



Ashington Parish Council

**Minutes of the meeting held on Thursday 2nd June 2016 at 7.45 p.m. in Ashington School,
Foster Lane, Ashington**

Present: Councillors: J. Stillwell (Chairman) N. Spiers (Vice-Chairman), S. Ball, S Cox, T. Kearney, K. Wood, M. Woolley.

Neighbourhood Plan Clerk: Karen Dare

**District Councillors: J. Blackall
5 members of the public**

The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment sections of the meeting. If Members of the Public have questions for Police/Wardens & District/County Councillors then the Clerk will pass these on if these individuals have left the meeting.

Members of the Public are reminded that Standing Orders allow for 5 minutes maximum participation.

136/16 APOLOGIES

Cllr L di Castiglione, Cllr G MacPherson, Cllr R Strudwick, District Councillor P Circus, Neighbourhood Wardens J. Jefferies and A Webster, Celia Price, Clerk.

137/16 DECLARATION OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand.

138/16 APPROVAL OF MINUTES

The minutes of the meeting dated 5th May 2016 were approved as a true record and signed by the Chairman. Proposed by Cllr Ball, seconded by Cllr Cox and agreed by all.

139/16 NEIGHBOURHOOD WARDENS

Neighbourhood Wardens Report (Appendix 1)

Cllr Stillwell gave an overview of the report. There were no questions or comments from Councillors or the Public.

140/16 Youth Worker Report (Appendix 3)

Cllr Spiers gave an overview of the report. Cllrs Stillwell and Spiers are taking an active role. Youth Club are looking to re-allocate age groups and strategies are being put in place to deal

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with individuals that are causing disruption. First Aid training for the Youth Worker and Volunteers is being given a priority.

141/16 YOUNG PERSONS ADJOURNMENT

None Present

142/16 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Circus was unable to attend and there are no further updates on the outstanding actions, namely: Billingshurst Road VAS sign update and Mill Lane Culvert update on predicted time scales for the project.

Cllr Blackall reported that there may be some boundary changes coming up. The proposal is to move from a 3 member ward to a 2 member ward. Currently this is being debated and it is expected that a proposal be made to the Boundary Commission by August.

The delivery of services by HDC is being reviewed. By 2018/19 there will be a £4m deficit unless changes are made. It is not proposed that services are cut but that delivery is reviewed and HDC have appointed Consultants to come up with proposals including cutting bureaucracy, these proposals will be presented for approval this year in readiness for next year and will include waste, car parks and others.

The Chairman invited questions from Councillors and the Public.

Cllr Cox asked about the reasons for the deficit. Cllr Blackall responded by advising that the way of funding councils is changing. HDC will receive more money from new houses but less from central government. Also there are changes in business rates so not all comes to HDC anymore.

There were no questions from the public.

143/16 ACTIONS OUTSTANDING

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. Cllr Spiers and Cllr Ball have a meeting with the HDC emergency planning officer on 6th June. **C/F**

144/16 Annual inspection of Council land

The annual inspection of Parish Land will take place on Thursday 9th June

145/16 Highways

The Clerk continues to chase Highways for responses to the outstanding issues, particularly the London Road bollards but to date has still had no response, although she has been advised of further personnel changes.

146/16 Speedwatch

To date there have been no volunteers

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147/16 Volunteer Projects

There have been no further volunteers. Cllr Spiers advised that 2 more volunteers are required to make this viable.

148/16 Public Access Defibrillators

The Clerk is awaiting an update regarding the grant application

CORRESPONDENCE

149/16 For action:

Litter and Rats

The Clerk has made contact with ACCT and Councillors have been forwarded the correspondence in advance of the meeting. It was reported that ACCT discussed the issue at the Trustees meeting on 25th May and are exploring various options. Parish Council will leave this to ACCT as it is their land.

