



Ashington Parish Council

**Minutes of the meeting held on Thursday 6th October 2016 at 7.45 p.m. in Ashington School,
Foster Lane, Ashington**

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

Parish Clerk: Celia Price

Neighbourhood Wardens: A. Webster

County Councillor: P. Circus

District Councillors: J. Blackall, D. Jenkins

10 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.

262/16 APOLOGIES

Cllr Cox, Cllr Kearney, Cllr Woolley

263/16 DECLARATION OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. Cllr Spiers declared an interest in the ACCT grant request.

264/16 APPROVAL OF MINUTES

The minutes of the meeting dated 1st September 2016 were approved as a true record and signed by the Chairman. Proposed by Cllr Wood, seconded by Cllr Spiers and agreed by all.

265/16 NEIGHBOURHOOD WARDENS

Neighbourhood Wardens Report (Appendix 1)

The Chair announced that Andy Webster has resigned from his post as part-time warden and thanked him for all his hard work, wishing him well for the future on behalf of the Parish Council.

The Chair advised that Cllr Spiers is unable to continue on the Steering Group as the meetings have changed to a Friday. Cllr Ball volunteered to take on this role having attended the meeting last week. All agreed.

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

There were no questions and Councillor Blackall extended his thanks to Andy Webster.

D = Minuted but deleted from next agenda.

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

266/16 Youth Worker Report (Appendix 3)

The Chairman welcomed Paddy Donovan the Youth Worker who then gave an overview of his monthly report. Highlighting that now a third of all youth in the village are engaged with Youth Services either via the Youth Club or Gym.

Questions were invited. Cllr Ball asked when the Youth Worker would attend a Parish Council meeting again and it was confirmed that attendance would be bi-annual in October and April with provision for additional visits if required. There were no other questions or comments and Paddy left the meeting to return to Youth Club.

267/16 YOUNG PERSONS ADJOURNMENT

None present

268/16 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

The Clerk reported that funding for the Billingshurst Road VAS has been approved and will be installed in early December. **D**

The Clerk requested help from Cllr Circus with setting up a meeting between the Parish Council, WSCC, Opus and residents as to date there has been no response to the request. Cllr Circus agreed to facilitate this. **C/F**

Cllr Circus reported his first-hand experience of the issues, as anticipated, following the change to opening times at the Hop Oast refuse site in Horsham. He had been speaking to staff at the site who were having to deal with contaminated recycling materials as people are concealing chargeable items in recycling waste to avoid additional costs. He also reported the queue and waiting time was long and anticipates demand will only increase.

Cllr Blackall advised that the boundary commission are in discussions regarding areas covered by Councillors, he anticipates our area will not be affected. In addition, he also reported receiving complaints about Hop Oast and confirmed that fortnightly refuse collections look set to commence in the near future. The Parish Council were advised that there is a move to charge for rural car parks and that a planning application for the Glebe Medical Practice has now been submitted. Cllr Circus confirmed that HDC had purchased the Mill Stream Practice building when it closed so the Glebe Surgery had the option of using this facility, however, following submission of the plans it looks like this will not be utilised.

The Chairman invited questions from Councillors.

- Cllr Strudwick asked what was happening regarding the slip road from Kates' Cakes onto the A24. Are we any further forward to getting give way signs?

Cllr Circus responded that WSCC Highways have decided not to take any action to improve this junction as it does not comply with policy. Discussions took place regarding who was responsible for policy decision making and the Parish Council were advised that priorities are influenced by accident records. Accidents are reported via the Police but it sees near misses are not included. Cllr Blackall advised that sadly WSCC have one of the worst records in the country for road safety.

- Cllr McPherson asked if the enforcement officers that were promised by WSCC to assist with the changes in refuse opening times have been appointed.

Cllr Circus understands that the additional officers have been appointed but concedes that he believes HDC and private landowners will still suffer and will pick up the cost of fly typing.

The Chairman invited questions and comments from the public

- The Hop Oast Park and Ride was very congested because of the long queues for the refuse site.

Cllr Circus agreed that the situation is very difficult and feels that the decision will need to be revisited.

D = Minuted but deleted from next agenda.

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

- Will the bus stops on the A24 re-open?

Cllr Circus agreed to chase up this decision and understands the difficulties the suspension has caused.

- There is severe subsidence on the A24 which has worsened since the resurfacing.

