immediate locality; impact on Listed buildings in the locality; noise from A24.

#### **257/15 Withdrawals**

None

#### **258/15 Appeals made/ decisions**

None

The next Planning Committee meeting is scheduled for 19<sup>th</sup> August at 7.30pm in Ashington Sports Pavilion.

## **FINANCE**

### **259/15 Correspondence**

1. Councillor Di Castiglione has confirmed that she wishes to waive her claim to the annual Councillors allowance but retain the right to claim out of pocket expenses.
2. The Clerk arranged for a service to the skatepark involving treating the ramps with wood preserver, minor repairs, sweeping and weedkilling the entire area as it had become very gritty which will reduce the life of the ramps. The cost is £162.50. Agreed by all.
3. The Clerk reports that the quarterly bank reconciliation has been checked and signed by the Chairman.
4. The Clerk reports that there are no areas of budgetary overspend in Q1 15/16

### **260/15 Income**

Donation to Ashington First Responders £115.08

Donation to Bingo Club £50.68

### **261/15 Expenditure**

		<b>Cheque no.</b>	
Mark Adsett	Gardeners contract payment	£508.33	
	Hanging basket watering (4 weeks x £65, for 16 weeks)	£260.00	1672
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Stationery	£14.90	
	Parking (HDC planning meeting 2 <sup>nd</sup> July)	£3.30	
	Total	£35.20	1673
WSSC	Salary and on costs (July)	£1087.35	1674
ACCT	Planning committee 15 & 29/08/15	£7.60	1675
Ashington PCC	Youth Worker July 2015	£1083.33	1676
Radii Ramps	Skatepark service	£162.50	1677
VM Langfords Ltd (as agreed in April 2015)	Security for Festival	£684.00	1678
Playsafety Ltd	Play area inspections	£234.00	1679
Stocksigns Ltd	No dogs sign for play area	£33.60	1680
DS Newland (as agreed 5/2/15)	play area repainting & repairs	£1182.00	1681

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

### **262/15 MEETINGS**

The Clerk, Cllr Clark & Cllr Stillwell had attended a Chanctonbury Youth Project Community Partnership meeting on 4<sup>th</sup> August (minutes circulated separately to Councillors).

The Clerk, Cllr Clark & Cllr Stillwell had attended a Wardens Steering Group meeting on 4<sup>th</sup> August.

### **263/15 MINOR MATTERS RAISED BY COUNCILLORS**

1. Cllr Wood reported that the oak trees on land west of Penn Retreat had been pollarded under the overhead cables. The landowner has dug out the stream but some debris has fallen into it from homes in Penn Gardens and some site debris from the development at Penn Retreat is blocking the ditch. This would need to be cleared out as it could cause flooding.
2. Cllr Stillwell reported various PROW issues:
  - a. Blocked stile at West Wolves Farm
  - b. Overgrown public footpath at West Wolves Farm (although the owners have been instructed by WSCC to clear this in the autumn)
  - c. Overgrown vegetation from the old A24 through to Spear Hill
  - d. Tree down at Sparrows Lane. **KD D**
3. Cllr Kearney had spoken to the councils' gardener and both were concerned that some of the hanging baskets were failing to thrive. There was concern that the wicking material may not have been inserted properly when the baskets were planted by the Nursery. The Clerk reported that she had already spoken to the gardener about this and agreed that they would look at the baskets once they are taken down as it is impossible to do anything about this issue while they are up on the lampposts. If there found to be a problem she would speak to the Nursery.
4. The Clerk informed Councillors that the Wardens had very kindly cleared ivy from the northern Ashington sign and cleaned the windows of the noticeboards as they were a bit grubby. Councillors thanked the Wardens.
5. Cllr Strudwick proposed thanks to the Clerk for her services to the Council.  
Agreed by all.

The next meeting will be held at **7.45pm on Thursday 4<sup>th</sup> September 2015** at **Ashington School, Foster Lane.**

The meeting finished at 9.45pm

Signed.....

Date.....

## 264/15 APPENDIX 1: REPORT FROM NEIGHBOURHOOD WARDENS

### **Anti-Social Behaviour**

There have been Lots of issues this month in regards to anti-social behaviour, especially around the recreation ground and the Co-op area.

Due to these issues we have been working very closely with the police. Joint patrols have been made of the village and due to this partnership working five stop searches were made by police within the village. This was due to concern about alcohol and substance misuse. Vehicles were searched and a vehicle has been seized. On-going intelligence around drugs supply and usage within the village is being passed to the police. Several undercover police operations have taken place within Ashington over the last month. We will continue to have monthly briefings at Steyning police station. This is to keep all relevant agencies up to date with what's happening in the local area.

We did this month have a meeting with all new PCSO'S for this area. Since the meeting we have been having regular catch ups with them meeting at our office. This is good news as we can update them on any issues we are having in the village.

