



Ashington Parish Council

Minutes for the meeting held on Thursday 5th October 2017 at 7:45p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors: N. Spiers (Chairman), J Stillwell, S. Ball, T. Currell, S. Cox, L. di Castiglione, K. Wood.

Clerk: Celia Price

Neighbourhood Warden: Bryony Sparks

Youth Worker: Paddy Donovan

6 members of the public

6 young people

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.

182/17 APOLOGIES

Cllr Blackall, Cllr Circus and Cllr Jenkins – District Councillors, Cllr Marshall – County Councillor, Cllr Kearney, Cllr MacPherson, Cllr Strudwick and Cllr Woolley – Parish Councillors

183/17 DECLARATION OF INTERESTS

The Chairman reminded councillors that previous declarations still stand.

184/17 APPROVAL OF MINUTES

The minutes of the meeting dated 7th September 2017 were approved as a true record and signed by the Chairman. Proposed by Cllr Stillwell, seconded by Cllr di Castiglione and agreed by all

185/17 Neighbourhood Wardens Report (Appendix 1)

Bryony Sparks gave an overview of the monthly report and questions were invited by councillors. Cllr Ball asked for confirmation of the time for the drug awareness session on Saturday. It was confirmed as 4pm to 6pm. All welcome.

186/17 Youth Worker Report (Appendix 2)

The Chairman welcomed Paddy Donovan (Youth Worker) to the meeting who then gave an overview of the report. He also announced the youth club AGM which will be held on 11th October at 7:30pm.

Questions were invited from councillors and Cllr Stillwell asked if the AMG is open to all. It was confirmed that yes, this is a public meeting and all are welcome.

187/17 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

None present

188/17 PUBLIC ADJOURNMENT

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

- The roadworks along the A24 are a nightmare. Lanes on both carriageways are closed over a long stretch in the Findon area, this is causing lots of congestion and very little work is being done. This is a WSCC Highways issue and the clerk will pass on the comments.

- On the subject of roadworks, there was some drain clearance work being carried out on the A24 northbound, there was one tanker and 3 traffic management vehicles.

WSCC Highways are responsible for the road maintenance, however the clerk reported that it is understood that it is cheaper and more efficient to have this sort of rolling traffic management rather than closing large sections of road.

- How often are the litter bins emptied? The bin at the youth shelter is often overflowing. To be added to a future agenda for discussion.

- When will the bollards been installed outside the White Cottage in London Road?

The rangers have submitted a risk assessment to WSCC for approval. A request will go out for volunteers and a date set.

189/17 YOUNG PERSONS ADJOURNMENT

The Chairman, thanked all the young people for attending and invited questions and comments.

- What is happening about lights for the youth shelter?

A quote has been obtained and will be discussed by the youth club committee.

- Can the litter bin by the youth shelter be fixed to the ground?

Great idea, this will be discussed further next month as part of the agenda item raised in the public adjournment.

- Are there going to be street lights in Rectory Lane (from Blakiston Close to Penn Gardens)?

There are no plans at the moment, however this may change, depending on the outcomes of the Neighbourhood Plan.

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

190/17 ACTIONS OUTSTANDING

Highways

- a) Old London Road

The Highways manager has advised that a TRO will cost £7500 plus whatever enforcement is decided on eg a height bar or gates. This will only stop large vehicles and will not stop cars, vans and caravans so will not help with the ASB issues in the area. Stopping highway rights is not an option due to complications with freehold and land ownership. The other complication is that only a small section is in Ashington, the rest is Shipley.

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

The Rangers will be arranging a working party to install the bollards.

- c) London Road bus shelter

The clerk has contacted WSCC highways is awaiting a response, in the meantime, Cllr Wood suggested it might be an easy job to take out the front panel and move the seat back. This will only leave the sides and top but the rear is sheltered by the hedge. The rangers will investigate further.

Health Needs Working Party

This is being addressed through the NP plan. The NP clerk advised that the Glebe surgery has written confirming that they have capacity to accommodate the additional patients coming from 200 new houses (based on 4 patients per household) at their new site. The issue that remains is transport.

Mill Lane Culvert

WSCC are sending a letter to residents which should be received within the next week. The clerk will follow up with a letter from the parish council offering to facilitate and assist with a residents group and operation watershed application. Cllr Currell and Cllr Stillwell offered to lead this project.