Cllr Circus will log the issue with WSCC Highways.

ACTIONS OUTSTANDING

269/16 Highways

The bollards in London Road were installed on Sunday 2nd October by a group of volunteers. Thank you to all that helped. **D**

The grit bins will be put in the agreed locations and filled once confirmation of the grit delivery is received from WSCC **C/F**

270/16 Volunteer Projects

Cllr Spiers co-ordinated the installation of the London Road bollards on 2nd October and is arranging a training date with Darren Rolfe from WSCC, this is likely to be on a Saturday morning towards the end of November. **C/F**

271/16 Public Access Defibrillators

The Defib has now been installed. Thank you to everyone involved with the project. **D**

CORRESPONDENCE

272/16 For action:

- a) London Road Bus Shelters.

This item was brought forward from the meeting held on 1st September following a complaint 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 issue, noting that in fact the bus shelters are that way round to protect from the prevailing wind. It was agreed by all that no action is required for the time being. **D**

- b) Request for access from Post Horses House

Prior to the meeting Councillors were forwarded a request from the owners of Post Horses House to have access to the rear of their property to enable deliveries of building materials to facilitate the building of their extension (planning permission granted DC/16/1439).

The owners attended the meeting to answer questions from Councillors. The Clerk highlighted the key points namely; the owners have appropriate public liability insurance, they will make sure a banksman is present when deliveries are made and any damage to the footpath be made good. All agreed public safety is the key issue. Councillors discussed the request and all agreed to grant occasional access for deliveries as long as the agreed conditions were adhered to. This agreement is in place until the work is finished or 31st January 2017 whichever is sooner. Should any of the conditions be breached permission would be rescinded.

- c) Neighbourhood Warden resignation.

HDC have received the resignation from the part-time Warden (18 hours w/e). Volunteers were requested for a working party to evaluate both the Warden and Youth Worker service. Previously these were reviewed together and is prudent to do both together now as the Youth Worker contract expires in March and the budget review process starts in November. It is anticipated there would be a minimum of two meetings. The first meeting to review the services and expenditure and then following consultation with the RFO, a further meeting to prepare a recommendation for the full Parish Council to discuss. The following Councillors volunteered for the working party; Cllrs Ball, Currell, di Castiglione, Spiers, Stillwell and Woolley.

D = Minuted but deleted from next agenda.

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

273/16 For information:

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

- a) Thank you from Ashington Festival Committee
- b) WSCC – Invitation to Chanctonbury County Local Committee
- c) Thank you from ACCT for support with successful S106 grant request for new tractor mower
- d) Invitation to HALC meeting
- e) SALC September Newsletter
- f) Invitation to Southern Water Stakeholders Workshop
- g) Notice of West Sussex ALC Ltd AGM
- h) Correspondence from HDC Waste Collections regarding inaccessible properties
- i) Invitation to HDC Counter Terrorism Training
- j) NALC bulletin (important information about precept referendum principles)
- k) SALC 2017 Training Events
- l) Sussex Police - Introduction of Public Engagement Officer
- m) HDC – Information about ‘Bulky Bag’ waste collection service
- n) Horsham Archaeology Group – information regarding Planning Applications and Heritage Assets
- o) WSCC – Changes to Household Recycling Sites
- p) NALC Grants and Funding Bulletin
- q) Homestart Annual Review
- r) Action in Rural Sussex ARM and Conference invitation
- s) Clerks and Councils Direct Magazine
- t) The Clerk Magazine
- u) The Local Government Boundary Commission – Electoral review of Horsham

274/16 PUBLIC ADJOURNMENT

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

- The Martins Farm planning appeal is set to start next week. The Neighbourhood Plan Clerk will be there – can she speak for the Parish Council as well as the Neighbourhood Plan?

The Clerk responded, yes, the Inspector has been informed and confirmed the NP Clerk is the Parish Council representative.

- There is a large amount of dog mess around the village, please could the following be considered? A) more signs on lamp-posts to include a map of where the dog foul bins are and advising people they can put bagged dog waste in general litter bins. B) Could local businesses be approached to hold a stock of dog poo bags where owners could buy individual bags for a donation to a dog charity eg Dogs Trust.

In response, the Clerk will investigate these options and report back to Councillors.

- Is there any update on the tree surgery request to Saxon Weald for the trees at the North of the recreation ground and by the garages at the bottom of The Sands.