Lots of issues with youth urinating in public places across the village, we have spoken to those concerned when they have been caught. However this is an ongoing issue due to the lack of public toilets within the village. Many of those we have caught have been from outside the village.

Lots of alcohol and snack related litter has been found on the recreation ground, we have spoken to the youth responsible have handed them black dustbin bags and they are now removing their litter upon leaving the recreation ground. They are even coming to ask for more black bin bags when they have used all theirs up.

There has been complaints of litter within the multi-sport court, have spoken to users when we have seen them and explained that the multi-sport court if abused will be locked and the public will not be able to use it for free. This seems to have had an impact as over the past few days there has been no litter within the court. We would really hate to see this facility closed to the public due to the actions of a few users, it is such a valuable facility to the village and is appreciated by the majority of the village that use it.

There has also been an incident at the skate park this month with what seems to be the whole supply of the free papers (The district post) being placed underneath the half pipe, with attempts being made to set it alight. A good couple of hours were spent clearing and cleaning the area, we will be looking at CCTV to identify offenders. This has been reported to the police. We have been speaking on a regular basis to all skate park users about these issues. To make the skate park users more responsible for the area we have been asking them to do litter picks on a more regular basis. The amount of litter being dropped in the last few weeks has been significantly lessened.

Due to the arson attempt, we have asked all skate park users to report any suspicious actions to us. Many of the users were upset about the attempted damage to the area that they enjoy.

We are attending Meetings with the Anti-Social Behaviour Team on a regular basis to discuss offenders that have been identified to us. We are working together to try and come up with ways to deter their behaviour within the local community.

Issues surrounding shoplifting from the Co-op and ongoing anti-social behaviour issues on and outside the premise, we are working with the co-op checking the area on a regular basis, police have dealt with some of the incidents by issuing community resolution orders. Police are still dealing with all other issues. All intelligence that is being gathered in this area is being passed to the police.

### **The Youth**

Lots of the youth across the village are helping the elderly vulnerable group to arrange and decorate their float for the carnival.

We have been working with the youth club groups to litter pick on a Thursday evening, last litter pick we managed to do the skate park, around the recreation ground and the youth club. We are looking to make this a more regular occurrence over the summer holidays.

Lots of youth this month have been coming to us for advice in relation to substance and alcohol misuse, we have been able to listen to their concerns and where needed pass to the relevant agencies.

Lots of underage drinking across the village at the moment just trying to give advice, we have confiscated some alcohol from underage youth in the last month.

Lots of youth have approached us about doing a mini-bus trip out of the village on a regular basis. We will speak to the youth worker about this possibility, as we believe that it would be something that would work well as a diversionary activity.

### **Anti-social Driving**

We are aware of one car being seized this month, and also another car being stopped for speeding. There haven't been as many reports this month of anti-social driving.

### **Neighbourhood Disputes**

There are ongoing issues with parking across the whole of the village with people parking inconsiderately towards neighbours and other members of the community. The best way to resolve some of these issues is to speak to the person concerned, and the majority of these disputes have been resolved between neighbours and residents. It is incredibly hard to enforce any parking in the village as there are limited parking restrictions in place throughout the village.

Other neighbourhood disputes have been dealt with across the village, sadly some issues could not be resolved and they are having an effect on the quality of life for some residents. We will continue to look at solutions for these ongoing issues.

### **Fly-Posting**

There has been an increase in fly-posting this month. Several very large signs have been removed. The worrying thing was how they were staked in the ground. We have removed two iron bars from one sign that had been placed in ground.

### **Neighbourhood Watch.**

We have had a meeting with the neighbourhood watch co-ordinator and ambassador to look at ways of getting the neighbourhood watch across the village. Leaflet drops are being made across the village to ask for residents to come forward as neighbourhood watch co-coordinators. We are at present also assisting them in handing out forms to volunteers. Through this meeting it became apparent that the Co-ordinator and the ambassador are very passionate about neighbourhood watch and the village itself. With their enthusiasm we can see that over the next few months we will have a

neighbourhood watch scheme across the village, this is such an important communication system for the village and one which we hope to see thrive. In addition to this during the meeting, the ambassador of neighbourhood watch was very informative in regards to setting up a "Street watch" scheme in Ashington. It is hoped that he may like to take on the starting of such a project. We of course will offer our support and assistance.

As discussed at the meeting there will also be a neighbourhood watch stall at the carnival where it is hoped that we will gain more volunteers.

### **Street Briefings**

We did a street briefing outside of the Co-op it was nice to speak to so many residents, hopefully we were able to help with any issues they may have had. Next street briefing will be September, location to be confirmed. We will be available on festival day if any residents of the village would like to come speak with us.

