



Ashington Parish Council

**Minutes of the meeting held on Thursday 2nd March 2017 at 8:00p.m. in Ashington School,
Foster Lane, Ashington**

Present: Councillors: J. Stillwell (Chairman), S. Ball, T. Currell, L. di Castiglione, T. Kearney, R. Strudwick, K. Wood.

Parish Clerk: Celia Price

County Councillor: P. Circus

District Councillors: J. Blackall, D Jenkins

6 members of the public

1 Young Person

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.

061/17 APOLOGIES

Cllr Cox, Cllr MacPherson, Cllr Spiers, Cllr Woolley. Neighbourhood Wardens.

062/17 DECLARATION OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. The Chairman and Cllr Currell declared an interest in item 085/17 Grants.

063/17 APPROVAL OF MINUTES

The minutes of the meeting dated 2nd February 2017 were approved as a true record and signed by the Chairman. Proposed by Cllr Kearney, seconded by Cllr Currell and agreed by all.

064/17 NEIGHBOURHOOD WARDENS

Neighbourhood Wardens Report (Appendix 1)

The Chair gave an overview of the report.

065/17 Youth Worker Report (Appendix 3)

The Clerk gave an overview of the Youth Worker's report.

066/17 YOUNG PERSONS ADJOURNMENT

There were no comments

D = Minuted but deleted from next agenda.

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

067/17 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Councillor Circus reported that the County Council portion of Council Tax is going up by just under 4%. He advised that the Police Commissioner was also putting the precept up.

Problems continue with charging and reduced hours at the dumps and Councillor Circus urged everyone to continue to report fly tipping.

Bus stops on the A24 will remain closed for the time being.

Issues with the A27 improvements will have a 'knock on' effect to other communities. The promised £200m has been stopped because there does not seem to be a consensus on the best course of action.

The following question was raised by Councillors

- Why is nothing being done about the subsidence on the A24 (southbound carriage way just north of the Hole Street junction)? The issue has been reported to Highways several times (since last Autumn).

Councillor Circus offered to take the matter up with the WSCC Highways Manager.

The following was raised by members of the public

- Why weren't the bus stops installed when the drainage work was being carried out along the A24?

Councillor Circus responded advising that there would have been different companies, budgets and work schedules involved which often makes it difficult to co-ordinate, although this really is no excuse.

Councillor Blackall advised that disabled badge holders would have to pay for the new parking permit unless they received the maximum disability allowance.

The District Council will be putting up Council Tax by about 2%

Ashington Parish Council are a good example of a village 'helping themselves', with the Wardens, setting up of the Rangers and the Youth work supported by the Parish Council.

Councillor Blackall reiterated Councillor Circus' comments regarding the A27.

The following questions were raised by Councillors.

- Are the A27 plans really going to happen? It's difficult to get behind a plan with no detail.
- If improvements are made to Arundel won't the problem be moved to Chichester?

Councillor Blackall responded advising that these questions are exactly why the whole of the A27 needs improvement. It is vital for the economic growth of the whole area as improved infrastructure is really important for economic growth.

ACTIONS OUTSTANDING

068/17 Highways

- a) Old London Road – A meeting has taken place with WSCC Highways and the Clerk has had response from 3 of the 4 residents that she has written to. Information was also collated from the Wardens, this was summarised in a briefing note supplied to Councillors prior to the meeting. The BP garage have confirmed installation of the CCTV should take place within the next few weeks. Councillors discussed the issues and asked the Clerk to find out about the possibility of 'no through road' and other signage as well as approaching the Rangers to carry out a 'tidy up' of the hedgerow. This needs to be reviewed periodically.
ACTION: The Clerk to contact WSCC Highways and Ashington Rangers.
- b) London Road (grass verge outside The White Cottage) – WSCC Highways Officer has agreed to issue a licence and will be arranging this with the Highways Manager. Unfortunately, the Highways Manager has been on Annual Leave so the physical licence has yet to be issued. Residents have agreed to contribute to the bollards and other materials, hopefully the Rangers will be able to carry out the installation.

