



EAST PRESTON PARISH COUNCIL

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MINUTES: of the Proceedings of the Monthly Meeting of East Preston Parish Council held at 19:00 on Monday, 3rd August 2020 via the Zoom online meeting application

PRESENT: Councillors Christine Bowman, Kit Bradshaw, Andrea Chapman, Lisa Duff, Barbara Gale, Pat Gander, John Gunston, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore and Steve Toney (Chairman) and Steve Wilkinson

ALSO: Clerk to the Council, Simon Cross

Two members of the public

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;
BTP – British Transport Police;
CPRE – Campaign for the Protection of Rural England;
JEAAC – Joint Eastern Arun Area Committee;
NHS – National Health Service;
NR – Network Rail;
SLCC – Society of Local Council Clerks;

SSALC – Sussex and Surrey Associations of Local Councils;
SSE – Scottish and Southern Electric;
SW – Southern Water;
TfSE – Transport for the South East;
TRO – Traffic Regulation Order;
VHF – East Preston & Kingston Village Hall Foundation;
WSCC – West Sussex County Council.

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The meeting opened at 19:00.

The meeting was held in accordance with *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* and the council's own *Protocol for Remote Meetings*.

495/20 INTRODUCTIONS

Cllr Toney welcomed those present especially members of the public.

496/20 APOLOGIES FOR ABSENCE

All Parish Councillors were present.

An apology was received from County Cllr Elkins and District Cllrs Bower, Chapman and Kelly.

An apology was also received from Mrs D Lee.

497/20 DECLARATION OF INTERESTS

No interests were declared at this time. Cllr Toney reminded councillors they could declare an Interest at the beginning of each Agenda Item.

498/20 PUBLIC SESSION

Agenda Item 11c – Community Engagement Committee – Mrs M asked whether the route of the proposed village bus was known. Cllr Linton replied the service would hopefully run from the big Tesco in Littlehampton along the coast road into Rustington centre, then into East Preston, probably via Vicarage Lane, down Sea Road and around the Village Green then up into Angmering, the latter being dependent upon Angmering Parish Council agreeing some financial support too.

No Agenda Item – Mrs D thanked the council for meeting in August as she understood the council did not, in line with many other local authorities, often meet in August.

Mrs D reported there had been much praise for the South Strand Community Toilets from fellow beach hut owners of the summer so far.

Agenda Item 6a – West Sussex County Council – Mrs D said she was “pleasantly surprised” about the investigation into parking in Sea Road and adjacent roads which had resulted in the proposed Traffic Regulation Orders currently out for public consultation. Mrs D asked the council to be fairly involved in responding to the public consultation as it knew the village better than anybody. Mrs D questioned whether people had thought about the impact some of these restrictions will have on adjacent roads such as Normandy Drive and Sea Lane, and had anyone thought about the possible impact upon businesses at the southern end of the village. Where else could parking be provided in the village, particularly for employees of those businesses? Mrs D had thought about whether some encouragement could be given to residents who do not use their driveways to rent out their driveways. Mrs D said she would be replying formally to the public consultation.

499/20 COUNCIL RESPONSES

Cllr McElroy said he had wondered about where parking would be pushed to if the Traffic Regulation Orders went ahead. He felt this might be a “careful what you wish for” situation.

Cllr Moore said he felt the main reason behind the proposed Traffic Regulation Orders was because of the safety issues when trying to exit Manor Road and Willowhayne Crescent. The loss of parking spaces was a knock-on impact but the safety issues were year-round. Cllr Linton agreed with Cllr Moore on the safety reasons behind the proposals.

In response to comments about parts of the Traffic Regulation Orders being preparatory for the village bus, the Clerk said the only part of the proposals which was wholly because of the proposed bus service was the additional of double-yellow lines at the north-eastern corner of Willowhayne Crescent.

Cllr Bradshaw said he felt the timing of the consultation was unfortunate as people would be thinking only of the excesses of bad parking over this current summer when many people were still off work because of the pandemic and had naturally gravitated to the beach, bringing their cars with them. Cllr Bradshaw added he believed up to twenty spaces were being lost.

Cllr McElroy said people already ignored parking restrictions and that there needed to be greater enforcement by ADC’s Civil Parking Enforcement team.

