



# Ashington Parish Council

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## Minutes for the meeting held on Thursday 3<sup>rd</sup> August 2017 at 7:45p.m. in Ashington School, Foster Lane, Ashington

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

**Clerk:** Karen Dare

**District Councillor:** P. Circus

**4 members of the public**

**0 young people**

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The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment sections of the meeting. If Members of the Public have questions for Police/Wardens & District/County Councillors then the Clerk will pass these on if these individuals have left the meeting. Members of the Public are reminded that Standing Orders allow for 5 minutes maximum participation.

### **130/17 APOLOGIES**

Cllr MacPherson, Cllr di Castiglione, Cllr Strudwick, Celia Price (Clerk) Bryony Sparks (Warden), Paul Marshall (County Councillor), John Blackall (District Councillor).

### **131/17 DECLARATION OF INTERESTS**

The Chairman reminded Councillors that previous declarations still stand. Cllr Ball declared an interest in the agenda item 9a – correspondence for action, bus shelters.

### **132/17 APPROVAL OF MINUTES**

The minutes of the meeting dated 6<sup>th</sup> July 2017 were approved as a true record and signed by the Chairman. Proposed by Cllr Stillwell, seconded by Cllr Cox and agreed by all

### **133/17 NEIGHBOURHOOD WARDENS**

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

Cllr Stillwell gave an overview of the monthly report.

There were no questions. It was reported that a key box has been installed for the minibus keys, thanks were extended to Bill Whittaker.

### **134/17 Youth Worker Report**

There is no report this month

### **135/17 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

In the absence of Cllr Marshall, Cllr Circus gave an update regarding WSCC recycling centres and advised that a review of opening times would be undertaken. Stakeholders including HDC and the Parish Council will be invited to comment.

Cllr Circus reported on district matters and advised that he is the cabinet member for waste, recycling and cleansing. Fortnightly refuse collections will start from 5<sup>th</sup> February and will be phased over a 10-week period. Residents can apply for a larger bin if there is a genuine need. A PR campaign will start in the Autumn ready for February and will include guidelines on what can be recycled, particularly plastics which currently is a bit confusing.

It was also advised that HDC are looking to support all parishes in employing wardens. The reality is police resources have reduced and HDC believe wardens are the way forward. Ashington has been used as a good example to other parishes.

Questions were invited from Councillors:

Cllr Stillwell asked if HDC are supporting other parishes will Ashington lose out on any financial assistance as our wardens are already in place.

Cllr Circus responded that HDC will be resisting financial assistance, although discussions are still in the very early stages and there is no intention to see Ashington lose out.

Questions were invited from the public:

Are there any plans for food recycling?

HDC cannot make any plans to collect food unless WSCC make plans for disposal so, no, not at the moment.

Will the Ashington Wardens be affected by any other warden "deals"?

Discussions are still at the very early stages but there is no intention for any parish to be disadvantaged. HDC has a duty to protect residents and could be a catalyst for expansion to the warden scheme.

### **136/17 YOUNG PERSONS ADJOURNMENT**

None present

### **137/17 PUBLIC ADJOURNMENT**

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

- There is a rumour that the BT phone box on Rectory Lane is to be removed.

BT have consulted and advised the phone box is under used so will be decommissioned

- Hedges are blocking footpaths. Can we 'force' homeowners to clear hedges eg Rectory Lane to Penn Gardens

Cllr Currell reported she does pay for both sides of her hedge to be cut. The Parish Council can send letters but has 'no power'. Can be reported via Love West Sussex and WSCC will action.

- During maintenance at the Willard Way pond a mouse was accidentally killed. When and how should maintenance be done.

The clerk will be asked to investigate.

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

### **138/17 ACTIONS OUTSTANDING**

#### **Highways**

- a) Old London Road

Nothing new to report

- b) London Road (grass verge outside The White Cottage)

The Rangers will be arranging a working party to install the bollards and WSCC will issue a licence at some point.

### **Health Needs Working Party**

Tony Moss and Karen Dare met with Dr Alex Rainbow (GP CCG) and Dr Paul Moss (Manager) at Steyning Medical Centre. Any changes to services would be very slow (if at all). Ashington patients travel in three directions to access GP services which further complicates the process as each practice is managed separately with some complex funding methodology.

