



**Horsham
District
Council**

Steyning, Bramber and Upper Beeding Neighbourhood Warden Scheme Steering Group Meeting

Thursday 1st February 2018 at the Steyning Centre

Attendees:

Sharon Cadman, Community Safety Officer, HDC (SWC)
Paul Conroy, Neighbourhood Warden (PC)
Mike Pearce, Neighbourhood Warden (MP)

Roger Potter, Bramber Parish Council Chairman (RP)
Steve Coberman, Upper Beeding Parish Council Clerk (SC)
Cllr Pauline Kentell, Upper Beeding Parish Council (PK)
Cllr Deborah Hanson, Steyning Parish Council (DH)

Item	Key notes and actions	Actions
Terms of reference and reporting	- SWC confirmed that Neil Worth was no longer working for HDC and that she was now responsible for supervising the wardens on behalf of Greg Charman who manages the scheme. - The new Steering Group Terms of Reference were discussed. - It was agreed that the wardens will attend Parish Council meetings on a quarterly basis and will do so by attending one per month, in rotation. In February they will attend Upper Beeding, in March it will be Bramber and in April they will attend Steyning. This pattern will continue throughout the year. - Wardens will continue to produce and share monthly reports for each Parish Council and will continue to liaise with Parish Clerks on a regular basis to discuss any issues, concerns and updates.	
Wardens' report and issues arising	- The wardens read out their quarterly report (attached). - Fly-tipping – it was suggested that some of the litter on the main roads may be attributed to items being knocked off the top of open-topped Lorries when they pass under low slung branches.	

	• Dog fouling – there has been a lot of social media activity regarding dog fouling and this may have helped to reduce the number of incidents. Further dog waste bins may be considered but the group was reminded that dog waste can be put in a normal litter bin as long as it is in a bag. Stickers relating to this have been put on litter bins in the area. • Dog walking – it was suggested that dog walkers might like to consider wearing high visibility armbands or clothing when walking in the dark to make them more visible to cars when they are crossing and walking near roads. • Social prescribing – SC will share the minutes from the recent PPG meetings with RP.	• SC to share minutes with RP
AOB	• There will be a new Public Spaces Protection Order (PSPO) and associated Fixed Penalty Notices (FPN) in operation across the district from 1 April 2018. These will last a period of 3 years and cover a number of different offences. Communication will be going out about this via local media in March. Whilst the wardens do not have parking enforcement powers, they will be able to issue FPNs for nuisance parking. • A discussion was held around speeding in 20 mph areas and the advice was for people to report direct to Operation Crackdown. The wardens will consider a leaflet drop regarding this. • Bramber and Upper Beeding Parish Councils currently share a mobile Vehicle Activated Sign which flashes a speed warning and collects data regarding vehicle speeds and traffic volume. This is battery operated and can be attached to suitable road-side posts. It was suggested that once a month the wardens could sit with the devices and record the registration plates of speeding vehicles and give them to the police.	• PC and MP to consider a leaflet drop re Op Crackdown. • PC and MP to liaise with Bramber and Upper Beeding Parish Councils.

Future meetings:

Thursday 3rd May, 11am – 12.30pm, at the Steyning Centre
Thursday 2nd August, 11am – 12.30pm, at the Steyning Centre
Thursday 1st November, 11am – 12.30pm, at the Steyning Centre

NEIGHBOURHOOD WARDENS REPORT TO STEERING GROUP

STEYNING, BRAMBER, AND UPPER BEEDING PARISH COUNCILS

FEBRUARY 1ST 2018

QUARTERLY SUMMARY

Incidents of Anti-Social Behaviour have decreased throughout the last quarter and the attached

Police data ALL CRIME comparison reflects this trend. We have however had significant spikes, usually centred on repeat offences by the same individuals whilst drunk and or under the influence, resulting in criminal damage usually against vehicles, assault within their own group, and on two occasions against individual members of the public, and most recently the instigators of a public brawl at a Sports Club. We continue to monitor these individuals and intervene when necessary and feed intelligence into the Police and the Anti-Social Behaviour Team. The behaviour of these individuals has had an impact across all three parishes.

Two of the most prolific offenders have been summoned to Court for their actions and await Trial.