D = Minuted but deleted from next agenda.

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

In addition, the verge from the new bollards up to the next lamppost is starting to be damaged, a licence has already been issued for this area but more bollards are needed. Councillors discussed the issues and agreed to a continuation of the bollards towards the lamppost as per the original licence. All agreed to order more bollards (cost of £55.75 each) and arrange installation.

ACTION: The Clerk to discuss with residents and neighbours of the White Cottage, order bollards and discuss with the Rangers.

069/17 Youth Work / Warden Review

The next stage is to facilitate a meeting with the Warden, Youth Worker, Church and PC representatives.

070/17 Mill Lane Culvert

Due to illness and staff shortages progress has been slow, however it is understood that WSCC have drafted a letter that is currently with the legal department that will be sent to the Mill Lane residents once approved. Opus have started work on designing a new trash screen.

WSCC have announced funding in the form of operation Watershed will continue in the new financial year and it is hoped that this fund can be used to make improvements. Councillors asked Councillor Circus to follow this up as momentum seems to have considerably slowed down.

ACTION: Councillor Circus to contact WSCC and Opus for an update.

CORRESPONDENCE

071/17 For action:

- a) CILCA Learning agreement

This was circulated to all Councillors prior to the meeting. All agreed and the Chair signed the document on behalf of the Parish Council.

072/17 For information:

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

- a) The Local Boundary Commission – Electoral Review (Draft recommendations)
- b) West Sussex Pension Fund news
- c) West Sussex Fire and Rescue Service – Update
- d) Statement of Community Involvement – Adoption Statement
- e) How to Keep it Local Guide (SALC)
- f) Southern Water – Update on charged 2017-2018
- g) HDC Annual Performance Report
- h) WSCC Waste News
- i) WSCC E-Newsletter – February 2017
- j) SALC Employment Briefing
- k) NALC – update on legal topics
- l) Message from Chief Inspector Hodges
- m) WSCC – Become a Councillor
- n) Project Griffin – Counter Terrorism Presentation invitation
- o) CLC – next meeting date – 1st March
- p) Sussex Police and Crime Commissioner newsletter
- q) HALC conference information – 8th April
- r) A24 Route safety improvements notification
- s) Youth Club – March newsletter
- t) Operation Watershed
- u) Clerks and Councils Direct Magazine – March 17

D = Minuted but deleted from next agenda.

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

073/17 PUBLIC ADJOURNMENT

The Chairman invited questions and comments from the public and the following was raised

- Could the residents of 'Old' London Road put up their own signage?

Signage on the public Highways must be approved by WSCC, therefore the Parish Council would have to advise against this.

• Have there been any further developments regarding outreach medical services in the village? Not yet, the Clerk and Cllr Spiers are attending a conference at the end of the month where health care services in rural communities is on the programme and will be fact finding at this session before proceeding.

- Could bollards be installed at Sunbeams to stop contractors messing up the verges?

Both WSCC Highways and planning enforcement officers have been on site and the developer has been advised that the verges must be made good. Due to access difficulties for large deliveries Highways have agreed this work can be done once the development is finished.

- There is confusion regarding charging for household and DIY waste, there doesn't seem to be any consistency or logic. Aren't WSCC acting unlawfully by making these charges?

Councillor Circus responded advising that WSCC believe they are acting appropriately and advise the Parish Council to write to the Secretary of State, all Councillors agreed. ACTION: The Clerk to write to the Secretary of State. (Councillor Circus will provide some guidance).

- Parking in the village continues to be bad and inconsiderate, causing damage to verges and footpaths.

Everyone is encouraged to complete the Neighbourhood Plan survey so that problem areas can be identified and targeted. Also, it is hoped the HDC parking enforcement will make regular visits to Ashington once the new parking scheme is introduced in local rural carparks. The Chairman advised that although the Wardens cannot issue enforcement notices they have 'advisory' notices and will be asked to use these.

- The fence around the pond by Post Horses play area is in a very poor state of repair.

This will be investigated and assessed.

- The spring at East Wolves is flooding the road all the way down to the roundabout.