Ashington residents have a specific problem with transport. Next steps involve discussions with the wardens, obtaining data from Public Health on demographics, possible questionnaire to residents, and investigate possibility of assisting with transport/supporting volunteer driver scheme. The Storrington car scheme could do with some help.

### **Mill Lane Culvert**

Nothing new to report

### **Emergency Plan Review**

The review is ongoing and will incorporate the 'winter offer'

### **S106 applications**

Following meetings and research carried out by the S106 working party, Cllr MacPherson, Cllr Currell and the Clerk met with representatives from ACCT on 19<sup>th</sup> July to discuss possible projects for S106 grant applications. The meeting resulted in a proposal to put forward 3 new projects as identified by the NP survey as well as ACCT's re-submission of the application to fill in the ditch along the edge of the recreation ground.

The new projects are 1. An outdoor gym (£20k), 2) Improvements to play area (either Warminghurst Close or Posthorses) (£15k), 3) resurfacing of the multisports court (10k)

S106 applications require a financial contribution of approx. 5%. Councillors are asked to consider a 5% contribution for an outdoor gym and improvements to a play area (this would fall within budget). There would also be a commitment to maintain these areas. Agreed by all.

Discussions took place regarding the three projects, particularly the outdoor gym which all agreed should be located on Parish Council land. Research is ongoing regarding exact location(s) and pro and cons regarding equipment and H&S.

Subject to trustee approval, ACCT will make the 5% contribution for the resurfacing of the multi-sports court. It was hoped that grant applications could be made by the end of August for consideration by HDC at the August POP meeting, however, this is looking unlikely due to delays in receiving quotations and decisions regarding location of new equipment.

### **Councillors email addresses**

Nothing to report.

### **CORRESPONDENCE**

#### **139/17 For action:**

- a) Review of London Road bus shelters

Cllr Ball left the room

Following the July meeting, it was agreed that this item would be added to the agenda. It has been suggested that the bus shelter opposite the Red Lion (south bound) is 'not fit for purpose'. The bus shelter is encapsulated by a hedge which is well maintained and the bus shelter does provide some shelter. It cannot be moved forward. There have been new bus shelters built in Findon but are further back from the road.

It was requested that the clerk contact WSCC for advice.

Cllr Ball returned

- b) Youth Shelter

The wardens have been receiving complaints that the youth shelter is neither wind nor waterproof. Cllr Ball has been talking to the youth about the shelter whilst volunteering on the purple bus. It was suggested that the manufacturer be approached regarding options for lighting and weatherproofing, The clerk to action. It was also suggested that the youth be encouraged to fundraise for improvements.

**140/17 For information:**

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

- a) The clerk magazine (July 2017)
- b) HDC – Horsham district year of culture 2019
- c) HALC minutes (12<sup>th</sup> July 2017)
- d) SSALC newsletter (July 2017)
- e) WSCC members information service newsletters
- f) WSCC survey of proposed changes to adult social care
- g) WSCC E-newsletter (July 2017)

**141/17 PLANNING.**

The minutes of the planning meeting were agreed as a true and accurate record of the meeting held on 19<sup>th</sup> July. Proposed by Cllr Woolley, seconded by Cllr Wood.

**142/17 Correspondence**

None

**143/17 Neighbourhood Plan update**

The Steering Group, using advice from the Planning Consultant and the community evidence gathered, have drafted a Vision and some Objectives for the Ashington Neighbourhood Plan. The Neighbourhood Plan should be a planning document that is specific to Ashington. It builds on the general District-wide planning policies written in the Horsham District Planning Framework. The draft Vision & Objectives have been circulated to Parish Councillors and Steering Group members for comment and will be distributed to residents via email, noticeboards, flyers, newsletter and a stall at Ashington Festival. The Vision & Objectives document will be amended, as necessary, and will then be given to Developers.