London Road Parking

Following the May Parish Council meeting, Councillors agreed to add this as an Agenda item, in particular whether a TRO should be requested. Councillors debated the issue and all agreed that an increase in parking along London Road has been observed. It is unclear whether this is down to car sharers, businesses or residents but at this stage there is nothing the Parish Council can do particularly there have been no recorded accidents at this junction and it is therefore highly unlikely that a TRO would be considered by WSCC.

West Sussex County Council consultation on proposed changes to Household Waste Recycling Sites (HWRs)

Councillors were emailed documents prior to the meeting. In summary: 1) opening hours will be reduced, 2) the numbers of days some sites are open will reduce (Worthing and Horsham will **both** be closed on Thursdays and Fridays) 3) introduction of charges for non-household waste disposal 4) ceasing of the mobile HWRs service (affecting the Chichester district) 5) restricted access for vehicles with trailers. Parish Councils are being asked to make a response to the consultation on-line by 12th June. Councillors discussed the proposals and agreed to respond to the Consultation with the following points a) concerns about raise in fly tipping b) not to close Horsham and Worthing on the same days c) suggest if opening hours are to be reduced consideration should be given to opening later and continuing to stay open later in the day. It was also noted that HDC will respond with concerns regarding fly tipping and that residents need to have the changes communicated including the fact the HC has lower recycling rates than other districts and this needs to be address to be in line with EU targets. Councillors were reminded they can also respond to the consultation as individual residents.

Statutory Proposals relating to Rydon Community College

Councillors were emailed documents prior to the meeting. The representation process closes on 16th June, Councillors have no further comments.

150/16 For information:

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

- SALC May 2016 Newsletter

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- The Local Government Boundary Commission for England – Electoral review of West Sussex – Further limited consultation for Crawley
- Councillors Commission visit to Billingshurst Centre on 17th June
- Chanctonbury Local Committee – notice of meeting on 6th June
- Purple Bus birthday invitation – 22nd June
- Rights of Way Committee Agenda for meeting on 7th June

151/16 PUBLIC ADJOURNMENT

The following issues were raised in the Public Adjournment

- Comments were made regarding HWRS consultation supporting the Parish Council views.
- It was reported that Horsham Football Club is having to disband it's under 18 team as there are no pitches for them to play on. HDC turned down a planning application 18 months ago for new pitches near Hop Oast despite there being a lack of pitches across the district. There are some very real concerns over the loss of youngsters in local teams. Cllr Blackall is very interested in the details to enable him to discuss with Officers at HDC.

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

152/16 PLANNING.

The minutes from the 18th May 2016 were approved as a true and accurate record of the meeting. Proposed by Cllr Wood, seconded by Cllr Kearney.

153/16 Correspondence

a) DC/14/1695 Land South of Ashington House (Appeal).

Request for review of proposed projects suggested for consideration, particularly with regard to the Community Centre and Halls contribution. An email from HDC has been distributed to Councillors prior to the meeting. Councillors discussed this and agreed to amend the wording for the Community Centre and Halls contribution to prioritise the Warden office and Parish facilities and to re-state the objections to the planning application.

b) Strategic Planning Document

The consultation period runs until 17th June. Councillors were forwarded information prior to the meeting. Karen Dare will re-circulate to Councillors and work with Celia Price to pass comments to HDC.

c) BP Service Station signs

For information, correspondence has been received advising the signs are coming.

154/16 Neighbourhood Plan update

The first village survey has been distributed and replies have started to be collated and analysed. The deadline for returns is 7th June. The results will be 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 has started the 'Call for Sites' process.

155/16 Amendments

None

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156/16 Applications

DC/16/0966 - Sussex Caravan Centre, The Old Barn, London Road

Erection of 2 storey building.

Councillors discussed the application and all agreed there are no objections but would like to suggest a green roof would blend in with the landscape better than a grey one.

DC/16/1080 - 5 Blakiston Close

Surgery to 1 Oak Tree

The Parish Council object to this application. They would only support the removal of dead branches and crown lifting

DC/16/1772 – 8 Merios Way

Surgery to 1 Silver Birch Tree

Councillors have no objections.

