



# EAST PRESTON PARISH COUNCIL

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

<http://eastpreston-pc.gov.uk>

Email: [clerk@eastpreston-pc.gov.uk](mailto:clerk@eastpreston-pc.gov.uk)

## **COMMUNITY ENGAGEMENT COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 22<sup>nd</sup> January 2024 at East Preston Infant School, Lashmar Road, East Preston at 19:00

**PRESENT:** Councillors Lisa Duff, John Gunston, Helen Hill, Elizabeth Linton (Chairman), David Moore and Steve Toney

**ALSO:** Clerk to the Council, Simon Cross

**ABSENT:** Councillor Andrea Chapman

---

The following abbreviations may appear in these Minutes:

ADC – Arun District Council;  
KEPT – Keep East Preston Tidy  
NHS – National Health Service;

NR – Network Rail;  
VHF – East Preston & Kingston Village Hall Foundation;  
WSSC – West Sussex County Council.

\* \* \* \* \*

The meeting opened at 18:58.

### **069/24 APOLOGIES AND REASONS FOR ABSENCE**

An apology had been received and was accepted from Cllr Chapman (unwell).

### **070/24 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS**

No declarations were made.

### **071/24 PUBLIC SESSION**

No members of the public were present.

### **072/24 COMMITTEE MEMBERSHIP**

After the close of the last meeting, Cllr Hill had volunteered to fill the vacancy on this committee.

The committee AGREED Cllr Hill could join the committee with immediate effect.

### **073/24 ROUNDSTONE LEVEL CROSSING MEETING, 21<sup>ST</sup> MARCH**

The following paper had been circulated in advance of the meeting:

## **Roundstone Level Crossing meeting, 21<sup>st</sup> March 2024**

**Committee is asked to consider any matters relating to a public meeting on the subject of the Roundstone Level Crossing.**

Currently, the council has a Network Rail contact who is supportive of a public meeting, William Knighton. **Is the committee happy to organise a meeting for 21<sup>st</sup> March? If so, is the committee happy to hold the meeting in the hall at the Infant School, as the Junior School hall is not available on that evening? What other organisations should be invited – WSCC; Stagecoach; Kingston; Angmering and Rustington PCs; ADC; Sussex Police and British Transport Police...?**

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

The committee AGREED with the Clerk's list of invitees and Cllr Toney suggested South East Coastal Ambulance Service (SECAMB) too.

The committee AGREED the Infant School hall was fit for purpose, and the meeting should begin at 19:00. Attendees would be asked to register in advance, as they had for the Sussex Police & Crime Commissioner visit in 2019.

### **074/24 PLAYSCHEMES**

The following paper had been circulated in advance of the meeting:

### **Spring Playscheme, 9<sup>th</sup> or 10<sup>th</sup> April**

**Committee is asked to consider any matters related to the provision of a playscheme on 9<sup>th</sup> or 10<sup>th</sup> April.**

At its last meeting, committee agreed to engage Sussex Forest Activities to run a half-day playscheme during the Easter holidays, in the second week. I have asked Sam Cross (still no relation) to let me know if she is happy to run an event on either Tuesday 9<sup>th</sup> or Wednesday 10<sup>th</sup> April.

Committee should consider whether it would prefer a three-hour Forest School event or a two-hour Beach School event. Committee should also consider whether or not it should charge for this event.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Mrs Cross had replied to the Clerk, "I would be delighted to. Will this be at the school? I don't know if we have talked about this before, but what about Langmeads for a change with the Scout hall for toilets? I'm happy anywhere! Let's go for the 9th shall we? Just let me know the start and end time for the session, was it 10-12 last time, or 1.00."

The committee AGREED with 9<sup>th</sup> April and to use Langmeads and the Scout Hall.

After some discussion, the committee AGREED not to charge an attendance fee although attendees would still be expected to register for insurance reasons and as there would not be unlimited spaces available. A later decision would be taken about whether or not the council should provide much in the way of refreshments or whether attendees should be advised to bring their own. Cllr Gunston said he would attend. Cllr Duff thought Cllr Chapman would want to attend. Cllr Linton was happy to be a reserve councillor for the event.