Everyone is encouraged to report issues like this via the Love West Sussex App or website.

- Does the Parish Council have a policy on when are the best times to cut back hedges and maintain ponds to avoid problems to wildlife?

Not at the moment, the Clerk is investigating but to date has had conflicting advice. It was asked if the ACCT have a policy as they must have similar issues and perhaps the Parish Council could share this. Unfortunately, the ACCT do not have a policy either.

- Has it been confirmed why and by who the extended water main along Rectory Lane was installed?

Southern Water carried out the work and it as a developer led project. No further information is available.

- Do Councillors have any questions regarding the Festival Committee grant application?

A question was raised regarding grants the Festival Committee make. It was confirmed no grants will be made this year as last year suffered because of the bad weather and there is no surplus.

- Why was the Neighbourhood Plan banner on the roundabout at the top of the village? Isn't this double standards?

The banner was removed within 24 hours.

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

074/17 PLANNING.

There was no planning meeting in February.

D = Minuted but deleted from next agenda.

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

075/17 Correspondence for action

- a) Appeal correspondence regarding proposed erection of a single dwelling on the land between Shona and Camwood, Mill Lane DC/16/2049
Councillors were reminded of previous reasons for objection. The inspector will be provided with the objection, Councillors had no further comments to make.

076/17 Correspondence for Information

- a) DC/15/1886 Chanctonbury Nurseries, confirmation of appeal start date (21st March) and location.
- b) Planning Article – ‘Plans approved for 130 West Sussex Homes despite NP clash’
- c) Planning Article – ‘What proposals to replace CIL would mean for applicants and authorities’
- d) HDC notification of minor amendment to Statement of Community Involvement (SCI)

077/17 Neighbourhood Plan update

The detailed survey was sent out to all households from 23rd February onwards. The Youth Survey has been distributed via schools, community groups and Youth Club. Both have a deadline for responses of 20th March. These will be the final parts of Community Consultation needed to complete the State of the Parish report.

The Call for Sites work is progressing with the Steering Group agreeing that any sites ISOLATED from the BUAB and proposed for housing development are rejected. Only those sites either within or abutting the BUAB and proposing housing will be taken forward to the next stage of the process. There have been 3 sites proposed for business use (associated with an existing business) and these will be investigated further. Further details and public consultation will take place in due course. Full details of sites and decisions are on the PC website.

A meeting with HDC has taken place and they have recommended that a Housing Needs Assessment is done to determine the number of homes that can be sustainably accommodated in Ashington. This is not the same as the previous Housing Needs Survey and is an industry standard document that looks at Census data, housing market data (and many other things) for the past 15 years and predicts forward for the next 15 years. It assesses both Affordable and Market Housing Need. The 'results' then need to be discussed with stakeholders e.g. HDC, WSCC to balance the need for homes with the ability to incorporate them in the village without impact on infrastructure. This work cannot be done by the NHPlan Clerk and an estimate from a Planning Consultant of £1500 + VAT + expenses has been received.

The NHPlan Clerk has been hunting for a Planning Consultant as there are a number of pieces of work that the NHPlan team will need professional help with. The PC's usual Planning Consultant is unable to help due to workload but did recommend someone else. The NHPlan Clerk and Cllr Currell spoke with the recommended consultant at great length and he has provided an estimate for the majority of support work that is needed. This is likely to be in the region of £10,000-£13,500 + VAT + expenses but depends on the complexity of the NHPlan (which is not yet known at this stage). The same Consultant is also employed by Billingshurst and Warnham PCs.

Three other consultants were approached, one has failed to respond, one is working for a landowner so has a conflict of interest and the third was spoken to by the NP Clerk but their response is very confusing. The NP Clerk has one further consultant to contact and some years ago the NHPlan Clerk did get a quote from AiRS of £15,300 for their consultancy support.

Can I ask that the PC initially approve the expenditure of £1500 + VAT for the Housing Needs Assessment work as this is a fundamental piece of the 'evidence base' needed to take the Neighbourhood Plan forward. This will give us a 'target' number of homes to achieve, which is something that we have been trying to get HDC to commit to for years. If the consultant does a good job then we could consider using his services for the rest of the project.