### **Elderly/Vulnerable**

Sadly due to our minibus being involved in an accident we were unable to go ahead with some of the planned trips, now that the minibus is back we have managed to re-schedule. we will be on the 21<sup>st</sup> of August visiting Littlehampton in the late afternoon for a fish and chip supper by the river.

Then on November the 5<sup>th</sup> we will be visiting the Regis centre located in Bognor for a matinee showing of "Christmas Memories" the musical.

On the 11<sup>th</sup> of December it is planned that we will be going out for Christmas lunch. Lunch club has been very successful over the last few months; thanks go to Pat Webb and her team for such wonderful cooking. A big thank you to all the residents who have donated items to sell on our sales table and raffle also for fresh produce that they have provided for Pat to use when preparing the lunches. We have managed to arrange the entertainment for the lunch club Christmas party.

The Wardens elderly vulnerable party has been booked for the 28<sup>th</sup> of November at the community centre. We have been applying for grants to fund this activity, Entertainment has been booked and invites are in the process of being made. We are also in the process of writing to local business to ask for any contributions towards the raffle on the day. All profits from the day will go towards the annual running of the lunch club and providing free transport for all.

Following the success of the gentleman's club, another outing has been arranged for the 26<sup>th</sup> September to Tangmere RAF museum.

We have been reminding the elderly vulnerable groups of the dangers of the summer weather, we have been reminding them to drink plenty, use sun tan lotion and wear hats when out for an extended period.

### **Minibus**

We have now taken over the running of the Minibus service In Ashington; it has been a particularly difficult month due to the damage that the minibus received at the end of June following an accident. Luckily nobody was hurt, but the minibus was off the road for a couple of weeks, which caused a knock on effect with planned elderly vulnerable trips. The weekly shopping trip was cancelled for two weeks. We were able to borrow a smaller minibus for a short period of time but it was booked out on the days that we really needed it.

Thankfully now the minibus is back in the village, it is still slightly damaged but it is purely cosmetic. In the coming months the minibus will be getting fully repaired. This has taken up a lot of our time over the month trying to make arrangements for it to be taken to the garage and organizing replacement transport when we could.

Due to the success of the minibus shopping trips we feel that another day needs to be organised during the week for other residents to use the transport as the first shopping trip day is full. We have had so much interest from residents to use this service.

### **Warden**

This month we have been working on a new advertising poster and leaflet for the warden scheme in the village, this will be an up to date version it is hoped this will be finished within the next week. Once finished we will be delivering leaflets to all properties across the village, we are also looking at providing fridge magnets with all the appropriate contact details for us on.

### **265/15 APPENDIX 2 – PCSO Report April**

A copy of the Horsham District monthly update for May 2015 has been put on the Parish Council's website [www.ashingtonpc.org.uk](http://www.ashingtonpc.org.uk)

### **266/15 APPENDIX 3 Report on Ashington Youth Centre Senior Youth Worker Report // August 2015**

### **Overall Priorities for Summer term (April-August)**

1. Trial and review second evening of youth work. Using alternative format to Thursday night sessions.
2. Embedding new initiatives and strategies to make positive culture shifts within AYC. 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

### **July 2015 / Impact**

### **Attendance**

- Thursday evenings at Ashington Youth Club have continued to be busy with an average of 25 attending our younger group as well as between 10-15 attending our older session.
- The youth club continues to attract new members as well. This can be attributed to a combination of my involvement with local schools, interactions and continued conversations with members of the community and word of mouth between young people.

### **Second evening of Youth Activity**

- As agreed at previous Community Partnership Group meetings, I have adopted a seasonal approach to providing a second evening of youth activity around the community on Monday evenings as opposed to previous approach of opening AYC on a Monday evening which has proved to be considerably more successful.
  - This has enabled me to further build and develop rapport amongst young people in the community who are currently disengaged with AYC and youth provision.
  - During these times, I have shared my vision for young people in Ashington with them which has been well received with interest and excitement about their participation in it.

### **Feedback from focused substance abuse sessions**

- Although I was able to put together a comprehensive strategy for informing and equipping young people in the area surrounding substance abuse, we found that a combination of the time of year and having not established Monday evening sessions yet, I have decided to pursue these sessions later in the year after having established new rhythms at AYC.
- During my preparation for these sessions, I developed positive links with a number of local experts who continue to be excited at the prospect of pursuing this further in the Autumn term.

### ***DBS , Safeguarding & training***

- In line with our policy, I have begun the process of updating all AYC volunteers' DBS certificates so they are renewed within 3 years.
- Having held safeguarding training during the summer term, which was received extremely positively by AYC team, I will be organising further safeguarding training in the spring term to both accommodate new volunteers and serve as a 'refresher' for established team.

### ***12 month plan - 2015/16 for Ashington Youth Club.***

- Over the following 12 months, I will be working towards introducing and establishing the following changes. I will be doing this with the cooperation of Ashington Youth Club Management Committee.