Horsham District Council Approvals

157/16 Approvals

None

158/16 Refusals

None

159/16 Withdrawals

None

160/16 Appeals made/ decisions

None

161/16 FINANCE

162/16 Correspondence for action.

1. S106 grant application from ACCT

The Parish Council reviewed the application and have no objections.

163/16 Correspondence for information

1. The accounts for year ending March 31st 2016 have been approved by the internal auditor. These accounts have now been sent to the external auditor for review.
2. ACCT forwarded a risk assessment highlighting the potential need for repairs at the skate park. The Clerk has requested a quote and as there is a ROSPA check in June after which this can be reviewed.

164/16 Income

Kite & Thomas £2077.50

HDC – Environment Cleansing Grant £1812.88

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165/16 Expenditure

Month	Payee	Description	£	Chq No.
Jun-16	Mrs Celia Price	Home Office - May 2016	10.00	
		Telephone	7.00	
		Staples - Stationery	74.39	
		Gift for Cllr Clark	21.98	
		Giff Gaff - Mobile Phone Top Up	10.00	
		Total	<u>123.37</u>	1766
	Mrs Karen Dare	Home Office - May 2016	5.00	
		Postage (NP General Questionnaire)	55.00	
		Postage (Recorded delivery account to Audit)	2.06	
		Total	<u>62.06</u>	1767
	Mark Adsett	Landscape Gardening (May 16)	508.33	1768
	Ashington PCC	Inv: tbc Youthworker (June 16)	1083.33	1769
	WSCC	Salaries	984.15	1770
	Kenads Printers	Neighbourhood Plan General Questionnaire	175.20	1771
	Ashington CE School	Inv 160516a Hire of Hall for PC meetings (Apr 16 - March 17)	216.00	1772
	SLCC	Annual Subscription	118.00	1773
	Ashington Festival	Grant as agreed at May meeting	420.00	1774
	DF Allsopp	Internal Audit	200.00	1775
		June Total Expenditure	<u>3890.44</u>	

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

166/16 MEETINGS

Cllr Stillwell and Cllr Spiers attended the Youth Worker Partnership meeting on 24th May

The Clerk and Cllr Ball attended the ACCT AGM on 25th May.

Cllr Ball attended the ACCT Trustees meeting on 25th May.

Cllr Stillwell and Cllr Spiers attended a Neighbourhood Warden Partnership meeting on 31st May.

167/16 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Woolley asked about the West Sussex Mineral Plan, specifically with regard to the Ham Farm site. Karen Dare confirmed the Parish Council did object at the first consultation phase and no further action is required at this time.

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It was noted that the Church Lane sign is unreadable and requested that the Clerk report this to highways.

The hanging baskets arrive on 9th June and will be put up o 10th June.

Cllr Stillwell and Cllr Spiers have been invited to Church to take part in a mock interview about local government on 12th June.

The next Parish Council will be held at **7:45pm on Thursday 7th July 2016 at Ashington School, Foster Lane.**

The next Planning Committee meetings are scheduled for **Wednesday 15th June and Wednesday 29th June at 7.30pm in the Sports Pavilion, Church Lane.**

The meeting closed at 9:20pm

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Appendix 1
WARDEN REPORT MAY 2016

CRIMINAL DAMAGE/THEFT

There have been five reports this month of burglary within the village. One in Park Lane where a window was smashed at the rear of the property, the other two incidents took place in Penn Gardens which resulted in the loss of a generator and tools being taken from vehicles.

In addition to this there have also been reports of an attempted theft of an automobile and the theft of an automobile, we have provided reassurance visits when the offer has been taken up. We advised those involved to report to the police immediately.

There has been a report of criminal damage to the road name sign at Blakiston Close the sign was ripped out of the ground it has now been repaired by the residents of Blakiston Close.

There was a report of eggs and produce being stolen from outside a property that leaves it out for sale.

