



Ashington Parish Council

Minutes of the meeting held on Thursday 1st September 2016 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors: N. Spiers (Vice-Chairman), S. Cox, T. Currell, L. di Castiglione, G. MacPherson, T. Kearney, K. Wood.

Parish Clerk: Celia Price

Neighbourhood Wardens: A. Webster

County Councillor: P. Circus

District Councillors: D. Jenkins

12 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.

232/16 APOLOGIES

CLlr Ball, CLlr Stillwell, R Strudwick, CLlr Woolley, J Blackall (District Councillor), J Jeffrey (Warden).

CLlr Spiers took the Chair.

233/16 DECLARATION OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. CLlr Spiers declared an interest in the Ashington Horticultural Society Grant request and the ACCT grant request. CLlr Kearney declared an interest in planning application DC/16/1250

234/16 APPROVAL OF MINUTES

The minutes of the meeting dated 4th August 2016 were approved as a true record and signed by the Chairman. Proposed by CLlr Cox, seconded by CLlr Kearney and agreed by all.

235/16 NEIGHBOURHOOD WARDENS

Neighbourhood Wardens Report (Appendix 1)

The Warden gave an overview of their report and invited questions from Councillors and the Public.

It was requested that a vote of thanks be passed on to all the young people that helped with the festival float for the elderly/vulnerable group of 'punk shoppers'. Agreed by All.

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236/16 Youth Worker Report (Appendix 3)

The Chairman gave an overview of the report.

237/16 YOUNG PERSONS ADJOURNMENT

None present

238/16 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Billingshurst Road VAS sign update.

C/F

The Clerk reported that the S106 grant request is at final sign off stage, and would update further as advised.

The Mill Lane Culvert flood report update.

C/F

The Clerk has received the 'Flood Study' report

BP Road signage update.

C/F

The Clerk has received confirmation that WSCC have now approved both the permanent signs and the temporary AA road signs. BP have confirmed they are preparing to sign the legal agreement. The AA signs should appear very soon.

Cllr Circus reported that the new opening arrangements for the civic amenity sites will come into effect on 1st October and requested the Parish Council's help in publicising this changes. The Clerk asked if there would be a press release or particular wording that should be used. Cllr Circus recommended using the wording on the HDC website.

Cllr Circus also advised that the deadline for Traffic Regulation Orders (TROs) has been extended until the end of September. The Clerk advised that at this stage there were no plans to apply for any TROs, however this may change in the future following the Neighbourhood Plan findings.

Cllr Circus also reported, for information, that an Ashington resident had requested that the planning application for Coatings, DC/16/1250 be referred to committee.

There were no questions from Councillors.

The following was raised by a member of the public

- Is there any news regarding the temporary suspension of the bus stops on the A24?

Cllr Circus responded, advising that he agrees, it is 'high time we got result' and hopes that the conclusion will be to reinstate the bus stops.

ACTIONS OUTSTANDING

239/16 Highways

Grit bins and bollards have been sourced in accordance with WSCC guidelines and recommendations and the licence paperwork has been returned to WSCC for final sign off. The Clerk and Cllr Spiers met with Darren Rolfe on 24th August and it was agreed that WSCC Community Rangers with the help of any Ashington Ranger volunteers would install the bollards and the Parish Council would just need to cover the cost of materials (see Finance agenda item)

C/F

240/16 Volunteer Projects

Cllr Spiers has spoken to Darren Rolfe (WSCC) who has agreed to run the training for the 5 volunteers that have signed up. A date will be arranged in September.

C/F

241/16 Public Access Defibrillators

The electrician has met with ACCT and an installation date is expected very soon.

C/F

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242/16 Winter Grit

The Clerk has completed the winter grit survey and confirms the 4 new grit bins will be filled by WSCC as part of the winter grit programme. **D**

CORRESPONDENCE

243/16 For action:

- a) London Road Bus Shelters.