The owners/agents/Developers of the 17 sites that are to be considered for development through the Neighbourhood Plan process have already received the State of the Parish report, Housing Needs Assessment and Assets & Treasures documents. They will be asked to put forward development proposals that meet the needs and aspirations of Ashington as expressed in these 4 documents. The Developers have been very patient while we gathered our evidence base and we must ensure that they are all given equal opportunity to meet with the Steering Group/Parish Council/residents to ask questions and present their proposals. It is likely that the Steering Group will arrange some 'Planning Workshops' for Developers to present their outline proposals. It is imperative that everyone remains open-minded to all proposals because allocation of sites for development will be made using sound planning reasons.

In the meantime, our Planning Consultant is working on a Sustainability Appraisal/Strategic Environmental Assessment of Ashington Parish and this will identify any sustainability issues, environmental constraints etc that might influence where new developments should/should not be put.

The Neighbourhood Plan Clerk has contacted WSCC Education for comment on the impact on local education if 123-200 homes are built in Ashington up to 2031. She has also contacted the Clinical Commissioning Group to discuss the provision of medical facilities as this was identified in the recent Village Survey by residents as very important.

Councillors thanked the NP clerk for all her hard work.

**144/17 New Enforcement Allegations**

None

**145/17 Amendments**

None

**146/17 Applications**

DC/17/1584 Coconino, London Road

Proposed creation of new access and driveway

Following review and discussion of the plans it was agreed an objection should be raised on the grounds of loss of vegetation and the detrimental effect on the street scene.

DC/17/1600 26 Cricketers Close

Proposed erection of two-storey side extension

The plans were reviewed and discussed. There were no objections.

**Horsham District Council****147/17 Approvals**

DC/17/0944 6 Woelfs Close, London Road

Surgery to 1 x horse chestnut tree

DC/17/1169 Carbank, East Wolves Farm

Installation of non-illuminated sign

DC/17/1220 The Springs, Hole Street

Established use of mobile home as residential unit.

**148/17 Refusals**

DC/17/1220 The Springs, Hole Street

Established use of ponds for commercial fishing.

**149/17 Withdrawals**

None

**150/17 Appeals made/ decisions**

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

Appeal Allowed.

**151/17 FINANCE**

Correspondence

None

**152/17 Income**

Kite and Thomas £2077.50

Groundwork UK (NP grant) £8720.00

**153/17 Expenditure**

Aug-17	Mrs Celia Price	Home Office - July 2017	10.00	
		Telephone	7.00	
		Giff Gaff Mobile Phone Top Up	10.00	
			<hr/>	
		Total	27.00	1895
	Mrs Karen Dare	Home Office - June 2017	5.00	1896

Mark Adsett	Landscape Gardening (July 2017)	768.33	1897
Ashington PCC	Invoice: YW-201707 Youth Worker (July 2017)	1083.33	1898
<b>August 2017 Total Expenditure</b>		<b>1883.66</b>	

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

**154/17 MEETINGS**

The NP clerk met with Tony Moss, Dr Rainbow and the manager at Steyning Health Centre to discuss Ashington residents needs on 13<sup>th</sup> July

Cllr Currell, Cllr MacPherson and the clerk attended a meeting with ACCT to discuss S106 applications on 19<sup>th</sup> July

Cllr Kearney and Cllr Spiers attended HDC playground inspection training on 25<sup>th</sup> July

Cllr Ball and Cllr Stillwell attended the Warden steering group meeting on 28<sup>th</sup> July

**155/17 MINOR MATTERS RAISED BY COUNCILLORS**

Cllr Wood reported that the new equine centre is due to open in August

Cllr Currell reported that a section of the road surface along Billingshurst Road makes a bad noise. The clerk will be asked to investigate and report to WSCC.

The next Planning Meeting at **7:30pm on Wednesday 16<sup>th</sup> August 2017** at the Sports Pavilion, Church Lane.

The next Parish Council will be held at **7:45pm on Thursday 7<sup>th</sup> September 2017** at Ashington School, Foster Lane.

The meeting closed at 9pm

Signed.....

Dated.....

**Appendix 1**  
**Warden report – July 2017**

**CRIMINAL DAMAGE**

There has been a report made to us of criminal damage to the barrier entrance onto the recreation ground. The padlock had been deliberately broken. This incident has been reported to the police. The padlock has now been replaced.

