



# Ashington Parish Council

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**Minutes of the meeting held on Thursday 5<sup>th</sup> May 2016 at 7.45 p.m. in Ashington School,  
Foster Lane, Ashington**

**Present: Councillors: J Stillwell (Chairman) N. Spiers (Vice-Chairman), S. Ball, N Clark, L di Castiglione, S Cox, T. Kearney, G. MacPherson, R. Strudwick, K. Wood, M. Woolley.**

**Parish Clerk: Celia Price**

**Neighbourhood Plan Clerk: Karen Dare**

**Neighbourhood Wardens: Jayne Jeffrey and Andy Webster**

**District Councillors: J. Blackall, P. Circus, D. Jenkins**

**11 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.

## **091/16 APOLOGIES**

None

## **092/16 ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Clark advised that he was resigning as Parish Councillor at the end of the meeting and would therefore not be available to be elected as Chair. It is proposed that the Clerk take the necessary steps to recruit a new Councillor. Agreed by all.

Cllr. Stillwell was nominated by Cllr. Clark and Seconded by Cllr. Ball. There being no other nominations Cllr. Stillwell was unanimously elected as Chairman and signed the declaration of acceptance of office

## **093/16 ELECTION OF VICE CHAIRMAN AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr. Spiers was nominated by Cllr. Ball and Seconded by Cllr. di-Castiglione. There being no other nominations Cllr. Spiers was unanimously elected as Vice Chairman and signed the declaration of acceptance of office.

Cllr Stillwell then took the Chair for the rest of the meeting.

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Cllr Stillwell thanked Cllr Clark for his dedicated service to the Parish Council for the past 15+ years and on behalf of everyone wishes him well in his future ventures.

#### **094/16 ALLOCATION OF COMMITTEES**

The following committee membership was agreed:

**Finance** – Cllr Stillwell (Chair), Cllr McPherson, Cllr Spiers, Cllr Strudwick, Cllr Woolley.

**Planning Committee** – Cllr Stillwell (Chair), Cllr Cox, Cllr Wood, Cllr Kearney, Cllr Woolley.

It was agreed that, at present, no new Committees were needed, but working parties would be set up for ad hoc tasks.

#### **095/16 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

Ashington Community Centre – Cllr Ball

Horsham District Association of Local Councils - Cllr Spiers and Cllr Ball

Ashington Youth Club – Cllr Ball

West Sussex ALC Ltd (formerly SALC) – Cllr Stillwell, Cllr Kearney

#### **096/16 SCHEDULE OF MEETINGS FOR 2016/17**

These remain as previously agreed (January meeting) and are available on the website.

#### **097/16 CODE OF CONDUCT**

The Clerk confirmed there have been no amendments to the Code that had been previously adopted by the Council. Councillors confirmed their adoption of the Code of Conduct.

#### **098/16 ANNUAL REVIEW & APPROVAL OF STANDING ORDERS**

The Clerk confirmed that there were no amendments to Standing Orders that had been previously adopted by the Council.

#### **099/16 REVIEW OF REGISTER OF MEMBERS INTERESTS**

The Clerk reminded all Councillors to complete new Register of Members Interests documents (available on the Parish Council website) and return to her asap.

#### **100/16 ANNUAL REVIEW OF COUNCILS RISK ASSESSMENT DOCUMENT**

The Clerk has circulated the Model Financial Regulations and Councillors were asked to approve the document, all agreed.

#### **101/16 REVIEW OF COUNCILLORS ALLOWANCES AND CHAIRMANS ALLOWANCE**

The Clerk explained that the Council does have a Scheme of Members Allowances and that the current claimable allowance for Councillors is £430. Councillors to decide if they wish to take their allowance. All Councillors confirmed they do not want to take this allowance.