A complaint has been received by a member of the public advising that the south bound bus shelters along London Road are facing the wrong way. All stops are request stops and as the glass is at the road side, passengers have to leave the bus stop to request a stop. In addition, it is difficult to see up the road when in the bus stop which results in passengers waiting on the north bound carriageway and crossing once the bus is seen. This can also be dangerous if the road is busy. Councillors discussed the issues and agreed this needed further investigation, the item will therefore be carried forward to the next meeting. **C/F**

- b) Hire agreement for ACCT

The hire agreement has been received from ACCT, the Clerk will complete and return on behalf of the Parish Council. All agreed.

244/16 For information:

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

- a) Your London Gatwick Airport – 2015 Performance Summary
- b) Action in Rural Sussex – invitation to AGM and 2016 conference
- c) Came & Company – Change of trading style (now Stackhouse Poland Ltd)
- d) WSCC – 2017 School admission process
- e) WSCC – 3in1 Card scheme ends on 31 December 2016
- f) HDC Community Safety Team – European Day without a Road Death (EDWARD) 21st September 2016
- g) CAGNE Gatwick – Launch of Parish Councils Forum
- h) WSCC -Members Information Newsletters
- i) SSLAC – Revised transparency fund guidance notes
- j) South Coast Ambulance Service (SECAMB) – invite to Annual Members Meeting – 27th September
- k) 2 x letters from members of the public

245/16 PUBLIC ADJOURNMENT

The Chairman invited questions and comments from the Public and the following was raised:

Regarding Stone Barn planning application DC/16/1749,

- The owner of the property highlighted that they have been working hard with HDC to achieve an acceptable scheme. In summary, prior to their ownership the property was rented and not cared for, as part of their plans they are hoping to reinstate many of the original features of the barn including exposing beams and adding a sympathetic modern extension. They advised they have the support of neighbours. Stone Barn is not a listed building and is not connected to The Willows, which is.
- The owner of The Willows highlighted objections to the planning permission which included comments regarding curtilage and the relationship between The Willows and Stone Barn. In addition, they feel that the modern extension will do nothing other than separate two historical buildings.
- Next year please can the hanging baskets include some white or yellow?

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- The horrendous weather on Ashington Festival day resulted in a huge loss being made. They were also down £3000 in sponsorship. The Festival Committee felt like they were 'begging' when the grant request was made earlier in the year and would like to highlight there will be a greater need for next year due to the losses made this year and wanted to bring this to the attention of the Parish Council now whilst the event is still fresh in people's minds.
- The village sign is overgrown as is the roundabout at the top end of the village. It used to be that you could see 'through' the roundabout but this is not the case anymore.
- There is a lamppost permanently on outside the community centre (this has been reported by the Clerk)
- Regarding the ACCT grant request: please note that to replace the two Parish Council cameras (servicing Church Lane and the north side of the Community Centre) the cost would be between £500 - £600 plus installation (each)

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

246/16 PLANNING.

There was no planning meeting in August.

247/16 Correspondence for action

None

248/16 Correspondence for Information

None

249/16 Neighbourhood Plan update

The Neighbourhood Plan were present at the Ashington Carnival to update the public on the progress to date and recruit some more members to the Focus Groups.

Despite the poor weather and turnout 12 residents have advised they would be interested in finding out more about joining Focus Groups. There are now enough volunteers to progress the focus groups. Cllr Currell was thanked for organising the event.

250/16 Amendments

None

251/16 Applications

DC/16/1250 Coatings, London Road - Cllr Kearney left the meeting

Demolition of garage and associated outbuildings and the erection of a 3 bedroom bungalow at the rear of the existing dwelling. Provision of driveway off London Road and parking at the front of the property. Councillors reviewed and discussed the plans there are no objections.

Cllr Kearney returned to the meeting.

DC/16/1749 Stone Barn, London Road

Two storey rear extension.