The expenditure of £1500 + vat was discussed and agreed by all.

D = Minuted but deleted from next agenda.

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

078/17 Amendments

None

079/17 Applications

DC/17/0250 - Winstons Farm, Muttons Lane

Erection of stable with storage room using existing access.

Councillors reviewed and discussed the plans, it was asked that listed building status be confirmed. If the building is not listed there were no objections.

DC/17/0348 – 9 Mill Mead

Proposed 2 storey side extension

Councillors reviewed and discussed the plans, there were no objections.

DC/17/0419 - 39 Cricketers Close

Single-storey rear extension and conversion of existing garage into habitable room. Replacement of existing rear patio door with smaller window.

Councillors reviewed and discussed the plans, there were no objections.

DC/17/0289 – BP Petrol Fuelling Station, London Road

Fell 1x Oak Tree and Surgery 1x Oak Tree

Councillors would like to comment that one of the trees seems to be outside the applicant's boundary and would like clarification. In addition, it was agreed that the trees help screen the petrol station and as such should remain.

DC/17/0321 – Willow Wren, Mill Lane

Listed building consent - Installation of boiler and associated work to replace existing boiler

Councillors have no objections.

Horsham District Council

080/17 Approvals

DC/16/2851 - Land to the north of Baden House, London Road

Reserved matters application concerning DC/14/2761

DC/16/2939 – 1 Cricketers Close

Conversion of garage storage space to living space with installation of windows and bi-fold doors

081/17 Refusals

DC/16/2235 – Small brownfield site to the east of London Road petrol filling station

To place on the site a single, non-permanent residence

082/17 Withdrawals

None

083/17 Appeals made/ decisions

DC/16/1895 - Spear Hill House, Spear Hill

Outline permission for 1 new 2 bedroom dwelling

084/17 FINANCE

085/17 Correspondence

CLlr Stillwell and CLlr Currell left the meeting. CLlr Ball took the Chair.

a) Grants

D = Minuted but deleted from next agenda.

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

There is £487.00 remaining in the budget for 2016/17. Councillors discussed and all agreed to carry this amount forward to allow discussion on the following grant applications.

- i) Grant request received from the Gardening Club for £195.00, the details of which were provided to Councillors prior to the meeting.
- ii) Grant request received from the Ashington Rangers for £296.00. Details were sent to Councillors prior to the meeting. The request included the provision for the Parish Council to hold the funds for the Rangers (as with the Bingo Club and First Responders)
- iii) Grant request received from the Ashington Festival Committee. Details were sent to Councillors prior to the meeting.

All three grant applications were discussed. All agreed to award the Ashington Rangers £287.00 and hold the funds as requested. Following further discussion Councillors voted with a majority of 3:2 that the remaining £200.00 be distributed evenly between the Gardening Club and the Festival.

During the discussion, it was highlighted that it appears that the Gardening Club pay for the use of the Community Centre (albeit at a reduced rate) but the Festival Committee do not pay for the hire of any of the other ACCT facilities. ACTION: The Clerk to contact ACCT for clarification.

b) Summer Hanging Baskets

Ferring Nurseries have submitted their estimate, which has been forwarded to Councillors. The cost is £1081.39 and is accounted for in the budget. All agreed.

- c) Request from the Clerk to purchase the 10th edition of Arnold Baker's Local Council administration at the cost of £73.60 plus £3 delivery. All agreed.

086/17 Income

None

087/17 Expenditure

Mar-

17	Mrs Celia Price	Home Office - February 2017	10.00	
		Telephone	7.00	
		Giff Gaff Mobile Phone Top Up	10.00	
		Staples – Stationery	102.05	
				Total
			129.05	1846
	Mrs Karen Dare	Home Office - February 2017	5.00	1847
	Mark Adsett	Landscape Gardening (Feb 2017)	508.33	1848
	Ashington PCC	Invoice: YW-201702 Youth Worker (Feb 2017)	1083.33	1849
	WSCC	Salaries and Costs (January 2017)	1476.62	1850
	Kenards Printers	Inv 8683 Printing of NP Surveys, Banners and Posters	2077.20	1851
	Kenards Printers	Inv 8677 Arkwork for NP Surveys	192.00	1852
	Letterbox Logistics	Delivery of NP Surveys	251.91	1853
	HDC	Litter and Dog bin emptying	323.70	1854
		March 2017 Total expenditure	6047.14	

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

D = Minuted but deleted from next agenda.