Emergency Plan Review

The emergency plan review is complete and updated pages distributed. The next review will take place in July 2018.

Pond maintenance

The clerk has made contact with HDC and a pond inspection will take place during November. No work will take place on the ponds until after the meeting has taken place and advice received.

S106 applications

Following a meeting between the clerk, NP clerk and HDC it is suggested that resources are best directed at resurfacing the multi-sports court and re-development of both Warmingshurst and Post Horses play areas with the outdoor gym being addressed by the NP. Cllr Currell reminded all present that an agreement had been met with ACCT regarding their ditch application. All agreed.

Councillors email addresses – Data protection regulations

The clerk attended GDPR compliance training on 13th September. To comply with the new legislation that comes into force in May 2018 a review of IT systems and security needs to take place. An independent IT audit would cost in the region of £250. All agreed.

Youth Shelter

Cllr Ball is working with the Youth Worker and Youth Club committee. The clerk has obtained a quote for solar lighting and has forwarded this to councillors for information. Cllr Ball will discuss further with the Youth Club Committee.

CORRESPONDENCE

191/17 For action:

a) Request for tree surgery – Church Close

The request was discussed and all agreed that the residents could reduce the tree but should leave the stump. If the tree were to re-grow the height will be kept to the 6ft fence level. Tree works will be at the residents cost.

b) A27 Consultation

Information was distributed to councillors prior to the meeting, there were no comments

c) Public Consultation transport charges for post 16 year old students

Information was distributed to councillors prior to the meeting. Councillors discussed the proposal and all agreed that as a rural community many rely on public transport, in addition, young people have to remain in education until they are 18, therefore the parish council object to the proposal. The Clerk will complete the consultation response to this effect.

d) Proposed new roundabout sponsorship signs – Ashington Autos

A design has been forwarded to councillors prior to the meeting. There are no objections to the design which will be on 2 signs.

192/17 For information:

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

- a) List of Parish Council meeting dates – January to June 2018
- b) Clerks and Councils Direct magazine – September 2017
- c) LCR Magazine – Autumn 2017 edition
- d) HALC update
- e) SALC chief executive's bulletin
- f) WSCC members information newsletters
- g) SALC newsletter

193/17 PLANNING.

The minutes of the planning meeting held on 20th September were agreed as a true and accurate record of the meeting. Proposed by Cllr Wood, seconded by Cllr Stillwell and agreed by all.

194/17 Correspondence

- a) Report from Cllr Wood regarding Carbank planning applications.
Cllr Wood presented his findings, highlighting inconsistencies with planning applications. All agreed to report to HDC enforcement for investigation. The chairman thanked Cllr Wood.
- b) HDC planning delegation rule changes.
Councillors had reviewed information circulated prior to the meeting and all agreed to write to HDC echoing the concerns raised by two other local parish councils.

195/17 Neighbourhood Plan update

The Neighbourhood Plan is moving out of the Phase of Community Consultation and into the Site Sustainability/Assessment Phase. All sites will be visited in early October by the Planning Consultant and NHPlan Clerk so that draft Site Assessments can be made. These will be discussed with the Steering Group and approved before being sent to each Site Promoter for comment, correction of any factual errors and clarification whether they will support provision of some/all of our identified community infrastructure on their site. The Assessments will be updated if necessary. We will then enter a period of community consultation on the sites and their outline proposals. Detailed proposals will not be expected from Site Promoters - these will only be needed should their site be 'allocated' for development and proceed to a planning application because the preparation of detailed proposals is a very costly and time consuming exercise.

The NHPlan Clerk is consulting with local GP Practices to understand the impact of the additional residents on their businesses i.e. whether additional residents can easily be accommodated using current spare capacity or whether infrastructure improvements will be needed e.g. expansion of, or new, buildings/facilities.

The chairman thanked the NP clerk on behalf of the parish council for all her work, it was also noted that she is doing far more than her contracted hours and this needs to be considered by councillors.

196/17 New Enforcement Allegations

None

197/17 Amendments

None

198/17 Applications

DC/17/2029 – Willowdene, London Road

Surgery to 2 x oak trees.

The application was reviewed. Concerns were raised that extreme works could result in the trees looking like mushrooms, however all agreed to support the decision made by the HDC tree officer.

