



Ashington Parish Council

Minutes for the meeting to be held on Thursday 3rd December 2015 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors N. Clark (Chairman), N Spiers (Vice-Chairman), S. Ball S. Cox, T. Kearney, G. MacPherson, J. Stillwell, R Strudwick, K. Wood, M. Woolley.
Parish Clerk: Celia Price
Neighbourhood Plan Clerk: Karen Dare

Invited Guest: Mr D Murphy – Stonegate Homes (The Mill, Mill Lane)
Invited Guest: Mr T Kite – Ashington Autos

6 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.

363/15 APOLOGIES AND REASONS FOR ABSENCE

Apologies received from Cllr Di Castiglione (Personal), David Jenkins (Personal), Philip Circus(Personal) and John Blackall (Personal)

364/15 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand.

365/15 APPROVAL OF MINUTES

Cllr Wood noted an addition to the minutes of the meeting held on the 5th November 2015 as he left the room when planning application DC/15/2371 was discussed. The minutes were amended and they were approved as a true record and signed by the Chairman. Proposed by Cllr Richard Strudwick and seconded by Cllr Stillwell, and agreed by all.

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

366/15 Invited Guest – Mr D Murphy (Stonegate Homes – The Mill DC/15/2069)

Cllr Ball, Cllr Spiers and Cllr Woolley moved to the public gallery.

Mr Murphy thanked the PC for inviting him to the meeting and advised of the following proposed amendments to address the objections previously raised by the Parish Council

1. 20% affordable housing will be incorporated in to the plans to comply with HDC local Development Framework.
2. Mr Murphy confirmed the property has been marketed with local agents for the past 5 to 6 months and so far there has been no significant interest.
3. There are proposals to increase parking provision.

Mr Murphy advised he is currently working on potential contamination issues and has asked for some more time from the planning office. He confirmed the above amendments will be submitted to HDC in due course.

The Chairman thanked Mr Murphy and advised him to continue discussions with Karen Dare as part of the Neighbourhood Plan process. Cllr Ball, Cllr Spiers and Cllr Woolley returned to the meeting.

375/15 Invited Guest – Mr T Kite (Ashington Autos)

Mr Kite attended the meeting to present his thoughts to the Parish Council following initial discussion with the NP Clerk. He is keen to expand his business within the village and his proposal includes a new workshop / MOT centre and car storage whilst keeping his existing sites on London Road for sales and valeting.

The Parish Council agreed, without prejudice, in principal to the initial plans.

368/15 REPORT FROM THE NEIGHBOURHOOD WARDENS & YOUTH WORKER

The Community Safety Officer (Neil Worth) has reported that he is looking at options regarding changing the Wardens car and will include the potential for a dashboard camera within the specification. Councillors will be updated when further information is available.

D

Wardens report (See Appendix 1).

The Warden present gave an overview of the report inviting questions from Councillors and the Public.

Sergeant Rachel Mundy was present and updated the meeting with recent Police matters, including a theft from a porch, antisocial behaviour (several agencies are working together to address this), cold calling and antisocial driving. She urged anyone seeing anything suspicious to report it by telephoning 101 or reporting it via the Sussex Police website giving as many details as possible (including the registration number of vehicles involved in antisocial driving activities).

The Chair invited questions and comments from Councillors. Cllr Woolley asked if there were any drug issues in the village. Sergeant Mundy responded that this is not an area of concern at the moment, but please report anything suspicious.

Cllr Stillwell urges everyone to dial 101 in the event of a Police matter.

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The Chair invited questions and comments from the public. Concerns were raised regarding dog fouling. The Warden present confirmed that this area is being targeted as there does seem to be an increase. Parking, particularly along London Road was discussed. The Chair agreed to investigate and discuss at a future meeting. The Clerk is due to meet a representative from WSCC Highways to discuss the placement of bollards outside the Co-Op in January 2016. Cllr Kearney agreed to be present at the meeting.

Action: Clerk and Cllr Kearney to meet WSCC Highways. Agenda item for future meeting.

Youth Worker Report

Report (see Appendix 3).

The Chairman gave an overview of the report, there were no questions.

369/15 YOUNG PERSONS ADJOURNMENT

None present.