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

088/17 MEETINGS

The Clerk attended a meeting with WSCC Highways on 14th February.

CLlr Stillwell and CLlr Ball attended the Neighbourhood Warden Steering Group on 24th February.

CLlr Stillwell, CLlr Spiers and the Clerk attended the annual Youth Partnership meeting on 28th February.

089/17 MINOR MATTERS RAISED BY COUNCILLORS

None

The next Planning Meeting at **7:30pm on Wednesday 15th March 2017** at the Sports Pavilion, Church Lane.

The next Parish Council will be held at **7:45pm on Thursday 6th April 2017** at Ashington School, Foster Lane.

The meeting closed at 9:55 pm

Signed.....

Dated.....

D = Minuted but deleted from next agenda.

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

Appendix 1
Neighbourhood Warden Report



Ashington Wardens



WARDEN: JAYNE JEFFREY

MONTH: FEBRUARY 2017

CRIMINAL DAMAGE/THEFT

No reports made to me this month of criminal damage.

ANTI - SOCIAL BEHAVIOUR

February has been a quiet month for Anti-social behaviour issues.

There have been a few very minor issues amongst the youth. All incidents have been dealt with. I have several multi agency meetings booked regarding known anti-social offenders. These meetings are to help and find solutions to their anti-social behaviour. I must say these meetings are worthwhile enabling the offender to get the help they may need from relevant partner agencies.

Agencies at present I am working with are the Police, Anti-social behaviour team, housing associations, Horsham district Council, environmental department, community safety, Fire service, social services and age UK.

Safeguarding reports have been made this month for some residents in the category above who need it due to their mental health issues and physical health deteriorating. This is to try and get them the help they need for their individual needs.

I have also been helping known offenders with trying to get back into employment. I have sat with them and helped them fill out CV and job applications. There have been several good responses with some going onto having a job interview.

Hot spot areas at the moment for low level anti-social behaviour are the skate park, community centre main doors and Mill Lane. I have been patrolling these areas on a regular basis dealing with the issues that have been reported to me.

YOUTH

There has been lots of interaction with the youth and younger children this month. The warden office has been a drop in for any of them to come and speak with me.

We have been having good conversations and lots of educational work has been done within this group. Hot chocolate and biscuits has been served on the cold evenings.

Several youth has requested one to one time to help resolve any issues that they may be dealing with. I am just offering support and guidance and signposting where needed to relevant agencies.

The youth are quite keen to be involved with the elderly/vulnerable with the new tea time club. I just need to book dates for venue and try and find some funding to start up this new club. I have been speaking to local businesses to see if they can offer a discount on take a way food for this event.

Hopefully we can organise this club on a quarterly basis.

More youth have been volunteering at other organised clubs. They have been helping with preparation, food service and just generally interacting with the elderly/vulnerable groups. Board games and bingo are the most popular clubs for this interaction.

D = Minuted but deleted from next agenda.

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

LITTER

Litter has been quite bad across the village this month. Several litter picks of the worst areas have been made with the help of the youth.

The Ball Courts have been particularly bad, I have been educating those who use this area on a regular basis and making them litter pick when needed.

Skate Park had issues with lots of broken glass by the youth shelter and large ramp. I have cleared the glass and I have been monitoring this area to try and identify those who are breaking the glass bottles etc.

Old London Road is really bad for litter. I have asked Horsham District Cleansing Department to do a litter pick of this area.

I have spoken with the Adopt A Street Coordinator at Horsham District Council to see what help they could offer with the litter issue across Ashington. Their response was they are more than happy to loan litter picking equipment for volunteers to use. They will also arrange for all litter collected on the day by volunteers to be removed. I think a good idea would be to arrange another litter pick day across the village. I will liaise with those concerned who have arranged litter pick days in the past for the village to try and get something organised.