Cllr Toney added the process was not a quick process and the timing was driven by the process and that process could not have foreseen a pandemic.

The Clerk added, as per County Cllr Elkins’s report, objections had been submitted to WSCC in response to the public consultation, so it was by no means a done deal this version of the scheme would go ahead.

500/20 WEST SUSSEX COUNTY COUNCIL

County Cllr Elkins gave his apologies for this meeting. In his absence, council NOTED the following report:

Agenda Item 6a

West Sussex County Council

County Councillor Elkins has given his apologies for this evening's meeting.

In a telephone call this morning, he asked council to note the following points.

Some objections to the proposed Traffic Regulation Orders have been received by the County Council. This may mean the proposals are referred back to the Joint Eastern Arun Area Committee for further discussion.

The Community Hub continues to support the vulnerable in the county during the pandemic and there are no known plans to reduce the support available at this time.

The Library Click and Collect service is working well is hopefully being used by more people as time goes by.

Simon Cross – **Clerk to the Council**

3rd August 2020

Responding to Mrs D's earlier comment about the council responding to the public consultation on the Traffic Regulation Orders in the village, the Clerk asked councillors willing to work on that to contact him. He would then arrange for those councillors to discuss this council's response to the public consultation.

501/20 ARUN DISTRICT COUNCIL

No District Councillors attended this meeting.

502/20 MINUTES OF THE MEETING HELD ON 6TH JULY 2020

The draft Minutes were circulated to all councillors on 8th July asking for comments by the 15th July. Cllr Moore had picked up one typographical error which had been corrected.

1445 The Council **RESOLVED** the Chairman could sign the Minutes as a true record of the meeting held on 6th July.

The meeting **AGREED** this action could be completed by the Chairman on the morning after the meeting. [Clerk's Note: Cllr Toney signed the Minutes at 08:40 on the 4th August]

503/20 UPDATE ON MATTERS IN THE MINUTES OF PREVIOUS MEETINGS

Council **NOTED** the following report, which had been circulated in advance of the meeting.

Monthly Update Report

- 1. Introduction**
- 2. Minute 428/20 – West Sussex County Council – A259 improvements**
- 3. Minute 434/20 – Amenities Committee – Warren Recreation Ground Children's Playground**
- 4. Minute 435/20 – Finance & General Purposes Committee – East Preston Cricket Club**
- 5. Minute 438/20 – Memorial Plaques for former councillors**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 6th July 2020.

2. **Minute 428/20 – West Sussex County Council – A259 improvements**

Further to County Cllr Elkins’s comments at the July meeting, WSCC issued a press release on 16th July, confirming, “Essential preparation work will re-start soon ahead of a major improvement scheme to widen single-lane stretches of the A259 into dual carriageway in Angmering and Littlehampton.”

3. **Minute 434/20 – Amenities Committee – Warren Recreation Ground Children’s Playground**

On Monday, 13th July, the council reopened the children’s playground at the Warren Recreation Ground. This followed an early-morning site visit by Cllrs McElroy and Toney with Mrs Reid, Assistant Clerk to the Council. The site visit considered what was already in place to facilitate the reopening and what needed to be put in place.

My thanks to Cllrs Bowman, Gunston, Moore and Wilkinson for joining me in the playground at 08:00 on the 13th to put up new, additional signage around the playground and to carry out a final wipe-down and litterpick. Mark the Handyman has removed the two central swings to enforce social distancing there too. To date, nobody has called to complain about the measures taken.



Cllrs Gunston, Moore, Bowman and Wilkinson helping me prepare the playground for reopening on the morning of 13th July.

4. **Minute 435/20 – Finance & General Purposes Committee – East Preston Cricket Club**

The council received an email on 13th July for Keith Chamberlain, the Chairman and President of East Preston Cricket Club, “On behalf of the Cricket Club, I would like to thank the Parish Council for their £1500 contribution towards the £3390 total cost of the essential repairs to the boundary safety netting at the Warren Recreation Ground.” Repairs to the netting were completed between 21st and 23rd July.

Mr Chamberlain’s email went on to talk about the playing of cricket this season, “The Club expects to play some cricket in August and September this year. We will only be able to field one senior team who will play probably 5 or 6 'friendly' games this year (some of these will be away games). The juniors will probably play 3 or 4 games. Fixtures have yet to be organised and may be a bit 'last minute' but I will let you have a list when we have one.”