Councillors discussed the application and the Parish Council object the application as it is believed that Stone Barn was originally the barn for Willows Farm and although not a listed building itself falls within the curtilage of The Willows (Grade II listed building).

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DC/16/1895 Spear Hill House, Spear Hill

Outline permission for 1 x 2 bedroom dwelling

Plans have not been received for this application, therefore all agreed to defer discussions to the planning committee meeting scheduled for Wednesday 14th September.

DC/16/1922 Park Cottage, Park Lane

Two storey extension to existing dwelling, new garage with garden office/recreation room over together with associated external works

Plans have not been received for this application, therefore all agreed to defer discussions to the planning committee meeting scheduled for Wednesday 14th September.

Horsham District Council Approvals

252/16 Approvals

DC/16/1197 Post Horses, London Road

Alterations to planning permission DC/15/0483 Omitting hip end to rear and adding gable end (West Elevation) new chimney in place of existing one cedar cement boarding in lieu of render finish (part) to W. Elevation minor repositioning of central dormer

The Parish Council raised concerns regarding access directly onto the footpath, all agreed for the Clerk to write to the owner advising that the Parish Council would like gates that open inwards so there is no direct access onto Parish Council Land. Failure to do this could result in the Parish Council erecting a fence along it's boundary for public safety.

DC/16/1439 Post Horses House, London Road

Front ground floor extension, rear two storey extension, and basement with pool

DC/16/1497 4 Chanctonbury

Conversion of garage attic into office with stair access from utility and velux roof windows

253/16 Refusals

None

254/16 Withdrawals

None

255/16 Appeals made/ decisions

None

256/16 FINANCE

257/16 Correspondence for action.

a) Quarterly Bank Reconciliation

The quarterly bank reconciliation has been prepared by the RFO and approved by Cllr Spiers on behalf of the Parish Council.

b) Quarterly Budget Report

The quarterly budget report (Q1) has been prepared by the RFO and reports that: no 'Chairman's Allowance' budget was set for 2016/17 but expenditure of 59.47GBP has been incurred in Q1; the new laptop (cost 558.50GBP) was purchased out of the contingency budget (2000GBP). All other expenditure is as expected.

c) Approval of the Annual Return

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The External Auditor has signed and approved the Annual Return, making only one comment 'Section 2 was not signed by the RFO before approval'. This has been noted by the RFO and will be corrected next year.

- d) Correspondence from HDC advising that cheque number 001784 £305.50 has been lost by the bank.

The cheque was for emptying of bins and was banked on 14th July, the bank have lost the cheque and therefore have not credited their account. Once the RFO has confirmed that the cheque has not cleared and has been stopped, all agreed the Clerk can issue the replacement cheque.

- e) Consider costs for installation of London Road Bollards

WSSC Community Rangers have agreed to carry out this work, it is estimated the cost of materials will not exceed £200. The Clerk requested authorisation of this expenditure (it is anticipated that the work should be carried out in about 6 weeks time). These funds will come from the contingency budget. All agreed.

- f) Grant request from ACCT regarding upgrade of CCTV equipment.

Cllr Spiers left the meeting and Cllr MacPherson took the Chair

Councillors received supporting paperwork prior to the meeting. In summary the grant request is to improve recording equipment for the CCTV system. Bill Whittaker from ACCT was available to answer questions. Councillors asked questions regarding suitability and sustainability of the equipment along with benefits to the Parish Council, residents and ACCT. It is possible that the Church may contribute, however Councillors were advised that this should not influence any request made to the Parish Council. Councillors requested further discussion be deferred until the October meeting, prior to which Cllr MacPherson will meet with Bill Whittaker from ACCT to review the proposal in further details. All agreed.