FLY-TIPPING

Three incidents of fly tipping this month, two in Old London Road, I have requested Horsham District Council cleansing department to arrange for removal.

One incident in Rectory lane I dealt with myself due to the nature of the fly-tipping. It had been reported to police who are dealing with it. I then removed offending rubbish myself and disposed of it accordingly.

If anyone spots anything suspicious or they witness someone fly-tipping they need to get registration details and description of vehicle and offenders and then report to police on 101 or 999 in an emergency. They can also report to Horsham District Council or via the wardens.

DOG FOUL

Several complaints mad to me this month of dog foul on pavements. Worst areas are Church Lane, Corner of Hill Crest Drive and Old London Road. I have been patrolling these areas on a regular basis. Dog foul signage has been placed.

There is a new Public Spaces Protection Order coming into place across the district. The provisions of which say that owners/persons in control of a dog MUST clear up any fouling. Failure to comply with the new order and clean up dog foul will result in an owner/person receiving a fixed penalty of £100. Posters and new dog foul signage will be placed across the village informing of new changes to penalties if owner/person refuses to pick up their dog foul.

Once the order is in place we as wardens can issue on the spot fines of £100. At present the fixed penalty is £50.

Hopefully this will help deal with the dog foul issues in the village and across the district.

I would just like to say that it is only a small minority of dog walkers who do not pick their dogs foul.

Most of the dog walkers are responsible dog owners and will pick up their dogs foul.

If anyone sees a person/owner of a dog not picking up the dog foul please get description of owner and dog, area and time and report to the wardens.

COLD CALLERS

There have been several reports this month of cold callers this month to various properties across the village. If someone you don't know offers to do work at your property or buy items from them say NO. There is a risk that they may charge you far more than the job is worth. They may do a poor job, they may say you need work doing but you don't, you may feel pressurised or intimidated in letting them do the work. They may do the work and then provide you with false names addresses and contact details. Cold callers selling items at the door you may find the goods that they are selling may be over priced,

D = Minuted but deleted from next agenda.

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

faulty or unsuitable for you. You may feel pressurised into making a quick decision into buying an item you don't really want.

If you need work doing it is always best to use a TRADING STANDARDS approved BUY WITH CONFIDENCE TRADER. You can collect a directory from your local library or call 01243 642124 to order a copy or visit www.buywithconfidence.gov.uk.

It is always best practice to seek recommendations from friends, neighbours and family members and always get at least three quotations before deciding who to employ to do your work.

Best advice just says NO to any doorstep callers trying to sell their services or items.

If they become aggressive or you see anything suspicious with cold callers call the police 101 or 999 in an emergency.

WARDEN NEWSLETTER/ADVERTISING

A quarterly warden newsletter will be delivered to all residents of Ashington, the first will be delivered in April and there after quarterly. The first copy will see an introduction to our new warden Bryony, a list of all clubs across the village, a section on asking for volunteers, information about the new dog fouling law coming into place shortly and tips on seasonal issues the first one being spring and just reminding us all of securing all property and sheds etc. when leaving them. There is also information on using an ultra violet pen to mark valuable items so if stolen they can easily be identified. We can help with marking property or provide the marking pens, please call us for more information.

There will also be a press release in the County Times to promote the arrival of our new warden.

Posters advertising all clubs have now been placed in noticeboards across the village.

ELDERLY/VULNERABLE

There is lots of work around the elderly/vulnerable groups.

Outings are being arranged. In April will be the annual fish and chip lunch at the boat house in Felpham.

I am trying to organise a pottery session at the local garden centre for May.

At the lunch club session this month following lunch we had a speaker who was talking about deafness and on ways to help if you have the problem. She also explained the best way to communicate with a deaf person to help make them feel more included when out and about. Many people suffering with hearing loss feel isolated and unable to join in with activities.