370/15 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Circus reported via email, that he continues to follow up on the issues raised by the Parish Council, namely: London Road speed bumps, Billingshurst Road VAS sign and Kate's Cakes slip road signage, however there is nothing significant to report. **C/F**

Actions Outstanding

371/15 Social Media

The new Clerk started work on 26th October and will report to councillors before the January meeting with guidelines and suggestions. **CP C/F**

372/15 Mill Lane road culvert

The Clerk has requested the full report from Opus – to date no response has been received. **CP C/F**

373/15 Neighbourhood Watch

Brian Jacobs is the new area co-ordinator (since March 2015) and is keen to work with PC and Wardens a 'moving forward' meeting has been scheduled and facilitated by the PC on Tuesday 15th December. BJ has provided leaflets for Councillors for information.

374/15 Review of Emergency Plan

The Emergency Plan was emailed to Councillors ahead of the meeting and highlighted some amendments. The emergency plan has also been forwarded to the Wardens and in turn Tony Skelding (Horsham District Council Emergency Planning Officer) who is happy with the plan once the contacts are updated and new WSCC Winter Offer has been added. Cllr Spiers suggested some further improvements and agreed to lead a working party. Cllr Ball and Cllr MacPherson volunteered to be part of the reviewing team.

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Action: Working Party (NS, SB and GM) to report to full council regarding suggested updates.

375/15 Calendar of Meetings

The calendar of meetings for 2016 was emailed to Councillors ahead of the meeting.

CORRESPONDENCE

376/15 For action:

1. Email from Cllr P Circus regarding County Local Committee grants. Everyone present now aware that grants are available. Email forwarded to Mrs Alford.

377/15 For information:

1. Horsham Heartsafe – Action Plan
2. Email from Sussex Police introducing Chief Inspector Howard Hodges covering larger area (now encompassing 2 districts)
3. Rural Opportunities Bulletin (emailed to Councillors)
4. Email from Sussex Police regarding current funding position

378/15 General:

379/15 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.

Mrs Elizabeth Jones challenged the Parish Council regarding planning application decisions with particular regard to consideration involving listed buildings. The Chairman requested a report of her points so the Council can review these. The Neighbourhood Plan Clerk will be identifying all listed buildings in the plan as well as those buildings that are of local historical character. Brian Norton offered to supply details of listed buildings.

Action: On receipt of Mrs Jones report, item to be added to future meeting for discussion and review.

Mr Bill Whittaker advised that the BT building on London Road is looking very untidy and is having a detrimental effect to the street scene. He also gave a vote of thanks to the Clerk for assistance in sorting out the problems with Southern Water.

Action: Clerk to write to BT.

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

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380/15 PLANNING.

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

Cllr Clark would like to join the Planning Committee, all agreed.

381/15 Correspondence

1. Horsham District Council Planning Framework Adoption Statement

382/15 Neighbourhood Plan update:

Karen Dare is reviewing the work done to date by Ashington and other Parishes and will be producing a project plan, with anticipated timescales very soon. HDC have now adopted the HDPF so life is very much clearer now because the NHPlan has to comply with the HDPF and does not need to refer back to HDC's previously approved planning documents (Core Strategy 2007)

KD C/F

383/15 Amendments

None

384/15 Applications

None

Horsham District Council

385/15 Approvals

DC/15/2163 Batts Farm - Extension to existing house
DC/15/2163 Cricketers Close - Surgery to 2 x Oak Trees
DC/15/2196 4 Chanctonbury - rear conservatory
DC/15/2371 1 Hole Street - 2 storey side extension

386/15 Refusals

None

387/15 Withdrawals

None

388/15 Appeals made/ decisions

None

FINANCE

The Finance Committee met on 18th November and Councillors have been provided with a copy of the minutes. Minutes to be agreed, proposed by Cllr Kearney, seconded by Cllr Woolley. Agreed by all.

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389/15 Annual Review of Financial Controls and Internal Audit

Councillors are asked to review the Council's Financial Regulations and Risk Management procedures. The Clerk had provided Councillors with a copy of the Council's current Financial Regulations (also available on the website for members of the public) and confirmed that the procedures are followed as written. The Clerk had previously provided Councillors with a summary of the experience and competence of the appointed Internal Auditor (minutes reference 501/07, December 2007).