### **075/24 EAST PRESTON FESTIVAL, 31<sup>ST</sup> MAY TO 9<sup>TH</sup> JUNE 2024**

The following paper had been circulated in advance of the meeting:

# **East Preston Festival, 31<sup>st</sup> May to 9<sup>th</sup> June 2024**

**Committee is asked to receive any updates on the council events in the 2024 Festival.**

Please could committee members start to advise of their availability for each of these events.

As agreed at the last meeting, the council will run its *Come and Meet Your Local Councillors* event on the morning of 1<sup>st</sup> June, tying in with the Community Market event on the Village Green. This event will run from 10:00 until 12:00 and at least one officer will be present.

[Dunreyth Alpacas](#) has agreed to bring three alpacas to the Village Green for 17:30 on Tuesday, 4<sup>th</sup> June. The cost is £180 plus mileage for ninety minutes of alpaca entertainment.

The committee agreed at the last meeting the council should take part in the Carnival Procession on 8<sup>th</sup> June, the theme being The Sea. Cllr Duff was going to find out which other councillors were interested in taking part.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

All committee members advised they would be present for Come and Meet Your Local Councillors on 1<sup>st</sup> June.

With the exception of Cllr Hill, all committee members said they would be present for the alpacas visit.

Further conversations were had about the council's participation in the Carnival Procession. A few themes were discussed. Cllr Duff will ask councillors to commit at the Full Council meeting in February, after which a decision on whether enough people are willing to participate will be taken.

The Clerk said neither he nor Mrs Roberts would be able to participate owing to other commitments on that day. Cllr Gunston said he would help the Clerk staff the information stall outside the Council Office.

## **076/24 CLASSIC CAR MEET**

The following paper had been circulated in advance of the meeting:

### **Classic Car Meet**

**Committee is asked to receive any update on the proposal to host a Classic Car Meet sometime in 2024.**

At the last meeting, Cllr Toney confirmed [Southern Classics](#) was keen to run a show in East Preston and would be in touch once its diary for 2024 was more fully-fledged.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllr Toney said he was still waiting for the Chairman of Southern Classics to confirm some potential dates.

## **077/24 MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> NOVEMBER**

The draft Minutes of the meeting held on 27<sup>th</sup> November had been circulated to all members on 4<sup>th</sup> December asking for suggested amendments by 11<sup>th</sup> December. No changes had been suggested.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting which had taken place on 27<sup>th</sup> November and Cllr Linton duly completed this task.

## **078/24 UPDATE ON MATTERS FROM PREVIOUS MEETINGS**

The following report was circulated in advance of the meeting:

## **Matters Arising from previous meetings**

**Minute 498/23 – Travelling Communities** – WSCC’s Traveller Liaison officer, Scott Judge attended our Full Council meeting on 8<sup>th</sup> January.

**Minute 641/23 – Christmas Lighting** – the new motifs in the northern shops were well received although there was some social media criticism about the lack of lighting in the trees at the northern shops.

**Minute 647/23 – East Preston Men in Sheds** – the grant application mentioned at the last meeting was rejected. In a conversation with Roy Allen of the East Preston and Kingston Village Hall Foundation, the National Lottery adviser described the application as “strong” with “nothing particularly wrong with it” but there are restricted funds and other projects were deemed preferable.

At the Men in Sheds meeting on 16<sup>th</sup> January, feeling was strong for the initiative to continue albeit possibly in a different format.

**Minute 798/23 – Queen Elizabeth II Platinum Jubilee Clock** – Dawn has ordered a plaque, approved by Cllr Linton, and a mounting post. These arrived today but I have left them for Dawn to have the pleasure of unwrapping.

**Minute 1001/23 – Committee Budget 2024/25** – at its January meeting, the council agreed a budget of £359,084.28 for the 2024/25 financial year, that sum including £71.100 for this committee (Minute 012/24, Resolution 1815).

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

There were no additional updates or comments.

### **079/24 CHRISTMAS LIGHTING**

The following report was circulated in advance of the meeting:

## **Christmas Lighting**

**Committee is asked to consider the purchase of a snowman model.**

Cllr Linton to lead on this item.