#### **102/16 DECLARATIONS OF INTERESTS**

The Chairman reminded Councillors that previous declarations still stand. In addition, Cllr Stillwell declared an interest in the Festival Committee grant request. Cllr Clark declared an interest in planning application DC/16/0860

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### **103/16 APPROVAL OF MINUTES**

The minutes of the meeting dated 7<sup>th</sup> April 2016 were approved as a true record and signed by the Chairman. Proposed by Cllr di Castiglione, seconded by Cllr Wooley and agreed by all.

### **104/16 NEIGHBOURHOOD WARDENS**

#### **Neighbourhood Wardens Report (Appendix 1)**

The Wardens gave an overview of the report inviting questions from Councillors and the Public. There were no questions.

#### **105/16 Youth Worker Report (Appendix 3)**

Cllr Spiers gave an overview of the report.

### **106/16 YOUNG PERSONS ADJOURNMENT**

No comments

### **107/16 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr Circus reported that he had been approached by an Ashington resident to request a TRO (Traffic Regulation Order) on London Road. Cllr Clark advised that he and Cllr Stillwell have monitored the road and have seen no issues but asked the resident for more detailed information so this can be further investigated in the future if necessary. They have advised the resident to this effect.

Councillors were also advised of the possibility of Operation Watershed funding to help a flooding issue in Hole Street. Cllr Circus will keep Councillors informed.

Cllr Circus also advised that WSCC have recommended the proposal for the STARs schools, however he supports the argument for a secondary school at the Rydon site.

The paperwork for the Billingshurst Road sign has now been located by WSCC Highways and once the S106 review is complete the funding of this project can be investigated. **C/F**

Cllr Blackall reported that HDC have now confirmed their governance this should result in a more open and transparent Council which is welcomed by all.

The Chair invited questions from Councillors:

Cllr Stillwell asked about the road signs for the new BP garage. The latest update is that there now appears to be some dispute about who is paying for the signage. Cllr Circus agreed to follow this up.

Cllr Spiers asked about the bridleway from East Wolves Farm through to the A24 which is blocked with fences, locked gates etc. Cllr Circus advised he is aware of this as Wiston Parish Council have also raised the same issue, he is investigating and will keep Councillors informed.

The Chair invited questions from the Public

- What is happening regarding the Kates Cakes slip road?

Cllr Circus responded that now the company have announced its closure and future plans are unclear at this time there are no further developments with this issue.

- Is there a budget for repairing road signs? (we are aware there is no budget for cleaning)

Cllr Circus responded that yes there is and road sign repair will be taking place.

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- The potholes in Mill Lane are unacceptable. When is something going to be done?

This is an un-adopted road so there is no action WSCC Highways can take as it is up to the residents to carry out repairs. Many residents like the fact the road is unmade as it reduces the speed of traffic and stops people using it as a 'cut through'. Cllr Jenkins advised that if this were highlighted as an issue in the Neighbourhood Plan it is possible that adoption of this road could be looked at in the future

### **Actions Outstanding**

#### **108/16 Social Media**

The Ashington Parish Council page has now been launched and has 58 'likes' and the Hoots House update was seen by over 850 people. Cllr Clark has set up a link to the website so that anything posted on the FB page also appears on the bottom of the website. The Clerk has asked for details of the FB page to be included in the village newsletter and will continue to promote the page.

**CP D**

#### **109/16 Mill Lane Road Culvert**

Cllr Circus has received an update from WSCC. Opus have "a little bit more survey work to do downstream of 'The Willows' before he can model flows etc and make any recommendations about improvements downstream of Mill Lane. Once complete Andy's plan is to compile a report outlining all the options." The Clerk has asked Cllr Circus for timescales as to date this project has been on-going for 2+ years.

**C/F**

#### **110/16 Review of Emergency Plan**

Cllr Spiers continues to work on the Emergency Plan with the working party. HDC will be providing a new format for the document which should simplify the process, once this has been received further progress will be made.