The Clerk responded that Saxon Weald have confirmed that they will undertake the surgery to the trees at the North of the recreation field by the end of the financial year which is 31st March but could not be more specific with dates. Regarding the trees by the garages, the Clerk is still awaiting a reply from Saxon Weald to her request and will continue to chase this request.

- Due to the prolific growing conditions this year many footpaths are overgrown, please can these be addressed.

The Clerk responded that in fact she had undertaken an inspection with the Parish Council’s landscape contractor this week and highlighted areas for attention over the winter months. It is hoped that the newly formed Ashington Rangers would also be able to help. Anyone wishing to volunteer should speak to Councillor Spiers.

D = Minuted but deleted from next agenda.

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

- The footpath owned by Moat Houses from Viney Close to Foster Lane behind The Sands is very overgrown, please can this be sorted out?

In response, the Clerk advised she has been trying to contact Moat Housing with no success. It was suggested that notice is served if no response continues.

- The seat at the north end of London Road is deteriorating and needs attention. Who is responsible for this maintenance?

The Clerk will investigate.

- A thank you was received for clearing the dead branch at the north end of the recreation field. (Saxon Weald trees)

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

275/16 PLANNING.

The minutes of the planning meetings held on 14th and 28th September have been circulated and it was agreed by all that they are a true record of the meetings.

276/16 Correspondence for action

- a) Parish Council Land for consideration in the Neighbourhood Plan

The NP Clerk suggests that the Parish Council land on London Road (where the green shed/car valeting currently takes place) is submitted to the NHPlan. Submission does not mean that it will be developed but that its potential for development is considered. If it is deemed suitable then future development would be possible. If it is not included in the NHPlan then any future development will be difficult. All agreed.

277/16 Correspondence for Information

None

278/16 Neighbourhood Plan update

A Focus Group meeting took place on 12th September. Turnout was disappointingly low - only 13 attendees out of 40 volunteers and Parish Councillors. However, work on the SWOT analysis was started and the NHPlan Clerk has received some feedback from those who could not attend the meeting. The information gathered at the meeting has been circulated widely and further feedback received. Work on the SWOT analysis is being completed and this will be used to draft a comprehensive village survey. Cllr Currell is working with the NHPlan Clerk to collate information and draft further information. The closing date for the call for sites was 30th September and a number of sites have been put forward. Some basic analysis of the sites will take place once criteria for the site selection process have been drafted and agreed by the NHPlan Steering Group.

279/16 Amendments

None

280/16 Applications

DC/16/2049 – Land between Shona and Camwood, Mill Lane, Ashington

Proposed erection of a single dwelling

The site is within the BUAB, it would be an 'infill site' in a residential area, it is surrounded on all sides by houses, site boundaries are well screened with trees/hedgerows (none to be removed), not in a flood risk zone, there is likely to be some wildlife on site (because it is overgrown) but this could be mitigated against. It is within walking distance of services, there are no transport issues (Mill Lane may be rough but it is used by other homes) so development in principle should be supported.

The current application is a copy of DC/09/1468 which was only refused by HDC on the grounds that it did not comply with the HDC Planning Framework that was in place at that time. The new HDPF is now

D = Minuted but deleted from next agenda.

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

the relevant planning document and this application is in compliance with the HDPCF. Considering all the above Councillors have no objections, although they would like it noted that the large trees in the area should remain.

Horsham District Council Approvals

281/16 Approvals

DC/16/1472 The Wickets, London Road
Surgery 1 x Oak Tree - Application Permitted

DC/16/1499 Jinkes Cottage, Park Lane
Single storey conservatory extension – Application Permitted

282/16 Refusals

None

283/16 Withdrawals

None

284/16 Appeals made/ decisions

None

285/16 FINANCE

286/16 Correspondence for action.

a) Grant request from ACCT regarding upgrade of CCTV equipment. Cllr Spiers left the meeting This item was carried forward from the September meeting so further information could be gathered. Cllr MacPherson met with Bill Whittaker from ACCT and distributed meeting notes and a recommendation to Councillors prior to the meeting. In summary, the CCTV cameras are a community asset but should be registered with the ICCO and be compliant with the appropriate code of practice. All agreed a grant of £250 on the condition ACCT becomes compliant. Cllr Spiers returned to the meeting.