By approving the Annual Return each year the Council is agreeing that these 2 statements are correct.

1. 'We have maintained throughout the year an adequate and effective system of Internal audit of the Council's accounting records and control systems **and carried out a review of its effectiveness**'
2. 'We have arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the council and **reviewed the impact of this work**'

In simple terms Councillors should ask themselves:

Are you 100% happy that the risk of financial impropriety is negligible – are the procedures for control and review effective? Agreed by all.

390/15 Annual Review of Assets and Insurance Cover

The Clerk has provided Councillors with an up to date Asset Register for approval. The Council's insurance cover is due for renewal, cost £1136.57 (current year £1,068.20).All agreed.

391/15 Budget & Precept 16/17

The Clerk has prepared a preliminary budget & precept forecast for 16/17 and a Finance Committee meeting took place on 18th November 2015. Councillors have been provided with a copy of the minutes and the supporting documentation. Minutes approved, proposed by Cllr Woolley, seconded by Cllr Wood. Agreed by all. Councillors are asked to approve the Finance Committee's proposals and their recommendation to defer precept setting to the January Council meeting. All agreed.

392/15 Correspondence

1. Sector Led Audit – Email sent to Councillors. The PC will automatically be included in the sector led audit arrangements unless we opt out by 31 January 2016. Further information and clarification is expected, therefore c/f to Jan meeting.
- 2.Quote for Grit bags – 5 x 1 tonne bags @ £150 per bag delivered. No storage charge as in stock and will charge once order received for delivery. No charge for collection as will re-use any unused salt. Half filled bags would be £100 (all other details as 1 tonne bags).The suggestion is to tie in with the gritting procedure, namely, if snow is forecast the Clerk is to contact 2 Councillors, on agreement

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the gritter/snow plough will be deployed. At the first snow fall the grit bags will also be delivered. All agreed to process and expenditure.

3. Annual Playground Inspection report – expenditure required, quote received from David Newland to replace roof boards on play equipment at Warmingshurst play area (quote emailed to Councillors) £360.00. Quote received for Turnfly handle £167 (plus a small installation charge TBC). All agreed to expenditure.

4. The lock on the noticeboard at the Coop is broken. Quote received from David Newland to replace at a cost of £25.00. All agreed to expenditure.

393/15 Income

None

394/15 Expenditure

Cheque no.

Mrs K. Dare	Clerks expenses (home & telephone)	£5.00	1706
Mrs C. Price	Clerks expenses (home & telephone)	£17.00	
	Stationary	£69.78	
	Stamps	£7.56	
	Total	£94.34	1707
Ashington PCC	Youth Worker (November 2015)	£1083.33	1708
Mark Adsett	Landscape Gardner (November 2015)	£508.33	1709
Information Commissioner	Data Protection Registration	£35.00	1710
Amberol	Matting and Wicks for hanging baskets as agreed at November Meeting	£114.48	1711
WEL Medical	First Responders invoice (authorised By First Responders)	£424.74	1712
WEL Medical	First Responders invoice (authorised by First Responders)	£25.08	1713
ACCT	Hire of Sports Pavillion (Planning Meetings 14/10 & 28/10)	£7.60	1714
L Woolley	Chairman's hospitality	£56.15	1715
J B Jeffrey	Expenses (Wardens Party)	£70.00	1716

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Came & Co	Annual Insurance	£1136.57	1717
Languard Ltd	Weed Spraying (3 rd visit)	£138.00	1718
WSSC	Salary and on costs (November)	£1195.45	1719
Horsham DC	Bin Emptying (Jan – March 16)	£305.50	1720

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

395/15 MEETINGS

Cllr Clark & Cllr Stillwell had attended a Chanctonbury Youth Project Community Partnership meeting on 1st December (minutes circulated separately to Councillors).

Cllr Clark & Cllr Stillwell had attended a Wardens Steering Group meeting on 1st December.

396/15 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Strudwick reiterated the issues on London Road regarding parking. This will be discussed at a future meeting, following site visit and meeting with WSSC Highways.

Cllr Macpherson encouraged the reporting of antisocial parking via the 'operation crackdown' website.

There are no public access defibrillators in the village. Cllr Kearney has agreed to investigate and will report at a future meeting. The possibility of using S106 money will also be discussed.