**C/F**

#### **111/16 Litter**

Cllr Spiers reported that the village litter pick day held on Saturday 23<sup>rd</sup> April was attended by 38 volunteers, who collected almost half a tonne of rubbish. The majority of this was collected from the old London Road and included some fly-tipping. Generally, the village was fairly clear from litter and a big thank you must go to our regular volunteer village litter pickers. Thank you also to everyone who helped on the day and made it such a great success.

#### **112/16 Annual inspection of Council land**

Cllr di Castiglione, Cllr Cox and Cllr Spiers volunteered to undertake the village inspection. The Clerk will co-ordinate a date and time.

**C/F**

### **CORRESPONDENCE**

#### **113/16 For action:**

The following documents were distributed to Councillors by email in preparation for discussion action.

1. Request from a resident to maintain the hedgerow immediately in front of his property in between annual cuts. The hedgerow runs along the side of the footpath between Merios Way and Covert Mead.

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Councillors discussed and agreed to the proposal for the resident to keep the hedgerow 'tidy'  
The Clerk will inform the resident. **D**

2. Invitation for the Chairman from HDC for the Annual Reception for Parish Council Chairmen on 25<sup>th</sup> May

Cllr Stillwell confirmed she will attend. The Clerk will respond to the invitation accordingly. **D**

### **114/16 For information:**

The following were distributed to Councillors by email prior to the meeting for information.

1. CAGNE Gatwick – information regarding the new Noise Management Board.
2. Article regarding disposable Pecuniary Interests.
3. 3<sup>rd</sup> Annual Horsham Riverside Walk – Saturday 16<sup>th</sup> July.
4. West Sussex Fire and Rescue – Service Cuts Newsletter.
5. Police Crime Commissioner Candidates hustings events.
6. Police Crime Commissioner Elections.
7. WSCC news release – promoting 'Love West Sussex' app and website for reporting potholes.
8. Neighbourhood Policing Team newsletter.

### **115/16 General**

#### **HIGHWAYS**

A new Highways Officer has been appointed and the Clerk has made contact, although no response received to date. The Clerk has requested that the London Road verges be 'made good' as the issuing of a licence to install bollards is taking too long and the verges look a mess.

#### **116/16 SPEEDWATCH**

The Clerk asked for volunteers via the newsletter and the Parish Council Facebook Page.

#### **117/16 VOLUNTEER PROJECTS**

The Clerk will ask for Volunteers for the Ashington Rangers scheme via Facebook and the village newsletter.

#### **118/16 PUBLIC ACCESS DEFIBRILATORS**

The location of the proposed Defib has been agreed, we are now awaiting quotes for installation and confirmation of the grant application.

The Clerk confirmed that a public access Defib will not adversely affect the response times of the ambulance service. It was confirmed that the 'clock stops' once a member of the ambulance service is in attendance at an incident (this can be a First Responder) NOT when a Defib arrives on scene.

#### **119/16 PUBLIC ADJOURNMENT**

The following issues were raised in the Public Adjournment

- When will the developer signage be removed from Mousdell Close?

The Clerk will check with HDC, however as there are still empty properties these are likely to remain for the time being.

- What is happening about an additional litter bin near the BP Garage?

The Clerk advised that the Manager didn't think it would be a problem and will follow this up.

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- Please can noise restrictions / opening hours be discussed at the Ashington Autos planning application. Also a request that there be no parking along the old London Road.
- Please can Councillors look at additional planting of trees when they do the annual village walk round as we seem to be losing a lot? Would it be possible to put one on Parish Council owned land outside the Ashington Autos on London Road?
- Thank you to the village Wardens for all their hard work, particularly with lunch and tea clubs.
- What is happening about the rats around the Community Centre, Youth Club and Scout Hut?

The resident was advised that this land is managed by ACCT. A representative from ACCT reported the issue is being addressed. ACCT are paying for HDC pest control to attend to the issue and numbers are reducing. Councillors agreed to add this to the June meeting agenda for further discussion. CP C/F

- Why don't ACCT give the Parish Council free use of the Community Centre?