b) To consider a quote for £350.00 from Mark Adsett for the removal of one dead elm (highlighted in the annual inspection of Parish Land and reduction of Maple Trees which have become unstable along the footpath from Rectory Close to Viney Close (behind The Sands) Councillors discussed the quote and all agreed.

c) Request from the Clerk to increase paid hours from 14 hours per week to 18 hours per week. Councillors were provided with supporting information prior to the meeting. Councillors all agreed effective from 1st October 2016

d) Request from the Clerk to commence formal training, initially via a correspondence course (ILCA) Followed by the CilCA course. Councillors were provided with supporting information prior to the meeting Councillors all agreed.

e) Cllr Stillwell and Cllr Spiers attended Chairmanship training on 5th October. The expense of £55 each plus VAT was agreed prior to the meeting due to the short notice

f) The Clerk has contacted Sussex Manures and confirmed the same terms for winter gritting as previous years. Namely, gritters will be deployed at a cost of £160. The cost for snow clearance is £60 per hour (min 2 hours) Plus £60 call out. The route is Church Lane – Foster Lane – The Sands – Rectory Lane. The authorisation process is that the Clerk must get the agreement of 2 Councillors before arranging deployment. All agreed.

287/16 Income

2nd Precept payment from HDC £47,188.50

Cleansing Grant from HDC £1812.88

D = Minuted but deleted from next agenda.

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

288/16 Expenditure

Month	Payee	Description	£
Oct-16	Mrs Celia Price	Home Office - September 2016	10.00
		Telephone	7.00
		Giff Gaff - Mobile Phone Top Up	10.00
		Staples - Stationery	41.47
		Total	<u>68.47</u>
	Mrs Karen Dare	Home Office - September 2016	5.00
	Mark Adsett	Landscape Gardening (September 16)	508.33
		Watering of Hanging Baskets	260.00
			<u>768.33</u>
	Nigel Spiers	Wickes - Postcrete for London Road Bollards	44.99
	Ashington PCC	Inv: YW- 201608 Youthworker (September 16)	1083.33
	WSCC	Payroll and Admin Charges (August 16)	984.15
	WSCC	Payroll and Admin Charges (September 16)	984.15
	HDC	Invoice 5787530 Bin emptying (Oct - Dec)	305.50
	Ashington Horticultural Society	Grant approved - Sept 16 PC meeting	93.00
	Glasdon UK Limited	Inv 716028 Grit Bins and Bollards	1566.21
	Suzanne Fenn	First Responder Expenses	28.40
		October Total Expenditure	<u>5931.53</u>

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

289/16 MEETINGS

CLlr Currell, CLlr di Castiglione. CLlr MacPherson and the NP Clerk attended a NP Focus Group meeting on 12th September.

CLlr Stillwell and CLlr Spiers attended a meeting with the Church and Youth Worker on 16th September.

CLlr Stillwell and the Clerk met with the Wardens and HDC on 29th September.

CLlr Stillwell, CLlr Ball and the Clerk attended the Neighbourhood Warden Steering Group meeting on 30th September.

CLlr Stillwell, CLlr Spiers and the Clerk attended the Youth Worker Partnership meeting on 4th October

CLlr Stillwell and CLlr Spiers attended Chairmanship training on 5th October

290/16 MINOR MATTERS RAISED BY COUNCILLORS

- CLlr Ball - When are the hanging baskets coming down? 14th October 2016
- CLlr Wood - There is still sign on the A24 for the Mill House Hotel. The Clerk to report to Highways (along with the Catcus Nursery sign on Billingshurst Road)

D = Minuted but deleted from next agenda.

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

- Cllr Wood - The environment agency have no knowledge of the drainage plans for Hoots House. Councillors were reminded that building control and the developer are aware of access issues across Parish Council land and they are in discussions with Southern Water.
- Cllr Strudwick – Parking along Rectory Lane has been particularly bad with one car blocking the road for several hours.

The next Parish Council will be held at **7:45pm on Thursday 3rd November 2016 at Ashington School, Foster Lane.**

The next Planning Committee meetings are scheduled for **Wednesday 19th October at 7.30pm in the Sports Pavilion, Church Lane.**

The meeting closed at 9:40pm

Signed.....

Dated.....

D = Minuted but deleted from next agenda.