**ANTI-SOCIAL BEHAVIOUR**

Several incidents reported this month. The main one seems to be youth/children playing football on fosters lane play area. They are continually kicking the footballs/ balls at fences over hedges and this is causing damage to residents adjoining properties and fences surrounding the play area. There are also issues of safety for the younger children who live in the properties as when in their own gardens playing they are being hit by footballs etc. Plants, wooden structures and cars have been damaged by the balls. The youth/children concerned have been identified and we are working with them to resolve the issues with the footballs.

A complaint had been received of ASB on the school property. Youths/children have been using the wooden shelter as a place to meet. Lots of cigarette related litter has been left behind along with other litter. We are identifying what youth are involved and will speak with them reminding them they are trespassing on private property.

We are still in the process of arranging an awareness talk about the effects of alcohol and drugs in the village. We have spoken to the Police and are trying to gain input from other agencies before we go ahead with this. When a date has been decided we will let everyone know and will work with the youth and the Police to deliver this session.

We are still receiving reports of substance misuse in the village by quite a young group of youth. We are hoping the above session will help to tackle that issue, but are still working alongside the Police on this matter. This includes looking at the bigger picture and gathering intelligence on how the substances are coming into the village and how we can try and tackle that with the Police. We encourage residents to report anything that they think may be of interest to us or the Police.

**FLY-POSTING**

We have 5 items of fly posting removed this month. Thank you to some of the residents who on their walks around the village will remove any illegal fly posting they come across.

Please refer to Horsham District Councils website for guidance on fly posting.

**FLY-TIPPING**

There have been 2 reports made to us of fly tipping in the last month. One was on the Old London Road which have now been removed. The other fly-tip was on private land. Rubbish had been dumped then it had been set alight. We have told the informant to report to Sussex Police. If anyone spots anything suspicious or they witness someone fly tipping they need to get registration details and description of the 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.

**LITTER**

The youth club have kindly litter picked the skate park this month,

When on duty and we have seen the youth in the skate park we have been asking them to litter-pick.

This they have been doing and have been very keen to help. Following some education sessions surrounding litter issues they are policing the area and dealing with the youth who do not pick up their litter. They did state that a lot of the youth who drop litter are those from outside the village. We will continue to monitor the litter issues in this area.

Again this month some litter picking has been done along the Old London Road. We are still keeping an eye if we witness anyone dropping litter then we will look to issue on the spot fines to offenders. There is a pattern of similar vehicles using the Old London Road to park down and we will continue to monitor this and pass any intelligence to the Police.

#### **DOG FOUL**

We have had some complaints about dog fouling along Hillcrest Drive. We have been bearing in mind on our patrols and haven't witnessed anyone not picking up after their dog. We are looking to get some more spray cans to highlight areas of dog foul. This can sometimes work well as a visual aid to show residents how bad a problem is because sometimes it can be difficult to see.

#### **PARKING**

There have been lots of complaints of parking issues this month again.

We have been and spoken to some drivers to try and educate them on how dangerously they have parked. For example there were several cars parked on a blind bend, which is extremely dangerous. This has surprisingly been well received as some people haven't thought about the way they have left their vehicle. They had not realised their vehicle was causing a hazard to other road users and pedestrians.

We have noticed parking by large Lorries in Old London Road is getting worse. Twice this week just gone Lorries had parked next to one another making access to properties in Old London Road difficult. We have spoken to some and explained the issues and they have moved their vehicles.

#### **YOUTH**

We have been approached by shall we say the more challenging youth of the village who will not engage with youth services provided. The main issue is the youth shelter not being waterproof and not really usable in the wet weather. Due to ASB issues across the village we are directing them to the youth shelter. They are causing issues in areas across the village when trying to find somewhere dry to congregate and socialise as the shelter does not provide a dry space for them to sit.

We have applied to the Sussex police community fund to see if we can get a grant towards the cost of waterproofing the shelter. We have also approached the youth worker to work together to look at ways at moving this project forward by fundraising with the youth and asking parents to help out.

This is such a valuable resource for us to direct the youth when wandering about the village looking for a place to meet with their friends and if waterproofed it would become perfect for the youth to enjoy. As mentioned above we have seen substance misuse becoming a problem amongst younger youths. We are working to try and educate and are hoping that the awareness session will help with that. We are also working with the youth regarding their rubbish that they are leaving behind when out and about.