Cllr Stillwell responded that the PC used to use the small hall but decided to move when it was no longer suitable due to noise from the main hall. The resident thanked Cllr Stillwell for her response.

- Cars parked along London Road are restricting views from the junction with Rectory Lane. Rectory Lane is also experiencing parking issues at the moment.

Councillors agreed to add this to the June meeting for further discussion. CP C/F

- Why are cycling event signs allowed when other 'fly' posting is not?

The Wardens will investigate and speak to cycle event organisers, confirming everyone is treated equally.

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

### **120/16 PLANNING.**

The minutes from the 27<sup>th</sup> April 2016 were approved as a true and accurate record of the meeting. Proposed by Cllr Woolley, seconded by Cllr Wood.

### **121/16 Correspondence**

#### **For Action**

The following were distributed to Councillors prior to the meeting for action

1. HDC SHELAA – June 2016

The NP Clerk advised that the document is updated annually and is basically HDCs 'call for sites'. This will be looked at in depth by the NP team.

2. West Sussex Joint Mineral Plan Consultation

The plan is proposing to allocate a site for sand extraction at Ham Farm on the A283 to Steyning. There will be an opportunity for the Parish Council to make comments at the planning application stage.

#### **For Information**

The following was forwarded to Councillors prior to the meeting for information

1. WSCC Strategic Planning – Horsham District Plan Spring Newsletter.

### **122/16 Neighbourhood Plan update**

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The first village survey is at the printers and will be distributed in April/May to all households. The deadline for returns is 7<sup>th</sup> June. The results will be analysed and given to the Focus Groups to look at in detail and formulate a more detailed questionnaire to find out how residents feel about the issues raised. The Neighbourhood Plan Clerk will be starting the 'Call for Sites' process in the coming weeks.

### **123/16 Amendments**

None

### **124/16 Applications**

Cllr Clark left the room

DC/16/0860 Tranquility, 16 Timberlea Close

Removal of existing garage and store, rebuilding together with rear extension (amendment to DC/16/0241).

Councillors reviewed and discussed the application and have no objections

Cllr Clark returned

DC/16/0643 Ashington Autos - Erection of portal framed building to include car sales, vehicle servicing and repair workshop, ancillary offices and staff amenities; the erection of a car wash bay; the installation of associated plant and machinery and the change of use of land to vehicle sales.

Councillors reviewed and discussed the plans. A representative from Ashington Autos was present and available to answer questions. In conclusion, Councillors have no objection, although they will ask that the same opening times apply as with the BP garage and parking restrictions be applied to the old London Road

### **Horsham District Council Approvals**

#### **125/16 Approvals**

DC/16/0339 18 Willow Way - Conversion of existing garage and erection of first floor extension over garage.

DC/16/0446 Tile House, Billingshurst Road - Single story side extension with mono pitched roof and formation of new first floor window

DC/16/0242 The Sports Pavilion, Church Lane – advertisement consent

DC/16/0613 Oak Tree House, London Road – Surgery to Oak Tree (TPO)

#### **126/16 Refusals**

None

#### **127/16 Withdrawals**

None

#### **128/16 Appeals made/ decisions**

DC/15/2442 11 Hillcrest Drive

Single storey pitched roof side extension to the existing detached bungalow to form a pair of two bedroom semi-detached dwellings.

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## **129/16 FINANCE**

Councillors have undertaken a review of the systems of internal financial control and are satisfied with their effectiveness. Copies of the Council's Financial Control document are on the Parish Council website.

It was proposed that Councillors approve the Annual Governance Statement as prepared by the RFO and that the Clerk & Chairman are approved to sign the Annual Governance Statement (page 2 of the Annual return). Agreed by all

Councillors have been provided with a copy of the annual accounts, Accounting Statements and supporting documentation. These were discussed at the Finance Committee meeting on 27th April and all Councillors have been provided with a copy of the minutes of the meeting. Councillors were asked to approve the minutes of the meeting. Proposed by Cllr Spiers and seconded by Cllr Clark. Agreed by all.