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

Appendix 1
Warden Report – September 2016

Before we start this report we would like to clear a few points. When writing this report we will use terminology that may sound over the top, for instance 'offender', 'victim', 'anti-social behaviour'. The reason we use these particular terms is because when working with partner agencies we all use this terminology. So when dealing with issues in Ashington and we attend meetings all attendees are familiar with the wording used in the report for subject headings. This is especially important when dealing with issues that involve the police. 'Anti-social behaviour' is a catch all bracket for any issues that while perhaps not criminal do have an impact or have an effect on the quality of life of residents in Ashington.

We are very fortunate in Ashington that we only really have to deal with low level cases of anti-social behaviour. Luckily we can prevent many issues from getting worse by education and enforcement.

We must just remind you though that for those on the receiving end of anti-social behaviour it can be devastating for them and will affect their quality of life. What some of us see as a minor issue can be very serious to those having to deal with the consequences of anti-social behaviour.

We must also remind you all when writing our report it will primarily portray negatively as our job role is to deal with the complaints and concerns of the residents of Ashington. So although it highlights all the ASB issues we are still very lucky in Ashington, our crime figures are low and it is a very safe and beautiful village to live in.

Due to confidentiality to all those concerned I am unable to give any descriptions, names or full explanations of any incidents I deal with. So our report will remain very brief on these issues.

CRIMINAL DAMAGE

Sadly we have to report that the warden shed at the rear of the community centre has been the victim of criminal damage. Although it was an old shed it was secure until someone decided to kick the doors off the brackets. Luckily no items from the shed were stolen. With the help of the Caretaker of the Community Centre we have dismantled and removed the shed. Horsham District Council cleansing department have removed the rubbish and old shed.

We have since managed to identify the offenders who have damaged the shed. Names and addresses have been taken. These details will be passed to the Anti-Social Behaviour team that are based at Horsham Police Station. The persons concerned will be assisting us over the next month with litter picks of the hot spot areas in the village.

Reports of Criminal Damage over the last few months have been very few and far between.

SUBSTANCE MISUSE

Old London Road is becoming an issue with drug paraphernalia/litter being found along the length of the road. We have noticed more activity in this area with parked cars. When patrolling we have been taking registration details of suspicious vehicles. All this intelligence is reported on Operation Crackdown or directly to the patrolling police when we see them. They will when in the area patrol this road.

There have been several police patrols across the village this month resulting in stop searches for some of our known offenders. Drug paraphernalia has been confiscated and names and addresses taken. Warnings have been given to those concerned.

We are still receiving lots of intelligence from residents of the village regarding suspicious activities around drug dealing. Names have been given and all intelligence has been passed to the police.

I have spoken with youth worker regarding delivering Substance Misuse sessions via youth club. A member of youth from the village has volunteered to give a presentation on substance misuse. We think this would be a good idea.

We have noticed a new group of youth appearing around the village, this is due to the new groups going up to Secondary School in September. The group is quite large approx. figures 12-15 can be seen hanging about the village in the evenings. We would very much like to target this group with some education and prevention tactics. A Drug and Alcohol awareness course being one of the ideas. We feel some of these youth are already experimenting with low level substance misuse and we would like to educate them on the subject before they get dependant on the substance misuse.

D = Minuted but deleted from next agenda.

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

ANTI SOCIAL BEHAVIOUR

It has been a very busy month dealing with issues of ASB within the village. I would like to state not all ASB is the youth of the village. Five cases at the moment we are dealing with are from older generations within the village.

Some of the ASB issues have been ongoing and time consuming, in regards to paperwork and the amount of meetings with partnership agencies that we need to attend. Although it can seem frustrating to residents who have been affected by ASB issues, as they feel nothing is being done I can assure them it is but it takes time.

We have been busy collating intelligence regarding witness statements from residents who have been on the receiving end of Anti-Social Behaviour. All those willing names and addresses have been passed to the police who will be in contact to take their statements.

We have also given out incident diaries for residents to fill in and keep logs of incidents. Once these have completed I will pass the information to the police.

We have been reminding all residents who are a victim of Anti-Social Behaviour to report to the Police non-emergency 101 number or 999 if it is an emergency. This needs to be done by all concerned as it will record data. This then forms a picture of what the offender/s are doing across the village with their anti-social behaviour.

There have been reports of groups of youth sitting at front of community centre main entrance. They are spitting on the glass doors and surrounding floored area. We will try to identify those concerned and have words.