Cllr Woolley provided an update regarding Nick Carver's health and advised he should be back home in mid January.

Cllr Ball advised that Mark Adsett has reported that residents are throwing hedge cuttings over the fences behind Post Horses. If these are PC hedges then we will clear, if not letters will be written to residents.

Cllr Cox reported that Vodafone are having issues with their signal in the village. He has been advised this will be resolved very soon.

Cllr Wood asked why the roundabout by the Red Lion has been repaired when there appeared to be nothing wrong, yet there are other areas that need attention. All were advised the repair was undertaken due to a dangerous gully.

Cllr Stillwell reported the footpath to Penn Gardens has been cut back and is now clear.

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The next Parish Council will be held at **7.45pm on Thursday 7th January 2016** at **Ashington School, Foster Lane.**

The next Planning Committee meeting is scheduled for **Wednesday 16th December 2015 at 7.30pm in Ashington Sports Pavilion.**

The meeting finished at 9:35pm

Signed.....

Date.....

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APPENDIX 1- Report from the Neighbourhood Wardens

WARDEN REPORT NOVEMBER 2015

CRIMINAL DAMAGE/THEFT

No reports made to the wardens this month of criminal damage/theft.

This is just the warden's report and I am sure there would have been issues reported to the police over the last month regarding these incidents. We can only report on what has been reported to us personally.

This is not a police report so therefore will not include any issues or incidents that have been reported directly to police.

ANTI-SOCIAL BEHAVIOUR

It has been a quiet month for ASB issues. We have received no phone calls or complaints of any anti social behaviour within the village. The only issues we have been dealing with are those ongoing from previous months.

We are Still working on a regular basis with the anti social behaviour team. This has led to two community protection orders being served on offenders for their ASB. We are also trying to work with offenders to give them any help or support they may need to stop them re offending. Relevant agencies are all involved with this process.

We have been moving the youth around the village quite a bit this month. This has been due to their group causing a disturbance in the areas they have been congregating. We have been directing them to the youth shelter. We have also noticed a younger group beginning to hang around the village. We are interacting and educating them to use the youth shelter provided for them. We have also been directing them to the youth club sessions.

ANTI SOCIAL DRIVING

This is becoming a problem again at the round a bout at top of village. As soon as the road becomes damp anti social drivers are coming to this area to drift their cars etc. All reports have been passed to the police. I do know that the PCSO will be making visits to the informants regarding this issue.

Any vehicle seen taking part in this dangerous driving, resident should get details of car, colour, make but most importantly registration details and report to the police.

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There have been several reports of young people driving through the village at speed. We have also passed these vehicle details onto the police

SUSPICIOUS VEHICLES

There have been several reports of suspicious vehicles this month. This is good as residents are noticing suspicious activity. All reports have been phoned through to the police.

COLD CALLERS

We have had residents concerned with cold callers this month. One resident was actually verbally abused when they refused to buy goods at their door. We did manage to speak with the cold caller concerned. We asked him to stop the door to door sales and leave the village. All intelligence will be passed to the police. We must stress to all residents that it is not a good idea to buy from people at the door. If residents support and buy from them they will keep returning. Also residents need to check their ID at all times.

If a resident feels something is suspicious with the cold caller they must call the police to report the incident.

PARKING

We have discussed parking issues within Ashington and it is very difficult to enforce as there are very few parking restrictions within the village.

We have been helping those affected by parking issues to try and resolve the issues themselves. Any reports of offenders obstructive and dangerous driving we will report to police.

NEIGHBOURHOOD WATCH

We have a meeting planned for the 15th December with the Neighbourhood Watch Area Coordinator to discuss ways in which wardens can help. We really need to get this scheme across the village as it is such a good communication tool for all residents of Ashington.

PARTNERSHIP WORKING

We are doing Lots of joint patrols this month and regular meetings with the PCSO to discuss issues within Ashington.

This is good for us to pass intelligence on a regular basis and also be updated of any criminal activity that has taken place in Ashington.

DOG ATTACKS/DOG FOULING

There was a report of a dog on dog attack this month. It happened on the rec. sadly one of the dogs was badly bitten by the other dog. It was taken to the vets and is now on the mend. Luckily the dog owner

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managed to get vehicle registration details of the offending dog owner. It was reported to the police who are now dealing with the case. We have been patrolling this area on a regular basis and speaking with dog walkers just to remind them to keep dogs under control at all times. We have also been reminding them that they are responsible for their dogs at all times when walking in a public area.