We understand there is only one of these available, so it may be the committee's decision will come too late.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

The committee AGREED to a purchase a Snowman if one was still available.

After some discussion, the committee AGREED to pursue the installation of additional white lights in the trees at the northern shops and coloured lights in the roadside trees at the eastern end of Two Acres, Sea Road. The committee understood both projects would take time as Enerveo was currently overworked and understaffed.

In response to a question from Cllr Toney, the Clerk said Mrs Reid was following up with Enerveo about how we might be able to put out a full range of Christmas motifs for Christmas 2024.

#### **080/24 VILLAGE BUS SERVICE**

The following paper had been circulated in advance of the meeting:

### **Village bus**

**Committee is asked to receive any update on the provision of a village bus service and to continue consideration of what measures we need to use to decide future provision.**

Cllr Linton is the lead on this project.

Feedback continues to be positive. In the past week, I have received the following two emails:

“Just to say how wonderful the no 12 bus is, I use it at least twice a week as it is very reliable, long may it continue to service the residents of East Preston. Also a very big thank you for arranging a warm space for us older people to be able to come to on Mondays for soup and a roll and a tea or coffee and company for those on their own. How lucky we are to have such a caring Parish council. With my grateful thanks”

“Having recently broke my wrist, i've been using the No12 bus to get out and about, particularly for the bulk of the weekly food shop. It's been an absolute lifesaver. Not only have I been able to get out and about, i've been able to chat to the other bus users and meet more people from the village. The bus drivers are amazing, very good at waiting until people are seated before they move. All in all, i wanted to thank the Parish Council for arranging to get the bus down to the southern end of the village. Long may this fabulous service continue.”

Cllr Linton and I have a meeting with Compass Travel and Rustington Parish Council on 18<sup>th</sup> January. No update from Littlehampton Town Council despite chasing.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllr Linton reported on the meeting held on 18<sup>th</sup> January. Mr Chatfield had offered a shortened and amended route, taking in Angmering Station and ending at Littlehampton Wave, which would use only one bus and would take approximately one-third off the amount charged annually to the council. This was not a firm proposition as Mr Chatfield was not in a position to do full calculations during the meeting. This meant some East Preston residents would miss out on going to the main Tesco, but could still visit Tesco Express in Rustington as well as main branches of Sainsbury's, Aldi and Waitrose. Should it prove impossible to add a bus-stop at Littlehampton Wave, but bus would run along to and up Fitzalan Road and turn around at the roundabout junction with Maltravers Road.

Cllrs Gunston and Toney thanked Cllr Linton for her work on the bus service.

#### **081/24 NEWSLETTER – WINTER 2024**

The following report had been circulated in advance of the meeting:

## **Newsletter – Winter 2024**

### **Committee is asked to progress of Newsletter No. 69, Winter 2024.**

The Winter issue is scheduled for publication in February and tends not to have any big money standard articles each year.

The front page will be wholly about the Conservative Hall. Other articles already completed include Boom Community Bank; Precept 2024/25; how to use the car-park; one from the Football Club; next three months' meeting dates; and a list of the council's events this year. We are expecting articles from East Preston in Bloom, EIWP/Repair Café, East Preston Yarnbombers, so we are making good progress.

If you would like to council to thank anyone, please let me know.

Please start thinking about articles for No. 70, Spring 2024 issue, to be published in May.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

The Clerk said the newsletter would be signed-off by Cllr Linton on Monday, 29<sup>th</sup> July and was looking in good shape with almost a week to go. Cllr Linton would be providing a short article on the proposed alterations to the bus service.

### **082/24 AN INTRODUCTION TO EAST PRESTON MAP**

The following paper was circulated in advance of the meeting:

## **An Introduction to East Preston map**

### **Committee is asked to review progress on the production of the *An Introduction to East Preston map*.**

Cllr Gunston is the lead councillor on this initiative.

Thought should be given to how the council wishes to launch the map (article in the Spring 2024 newsletter).

