

Warden Monthly Report

September – Denne, Forest & Trafalgar

Patrol hours TOTAL:	62.75	ASB incidents TOTAL:	67
Foot (high visibility) – Denne	41.00	Noise	1
Foot (high visibility) – Forest	11.83	Neighbours	1
Foot (high visibility) – Trafalgar	9.92	Driving/vehicles	26
Notices/warnings TOTAL:	2	Bikes	26
Fixed Penalty Notice	0	Alcohol/drugs	1
Yellow card warning	0	Public order	12
Community Protection Warning/Notice	1		
Parking alert	1	Clear up/disposal reports TOTAL:	58
Police reports TOTAL:	12	Fly tipping / flyposting	7
Phone (including 101 and 999)	0	Graffiti	3
Email	4	Dog fouling	1
Intelligence report	1	Litter	5
E-CINS (multi-agency reporting)	1	Drug litter	16
Verbal	5	Hazards	26
Media reports TOTAL:	7	Community events attended	4
Press release / Community magazines	0	Reports to Operation Crackdown	15
Social Media	7	Safeguarding referral	0
Admin	58.67	School contact	5
Visits to vulnerable people (all ages)	8	Youth engagement	5
Signposting	12	Reports to DVLA	0

ASB/crime/criminal damage

Denne –

- 4 x Joint patrol with Police Community Support Officers (PCSO).
- 2 banning notices were issued for damage caused in Swan Walk car park. CCTV captured three people kicking the glass panels in the doors. We were able to work with the local secondary schools to identify two out of the three and pass the details onto the police who made contact. ECINs (secure online information sharing platform) profiles were created and updated with banning notices.
- 2 x Statements and collecting evidence as requested by the legal team for Fixed Penalty Notices (FPN) that have not been paid. These were for two FPNs issued for breach of the Public Space Protection Order (PSPO) for anti-social behaviour (ASB) in car parks.
- Asked a roller blader to leave the Piries Place Car Park as a breach of PSPO.
- Asked a group of 6 to leave the car park (Piries Place).
- Asked a group of 4 to leave the car park (Piries Place).
- Reported a trade waste bin that had been set on fire to the Waste and Properties Team (Black Horse Way).
- Moved on a group that were believed to be drinking alcohol (Garden of Remembrance). This is a breach of the PSPO as it is a designated area where alcohol is prohibited.
- Moved on a group drinking believed to be drinking alcohol (Causeway). This is a breach of the PSPO as it is a designated area where alcohol is prohibited.
- Gave a verbal warning to people believed to be drinking alcohol on the Causeway.
- Checked CCTV of the Forum and made a police report of two people smoking and suspected of using drugs. A police report was made for the suspected drug use and to try and identify the perpetrators to issue a FPN for breach of the PSPO for anti-social behaviour in a car park.

- A member of the public was arrested for being drunk and disorderly outside Premier, Middle Street. He was causing a disturbance to the shop and wouldn't leave the area. Neighbourhood Wardens and PCSOs were able to control the situation whilst waiting for a response team to remove him.

Forest –

- Hand delivered a letter to a resident that has failed to pay a FPN for breach of the PSPO.
- 2 x Joint patrol with PCSOs.

Trafalgar -

- Intelligence report sent to the police regarding reports of drug dealing (Victory Road Recreation Ground).
- 1 x Joint patrol with PCSOs.

Parking/vehicles

Denne –

- 3 x After school parking patrol (Bohunt).
- Informed an electric scooter user they are illegal on public land and instructed they stop using it:
 - 1 x Piries Place
 - 2 x Chart Way (1 x failed to stop)
- Operation Crackdown reports made:
 - 3 x Piries Place (parked on roundabout, drove the wrong way around the roundabout, U-turn at entrance to car park)
 - 1 x East Street (Parked on double kerb stripes)
 - 3 x Park Place (parked on closed road and dangerous bend)
- Asked a driver to park elsewhere:
 - 1 X Copnall Way – double kerb stripes
 - 1 X Piries Place – parked on the mini roundabout
 - 1 x Hurst Road - parked on emergency road
- Asked a driver to turn off their engine while not in the car (Springfield Road).