#### **WARDENS NEWSLETTER**

The summer edition of the Warden newsletter has now been printed and just arrived with us here in Ashington. We will look to get this distributed in due course.

#### **NEIGHBOURHOOD DISPUTE**

We have managed to offer mediation to one neighbour dispute in the village. Hopefully this will be accepted and the parties involved can then deal with any issues and move forward – still ongoing.

#### **ELDERLY/VULNERABLE**

Sadly we have seen some bereavement from within the elderly/vulnerable group this month. We are here to offer support and advice to the families concerned if they require any.

Several of the elderly/vulnerable have been experiencing problems with their health. We have been doing extra welfare checks to help out when needed. We have managed to arrange extra help for some i.e. cleaning services and help with personal care. Others we have been helping with them claim benefits they are entitled to. This has helped them pay for the extra care they require. We have been collecting prescriptions for those who have been unable to get to the chemist whilst they have been poorly. We have offered to pick up basic groceries if they require anything.

All the clubs and activities arranged across the village are now able to financially support themselves. It would be nice to get more residents from across the village to come and taste Pats lovely homemade food that is prepared for the monthly lunch club and vintage tea. We are sure once they have tasted it they will return for more.

We have advertised all clubs /activities on the rear of the summer warden newsletter, hopefully this will bring more members to the clubs. It would be a shame to lose the clubs; we do need the support from the community to attend these events to keep them going.

Board games club will return again in September ever Monday 2-4. The purpose of this club is to get residents out for an afternoon over the long winter months. A light tea of Pats delicious homemade soup and a roll followed by cheese and biscuits will be served. It's the perfect afternoon to interact with friends and play favourite board games. We hope to be visited by the children from the local school that will come and play board games on a regular basis with the elderly/vulnerable groups. We are looking for volunteers to come and join us every Monday to help serve food or just have a cup of tea and a chat with those that attend.

Sadly due to the person who was helping us with the event at lodge hill to take the elderly/vulnerable group on an extreme sport day has broken her wrist. We have had to move the date forward to the 8<sup>th</sup> September for this trip. She has said she will be back at work by then. She works for AGE UK and this is a joint project with our elderly/vulnerable being used as the pilot group to get this activity available to all elderly/residents across the district. The trip is now fully booked and all are excited about the trip. The new tea time club will hopefully start in September, venue yet to be agreed. All those who will be attending from the elderly/vulnerable and youth are excited about this project. Lots of planning on what to serve for tea etc. has taken place from all groups taking part. We hope this event will promote intergenerational work within the village.

Carnival preparations are still ongoing among the elderly and vulnerable group. After lots of ideas being put forward we are well on the way to knowing what we have to achieve by Carnival day. The elderly and vulnerable are thoroughly looking forward to it. We could not do the carnival float without the help of lots of volunteers from across the village all ages. We would like to say very a big thankyou in advance to them all for their help.

### **Minibus**

We are still looking out for more people to help with escorting on the minibus or driving the minibus. We have had to raise the hire charges for minibus this month due to request from minibus association. This is to cover ongoing costs of fuel and maintenance for the vehicle.

Following a trip with the Tuesday minibus group a new time table has been agreed for the weekly trips please see listed new schedule below

1<sup>st</sup> Tuesday **WORTHING MORRISONS/LIDL**

2<sup>nd</sup> Tuesday **HORSHAM SAINSBURYS**

3<sup>rd</sup> Tuesday **WORTHING TOWN CENTRE**

4<sup>th</sup> Tuesday **SHOREHAM TESCO/MARKS AND SPENCER**

Minibus will collect residents from home address. Return trip will cost £4.00 per person.

We desperately need help with administration and day to day running of the minibus, organising volunteers etc., if anyone is interested in helping please contact Jayne 07764146367 or Bryony 07764146368 for more information.

### **Appendix 2**

#### **Funds held by the Parish Council on behalf of others**

Ashington Rangers	£ 287.00
First Responders	£ 2779.85
Bingo Club	£ 264.19