Other Incidents of Anti-Social behaviour have occurred in traditional hotspots such as recreation areas, Car Parks, and other public spaces where we have used our powers to confiscate alcohol from underage drinkers. This early intervention has helped reduce the number of incidents and any escalation of associated rowdy behaviour. The introduction of prohibitive signage in the playground on the Upper Beeding Recreation Ground has helped reduce the number of incidents significantly and the recent introduction of C.C.T.V has also acted as a deterrent to such behaviour.

We continue to monitor and disrupt the supply of drugs in the parishes by regular patrols of Hot spots and feed intelligence into the Police of suspected dealers and users known to us. There has been an increase recently in the evidence of use of Nitrous Oxide.(Laughing Gas).Canisters have been found in The Fletchers Croft Car Park area, The Churchyard and Cemetery of St Andrews Church Steyning and Bramber Castle Car Park.

The incidents of Anti-Social driving of vehicles had fallen considerably in the previous quarter but there has been a slight increase in the number of incidents reported to us in the Fletchers Croft Car Park area during November and December of 2017.

We have had an increase in the reports of shoplifting from Village Stores and in particular the regular theft of petrol from the Shell garage in Upper Beeding. Working with the proprietors we have been able to identify individuals known to us and pass on that information to Police.

Rough Sleeping is on the increase across the country and although the incidents are rare in the Parishes we have had two such incidents and have given advice and information on support services available to one such person. Both Men involved were passing through the area towards other destinations. We have had also three reports from residents regarding people sleeping in their cars overnight.

Whilst the incidents of large amounts of fly-tipping have fluctuated we believe that there has not been a significant increase. However we believe that there has been an increase in the amount of small deposits, probably related to domestic disposal, as opposed to Builders or Garden Waste disposal. We have no statistics to support this belief but will be contacting Environmental Services to enquire if any such data is available.

Community

We have recently attended a social prescribing event which held workshops and brainstorming sessions with a view to implement a strategy to organise volunteers to assist NSH Patients and signpost to various and relevant organisations.

MONTH TO MONTH COMPARISON AUG –NOV 2016/2017

	AUG	SEPT	OCT	NOV
2016	31	50	50	48
2017	42	31	47	23
ASB 2016	21	17	13	12
ASB 2017	17	11	12	13

Detailed statistics for Steyning, Bramber, Upper Beeding, Ashington and Woodmancote
DECEMBER 2016 – NOVEMBER 2017

Crime type	Total	Percentage
Sexual offences	60	7.9%
Violence against persons	180	23.7%
Public order	10	1.3%
Drugs	10	1.3%
Vehicle crimes	10	1.3%
Property crimes	10	1.3%
Other	10	1.3%
Total	760	100%

Crime type	Total	Percentage
Anti-social behaviour	151	23.78%
Bicycle theft	3	0.47%
Burglary	77	12.13%
Criminal damage and arson	85	13.39%
Drugs	4	0.63%
Other crime	11	1.73%
Other theft	70	11.02%
Possession of weapons	7	1.10%
Public order	40	6.30%
Robbery	1	0.16%
Shoplifting	4	0.63%

Crime type	Total	Percentage
Theft from the person	1	0.16%
Vehicle crime	30	4.72%
Violence and sexual offences	151	23.78%

Minutes of JPYC Meeting 12/2/18

Present Michelle Syred (MS), Nick Muggridge (NM), Alan Chilver (AC), Roger Potter (RP), Sarah Green (SG), Ali Russell (AR), Ruth Hodgson (RH)(Horsham Matters)& Brenda Large (Horsham Matters Trustee)

Apologies

No apologies received.

JPYC Committee membership

AR advised JPYC committee that Ashurst have withdrawn but continue to support the youth service financially for the coming year starting April 2018. Committee members thanked AR & Ashurst for their continued financial support.

Minutes

Minutes of meeting of 20/11/17 were agreed, subject to minor date change. Draft minutes to be circulated for consideration so that finalised minutes can be uploaded to all parish websites as soon as possible.

Action for MS.

Matters Arising

Reminder to be given to parish clerks to ensure all minutes, MOU, and publication of agendas to be uploaded to websites (possibly also highlighted in news section), so that members of the public are more aware of future meetings.