Forest –

- Informed an electric scooter user they are illegal on public land and instructed they stop using it:
 - 1 x Oakhill Road
 - 1 x Railway underpass/Winterton Court
- Operation Crackdown reports made:
 - 2 x No MOT – same vehicle (Arun Way)
- Asked a driver to park elsewhere:
 - 2 x Depot Road

Trafalgar –

- Issued a parking alert – double yellow kerb stripes (Bishopric).
- Operation Crackdown reports made:
 - 6 x Bishopric (parked vehicles on double yellow kerb stripes)
- Asked a driver to park elsewhere:
 - 2 x Bishopric – double yellow kerb stripes
- Informed an electric scooter user they are illegal on public land and instructed they stop using it:
 - 1 x Rushams Road (failed to stop)

All –

- Signposted the HDC Parks team to report electric scooters directly to the police.

Out of Area –

- Signposted a Henfield resident to the Parish Council for Neighbourhood Wardens and to the parking services team for a parking complaint.

Fly tipping/littering/graffiti

Denne –

- Asked a member of the public to pick up their cigarette butt and to dispose of it correctly (West Street).
- Removed broken glass from the pavement (Tanbridge Park).
- Reported graffiti on tree (Horsham Park near The Rec Rooms).
- Reported balloons hanging from over line cable (East Street).
- Removed stickers:
 - 1 x religious sticker (North Parade)
 - 1 x novelty sticker (Denne Road)
 - 1 x commercial sticker (East Street)
 - 1 x Hazard Tape obstructing a sign (Horsham Skate Park)
- Removed and reported drug litter:
 - 2 x used bags (Horsham Park)
 - Tin foil (Garden of Remembrance)
 - 1 x used bag (area behind Sainsbury's)
 - 9 x used bags (Wooded area off of Ridgehurst Drive)
 - A police report was also made for the large number of used drug bags found.

Forest –

- Contacted a company over flyposting (Harwood Road). A Community Protection Notice (CPN – legal document outlining conditions that must be adhered to) warning was issued as the sign was not removed by the deadline provided.
- Contacted a company over flyposting (Station Road).
- Cleared a bags worth of litter (Harwood Road/woods).
- Reported graffiti for removal (railway underpass).
- Removed stickers:
 - 2 x religious stickers (Brighton Road)
- Removed and reported drug litter:
 - 1 x used bag of powder (North Street)

Trafalgar –

- Reported 2 dead animals on the grass verge for collection (Warnham Road/North Parade).
- Removed and reported drug litter:
 - 1 x used bag of powder (A281 near Hills Farm Lane)

Community engagement/events/meetings

Denne –

- Held a stall at Collyers' Freshers Fair to introduce the Warden Scheme and provide support for students.
- Attended a meeting with WSCC Highways representatives to discuss A- Boards (West Street).

Forest –

- Nothing to report.

Trafalgar –

- Nothing to report.

All –

- Attended the HDC Corporate Induction.
- 4 x Community Drop-ins held at the Wellbeing Hub.
- Attended a monthly meeting with Horsham Fire Station.
- Attended a meeting to discuss collaborative working with Youth Workers.
- Attended a meeting that discusses people that are sleeping rough in the district.
- Medical centres have been sent Neighbourhood Warden leaflets to promote the scheme.

Patrols (foot/visible and car)

Denne –

- Horsham Park
- Garden of Remembrance
- Forum
- Car Parks
- Causeway

Forest –

- Bennetts Field
- Chesworth Farm
- News Street Garden
- Hampers Lane and Leechpool/Owlbeech Woods

Trafalgar –

- Victory Road Recreation Ground
- Riverside Walk

Elderly and youth

Denne –

- 2 x Positive engagement with a group that are known to be causing ASB in the town and Southwater at the moment. (Garden of Remembrance)
- 2 x Bohunt School student drop-ins in partnership with Southwater Youth Services and 4The Youth.
- Carried a shopping bag for an elderly lady (The Causeway).