There has been an increase in dog foul this month. We have been doing regular dog foul patrols.

ELDERLY/VULNERABLE

We have been continuing to get the elderly/vulnerable prepared for the winter months ahead. We have been checking all security measures in place. We have been reminding them to leave lights on when leaving property at night. Fire alarms and community link alarms are being checked on a regular basis.

We have been working with the independent living team to help some of those residents who just need a little bit more help than their used to. This service is provided free for six weeks and it to promote and encourage independent living in your own home. They will visit and help to find easier ways of dealing with day to day issues that may be a problem to them. If after the six week period they feel they still need help, an assessment will refer for the extra help to continue. This will be means tested and if some elderly/vulnerable are on benefits this service will remain free. At the moment some of the elderly/vulnerable are receiving three visits a day. This is to help with personal care, preparing food and helping to get ready for bed. This is such a valuable service for those receiving it and has made them a lot happier in being able to do more with the help provided.

Several of the elderly/vulnerable have had health issues this month. Some very serious and have had an effect on their long term plans. We have tried to give support and advice for them. We will sign post those to relevant agencies who can deal with their issues. We are doing more welfare checks on those concerned.

The elderly/vulnerable trip to CHRISTMAS MEMORIES at Bognor was such fun. We had a full mini bus load. The show was enjoyed by all and we all managed to have a good old sing a long.

Thursday Minibus shopping trip will definitely start on the 14th Jan 2016. The bus will be used as a supermarket trip. We will be visiting Asda, Morrison's, Sainsbury's and John Lewis. We already have a full minibus just waiting for the date to come.

The gentleman's club which is organised by the church volunteers will be having their third trip on 7th December. This is a very popular event with some of the gentleman of the village. We have passed several names to the volunteers of people interested in the trips.

The Christmas lunch club will take place on the 2nd December 2015. This will be an afternoon of festivity and fun with Christmas dinner and all the trimmings being served. There will be entertainment in the afternoon.

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Due to several purse and handbag snatches in Horsham and surrounding towns we have been reminding all elderly/vulnerable of keeping their bags safe. Most have purse bells and chains fitted to their purses. We are just reminding them to be extra careful when out shopping.

WARDEN PARTY

What a fantastic day, a very big thank you to Parish Council for their donation toward refreshments, it was very much appreciated by all that attended the event. We would also like to say thank you to ACCT for their continued support in putting this event on. Local businesses were also so generous with their raffle prizes for the event. A very special thank you to the CO OP and Ashington Autos.

A very big thank you needs to go to the Storrington Rainbows and Brownies who provided table service on the day to all who attended the party. They were very helpful throughout the day and very much enjoyed talking with the residents of Ashington. There were approx. twenty five brownies and rainbows who attended. Their jobs involved handing out tea, coffee and soft drinks followed by selling raffle tickets and then onto taking food around to the tables. It was a lovely surprise in the afternoon when they decided to sing Christmas songs to those that attended party. This was very much enjoyed by all. They finished their day of helping by calling the raffle.

The entertainment was provided by the THREE PENNY PIECE band that was singing songs from the 40's 50's and Christmas songs.

Thank you to the generosity of residents that attended the party the raffle has raised enough money to pay for the usage of mini bus for the coming year for those to attend Lunch club, Vintage tea and Bingo free of charge for transport.

It was so nice to see the community come together in donating prizes for the raffle, helping on the day, baking cakes. Without these members of the community it would be very difficult to hold this event. So a huge thanks you to residents of Ashington for all your support.

WARDEN TRAINING

This month has seen us attend training course for FIXED PENALTIES /ENVIRONMENTAL TRAINING.

We will be attending Emergency Rest Centre Training on the 22nd December 2015

We would just like to remind you that this warden report is very brief outline of the work we have carried out over the last month. Due to confidentiality clauses that we work to we are unable to discuss or disclose relevant information regarding incidents or issues that we deal with.

This is purely a report from us as wardens and is not a report of police related issues that they may be dealing with separately from us that have happened in the village. There will be reports of incidents that we do not become aware of until we have been updated. This is a good sign to us at it shows that residents are reporting crime related incident to the police directly and not coming through us.