- These changes have been developed due to direct feedback from AYC committee & volunteers, members of the community, Community Wardens and Community Partnership members.
- I believe that these changes will enable us to not only provide a more comprehensive youth provision, but a more effective one to combat issues that we have been dealing with in recent years including disengagement from youth provisions and anti-social behaviour.
- The main implication of these changes is the need for more volunteers. Due to this, building a larger volunteer team is a vital part of establishing these new changes.
- **New age groups**
  - Currently, we operate with 2 age groups which have had somewhat ambiguous boundaries: 10-13 & 13+
  - My proposal is to introduce 3 age groups based upon school years:
    - Yrs 6-8
    - Yrs 9-11
    - Post GCSE's (16+)
  - I believe that these age groups will alleviate issues such as older youth negatively influencing younger vulnerable youth.
- **New timings for Thursday**
  - To accommodate an additional age group, I am proposing altering the timings of our youth evenings.
  - As stated above, building a larger volunteer team is crucial as part of this proposal is for volunteers to only help across a maximum of 2 sessions. This is so we can utilise our volunteers most effectively, working with an age group most suited to them.
    - 18:00-19:20 : Yrs 6-8
    - 19:30-20:50 : Yrs 9-11 *\*(Emphasis on enforcing crossover period between sessions)*
    - 21:00-22:00 : Post GCSE's *\*(Isn't a youth club session, rather a drop in facility)*
- **Monday Afternoon**
  - An idea voiced to young people, as well as a desire voiced themselves, is to use the youth club as an 'after school drop-in' centre for young people to have a space to complete their homework with others.
  - Within the youth club, we have computer facilities as well as an agreement for the provision of WIFI, so this would utilise these amenities well.
    - Opening times: 15:15-16:30
    - Age group: school years 6-11
- **Monday Evening "Drop in clinic"** *\*(Important to label/advertise as drop in, rather than club night)*

- Continuing with a previously agreed plan of a seasonal second evening of youth activity, once the weather declines and days become shorter (Second half of autumn term), I would like to open the youth club on a second evening to provide a safe space for young people to be able to come to
- Currently, Jamie Chalkley (AYC Chairman) runs the 'Youth Gym' on a Monday evening, but has proposed and agreed a switch to Wednesday night with young people attending the gym.
- I see these evenings being more of a drop in space for young people as well as being a space to open up conversation surrounding topical issues, often labelled as social problems.
  - Opening times: 19:00-21:00
  - Age group: School years 9+
- Working with our AYC committee and CPG we will discuss community priorities and determine what order to pursue these changes.
  - Was agreed that Monday evenings fulfil community priorities.
  - I will spend the following term building group of volunteers and interest before launching Monday after school drop in club in 2016.

### **AYC 'Team time'**

- This first session was well received, gathering volunteers from various different aspects of AYC with the neighbourhood wardens. We agreed that looking ahead, 'team time' will be something we adopt on a regular basis.
- Due to the positive response from the introduction of 'team time', we will be holding a further evening before the start of the Autumn term.
- The aim is to develop these aspects of our voluntary team:
  - team relationships
  - vision/direction
  - training / skills
  - a 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*

### **Social Media**

- I have continued to use social media as a further platform of keeping young people informed of youth provision in the community. In particular, I have had a positive response from our younger age group using regular activity on Instagram.

- Looking ahead, with the help of volunteers, we hope to have an informative website and regular email newsletter established by the autumn term, in line with the beginning of the new academic year.

### ***Community visibility***

- With the support and cooperation of editor Di Clarke, we will have regular input into the Ashington Village Newsletter, continuing to highlight and increase community awareness of youth provision within Ashington.
- Unfortunately, due to negative feedback and lack of interest from young people attending AYC, we won't be entering a float into this year's Ashington Carnival.
- Due to a change in plans, I will be able to attend this year's carnival. I believe this will be important for me to understand this aspect of Ashington culture as to prepare for Youth participation in the future in such a seemingly integral part of Ashington village life.
- I am working with local graphic designers on a voluntary basis to further establish up to date signage for Youth provision in the community which I believe will increase our ability at engaging young people positively in the community.

### ***Holiday time provision, & AYC closure***

- In consultation with my line manager (James di Castiglione), I have agreed annual leave for the final week of August. (August 24th - September 1st)
- Furthermore, we have discussed Ashington Youth club being closed for the final 2 weeks of August. This is to provide a break from regular rhythms for our devoted volunteer team, avoiding any chance of 'burnout' amongst them.
- Ashington Youth Club will re-open adopting new Thursday formats from September 3rd.

Paddy Donovan. 3.8.15

### **4.8.15 (Edited in light of Community Partnership Group)**

**267/15** APPENDIX 4 Funds held on behalf of others

First Responders Funds: £3828.34

Bingo Club: £264.19