YOUTH

We have noticed a large group of youth out and about in the village over the last few weeks, there is times mostly late evenings where we have been doing a lot of interaction and education work with them. We continue to mentor and provide advice to those youth that require it and just generally being a listening ear for them. Some are requiring and requesting one to one sessions with us.

The main issues we have been addressing with them has been the effects that litter has on the wider community within the village, this has been presented to them in a number of different ways and has lead them to offer to help with litter picks. We have noticed since this interaction with them they have become more aware of their surrounds and we now have some who are actively complaining about the state of litter and trying to correct their peers' behaviour.

We have also been educating them on what anti-social behaviour is, and how it can affect others in the local community. Large groups of youth can come across as intimidating, loud and boisterous behaviour, foul language and aggressive body language were some key things that they identified. Since we have been educating them about "ASB". They have been identifying what behaviours that they deem appropriate or inappropriate when in public. This has also led to several of them letting us know about various incidents that have happened across the village.

Some of the youth have had some life changing issues that they are having to deal with. We have just been there to help them and signpost them to various agencies if required.

Despite protests from the youth, we will be limiting our involvements with the youth club. This is down to us having to prioritize our hours and trying to provide as much service as we can manage.

We will still be around to deal with any ASB that happens in and around the youth club. And we will continue to work closely with the youth and youth worker in and around the village when shifts allow.

FLY-TIPPING

Two incidents of fly-tipping this month. Flat pack items dumped by the bust stop in London Road, and garden waste dumped along Old London Road. All have been removed.

ABANDONED VEHICLES

This month there has been reports of three vehicles abandoned across the village in various locations. We have reported to Operation Crackdown. It has been frustrating to those residents that have reported the vehicles as it seems no action was being taken to remove the vehicles. Once reported they have fourteen days to contact owners to remove offending vehicle. After this period they can then remove the vehicle. I would like to report that all reported vehicles have now been removed.

D = Minuted but deleted from next agenda.

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

PARKING

We have received numerous phone calls from residents across the village with issues with parking in their roads, outside their properties etc. We have suggested it may be a good idea to speak to neighbours/persons of offending vehicle to try and come to a solution regarding the parking nuisance.

We will be delivering letters to hot spot areas where we feel the parking is causing serious issues. Blocking footpaths so as no pedestrian access and also blocking access for emergency vehicles if needed in an emergency. The letters will just explain the issues the parking of their vehicle is causing. Hopefully we can appeal to their better nature and they will park elsewhere.

Over the last few years we have noticed the increase in vehicles per household and this seems to be adding to the parking issues across the village.

HALLOWEEN

We have again this year leaflets to give to residents if they require, stating they do not wish to take part in **TRICK OR TREAT**. The leaflets can be placed on doors. These leaflets are available from us at the office. I will be dropping leaflets off at local businesses for residents to take if needed.

ELDERLY/VULNERABLE

We have begun to prepare our elderly/vulnerable group for the winter months ahead. Simple things like keeping cupboards stocked with provisions, checking torches are working, making sure they have heating that is working,

We are still waiting to organise our trip for those who took part in the carnival. Thanks to winning 1st prize we have prize money which we felt would be best spent providing a lunch for everyone who took part. What is left will go towards clubs in the village.

We have decided to introduce a new club for the elderly/vulnerable to attend throughout the winter months. This we feel is the loneliest time for some when the dark evenings draw in it makes it a long day for some. The new club is called BOARD GAME CLUB. It will start the first Monday of October and it will be every week throughout the winter months. There will be many different games for residents to play. Hopefully this club will be good for some intergenerational work with young and old coming together. We will be providing soup and a roll for afternoon tea, many thanks to local resident Pat for volunteering to provide the food. The hours of the club will be 2-4 and transport can be arranged.

We would like to just say a big thank you to the ACCT for their continued support in helping us to secure venue bookings for our events to take place.

At the moment the elderly/vulnerable have a busy schedule throughout the week, Board game club Monday, minibus shopping trip Tuesday, Lunch club 1st wed of the month , vintage tea 3rd wed of the month, Bingo last Friday of the month, Storrington trip 1st Friday of the month, 2nd Thursday of the month shopping trip to local supermarket. We have become busier with more residents wishing to use the minibus so hopefully if we can find more volunteers we can run the minibus every Thursday.