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APPENDIX 2 – Sussex Police

Ashington Parish Council Meeting Update

Horsham District Monthly update is on the Parish Council website
www.ashingtonpc.org.uk

Appendix 3 – Youth Worker Report

Main Headlines - November

Growing 13-16 engagement

- A main focus over the autumn term after the introduction of the new timings and formats was to increase attendance amongst a 'middle' age group aged 13-16.
- One key initiative that arose over the summer term was engaging in outreach around the community. This has involved meeting young people, making contact with them, making them aware of youth provisions, building their trust and developing relationships which has directly led to further engagement with the youth sessions we are running.
- Across Monday and Thursday sessions over the past term we have seen over 10 new young people aged 13-16 engage with AYC sessions who previously were not.

Review of age groups and session timings.

- Over the autumn term we have been trialling a new format for timings, age groups and sessions at AYC. Amongst the AYC team and CPG members we have been reviewing the formats as to provide the best youth provision.
- Although the feedback from team and young people has been mixed and inconclusive, there are a number of key factors to maintain within any changes:
 - To create more time for our younger youth age group (10-13 / Rydon aged), by extending sessions to 2 hours long. Currently, there is one 1hr15min session per week for those aged 10-13. A consensus is that this is too short if we are to invest in this group of young people.
 - Maintain 2 weekly points of contact during the week for our older (13+) young people who can be considered at risk.
- Subject to agreement from AYC team & CPG advisory group to specific details, we aim to implement changes to structures and formats from January with the beginning of the new term.

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Topical sessions

- This month's topics have included:
 - Sources of happiness, world response to Paris terror attacks, effects of drug & cannabis use, Syrian refugee crisis.

New volunteers

- I have had a really positive feedback from the Village newsletter. With the help and support of Di Clarke, she included a segment about AYC and our need for further volunteers, which I received responses to.
- To provide a comprehensive youth service to our young people in the community, there is a distinct necessity to continue to grow our volunteer team as I have over the past 12 months. To achieve this, I need the continued support of the community sign posting individuals.

Christmas Holidays

- We will be closing the youth club for two weeks over the Christmas holidays enabling our team of volunteers a break over the 2 week period.
- The last session will be December 21st before opening again in the new year on January 4th.

January 2016 proposal for change in AYC formats

Mondays

Youth Drop in
7-9pm
non formalised age restrictions
Informal session

Thursdays

6 -7:15pm // Younger Youth session
10yrs -13yrs (School years 6-8)

7:30 - 9pm // Middle aged Youth
13yrs - 16yrs (School years 9-11)
formal topical sessions

9-10pm
Youth drop in for all ages

Current format/ Autumn 2015

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Mondays

Older youth session
7-9pm
for those aged 13+
Age appropriate topical sessions

Thursdays

6:30 - 8:30pm
Younger youth session
Age appropriate topical sessions
9 - 10pm

Change to introduce in January 2016 (*Details subject to agreement with AYC volunteer team)

Week 1

November 2nd

Walk around community

- Met 4 YP
 - Discussed appeal of AYC amongst young people, local youth provisions, their vision for youth work in the future and weekly topic during AYC session.
 - Particularly poor weather potentially attributed to lower number of young people out in community.

[30mins]

AYC Monday night

- Include set up & clean up
- Met with prospective new volunteer
- Began weekly topic on sources of happiness.
- Attendance - 10

[3hrs]

November 3rd

Community Partnership group meeting

- Preparing report
- Meeting

[2hrs]

November 4th

Meeting with 2 Youth team volunteers

- Go through Thursday session
- Discuss future ideas and topics

[1hr]

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November 5th

AYC Thursday prep

- Prepare resources
- Prepare AYC building

[2hrs]

AYC Thursday

- Attendance total 10
 - Younger group - 2 (Conflicted with Rydon Firework show)
 - Older group - 8
- Covered topic surrounding Sources of Happiness.
 - Examined different levels of how effective things are at making one happy.
 - Positive response and engagement with topic and activity.