- g) Ashington Horticultural Society grant request

Councillors received supporting paperwork prior to the meeting. The request for £93.00 is to cover the loss made from running a trip for Ashington residents, this was administered by the Horticultural Society in the absence of an ARA and was open to and attend by a many people that are not members of the Horticultural Society. The RFO advised Councillors that the amount 'given' from the ARA was £708.85. Councillors discussed the request and the application was agreed by all. These funds are to come from the ARA amount of £708.85 rather than the Parish Council grant fund.

Cllr Spiers returned to the meeting and the Chair

258/16 Income

None

259/16 Expenditure

Sep-16	Mrs Celia Price	Home Office - August 2016	10.00	
		Telephone	7.00	
			<u>17.00</u>	1795
	Mrs Karen Dare	Home Office -August 2016	5.00	1796
	Mark Adsett	Landscape Gardening (July 16)	508.33	
		Watering of Hanging Baskets	260.00	
			<u>768.33</u>	1767
	Tiena Currell	Amazon - NP expenses	29.14	
		The Scribbling Shop - NP expenses	23.78	
			<u>52.92</u>	1798
	Horsham District Council	Replacement for cheque 1784 (lost by bank)	305.50	1799
	PKF Littlejohn LLP	Invoice SB00336 Professional Service for annual return	480.00	1800
	Ashington PCC	Inv: YW- 201608 Youthworker (August 16)	1083.33	1801
			<u>2712.08</u>	
		September Total Expenditure		

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

260/16 MEETINGS

Cllr Spiers and the Clerk attended a meeting with Darren Rolfe (WSCC Rangers) on 24th August

Cllr Stillwell and Cllr Spiers attended the Neighbourhood Warden Steering Group meeting on 26th August

261/16 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Wood asked if there have been any further updates from the Hoots House developer regarding the surface water drainage. He asked that the Clerk contact Southern Water and the developer to find out.

Cllr Kearney asked Cllr Wood why the tree outside the Chemist shop was looking unhealthy. This could be due to the dry weather and will be monitored.

The next Parish Council will be held at **7:45pm on Thursday 6th October 2016 at Ashington School, Foster Lane.**

The next Planning Committee meetings are scheduled for **Wednesday 14th September at 7.30pm in the Sports Pavilion, Church Lane.**

The meeting closed at 9:10pm

Signed.....

Dated.....

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Appendix 1
Warden Report – August 2016

CRIMINAL DAMAGE

We have had some minor criminal damage at the community centre, this has been caused by some of the youth kicking footballs onto the roof. There wasn't any malice behind this it is just caused by the youth losing control/kicking the football. We have asked them to take more care whilst playing and they seem to be taking this into account.

As a reminder this is just the Wardens report as such we may not be aware of things that have been reported directly to the police.

If any resident has witnessed criminal damage please don't hesitate to phone it through to the police non-emergency phone number on 101.

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 with those who we suspect are getting involved with substance misuse, and are signposting them towards the relevant agencies to help with the issues.

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

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

It has been quite a busy month for us when it has come to dealing with anti-social behaviour with various issues occurring across the village. Lots of the issues have been around neighbourhood disputes, thankfully a lot of them have managed to be resolved with only a minor involvement from us. Others have taken a more direct involvement from us we have and are continuing with working in partnership with several agencies to help find a resolution to these issues.

We have had some issues with the multi-sports court at the Community centre, this has mostly involved the youth and behaviour that has been inappropriate or downright dangerous.

We have also had reports that an individual is entering private gardens, we have a description of the suspected individual. All information is being passed onto the police.

We have also had some issues with large groups of youth on the recreation ground. The biggest problem with this has been that they have been leaving litter across the rec. We have been dealing with this by getting the youth to litter pick areas when we have noticed that they need it. We have had them litter pick several areas across the village including parts of the recreation ground and the skate park area.

Hotspot areas for anti-social behaviour this month are The Multi-sport court, The Skate Park and the as such we have prioritised these areas for patrol when on duty.