Action RP, MS, AC

RH had not received notification from Steyning and Bramber that agreement for increased charge for cost of ongoing service had been made.

Action NM & RP to check with respective parishes.

MOU has been amended to exclude Ashurst. However figures payable by each parish has not yet been included. MS to ask Steyning clerk to include figures based on Band D properties and circulate a copy to all three parish clerks for their signatures. Copies of the MOU with the three signatures to be made and sent to each clerk for their records.

Action MS

RH previously agreed to obtain posters from Horsham Matters and circulate to all parishes to publicise youth service. RH will arrange.

Action RH

Question from Public:

Trevor Cree asked that JPYC meetings be better publicised. RH will ask Allan Taylor, Horsham Matters youth worker, that the agenda and meeting dates are publicised on relevant Facebook Youth page. MS asked if Allan Taylor, could also publicise to other youth groups including Steyning Grammar via email. Parish

clerks to be asked to ensure all meetings and agendas are publicised on noticeboards and prominent webpages. *Action Parish clerks & RH*

Trevor Cree advised that SAYS Charity is still published on the Charities website and needs to be wound up. Roger Potter agreed to speak to David Coldwell regarding the wind up of the SAYS charity with the Charities Commission itself.
Action Roger Potter

Horsham Matters Organisational Changes

Brenda Large, trustee of Horsham Matters confirmed that there were financial challenges within Horsham Matters, hence personnel restructure and resignation of David Sheldon. They are intending to appoint a new CEO in due course and are improving financial control by appointing a Financial Officer. Intention is to reduce expenditure and rectify imbalance. She confirmed that money from parishes is ring-fenced for youth work. RH advised that Horsham Matters did have significant reserves to ensure security of youth service. RH advised that historically youth service employment costs were paid in advance, and operational costs in arrears. From April 2018 this will be changed to all costs being fixed and paid in arrears.

At present Horsham Matters cover around 20-25% of our youth service costs themselves, over that charged to parishes. Brenda Large advised that this is unlikely to continue to be the case beyond the short term. When asked for clarification of Horsham Matters' percentage costs, previously assured by David Sheldon, she was unable to confirm. Brenda will go back to her colleagues at Horsham Matters for clarification and advise parishes.

Action Brenda Large

RP asked for clarification of training costs, as he believed this was previously covered by Horsham matters in the past, but is now being charged to parishes. RH to check and advise.

Action RH

Allan Taylor will continue to work 5 days, replacing Maria and Emma. NM was concerned that Maria was leaving our youth service at the Cuthman Centre imminently (22/2/18) as this would affect continuity of service, particularly as second new volunteer had not yet started. RH to check enough staff will be available and advise parishes of date when Maria's involvement will cease.

Action RH

Youth Report

Report given by RH in Allan Taylor's absence. See report.

MS asked if Allan could make contact with Neighbourhood Wardens to establish connections with any youths causing unsociable behaviour.

Action RH to ask Allan to look into it.

There was discussion regarding youth service being more accessible to older youths, particularly in Upper Beeding where Hub Fun only caters for year 6-8 pupils. RH advised she will be talking to Purple bus operator regarding possibility of future service. Attendance at the Tuesday youth seniors group at Cuthman Centre has diminished and existing year 11s will be leaving after exams

so Alan is considering alternative approaches & solutions to promote youth service.

Budget report

Budget discussed. Request made to Horsham Matters for clearer breakdown of operational costs and travel.

Action RH

Chair of JPYC

Agreed that Committee members would take turns in chairing meeting, agreed prior to each meeting so that person can ensure agenda is formed and circulated. Roger Potter agreed to chair next meeting.

Michelle Syred agreed to endeavour to take minutes and circulate.

Date of next meeting Monday 14/5/18 commencing 6 pm Steyning Centre.

SWAB Neighbourhood Plan - Final Q & As

Work on the Steyning Neighbourhood Plan is about to commence, following on from the work of the multi-parish SWAB NP. It therefore seems timely to clarify a few points about the SWAB NP work and to address any concerns by residents following some mis-information distributed by others. This will ensure that the new SNP team can focus on their future work.

Q - Why did SWAB NP work stop in Nov 2016?