[4.5hrs]

Total Hours - 13hrs

Young people engaged - 24

Week 2

November 9th

Walk around community

- Met 2 YP
 - Recapped Thursday topic & discussed reflection. (1 YP not present on Thursday)
- Met 6 YP
 - Discussed area youth provisions (Places for young people to go) / AYC opening times / AYC and Volunteer policies

[1hr]

AYC Monday drop-in

- Attendance - 13 YP
- Further youth discussions surrounding local Co-op supporting Monday drop-in
 - Action for SYW to contact Co-op manager regarding shop providing edible resources for Monday nights.
- Use of music equipment.
- Further discussion surrounding local skate parks in response to Horsham district council pop up services.

[2.5hrs]

November 12th

AYC PM prep

- Preparing resources and plan for PM session
- Researching further activities.
- Prepare AYC building for sessions.

[3hrs]

AYC Thursday night

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- Attendance total 24
- Younger Session - 13
- Older Session - 11

[4hrs]

Co-op

- Met with 3 young people engaged with AYC who were outside co-op under cover.
- Discussed outdoor spaces for young people
 - desired requirements being warm, dry and lit.

[30mins]

Total Hours - 11hrs

Young people engaged - 45

Week 3

November 16th

Rydon School

- Met with Deputy Head Mr. Blackmoore
- Further discussed function of using Rydon school office space during school hours
 - Further engagement of young people with Ashington Youth provisions.
- Around school, met countless young people from Ashington who have been engaged with AYC over previous 12months.
- AYC session topic planning
 - Response to Paris terrorism attacks.

[3hrs]

AYC admin

- Logging finances & attendance.

[30mins]

Walk around community

- Met 4 YP
 - Encouraged to come and discussed inviting friends

[30mins]

AYC Monday night drop-in

- Attendance - 17 Young people
 - 2 new members

[2.5hrs]

November 17th / 18th

Tuesday / Wednesday

- Spear Coaching Training in London

D = Minuted but deleted from next agenda.

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

[2 days]

November 19th

AYC Session prep

- Prepared resources for topical session examining recent terrorism and unity

[1.5mins]

Meeting with Dann Morris (Area Substance and misuse officer)

- Discussing current concerns and drug issues in Ashington community amongst young people.
- Methods to tackle attitudes surrounding drug use. Trying to address the motivations which lead to drug use.

[30mins]

AYC Thursday night

- Attendance total 24
 - Younger Session - 18
 - Older Session - 6
- Topics covered - Unpicked recent terror attacks in Paris - Focused on world response of unity.

[4.5hrs]

Total Hours - 13hrs

Young people engaged - 41

Week 4

November 23rd

Walk around community

- Met 5 YP in Multi sport court
 - Encouraged YP to come engage with Monday night drop-in.
 - Discussed youth of facilities in the village
- Met 2 YP on Church lane
 - Discussed engagement with

[1hr]

AYC Monday night drop-in

- Attendance - 17 YP
 - 1 New member - Highly enthusiastic and expressed desire to come regularly.
- Issues / topics raised included:
 - Poor physical state of youth club - a large deterrent for young people to come to AYC.
 - Local funding and possibilities to improve Youth Club facilities.

[2.5hrs]

November 24th

Line management meeting with J. di Castiglione

D = Minuted but deleted from next agenda.

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

- Feedback from annual review with Parish Council & Identified objectives to work towards.
 - Creating separate evenings for age groups
 - 3rd evening opening AYC by facilitating volunteer run session. Allowing older group to have 2 specific AYC sessions per week plus 1 younger youth night (Without having issue of crossover between age groups).
- [1hr]**

Preparing SYW report

[2hr]

November 26th

Meeting with potential volunteer

- Outlined current community youth provisions and future vision
- Discussed background, interest and suitability
- Arranged time for individual to see the youth club.

[30mins]

Prep for Thursday session

- Prepared resources for topic
- prepared AYC & logged admin

[1hr]

AYC Thursday night

- Brief & de-brief with volunteer team
- Attendance total - 37
 - Younger Session - 18
 - Older Session - 19
- Topics covered - Discussed attitudes and perceptions towards Cannabis and potential effects of cannabis use.

[4.5hrs]

Total Hours - 12.5hrs

Young people engaged - 61

APPENDIX 4 – Funds held by the Parish Council on behalf of others:

First Responders £3625.70

Bingo Club £264.19

D = Minuted but deleted from next agenda.

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