It is proposed that Councillors approve the Accounting Statements and that the RFO and Chairman sign the Accounting Statement. Agreed by all.

The Clerk has prepared the 'Notice of Public Rights and Publication of Unaudited Annual Return' and will display on the village noticeboards by Sunday 5th June

## **130/16 Correspondence for action.**

### **1. Request for additional hours for Responsible Finance Officer**

Cllr Clark met with the NP Clerk and discussed the Clerks workload. She confirmed that the job does take longer than 14 hours and it was discussed that she retain the role of RFO being paid an additional 1 hour per week to produce the accounts, budget, attend Finance meeting etc. Following a detailed discussion all agreed to proceed with the understanding that more hours are probably still needed by the Clerk and this will be reviewed in September/October.

### **2. Asset Register**

The Clerk proposed that the new laptop be added to the Asset Register. A decision regarding to the two old laptops should be made once information has been received regarding whether they can be repaired/used. All agreed.

### **3. Consider a request for a grant from Ashington Festival**

Cllr Stillwell left the room

The written request and accounts were circulated to Councillors prior to the meeting. The application was debated and criteria for grant requests discussed. A representative from the Festival Committee was present and available to answer questions. Various proposals were tabled and in conclusion a proposal to award £420 was considered. The reason for this amount is that it covers the additional costs and statutory requirements enforced this year. A vote was taken and of the 10 Councillors present, 8 voted in favour of the proposal with 2 abstaining. It was therefore agreed to award a grant of £420.

Councillors would also like to have a stand and possibly a float. There would be no cost to the Parish Council for this due to the grant award.

Cllr Stillwell returned.

## **131/16 Correspondence for information**

The following correspondence was distributed to Councillors by email prior to the meeting for information.

1. The Clerk reported that an additional £1364.27 has been received from the administrators of the Singer & Friedlander bank. This takes our total monies recovered to £91,406.04 or 83.8% of the PC's money.

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## 2. Governance and accountability for smaller authorities 2016.

### 132/16 Income

HDC First Payment and grant – 2016/17 Precept £47,188.50

### 133/16 Expenditure

Month	Payee	Description	£	Chq No.
May- 16	Mrs Celia Price	Home Office - March 2016	10.00	
		Telephone	7.00	
		Staples - Stationery	36.97	
		Flowers for Cllr Stillwell	5.00	
		Card for Cllr Stillwell	2.49	
		Travel Expenses - Mileage	8.00	
		Travel Expenses - Car Park	1.60	
		Total	<u>71.06</u>	1758
	Mrs Karen Dare	Home Office - March 2016	5.00	1759
	Mark Adsett	Landscape Gardening (April 16)	508.33	
		Invoice 2093 - Tree Surgery (quotes previously agreed)	300.00	
		Total	<u>808.33</u>	1760
	Ashington PCC	Inv: YW-201604 - Youthworker (May 16)	1083.33	1761
	Ashington Community Trust	Hall Hire - March Meetings (Inv 411214)	23.60	
		Hall Hire - April Meetings (Inv 411233)	8.00	
		Total	<u>31.60</u>	1762
	WSCC	Salaries	984.15	1763
	Action in Rural Sussex	Annual Subscription	50.00	1764
	Horsham District Council	Village Wardens	46011.00	1765
		<b>May Total Expenditure</b>	<u>49044.47</u>	

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

### 134/16 MEETINGS

The Clerk attended the Horsham District Clerks meeting on 12<sup>th</sup> April

Cllr Stillwell, Cllr Spiers and the Clerk had attended a Youth Worker partnership meeting on 3<sup>rd</sup> May

Cllr Stillwell, Cllr Spiers and the Clerk had attended a Neighbourhood Warden Partnership meeting on 3<sup>rd</sup> May.