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllr Gunston reported there were another two films to be recorded and added to the [East Preston Parish Council YouTube channel](#). Cllr Bradshaw was preparing for these.

On learning the number of households were in East Preston, 3,000, Cllr Gunston accepted it was not cost-effective to deliver a copy of the map to every household with the Spring 2024 Newsletter. The committee would work on getting the map into shops, the library, local estate agents, local holiday lets and other outlets.

Cllr Linton thanked Cllr Gunston for an “amazing job.”

### **083/24 2024 EAST PRESTON CALENDAR**

The following paper was circulated in advance of the meeting:

## **2024 East Preston Calendar**

### **Committee is asked to review the production of a 2024 East Preston calendar.**

Cllrs Chapman and Duff are leads on this initiative.

We have taken £335, which is 67 sold. I think this is fewer than sold last year, despite being available for longer and throughout the Christmas Celebrations event.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

The Clerk said he had confirmed with Mr Vyse fewer 2024 calendars had been sold than 2023 calendars. The committee remained committed to producing a 2025 calendar but would order fewer – once all had been sold that would be it. If the calendar could be on sale from the beginning of October, that would be great. An article calling for local photographs could be included in both the Spring and Summer 2024 newsletters.

Cllrs Chapman and Duff, lead councillors on the project, were getting ready to approach a local camera club to see if a visit to the village could be arranged. Cllr Linton thought there was a U3A Camera Club and would look up details.

The following report was circulated in advance of the meeting and covers the next two Minutes:

## **Community Speed Watch**

**Committee is asked to receive any update from the 20MPH Working Party.**

Unfortunately, despite the promise shown at the last meeting, following his site visit, during which he met Keith Harris and me, Olly King believes the scheme is no longer suitable to be implemented as a Traffic Regulation Order (TRO). The 20MPH Working Party met on 15<sup>th</sup> January to discuss its response to Olly and agreed to go back to him proposing a 20mph limit for Sea Road/North Lane from the junction with Lashmar Road south to the beach.

**Committee is asked to receive an update on the decision to purchase Speed Indication Devices.**

Following the meeting mentioned above, it is possible some of the money being set aside for Speed Indication Devices may need to be diverted to help persuade WSCC to implement the 20mph limit in Sea Road.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

### **084/24 COMMUNITY SPEED WATCH – 20MPH WORKING PARTY**

The Clerk reported he had drafted a response to Olly King which was forwarded to Keith Harris, coordinator of the East Preston Community Speed Watch team, for his comments. This would then be forwarded to Mr King.

### **085/24 COMMUNITY SPEED WATCH – SPEED INDICATION DEVICES**

There was nothing to add, as any further progress on this would depend upon the outcome of the correspondence in the above Minute.

The Clerk confirmed the TRO to implement double yellow lines in Sea Road, adjacent to the service road, was due to be completed in the not-too-distant future.

### **086/24 EAST PRESTON WARM WELCOME SPACE 2024**

The following paper was circulated in advance of the meeting:

## **East Preston Warm Welcome Space 2024**

**Committee is asked to consider any matters relating to this initiative.**

Cllrs Gunston and Linton are leading on this.

The council was successful in its bid for up to £1,000 from ADC, receiving the full £1,000. The first session at St Mary the Virgin was held on 1<sup>st</sup> January, with the British Legion joining in on 8<sup>th</sup> January. At the time of writing both sessions held at the Legion have attracted just over twenty attendees, whereas average attendance at the church so far has been 8, but has increased with some attendees happy to alternate between the two venues. Attendees have been grateful at both venues for the chance to get out and meet their friends over a simple, free lunch. At the Legion on 15<sup>th</sup> January, one attendee (at least) was upset by an unfortunate comment made by a Legion member. As Cllr Gunston is leading at the Legion next week, I have primed him and we will listen out for any negative comments from Legion members. The same member did start negative last year but after a while stopped making silly comments.

Boom Community Bank helped publicise the sessions with a direct email to its East Preston-based customers on 27<sup>th</sup> December. I know of at least one attendee at the church who was there because a friend had received and forwarded Boom's email!