DC/17/2083 – Site next to BP filling station, London Road

Removal of Condition 2 to previously allowed appeal APP/Z3825/W/17/3170390 (To place on the site a single, non-permanent residential unit changing the land from unused fallow/brownfield to residential. To remove, replace and/or manage existing low quality planting and provide site access from London Road.) Minor Material Amendments allowing for amended plans and elevations to replace those specified in Condition 2 . The plans were reviewed and no objections raised.

DC/17/2162 – The Co-Op, London Road

Installation of 1 x illuminated fascia sign, 1 x non-illuminated projecting sign and 4 x non-illuminated wall mounted panels.

The application was reviewed and no objections were made.

Horsham District Council

199/17 Approvals

DC/17/1746 10 Warmingshurst Close

Erection of two storey side extension

200/17 Refusals

None

201/17 Withdrawals

None

202/17 Appeals made/ decisions

None

203/17 FINANCE

Correspondence for action

None

204/17 Income

HDC - 2nd installation of precept and environmental grant £50,635.89

205/17 Expenditure

Month	Payee	Description	Amount	Chq no
Oct-17	Mrs Celia Price	Home Office - September 2017	10.00	
		Telephone	7.00	
		Tesco - filing cabinet	79.99	
		Mileage - GDPR training	20.80	
		Amazon - Printer cartridge	29.59	
		Post Office – stamps	14.52	
		Total	<u>161.90</u>	1906
	Mrs Karen Dare	Home Office - September 2017	5.00	1907
	Mark Adsett	Landscape Gardening & emergency tree work - Sept 17	1018.33	1908
	Ashington PCC	Invoice: YW-201709 Youth Worker (September 2017)	1083.33	1909
	WSCC	Invoice: 800125142 - Salaries and on-costs - Sept 2017	1539.50	1910
	SSALC Limited	Invoice: 10983 - GDPR training	57.60	1911

CLlr T Currell	First Aid equipment for Ashington Rangers	12.99	1912
RADii skatepark repairs	Invoice: 1384 annual maintenance	650.00	1913
October 2017 Total Expenditure		<u>3878.65</u>	

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

206/17 MEETINGS

The clerk attended Data Protection training on 13th September

The clerk and NP clerk attended a meeting with Anna Chapman, HDC parks department on 27th September

The clerk attended a meeting with Greg Charman, HDC and Tony Moss on 28th September

CLlr Stillwell and the clerk attended the Warden steering group meeting on 29th September

CLlr Spiers and the clerk attended the Youth Partnership meeting on 2nd October

207/17 MINOR MATTERS RAISED BY COUNCILLORS

CLlr Stillwell noted that the service station still has temporary signs, whilst the new equine hospital already has new permanent signage. The clerk has been in correspondence with BP and will advise this has been brought up at a council meeting again.

CLlr di Castiglione asked if there was any feedback following the licence hearing concerning the Indian restaurant. It is understood that their licence has been revoked meaning they are unable to sell alcohol at all and can no longer serve food after 11pm.

CLlr Wood expressed concerns that Mill Lane is dangerous (from the Red Lion down to the fork in the road) due to parked cars. Would it be possible to install a mirror? It is believed there was one in the past. The clerk will follow this up with WSCC highways.

CLlr Spiers reported that he and CLlr Kearney have completed their initial playground inspections.

The next Planning Meeting at **7:30pm on Wednesday 18th October 2017** at the Sports Pavilion, Church Lane.

The next Parish Council will be held at **7:45pm on Thursday 2nd November 2017** at Ashington School, Foster Lane.

The meeting closed at 9:10pm

Signed.....

Dated.....

Appendix 1
WARDEN REPORT – SEPTEMBER 2017

CRIMINAL DAMAGE

Obscene and racially offensive graffiti was found all over the youth shelter. We visited the area and using our graffiti removal kit has managed to remove all offensive graffiti. We have been trying to identify offenders. Names have been put forward and we will be speaking to those concerned.