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Cllr Clark and Cllr Stillwell had a meeting on 4<sup>th</sup> May to discuss parking issues along London Road.

**135/16 MINOR MATTERS RAISED BY COUNCILLORS**

Cllr McPherson asked why patches along the London Road had been missed when the surface dressing took place.

This is because there were cars parked there despite warnings from WSCC.

Cllr McPherson also noted that soon after the village litter pick there is an amount of rubbish in the hedgerow near the community centre and recreation ground. Landowners responsibility was discussed and all agreed for the Clerk to make contact with the Chair of ACCT.

Cllr Cox noted a large amount of grit on the verges following the resurfacing work in London Road. The majority of this has now been cleared.

Cllr Wood made note to the tree roots in the pavements of Fairfield Road / Mill Lane. These will be inspected as part of the annual village inspection.

Cllr Spiers raised the issue of rats and welcomed an Agenda item for the June meeting.

The next Parish Council will be held at **7:45pm on Thursday 2<sup>nd</sup> June 2016 at Ashington School, Foster Lane.**

The next Planning Committee meetings are scheduled for **Wednesday 18<sup>th</sup> May 2016 at 7.30pm in the Sports Pavilion, Church Lane.**

The meeting finished at 9:50pm

Signed.....

Date.....

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Appendix 1  
**WARDEN REPORT APRIL 2016**

**CRIMINAL DAMAGE/THEFT**

There have been reports to us this month of Criminal damage within the village. Turnpike Way play area has had minor arson damage to the large climbing frame. The community centre has also seen some damage to roof tiles and damage to guttering, this damage we believe has been caused by footballs that have come out of the multi-sport court.

There may be reports of criminal damage and theft from the police that we are not aware of as of yet.

**SUBSTANCE MISUSE**

A report and intelligence has been given to the police regarding substance misuse issues across the village, due to the increase in substance misuse across the village intelligence is being continually given to the police. Many calls have been made by ourselves this month to report these issues, due to this more patrols are being carried out by the police in hotspot areas across the village.

Reports have been made to us about people dealing and supplying our underage youth with various substances. All intelligence will be passed on to the police. If anyone has any intelligence regarding these issues please report on 101 to the police non emergency phone or online at [www.sussex.police.uk](http://www.sussex.police.uk) or in an emergency 999.

**ANTI-SOCIAL BEHAVIOUR**

There have been several calls to us this month about anti-social behaviour, the majority of calls have been regarding neighbourhood disputes concerning noise from children playing to dogs barking. We have tried to help resolve these issues by asking them to talk to the neighbours directly explaining what issues are bothering them. Most of these incidents have been dealt with in an amicable way. Other reports of anti-social behaviour regarding older generation offenders have been reported to police.

There have been several reports made to us this month of older groups of youth congregating in Turnpike Way play area, when duties allow we have been patrolling the area and moving on the youth when seen. We have also asked the police when in the area to do the same. We have been continually moving on groups of youth from the community centre when seen.

We continue to work with relevant agencies on ongoing neighbourhood disputes and anti-social behaviour offenders to try and find solutions to the issues surrounding them.

Hotspot areas for anti-social behaviour this month have been Turnpike Way play area, the youth club, Blakiston Close and the Community Centre as such we have prioritised these areas for patrol when on duty.

**YOUTH**

There are still issues surrounding anti-social behaviour at the youth club, we continue to work alongside and support the youth worker on ways to remedy the behaviour.

This month we have been interacting with the youth a lot in constructive ways, getting them to continue helping us litter pick hotspot areas. We have been working with several of the youth regarding personal issues that have been affecting them, giving them one to one mentoring and also signposting to relevant agencies when we feel they need it. Giving the youth someone to talk to has proven to be invaluable to the youth, some of the issues that the youth have been

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facing this month have been quite serious. Luckily we have managed to resolve the majority of these issues and the relevant youth are now in a much better state.