We have been spreading the word across the village about activities that are taking place that we are involved in. Hopefully this will increase numbers attending clubs.

These clubs and outings are a good way of making the elderly/vulnerable groups to feel included within the village. It gives them interaction and for many stops them feeling isolated and lonely.

We have put an application into TESCO regarding their Food Share scheme. This is available to local areas for social events within the community. By applying it will hopefully provide us with food for our clubs for free.

I have also applied to British Heart Foundation for CPR First aid equipment to use for training courses in our village. We have been successful in our application and should be receiving the packs shortly. I will be handing over to the First responders in the village. Hopefully we can assist them in delivering training in the village on CPR. The kits are suitable for all ages to use.

We have also enquired with West Sussex County Council about holding a Digital Workshop Party. This is to help those with new technology and make them more confident in using computers, mobile phones etc. We thought it would be a good idea to have this event following lunch club.

We have been working closely with the Age UK representative to try and find more activities for the elderly/vulnerable to take part in. We visited Lodge Hill in Pulborough to see what activities were available

D = Minuted but deleted from next agenda.

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

for our residents to enjoy. Upon our visit it became apparent that all activities are available for anyone to try. We will be taking a group of our elderly/vulnerable on a trip to visit to see if it's something they would enjoy. They will be able to take part in Archery, rifle shooting, low zip line, abseiling, crate stack challenge, adventure trail, and will be able to drive terrain hoppers. This really does promote their health and well-being and gives them something different to do. They also provide a lovely cooked lunch following activities for all to enjoy.

All lack of mobility, age, and disabilities are catered for, enabling everyone to join in all activities. This could become a good intergenerational exercise for all ages from the village.

There will be a cost to use the facilities but it is not a lot considering what is available.

We are hoping to arrange the visit in the next few weeks.

We will be using Ashington elderly/vulnerable group as the pilot scheme to see if it is something that would and could work for people within the elderly/vulnerable group across the district.

Jayne will be delivering advice on fall prevention at the next lunch club. It's just a joint discussion on how to reduce the risks of falling and what can be done in and around the home to make it safer.

Anyone within the group who have had issues with falling whilst in the home or out and about have all been referred to the relevant agencies who have assisted them with special aids where needed.

One example one resident had grab rails fitted to make it easier to enter and exit front door. Also grab rails were fitted in the bathroom following our referral. The person was also left with a trolley on wheels to make it easier to transfer their food from kitchen to area they like to eat. Simple things but they make such a difference to the person's quality of life making it easier and safer for them.

MINIBUS

Many thanks to our new mini bus coordinator who has managed to get our old minibus replaced with a newer easier to drive version. At the moment the Minibus co-ordinator is trying to promote the service and increase its usage throughout the village and local area.

Over the last few weeks minibus drivers have been taking their driving test with the minibus association so as they can remain driving the minibuses. We are still desperate for minibus drivers. Please spread the word for anyone who may like to volunteer, an hour or two a week would be all that's needed. We are also looking for escorts to help the drivers on trips.

The minibus is now used most days of the week by activities for the elderly/vulnerable in the village. It is also available for private hire should anyone need it.

LOST/ FOUND PROPERTY

It has been a very busy month with lost property being handed into us. We have managed to find the owners of most items which have included mobile phones, bikes, clothing, and wallets just to name a few items.

WARDEN

Jayne has under taken her driving permit annual test taken with HDC which allows Jayne to drive the Warden vehicle.

Jayne has also taken her minibus test to continue to drive minibus.

Sadly due to Andy moving on, we will have to change the way that the warden scheme operates in the village, as we will no longer have two wardens to deal with all the issues that we face we will be trying to prioritize the workload, we hope this will only be for a few months until another Warden is recruited. As such we are looking for volunteers to come forward who would be able to help us with our already planned events over the next few months. If we cannot find volunteers sadly we may have to cancel some of these events. If anyone wants to volunteers or knows someone who may be interested please contact us on: 07764146367

Appendix 2

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

D = Minuted but deleted from next agenda.