Forest –

- Signposted a resident to contact the police should they need help.
- 2 x Millais School student drop-ins in partnership with Southwater Youth Services and 4The Youth.

Trafalgar –

- Nothing to report.

Licensing

Denne –

- Asked a busker for their licence, they did not have it on them and had not booked in. They were reminded of the conditions and their details were passed onto the Licensing team. Busking without a Licence is a breach of the PSPO.
- Checked a busker had their busking licence, they did not have it on them but have applied for one, there was a problem with obtaining it. These details were checked with the licensing team who were able to confirm this.
- Requested to see the permissions for a paintballing company to have a table display on West Street. They were unable to do so. They had miss-used a Pedlar's certificate. They were asked to leave and their details

were reported to Surrey police who was the issuing force of the Pedlar's certificate. The seller was also signposted to contact the HDC Licensing team for more advice.

Forest –

- Nothing to report.

Trafalgar –

- Nothing to report.

Dog related issues

Denne –

- Nothing to report.

Forest –

- Asked a dog walker to pick up after their dog (Chesworth Farm).

Trafalgar –

- We received a report of dog fouling and carried out a home visit to address this. We carried out patrols in the area that the fouling was reported to happen but none was observed.

Cycling

Denne –

- Placed a bike safety sign informing cyclists where to secure their bikes:
 - 1 x Worthing Road
 - 2 x Middle Street
 - 1 x Carfax
- Cyclists asked to dismount/cycle on the pavement:
 - 13 x West Street – 1 failed to dismount
 - 2 x Carfax
 - 2 x North Street Subway

Forest –

- Cyclists asked to dismount/cycle on the pavement:
 - 4 x Railway underpass

Trafalgar –

- Cyclists asked to dismount/cycle on the pavement:
 - 1 x Bishopric

Parish specific/other

Denne –

- Asked a group to not sit on the tree in the Forum as it is protected.
- Welfare check of a man sleeping on a bench (Garden of Remembrance).
- Reported faded lines to be re-painted on the Copnall Way roundabout and Piries Place junction. An update was provided that there were not enough funds to repaint the lines.
- Discovered a tent in Horsham Park with known homeless person, he told Police he was there for 1 night and would be moving on to Brighton the next day.
- Assisted with directions to Day Lewis Chemist (Park Terrace).
- Assisted with directions to Horsham Train Station (Park Terrace).
- Assisted with parking receipts to Parking Services (Hurst Road).

- Local business concerns as anti-social behaviour increases outside their premises and staff feel intimidated. NWs advised to call police and report it.
- Reported Trolleys to Sainsbury's (Bus Station and Piries Place Car Park).
- Displayed a Neighbourhood Warden sign The Forum (community area).
- Spoke to a gentleman regarding our services (West Street).
- Reported as broken:
 - Barrier (Arunside)
 - Bin not in its casing (Carfax)
 - Firedoors (Piries Place)
 - Damage to the surface of level 4 Piries Place car park due to anti-social use of a vehicle
 - 2 x A small section of decorative lights falling down (West Street)
 - damaged drain cover (The Carfax)
 - damaged bollard (Chart Way)
 - paving slab (Normandy Road)
 - Street Lamp Number 27 (North Street Subway)
 - 2 x Damaged bollard (Copnall Way)

Forest –

- Signposted two residents in a neighbour dispute to the Mediation Service.
- Visited a resident as a follow up from a community drop-in to provide advice and signposting.
- Reported as broken:
 - Gate (Bennetts Field play area)

Trafalgar –

- 2 x Meeting with a resident in a vulnerable situation with the Primary Care Network Team for WSCC.
- Advised a resident on a neighbour's trees growing over into their garden to speak with the neighbour directly requesting they are cut back and managed.
- Signposted a resident to report animal welfare concerns to the RSPCA (Victory Road Recreation Ground).
- Signposted a resident to Community Link.