It became evident following this session that many of the elderly/vulnerable have difficulty is getting to the Deafness clinics. The nearest clinic being Steyning. Following discussion it was suggested that perhaps we could have a deafness clinic in the village on a regular basis. I will look into the possibilities and hopefully get these services in Ashington. I am working closely with the local Age Uk representative on this project.

I am still waiting to hear if we have been successful with West Sussex community grant to help fund projects for the village.

There will be an Easter Bonnet Parade organised for the April Lunch Club. All who take part will do a parade with their bonnets on. The winner will receive a prize.

More elderly/vulnerable are coming forward to join clubs. This is really good as they are lonely and by joining these clubs they will make friends and feel included within their community.

D = Minuted but deleted from next agenda.

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

Appendix 2 Youth Worker Report

Senior Youth Worker's report - February-March 2017 - Headlines & Highlights

Youth Club Nights

- ∓ Our Thursday night youth nights at the Youth Club continue to be extremely well attended with new members joining regularly.
- ∓ This is highly encouraging and positive, yet also provides challenges in maintaining both a manageable and safe environment through appropriate leader to youth ratios.
- ∓ Recognised standards are 1:10 ratios, yet we would always desire to operate at lower ratios to be able to provide the best possible youth service.
- This continues to confirm our need for more volunteers to be encouraged to support the youth club, giving one or two evenings per month.
 - I am continuing to attempt to recruit appropriate young adults I have maintained relationships with around the community.
- Our 2 evenings of youth nights at the club currently operate with myself and the support of 13 volunteers and parents.
- Despite previous concerns of behavioural and disciplinary issues, we have found over the past month that myself and the team taking a much more assertive approach has dealt with any issues adequately.
- Myself and our team of volunteers have also began encouraging and helping our young people fill out the recent neighbourhood plan surveys during our sessions. Unsurprisingly this has not been at the top of young peoples' priorities. I have also been in communication with councillor di Castiglione and Parish Council Clerk for them to visit the youth club to complete more surveys.

Further Training, Development & Networking

- ∓ Challenging behaviour / Anger management training
- ∓ Monday 27th - 2 members of the Horsham Matters team are joining our volunteer team for a 'team time' session, to input surrounding the topic of working with challenging behaviour, both feeding back their own experience and knowledge as well as providing further insight and hands on techniques.
- ∓ Tuesday 28th - I will be attending specific 'Safety-Net' training concerning challenging behaviour, aimed at providing supporting managers in developing new cultures and understanding of best practice.
- ∓ I have updated the majority of AYC's policies and procedures including child protection & safeguarding, Health & Safety, Young peoples' code of conduct, Confidentiality, Feedback etc.
- ∓ We're now working on the best way in which to have these documents available publicly through an online medium.

Visibility in the community, Comms & Social Media

- ∓ I continue to develop further methods of communication make youth provisions as accessible as possible for the community. Information can regularly be found through:
 - Social media posts throughout the week on Facebook / Instagram
 - Weekly Rydon E-newsletter
 - Monthly email newsletter to parents of Ashington Youth Club members.
 - Having begun this in January 2017, I have had extremely positive responses from parents being kept more informed of specific activities occurring.

D = Minuted but deleted from next agenda.

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

- This includes monthly calendars of activities occurring.
- Rydon Assemblies. In the spring term, I am attending two Rydon assemblies continuing to engage with the local school and more young people. During my latest visit, as well as being able to briefly talk with young people already engaged with youth provisions in Ashington, I was also able to talk with young people not yet engaged, and provide further information as well as a credible *'face to the name'*.
 - The dates for these assemblies are February 17th & March 17th.

Tuesday Night Snack Wagon

- = Thanks to the ongoing support of ACCT & the Parish Council, we continue to have positive feedback from young people and volunteers.
- = This project will continue to run on Tuesday nights until 4th April.

27.2.17 - Paddy Donovan, Senior Youth Worker // paddy@ashingtonyouth.co.uk

Appendix 4

Funds held by the Parish Council on behalf of others

First Responders	£ 2941.73
Bingo Club	£ 264.19

D = Minuted but deleted from next agenda.

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