YOUTH

We have been working a lot with the youth this month. Utilising their skills for the Elderly/Vulnerable carnival float as well as undertaking outreach work and providing diversionary activities for them. Our more challenging youth are engaging more with us and we are becoming better able to advise them and help to correct negative behaviours.

We have had several issues with the youth this month including litter and behaviour in the Multi-sport court, we are addressing these issues by talking to the relevant youth and working with them.

We have had several very successful litter picks with the youth this last month, it has allowed us a good chance to educate and advise the youth on what they can do to help make their community safer cleaner and greener.

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FLY-TIPPING

We have had an incident of fly tipping this month on the Old London Road, this was several royal mail bags that have been filled with plant matter. There has also been a large fly tip on the side of the southbound carriageway of the A24 on the approach into Ashington. We have alerted the cleansing department at Horsham District Council and they are in process of cleaning it up.

FESTIVAL

First and foremost a massive thank you to the Ashington Festival Committee for organizing the event, it was a fantastic day that was greatly enjoyed by everyone that we talked to. One particular highlight of the festival was that the parade of floats, and that the Ashington Minibus Shoppers won for the second year in a row!

I would like to take this opportunity to thank all the volunteers who helped us on the float. So thank you to the youth for helping with the decoration, the make-up and the music on the float. Thank you to the elderly/vulnerable that braved the weather on the day and took part you looked fantastic! Finally, a massive thank you to Barry for all of his help, we couldn't have done it without him.

We had some assistance from the Pulborough Wardens this year who were a massive help to us and allowed us to have more of a presence throughout the festival. Several issues over the course of the evening however I think we can say that the festival went very smoothly.

Unfortunately, over the course of the evening we did have to confiscate an amount of alcohol from underage youth. We also had to keep an eye on several individuals who had drunk too much.

ANTI-SOCIAL DRIVERS

This month we have witnessed 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, we are talking to people and trying to get the offenders to resolve parking issues that affect others amicably. The main issues have been in London Road.

ELDERLY/VULNERABLE

We are looking to liaise with the Steyning, Bramber and Upper Beeding Wardens to try and facilitate a group of elderly/vulnerable from Steyning's Dingemans centre to come to the Ashington Bingo club and potentially also to the Lunch club and Soup and a roll lunch. This expansion would be fantastic for us, the growth of new members could allow us to be able to provide a more enjoyable service that all attendees can benefit from as well as hopefully allowing new friendships and links to develop in the local area.

We have spent a lot of time this month dealing with "Pro Action" Teams to get the help that our elderly/vulnerable residents need, a lot of this has been chasing up people to complete work that should have been completed months ago.

We have spent some time this month working with the community link services to make sure that we can offer residents in Ashington the best and most effective Link services.

We are now also able to help people who are worried about fire safety in the home if anyone has any questions please don't hesitate to contact us.

Once again we have been reminding elderly/vulnerable residents of the village of how to stay safe in the heat; making sure to stay out of the sun at its hottest, drinking plenty of fluids and trying to stay in the shade.

Appendix 2

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

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Appendix 3

Youth Worker Report

Summer drop-in sessions & outreach activity

- :- Throughout August, we have kept the youth club open on Thursday evenings as a free drop-in for young people to use.
- :- Similarly to half terms where we have opened the youth club, attendance has been significantly lower than normal due to young people not being as available as normal. Despite this, it has been valuable to maintain contact with young people throughout the summer.
- :- Although our young people weren't willing to participate in the Ashington Carnival procession. The Youth Club committee hosted a stall, both raising money for the youth club through a raffle and also providing information to parents and young people about the youth club.
- :- I have continued to be around the community, doing outreach work and making contact with young people outside of the youth club. This strategy continues to be particularly effective maintaining relationships with young people throughout the holidays.
- :- I have found that this often occurs outside the confines of designated time in my schedule I set aside to be in the community and also outside the confines of my working hours/days due to being engrained in the community, living here. Because of this highly relational and subjective nature, it is often difficult to adequately quantify this objectively within a report.