ANTI-SOCIAL BEHAVIOUR

The last month has seen a large group of youths out and about across the village. We would say approx. figures for group 25 aged from 14-21. We have been interacting with them and asking them to help litter pick the skate park, lots of education given regarding litter and ASB. When in conversation we have noticed that the majority of the group are from outside the village i.e. Shoreham, Storrington, Partridge Green, Bucks Barn and South water and Steyning. We asked why are they meeting in Ashington to which they replied it's the central meeting point to get together with friends. We have actually witnessed parents/guardians dropping the youth off in the village and then returning later to collect them. This is causing us concerns so due to this we have been working closely with the police and we are aware that extra patrols have been added by them at hot spot areas. When we are dealing with the youth we are taking names and addresses and will be passing to the Anti-social behaviour team to follow up with letters to their home addresses making their parents/guardians aware of the underage drinking and substance misuse and any anti-social behaviour they may be involved in within the village. This approach seems to be working as over the past week the group has got smaller. We must just add that only a few youth from the village are involved in the low level anti-social behaviour and are quite angry at the youth from other villages for causing trouble in the village.

We are working closely with the Co-op to identify those who may be supplying alcohol to the underage groups. Due to this another youth has now been banned from buying any age restricted items. We are gathering intelligence on who is supplying illegal substances to the underage. Any intelligence reported to us is being passed to the police.

YOUTH

There has been lots of educational and interaction work this month with several youth. Due to our open door policy at the office the youth will pop in and have a chat about issues or events that may be bothering them. We are then able to help find solutions to their issues. They always enjoy the hot chocolate we give them when visiting us.

An incident in the village occurred with a youth. The youth concerned came to our office and we were able to calm them down and keep them with us until the police arrived. Due to this incident the youth has agreed to get help for substance misuse issues. We will direct them to relevant agencies. We have offered a one to one session for them to just help them deal with issues that are bothering them. Two Safeguarding referrals have been made this month for youth because of concerns for their welfare.

SUSPICIOUS VEHICLES

There have been several reports made to us of suspicious vehicles. Some have just been vehicles parked in areas across the village that have been there for over two weeks. When checking vehicle details they have all been insured and taxed. Due to no parking restrictions they are not doing anything wrong. Only one of the vehicles reported to us was causing an obstruction. We spoke to the owner and they moved their vehicle.

We did have a disturbing report of a Blue Transit type van driven by a male stop and try and steal a resident's dog. This incident has been reported to the police. We will be checking CCTV to see if we can get registration details of vehicle. All information will be passed to the police. This incident happened in Church Lane by the youth club. We are asking all residents to be vigilant and report anything suspicious that they may witness to the police.

We have been monitoring vehicles meeting in community centre car park. Registration details are being recorded and any relevant information will be passed to the police if we witness drug dealing or any suspicious activity.

DRUG AWARENESS TALK

We are advertising the Drug Awareness Talk across the village, a reminder for your diaries 7th October 4-6pm. It will be a very informative and interesting session for all who attend. Refreshments will be served. The event is also being advertised in neighbouring villages and also at all local schools. Please help us to spread the word across the village for this event. We will be working with the police to deliver this session.

NEIGHBOURHOOD DISPUTES

We continue to log all details and work closely with all agencies concerned, police, housing officers, health teams' fire service, and environmental teams. We are aware that letters have been sent from our ASB Team to residents to try and help resolve some of the issues they are experiencing with their neighbours. Good news several neighbourhood disputes that we have been dealing with have now been resolved with those concerned coming to an agreement that benefits both parties. We will continue to offer support to others whose issues are still ongoing.

FLY-POSTING

No reports this month of fly-posting anywhere in the village.

FLY-TIPPING

3 incidents of fly-tip this month. The Hot spot areas are Park Lane and Old London Road. Horsham District Councils cleansing Department have been very prompt in removing the fly-tip. We are at present in discussions of placing cameras in hot spot areas to catch offenders.

TRAVELLERS OLD LONDON ROAD

Travellers were reported to be parked on Old London Road. Due to residents reporting so quickly to the Parish Clerk that the travellers had arrived and set up camp we were able to contact West Sussex County Council to get them to visit and arrange an eviction from this area. On the day they arrived they were served with a notice to move on. The following week they were then served with a court order to move on. This was a very quick response time in clearing the area. Rubbish that was left by the travellers was removed by the Cleansing Department Horsham District Council. A trailer has now been left but has been reported on Operation Crackdown for removal. Hopefully this should be removed in the next two weeks. We will patrol and monitor this area.