A - HDC instructed all parishes in the District to cease work on NPs while they reviewed their own approach to supporting NPs, following the judicial review that overturned Henfield's completed and adopted Neighbourhood Plan.

Q - Had HDC criticized the approach the SWAB Steering Group took with the NP work, the evidence gathered so far, or their site assessments or selection?

A - No; in fact they commented favourably on the substantial evidence base already gathered. They have subsequently in April 2017 demanded that all future NPs in the District use comprehensive data sources, processes and site assessment criteria that they have now proscribed themselves.

Q. A few residents complained that SWAB meetings were not themselves open to the public; should they have been?

A. In holding meetings in confidential session, the team were following advice of good practice from their consultants AiRs, and both HDC and SDNPA NP representatives have recently confirmed that this approach is consistent with most NP projects they are familiar with. Under its Standing Orders the Parish Council may decide whether or not there should be public participation in committee meetings. The public are of course kept regularly informed of project progress and key decisions at parish council meetings and on the SWAB website, and the NP process defines the formal public consultation required and planned for by SWAB.

SWAB Neighbourhood Plan - Final Q & As

Q - Will the SWAB NP project continue now?

A - No; in view of the significant additional work HDC now require of NPs, to avoid expensive legal challenges, all SWAB parishes have reviewed their position. Initially all four parishes were keen to continue, however they then all received a series of challenging emails and wide-ranging FoI requests from a small number of Steyning residents. This overwhelmed the very limited resources of the partner parishes to the extent that they each decided reluctantly to leave the SWAB NP cluster.

Q - Will Steyning now continue with its own NP?

A - Yes, SPC has decided to continue with the NP project for Steyning as a single parish. The Steering Group of residents & councillors is being recruited. A re-designation of the NP Area has been requested of HDC.

Q - Will a Steyning NP start afresh, with a blank sheet of paper?

A - No, definitely not. A Steyning NP will build on the comprehensive work already undertaken by the SWAB teams, and start work from the existing documents, evidence and recommendations. All changes, additions & deletions must follow due NP process.

Q - Will new sites be considered for housing?

A - The SWAB NP "Call for Sites" process has unusually been open for over two years in the quest for potentially suitable sites that would be acceptable to the majority of residents. It will be for the new NP team to decide whether to continue to seek more sites.

Q - Why did SWAB recommend housing sites within the SDNPA, particularly when most residents indicated in the Jan 2015 survey they didn't want new housing on greenfield sites?

A - Simply because no suitable brownfield sites were offered to us, and many other sites proved to be unsuitable in planning terms due to existing town boundaries, flood zones, and the policies

SWAB Neighbourhood Plan - Final Q & As

contained in HDC Local Plan. The future sustainability of the SWAB area depends on a new supply of affordable homes for local people, and smaller open-market properties for starters or those downsizing. From the 32 sites offered, only two in Steyning, on the fringes of the SDNPA and bordering the Steyning built-up area, seemed to be viable options for housing development, both offering low-density housing and open green spaces with public access.

Q - Will developers present plans for their sites to members of the public and take feedback?

A - Yes, probably, though to date developers have only recently (2017) been appointed for just one site in Steyning. However, this was always been likely to occur later in the process. Detailed plans will still have to go through the standard HDC & SDNPA Planning Process and public consultation.

Q - Why does Steyning need any more housing?

A - Most residents indicated that they accept some new housing development is necessary for the healthy sustainability and future of the town.. Currently Steyning has an expensive and unbalanced housing stock. There are very few affordable homes for local people, and many smaller homes have been extended to 3 or 4 bedrooms, severely depleting the local stock of smaller homes.

Q - Has public money been wasted by SWAB?

A - No. Most of the grant funding has come from the Locality Fund & HDC, primarily to pay for our NP consultants. Future NPs for any of the four parishes within the SWAB cluster will use the evidence already gathered towards building their respective individual parish NPs. These documents include:- Visioning Statement, NP Public Survey responses, Youth Survey responses, Stage One report, NP Housing Target (multiple data sources), Housing sites assessments & recommendations, Local Green Space analysis & recommendations, & draft Pre-Submission report.

Steve Northam, Nick Muggridge, & Deborah Hanson -
SPC representatives on former SWAB Steering Group