Autumn Term

- :- Ashington Youth provisions at Ashington Youth Club will resume as normal from Monday September 5th.
- :- Monday night session 7-9pm for 13-16yr olds / school years 9-11
- :- Wednesday Youth Gym: 7-8pm
- :- Thursday night session: 6:30-8:30pm for 10-13yr olds / school years 6-8
- :- Thursday night drop-in: free drop in 9-10pm with no age limit
- :- After trialling and reviewing a number of different formats over the past 2 years, we have refined a weekly rhythm that has been able to meet the needs of young people within the confines of our current resources.

Developments for Autumn term

- :- I am working with the coordinator of 'The Purple Bus' and 'Snack Wagon' to bring these youth provisions to Ashington from the Autumn term.
 - This would continue to provide a more wholistic youth provision for Ashington ideally covering Tuesday & Friday evenings where the youth club is not able to currently be open.

'Clean up the Club'

- :- After the success of our first official event in July, we're continuing this on going project, to proactively work towards utilising the youth club building to the best of its potential.
- :- Through August we have had a group of young people working with us to 'rejig' the way in which we use our youth club building space in preparation for the new term kicking off.
- :- This has also included the kind donation of new furniture from members of the community.

Behaviour management strategies

- :- A growing concern has been the behaviour amongst young people, therefore in response, we have taken a more intentional approach in developing specific strategy in our continued work to make Ashington the best place for young people to grow up.

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- Research: Through networking with local youth workers and professionals in this field I have been able to share issues of concern over youth behaviour and gain valuable insight and advice.
- Conclusions from these had been that we have effective behavioural policies in place already and need continued and more intentional reinforcement to change cultures.
- It was also highlighted from other youth workers and professionals that an open access youth club both operates very differently to uniform services such as sports clubs, scout groups etc as well as serving different purposes within a community.
- Key method for success in surrounding areas to transform cultures has been to work with those young people who are willing, developing influential young people to be leaders to other young people.
- Aim: To develop 'heart transformation' amongst young people rather than simply conditioned behaviour modification
- The aim is to change young peoples' desire and motives when it comes to their behaviour and attitudes. Transformation from the inside out rather than vice versa.
- I envision this playing out as young people **wanting** to adhere to our outlined behavioural code of conduct to maintain and be a part of positive cultures within Ashington, rather than simply **needing** to behave in a certain way at certain times to not disqualify them from being able to consume youth services.
- Method: Continuing to inspire future vision of potential youth culture
- This by no means negates from daily reinforcement of effective policies, but through using our platform of having established relationships, it will serve more effective than **policing**.
- Equipping our young people by providing good reasoning to why they would want to alter behaviours as opposed to why they have to.
- Feedback and hindsight has proven previous attitudes too relaxed when it comes to individual punishment. While previously adopting an approach to punish the entire group for the actions of a few individuals has proven ineffective, we have seen individual consequences to be far more effective.
- Over the past term, a number of influential young people have emerged as potential leaders amongst young people. Our aim is to nurture these 'young leaders' to continue to be influential in transforming youth culture in their modelled behaviour and attitudes. This would specifically include a number of post GCSE aged young people remaining engrained within youth club sessions where they would normally have exceeded the age boundaries.
- Using 1-to-1 on going support. Young people have often given feedback that mentoring-style schemes provided through secondary school have been particularly beneficial, yet they are unable to access these services post GCSE's. Utilising the skills and experience of myself and volunteer youth leaders, we can better support young people outside the confines of peer pressure and youth nights.
- This networking with local youth workers and professionals have continued to be highly useful and I intend to invest time throughout the coming term in continuing this as a regular rhythm.

30.8.16 - Paddy Donovan, Senior Youth Worker

Appendix 4

Funds held by the Parish Council on behalf of others

First Responders	£ 3165.90
Bingo Club	£ 336.32

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