DOG FOUL/DOG ISSUES

Several reports of dog walkers not picking up their dog foul have been made to us this month. Hot spot areas are Old London Road, Church Lane. We have been doing regular dog foul patrols at various times across the village.

ELDERLY/VULNERABLE

We had a meeting with some Parish members to discuss health needs within the village, just really what we as wardens come across on a daily basis within our elderly/vulnerable group that we feel is an issue for them. A brief report was given. We are more than happy to work with a project team from the Parish to see if positive changes can be made to help access health needs within the elderly/vulnerable group and all residents of the village.

There have been Lots of personal issues within the elderly/vulnerable group this month. We are offering support and advice to those that need it.

More residents have been approaching us about how we can help older relatives living in the village. We have added all to our list of jobs to do. Hopefully we will get to make home visits to those residents over

the next month. Several have phoned asking us for details of help cars etc., we have passed all relevant information to them. Two appointments have been made with the community Link Alarm Team to visit and install life line alarms. We have also been assisting some residents with booking doctor appointments when needed.

We have advertised all clubs and activities that go on in Ashington in the Sussex Local Magazine.

Minibus

We are still looking out for more people to help with escorting on the minibus or driving the minibus. 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.

A busy month with organising drivers/escorts for the minibus schedule. Thanks to volunteers most clubs and activities have been covered with transport.

Due to our request for more volunteers to help with minibus we are pleased to say two more residents have come forward to volunteer their services.

Appendix 2

Senior Youth Worker's report - October 2017 September Headlines & Highlights

New Term

- :- Delighted with the start to the term as far as engaging young people back into a regular rhythm of youth provisions at the youth club across 4 weekly sessions.
- :- Last year, During the 2016/17 academic calendar, **we had 141 young people registered** across 3 different age groups. Currently after 4 weeks, we have **71 young people registered**.
- :- This is always encouraging, with a notable **week-to-week rise in attendance** and new year 6 membership. This has been a prime example of what I personally refer to as '**good problems**' we have, that the popularity of the youth club means that we are over subscribed.
- :- This does not take into account young people engaged with AYC Youth Gym (approx. 20). Members and leaders from the Youth Gym have been discussing plans with myself to work towards increasing visibility and use of the gym by hosting a number of 'open evening' style sessions to further engage and utilise the youth gym facility.
- As a team we have been encouraged by the maintained culture change within the youth club, in hindsight of the previous few years, steadily changing in regard to behaviours and attitudes.
 - During the first month, our main goal has been to **re-establish the culture** we aspire to nurture within the youth club, focused around 3 statements more reminiscent of constitutions than rules; respect the leaders, respect the youth club & respect each other.
- I'm particularly excited to be able to work with Sussex Clubs for Young People this term, welcoming one of their teams in November to come lead DJ workshops with our young people.
- We had a hugely **positive and encouraging visit from Margaret Alford B.E.M.** from the Ashington Carnival Committee to formally present our young people with their prize for winning first prize in the carnival.

Young Leaders

- One huge takeaway from networking and visiting other youth workers in the area was the positive and effective way in which they were able to **integrate young leaders** (post-GCSE aged young people aged 16-18) into their volunteer team. While they are unable to improve any safeguarding ratios and necessitate supervision,

- We've been extremely encouraged to have two of our older teenagers joining our Monday night sessions as young leaders. This has also enabled these two individuals to gain valuable volunteering experience benefiting their own further educational and professional pursuits.
- I'm also currently trying to work with the **local Rotary club** who are keen and enthusiastic in supporting **a young person from our community** attending a rotary leadership event during the Easter holidays.

Working together

- = We have maintained positive working relationships with our wardens, making efforts to support one another as well as 'keeping each other in the loop', including sharing information and supporting upcoming events such as a drug awareness session on Oct 7th.
- = After meeting together during August, I am hoping to continue working with **County Councillor Paul Marshall**. This will particularly include ways in which we can secure additional funding to provide support to further youth projects.
- = There has been a notable **increase in police presence** within Ashington throughout September, noted by youth leaders and young people alike. This has included officers popping into the youth club to maintain relationships and open communication with both leaders and young people.

AYC AGM - 11.10.17 19:30

- 2017 Ashington Youth Club Management Committee will be held on Wednesday October 11th at 7:30pm in the Youth Club.

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

Appendix 3

Funds held by the Parish Council on behalf of others

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