Today, I have had a meeting with Emma the manager and Sam and Sharon the activities coordinators at White Lodge, the residential home in South Strand. They would like to offer a warm space of their own as a way of increasing the home's contact with the local community and wider outside world. We exchanged some useful information, and I have said the council will help publicise these sessions upon receipt of a poster from White Lodge. The first session is hoped to be on 1<sup>st</sup> February, then on all subsequent Thursdays until the end of March. The event would be a coffee morning format for up to 15 guests, held in the residents' lounge so they can all mingle. If the coffee mornings are successful, White Lodge would then like to host monthly coffee mornings through the spring and summer, effectively creating a Friends of White Lodge group.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllr Linton explained an idea for boosting numbers attending the sessions at the church – perhaps attendees did not need to book ahead, enabling some to make the decision on the spur of the moment. Cllr Hill said some attendees at church sessions had asked why the sessions were not on a drop-in basis. Cllr Gunston AGREED to email Chris Wood, churchwarden, to suggest this idea to him. He felt Mr Wood would likely agree to try anything which would boost numbers.

#### 087/24 REPAIR CAFÉ

The following paper was circulated in advance of the meeting:

### Repair Café

**Committee is asked to consider further the idea of setting up a Repair Café in the village.**

Cllrs Gunston and Hill are leading on this event. I believe Cllr Gunston is looking at the first session taking place in May at the Conservative Hall.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllrs Gunston and Hill were scheduled to meet on 29<sup>th</sup> January to discuss further ahead of a proposed launch date in May. Cllr Gunston had visited the Worthing and Arundel Repair Cafés and found them to be run in very different ways. He was going to the Arundel Repair Café again in February and had booked to talk to the organiser for an hour before the event opened to the public.

The international Repair Café organisation had provided what amounted to a project plan for new cafés to follow in the run-up to launch.



The Clerk suggested a poster be designed for noticeboards and at the library, seeking additional skilled volunteers.

**088/24    PRESCHOOL PICNIC**

The following paper was circulated in advance of the meeting:

**Pre-school picnic**

**Committee is asked to consider further the idea to host a preschool picnic in the village.**

At the last meeting, the committee agreed to host a preschool picnic in the village. The committee now needs to agree things such as the format of such an event, the level of council involvement, and a lead councillor for the event.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Cllr Duff volunteered to be the lead councillor on this initiative. The Clerk would contact the two preschools and let them know of the idea and ask for a volunteer from each to come to a meeting with Cllr Duff. The committee AGREED the event should run in July as close to the end of term as possible.

**089/24    DEFIBRILLATOR**

The following paper was circulated in advance of the meeting:

**Come and Meet Your Local Councillors - defibrillator**

**Committee is asked to continue consideration of the provision of another defibrillator in the village.**

Although not noted in the Minutes, I think Cllr Toney was going to flag the requirement for a 24/7 defib in the north of the village to West Sussex Fire & Rescue Service. In parallel, I have made an initial contact with Hares and hope to have more to say on this at the meeting.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

Neither Cllr Toney nor the Clerk had any progress to report. Cllr Toney advised the meeting Angmering Parish Council had recently installed some new defibrillators having been successful in a grant application.

**090/24    PARKED PROJECTS**

The following paper was circulated in advance of the meeting:

**Committee is asked to note the committee's currently parked projects such as wellbeing projects and the Roundstone Level Crossing meeting.**

This Standing Agenda Item is where committee members can agree which other items of committee business should be kept in mind if not under active consideration. This is also an opportunity to remind other committee members of projects which may have been overlooked.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> January 2024

The committee AGREED the Roundstone Level Crossing meeting could come off the list, assuming the meeting would go ahead in the week before the committee's next meeting.

**091/24    NEW ITEMS FOR THE NEXT MEETING (18<sup>TH</sup> MARCH)**

Cllr Duff talked about the bags of supplies the Junior School donates to local families before some school holidays. The committee CONFIRMED the organising group (parents not the school itself) could apply to the parish council for a grant.

*The Meeting closed at 20:35.*

Chairman: Cllr Elizabeth Linton    Date: **18<sup>th</sup> March 2024**

(END)