### **ASHINGTON LITTER PICK**

The parish council along with the church organised and ran a litter pick on Saturday the 23<sup>rd</sup> of April, this was a massive success for the village between us all we collected a large trailer full of litter, completely clearing the village. It was so lovely to see the volunteers coming together to make Ashington a cleaner, greener and safer place to live.

It would have been nice to see more volunteers come together all ages from across the village but a huge thank you and well done to those that did.

Many strange items were found throughout the village during the litter pick, including a plastic child's easel, most of a tractor, a complete under floor heating kit 2 fly motors and battery pack as well as numerous gardening tools. All in all a successful clean up!

We continue to litter pick hot spot areas as needed.

### **FLY-TIPPIING**

Sadly a week following the litter pick we have had reports of a fly tip on the Old London Road, which has now been reported to Horsham District Council's cleansing department for removal. We ask all residents to be vigilant and if seeing any suspicious vehicles disposing or depositing items anywhere in the area to get licence plate details and a description of the vehicle and report it to the police on 101 or online at [www.sussex.police.uk](http://www.sussex.police.uk).

### **PARTNERSHIP WORKING**

We are continuing to work with our partnership agencies on a daily basis, this includes anti-social behaviour team, social housing officers, the police and various departments at Horsham District Council.

### **PARKING ISSUES**

This has been an exceptionally busy month with us responding to phone calls about parking issues across the whole of the village, particularly bad areas are London Road and Rectory Lane. We have been speaking to several offenders regarding their parking but due to the fact that there are no parking restrictions in these areas it is very difficult to enforce. When we have spoken to those offenders concerned they have been very compliant and moved their vehicle elsewhere. It is a particularly big problem in the village due to the amount of cars in the area, and the lack of off street parking for many of those concerned. We have been trying to get those involved with parking issues to talk to one another in the hope of coming up with a solution that works for all involved parties.

### **MINIBUS**

This has been a very intensive month dealing with issues around the minibus, unfortunately due to issues outside of our control several problems with the minibus have occurred this month which have taken a lot of time for us to resolve. Most notable the minibus association has changed garages meaning that work that was meant to be undertaken has had to be rescheduled. Following on from this due to issues that developed with the tyres of the minibus it was deemed unsafe for it to be taken out. This issue has since been resolved but we did lose out on Aprils Storrington trip.

We now have a lady in waiting to take over the role of Minibus Co-ordinator for Ashington this will allow for us to have more time to dedicate to other more pressing matters within the village.

### **ELDERLY/VULNERABLE**

A lot of our elderly/vulnerable group have been quite poorly this month, some being admitted to hospital, some just not being able to function as normal. We have been visiting those concerned

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and offering assistance where we can, this has resulted in us doing a lot more welfare checks and picking up medications and groceries when needed.

This month we ran the annual Bognor Regis trip, which involves a walk around the town centre followed a fish and chip lunch at the boathouse in Felpham on the sea front. This was so successful that we were oversubscribed with people wanting to come which resulted in us having to borrow an additional minibus for the trip. Some of those that came on the trip are residents who don't have the ability to come out on their own or even to attend other events within the village due to issues with mobility or health reasons we were able to assist them and involve them in a sociable outing preventing them from being isolated from their community. This inclusion is so valuable for those that can't attend other events as it allows them to still be a part of the community and socialise with others.

Due to the fact that some of our elderly vulnerable residents are finding it more difficult to use the minibus we are actively seeking volunteers to act as a one to one escort for those concerned, enabling them to continue to use this service.

Minibus trips on the second Thursday of each month are going well, next month we are going to Morrison's in Littlehampton.

The Storrington minibus trip is still very popular with the elderly vulnerable group using this service primarily to visit local banks.

We have a trip arranged for July to Eastbourne, it already looks like we will have to borrow an additional minibus again due to the popularity of these trips.