Warminghurst play area has had several fence panels removed from its boundary fence.

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

SUBSTANCE MISUSE

Still working closely with relevant agencies in regards to the substance misuse issues across the village. Intelligence is regularly being passed to the Police, we have become aware of some younger youth starting to become involved with various forms of substance misuse. We have been interacting and educating those who we suspect and are signposting them towards the relevant agencies to help with the issues.

Due to the fact that we are identifying more within the younger group that are at risk of becoming involved with substance misuse we plan to do a presentation at the youth club regarding their behaviour when out and about in the village and informing them of enforcement action that can be taken against them by ourselves and other agencies if their behaviour becomes anti-social.

We have also spoken to some of the older group in relation to this issue and also about buying alcohol and tobacco for underage youth, reminding them of the penalties and enforcement action that they will face if caught supplying underage individuals.

We will make contact with the Co op to make them aware of proxy sales that may have been taking place.

An amount of alcohol has been seized this month from underage youth across the village.

There have been issues with shop lifting in the Co op this month. We have managed to identify offenders and have spoken to them regarding the consequences of shop lifting. We will be passing on names and addresses of those suspected to the ASB team and 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 or in an emergency 999.

ANTI-SOCIAL BEHAVIOUR

There has been an incident of anti-social behaviour this month at the community centre, where a resident felt threatened and intimidated by a group of youth. CCTV was checked however we were unable to identify the main offender. The incident has been reported to the police and we have spoken to several of the individuals we were able to identify, although no one has come forward and accepted responsibility.

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We have had reports made to us of “Door Knocking” in the early hours of the morning the in the Sands. We have spoken to the victims of this behaviour and offered some reassurance and advice. We are looking to gather names and addresses from offender we believe are committing various forms of ASB around the village, all names and addresses will be submitted to the ASB team at Horsham District Council. Actions that can be taken include; Community protection orders, ASB Contracts just to name a few.

Continuous neighbourhood disputes across the village, mediation have been called by us and are involved with some of the issues. Other issues are being dealt with by police.

Hotspot areas for anti-social behaviour this month are still Turnpike Way play area, 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 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.

ROAD TRAFFIC COLLISION

On Friday the 21st of May we had to help resolve a road traffic collision at the southern end of the village, this involved us getting a damaged vehicle off the road and ensuring that the people involved in the collision were alright and ensuring that traffic was regulated while we cleared the road of any dangerous debris. Thankfully due to assistance provided by the Monza garage this was achieved in a safe and efficient manner.

FLY-POSTING

We are continuing to remove fly posting on a regular basis from across the village, we have made enquires into whether the cycle club can place their racing/road signage for their cycle events on roundabouts. We are still awaiting feedback.

DOG FOUL

It has been particularly bad this month especially down mill lane, we have been doing regular dog foul patrols but when we have been on patrol all dog walkers have picked up their dog foul. We really do rely on residents of the village to help identify those dog walkers that do not pick up their dog foul. A description of both the dog walker and the dog as well as a rough time of when they are walking would be very helpful. If you have any information please contact us.

ANTI-SOCIAL DRIVERS

This last month we have noticed an increase in the amount of anti-social driving in the village, as such more reports have been passed along to operation crackdown. In addition to this we are still having issues with parking in the village and as such we are talking to people and trying to get the offenders to resolve parking issues that affect others amicably.

ELDERLY/VULNERABLE

Due to several of our elderly/vulnerable residents being admitted/re-admitted to hospital following sudden illnesses/planned operations we have been offering our support where needed. We have been assisting with simple things just like picking up groceries which has helped them. We have been liaising with relevant care agencies and relatives to ensure that there needs are being met.

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Lots of family intervention work going on within this group.

We have been reminding them that because the nicer weather is coming to be aware of how to deal with the heat, reminding them to drink plenty of fluids and when it is very hot to keep in the shade.