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

Appendix 3 Youth Worker Report

Senior Youth Worker's report - September-October 2016 - Main Headlines

New term & academic year

- ∴ Starting back after the summer holidays we've experienced a number of extremely positive and encouraging things going on within the youth club.
- ∴ Looking back at last year's statistics, across the 2015/16 year we had **93 young people registered to the youth club**. As well as the fact that this excludes any number of registered young people from the Youth Gym on a Wednesday night, which hosts up to 40 registered members. This is highly encouraging to see that approximately **1/3 of all young people in Ashington** have been **engaged with Youth provisions in Ashington**.
- ∴ This term I have improved the way in which we clearly communicate our youth programs through printing out monthly calendars including all the youth programs occurring. There has been a huge impact from having these calendars both on the external facing notice board of the youth club and within the youth club that young people come excited, knowing what is going on during the session. This development comes as well as the use of social media to effectively communicate and provide reminders for young people and parents.
- ∴ We've had a large number of yr6's register and begin attending AYC sessions. It has proven extremely effective for myself to attend the Ashington school yr5 residential during the summer term to form relationships with young people before they enter into 'youth age'.
- ∴ I'm delighted to report **extremely positive changes in behaviour** throughout the youth sessions I coordinate at Ashington Youth Club.
- ∴ A large emphasis at the beginning of this new academic year has been to re-register all young people (Which is a prerequisite for the youth club). Our registration form also requires all young people to sign a behavioural contract, outlining our expectations for their membership at the club. This has been beneficial by providing us as youth leaders a chance to both remind and discuss our expectations of young people with them.
- ∴ By way of demonstrating both the impact of the youth work and approaches we are implementing. We had a behavioural incident in the youth club at the end of August between two siblings resulting in one sibling kicking the other. Due to this being both unacceptable and outside of our behavioural expectations, it was clearly communicated that this young person was 'banned' until further notice. This was also communicated with his parents, whom I met with in person to discuss this particular young person, gaining further insight into their history and context. Working with the our neighbourhood wardens, this particular incident was then worked out with the young person through them apologising and us setting out clear guidelines for future behaviour within the youth club. In this case, like many previous ones, we have had no issues arising with this young person in the youth club since.
- ∴ In September's SYW report I outlined a number of strategies we're continuing to reinforce to manage and transform behaviour within youth sessions. These included the development of young leaders and outlining our relational approach to youth work.
- ∴ One strategy has been to invest and encourage a number of young people to attend in the form of young leaders and be involved with sessions by being a positive influence on the culture and attitudes of individuals throughout the youth club. This has been extremely effective by way of a few examples:
 - ∴ Their involvement has included being able to encourage others 'from the inside out' to engage with pre-session set up, tidying up more effectively and generally cooperating with youth leaders more actively.

D = Minuted but deleted from next agenda.

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

= On a number of occasions these young leaders have been the ones to literally get alongside other young people and address behavioural issues which aren't in line with the culture we are trying to establish within the youth club. This idea of peer to peer policing of behavioural policies is a highly sought after state to be in within youth work, so it is highly encouraging to be seeing this take place.

= Our youth leaders continue to invest their time in much more than manning the tuck shop or organising games of pool. Our team of volunteers continue to build meaningful relationships with young people, which enables us to be able to provide support, encouragement and often, direction for young people.

Looking ahead this term

= Half term, Oct 24-28th

= We intend to continue our '**Clean up the Club**' project by spending the afternoon of Monday, October 24th continuing to paint the external walls of Ashington Youth Club.

= **Monday evening session will remain uninterrupted**, while the Youth Club won't be open on Thursday evening as usual.

= In the past, particularly during half term, there has been exceptionally low attendance to youth club sessions by our younger group (10-13yrs old) in comparison to our older teenagers.

= This term I hope to **trial a regular sports gathering** during the week, using our multi sport courts with floodlights. This is with the vision that an established weekly gathering can be run entirely by young people in the future.

= The Ashington Youth Club building continues to not be the best resource for our youth work, not reflecting an aspiration culture we hope to impart. Although we are also investing money, time and effort into improving and utilising it to the best of our abilities, a group of community members are actively pursuing developing a plan to get a **new youth club building for young people** in Ashington, further working towards *making Ashington the best place for young people to grow up in*.

= In the past, I had introduced '**team time**' for our amazing team of volunteers which has proven to be extremely fruitful. We are working to establish a date in November to gather as a team of volunteers.

= Ongoing things that occur behind the scenes include my assessment of the needs of our volunteers. Last term we were able to have a number of volunteers trained in first aid. This term we will continue to assess the need and ability we have to further equip our devoted youth leaders with further training.

3.10.16 - 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

D = Minuted but deleted from next agenda.

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