For May's lunch club we will be visited by some of the children from Ashington School to spend the afternoon with our guests at lunch club for an afternoon of games and social interaction between the generations. This is very much enjoyed by all guests of lunch club and us.

Plans are now in place for the Christmas entertainment for the elderly/vulnerable group, this year rather than doing the wardens party we have decided that host a pantomime all being well we will be looking to book the hall at the community centre, watch this space for more details in the coming months.

### **WARDEN**

We have several training sessions booked for the following months, including emergency planning scenarios and counter terrorism training we are also in the process of renewing our accreditation status under CSAS which is what gives us our relevant powers that we use in our job role.

## **Appendix 2**

Horsham District Monthly update is on the Parish Council website [www.ashingtonpc.org.uk](http://www.ashingtonpc.org.uk)

### **Appendix 3 – Youth Worker Report**

Senior Youth Worker's report - May 2016

#### **Main Headlines**

#### **Activities & Topics covered during April AYC sessions:**

- :- Learning to drive - Process, Motivation, Results etc.
- :- Models for decision making
- :- Post GCSE Options
- :- Multiple cooking activities - Pancakes, Cake Baking, Grilled Cheese Sandwiches.
- :- Multiple Craft Activities - Pinatas, Paper mache, Paracord bracelets/keychains/etc.
- :- Practical fundraising options for summer festivals.

**D** = Minuted but deleted from next agenda.

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

- :- Practical solutions for AYC issues of behaviour & attitudes.
- :- Idea of older youth speaking with young people about dangers of substance misuse.
- :- Yr8-9 transition.

### **Areas of Celebration, Concern & Observations**

- :- From continued discussions surrounding developing a solution to concerns over smoking around the entrance to Ashington Youth Club, young people have developed a strategy to tackle this. We will continue to work alongside the ACCT to provide adequate equipment, which in this case, our young people have expressed desire to install wall mounted cigarette bins.
- :- Through the summer term at AYC we have continued to have high attendance amongst our younger group. Both amongst leaders and young people, it has been identified the concern over current yr8's moving into older group in September. We are working with both the team and young people to enable a successful transition for these young people into the older group without losing engagement and contact with this group.

### **Team First Aid Training**

- :- It is a high priority to equip our team with all the necessary training to instil both confidence and competence in providing youth provisions in our community. In particular, an immediate priority is to get the rest of our volunteer team trained in first aid.
- :- Having been unable to secure a date amongst trainer and team, we are looking to secure a date in early September for our team while I will seek to get my own training updated ASAP.

### **Community Visibility**

- :- I have continued attending Rydon CC on a regular basis delivering assemblies multiple times each term to 400+ solutions which has been well received and resulted in further young people engaging with youth provisions in Ashington.
- :- During the first week of May I will be attending Ashington first school's annual year 5 residential to Dalesdown for 2 days.
- :- In 2015 I attended to continue building strong links and engaging with young people from the community before the hit 'youth' aged and would be attending youth programs. This has shown itself to be highly fruitful from last year's participation with a high proportion of young people from that year 5 class now attending youth programs we run.

### **Ashington Festival**

- :- While Ashington Youth Club was able to enter a float into the 2015 festival, it wasn't something many young people got involved with. In contrast, the float and Youth Club's involvement was highly uplifting and inspiring to young people in the community and have since voiced enthusiasm in being involved with the 2016 festival.
- :- The Youth Club management committee have prioritised the festival as something to invest energy engaging with in various ways. Young people from the youth club and youth gym have already began developing multiple ways to get involved, raising awareness and hopefully funds for AYC.

3.5.16 - Paddy Donovan, Senior Youth Worker

### **Appendix 4**

#### **Funds held by the Parish Council on behalf of others as at 30<sup>th</sup> April 2016:**

First Responders	£ 3165.90
Bingo Club	£ 336.32

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