We had a very successful shopping trip to Morrison's in Littlehampton this month, due to the popularity of the Thursday monthly shopping trip we are looking for volunteers to run this trip on a more regular basis perhaps weekly or bi-weekly.

Final arrangements have been made for trips in June and July with the elderly/vulnerable residents that go on the trips looking forward to them all spaces have now been booked on these trips.

There is quite a lot of excitement within the group about this year's festival and more specifically the float that we are going to be entering, lots of them are busy gathering bits and pieces for their costumes that they will be wearing. If you thought last year was good this year is going to be even better! Thanks to volunteers we are busy designing the float.

The elderly/vulnerable who attend July's Lunch Club will be taking part in a mock up training scenario for the emergency rest centre/liaison officers for Horsham District Council. This should be good fun as it will give them a chance to put their acting skills to good use.

Bingo and vintage tea clubs are still popular, with figures attending bingo increasing. Lunch club this month will be hosting a plant sale, all residents are more than welcome to come along and support the club as well as buying some lovely plants that are sure to improve the ambience of one's house or garden.

WARDEN

This month Andy has been on a first aid course, with Jayne looking to be booked onto one in the next few weeks. In the coming weeks we have several big training sessions planned including counter-terrorism and an emergency planning scenario which will take place in the village. Following on from this we will be looking at getting a lot more training in July including training on new ASB powers/legislation and a refresher on personal risk mitigation.

We are continuing to have team meetings on a regular basis, which will soon be including the two new wardens for Pulborough who will be coming to Ashington in the next coming months to work closely with us/on the job training.

Appendix 2

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

Appendix 3

YOUTH WORKER REPORT MAY 2016

Activities & Topics covered during April AYC sessions:

- Yr8-9 transition strategy with YP.
- Attitudes surrounding smoking
- Peer Pressure & Assertiveness
- 'Dream careers'
- Learning to drive.
- Celebrated 'National Doughnut Week' by making homemade doughnuts.
- CV & Cover letter writing
- Relationships & Normality

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- :- Youth Club carnival float themes
- :- Karaoke night

Areas of Celebration, Concern & Observations

- :- Growth amongst younger group - Our younger sessions have become increasingly well attended particularly by a group of YR8's. This is particularly encouraging to be able to build relationships with these young people now while we have specifically been focusing on how to maintain engagement with this age group when they transition into our 'older group'.
- :- This term, with the support of the CPG (Community Partnership Group) we have begun strategically planning how to maintain engagement across our YR8-9 transition where historically, we have had the highest number of drop-off.
- :- Part of this strategy has included the task of developing a 'young adult' group for young people 16-21yrs old which we envisage beginning in the autumn term. This is to reduce the age gap in our 'older youth' session to a maximum of 3 years (currently could be as big as 5years. 13-18yrs).
- :- With the kind and generous support of ACCT, we have been able to provide and install a wall mounted cigarette bin. This has come about after a number of concerns were made about older YP smoking outside, leaving cigarette butts and the smell of tobacco. We took this issue to our YP who were happy to find a solution to this to keep all parties happy.
- :- Over the past few months we have seen an increasingly higher proportion of our post GCSE young people have secured employment. This has been particularly evident in those formerly classified as NEET.

Community Visibility

- :- During the first week of May I attended Ashington first school's annual YR5 residential to Dalesdown for 2 days. This enabled me to not only maintain positive links with the local school, but more importantly, start developing relationships with young people before they enter into 'youth'. Over the subsequent weeks, I have observed this to already be fruitful with encountering many of these current YR5's around the community.

Ashington Festival

- :- After entering a float into last year's festival, our young people from both the youth club and the youth gym have been highly excited with the prospect of working towards entering multiple floats into this year's festival.
- :- The Youth Club management committee have prioritised our involvement with this year's festival. Young people from the youth club and youth gym have already begun developing multiple ways to get involved, raising awareness and hopefully funds to further develop AYC.

1.6.16 - Paddy Donovan, Senior Youth Worker

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