Referring to comments made by Cllr Bowman, Mr Chamberlain added, “The practice nets were discussed at the council meeting last week. The nets were in poor repair and I am pleased to advise you that the holed netting has been completely replaced within the last week. The club committee is considering further measures to improve the safe use of these nets.”

5. **Minute 438/20 – Memorial Plaques for former councillors**

The plaques for former councillors and Chairmen Doug Medhurst, Nicholas Myer and Chris Roberts were installed on Thursday, 16th July.



Newly-installed plaques joining the three already in place

I sent this photograph to the widow of Nicholas Myer and the daughters of Doug Medhurst and Chris Roberts.

Amanda Roberts replied, “That’s lovely. I’ll be in touch with Alison when I come over next so we can try to get a photograph together. Thanks muchly”

Alison Grant (née Medhurst) replied, “V honoured for Dad to be remembered in this way - alongside such good company! Thanks so much for forwarding.”

Felicity Myer also sent in her appreciation of the plaque commemorating her husband.

Former councillor Carol Ellis said it was lovely to see such a tribute.

The council also included a short tribute to Doug and Chris in the Summer 2020 newsletter.

The council will need to agree an eligibility policy before too long.

Simon Cross – **Clerk to the Council**

16th July 2020

Nothing was added or asked.

504/20 FINANCIAL MATTERS

The Accounts for July 2020 had been distributed to Members in advance of the meeting.

- 1446** The council **RESOLVED** to approve the Outstanding Purchase Orders report for 2020/21, value £15,280.17 (excl. VAT).
- 1447** The council **RESOLVED** to approve the Supplier Non BACS Invoices Paid reports for July (totalling £1,737.70) (incl. VAT).
- 1448** The council **RESOLVED** to approve the Supplier BACS Invoices Paid reports for June (totalling £15,000.69) (incl. VAT).

1449 The council **RESOLVED** to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £148,213.33 (incl. VAT) for the financial year ending 31st March 2021.

The council NOTED the paper Bank Reconciliation to 14th July 2020.

The council NOTED the year-to-date Budget Summary Report for 2020/21.

The Chairman thanked the council's Book-keeper, Mrs Khoo, for the above reports.

505/20 REPORTS FROM PARISH COUNCIL COMMITTEES

The council NOTED the following reports which had been circulated in advance of the meeting:

Committees

Since the last meeting, the following committee meetings have taken place: Planning & Licensing on 13th July; Personnel on 20th July and Community Engagement on 27th July. The Audit & Governance meeting scheduled for 20th July has been rescheduled to 10th August.

Draft Minutes from the Planning & Licensing and Community Engagement meetings will have been circulated to all councillors ahead of this evening's meeting.

Simon Cross – **Clerk to the Council**

24th July 2020

Amenities Committee

The committee did not meet during July. The committee's next meeting is scheduled for 10th August.

Children's Playground - The children's' playground was officially re-opened on 13th July 2020, following Government guidance on re-opening public play areas. Councillor's McElroy and Toney carried out a thorough risk assessment and it was agreed to operate a one-way system and to remove 2 swings, to allow more space for social distancing.

The play equipment was fully checked and had recently undergone the annual ROSPA report so any recommendations were actioned. Signage reminding people to adhere to social distancing and hygiene etc was put in place and it appears people are using the playground respectfully and amicably.

Litter Disposal campaign – In the hope it will encourage more people to dispose of their litter responsibly, the Amenities committee agreed to a new poster campaign and have placed several 'Don't be a Tosser, you brought your rubbish here, please take it home with you' signs around the village. The Littlehampton Gazette ran an article on the new poster campaign and it has also gained positive feedback on social media. Public response so far has been almost wholly in support of the signs.

In response to a small amount of Facebook criticism from parents not wanting their children to become acquainted with the word tosser, partly in case those children got into trouble at school for calling someone a tosser, Simon contacted the two East Preston headteachers. Both teachers appreciated being told and appeared to support the campaign.

On Tuesday, 21st July, Simon received an email from James Butler of the Littlehampton Gazette wanting to run a photocall for the newly-installed Don't Be A Tosser poster campaign in the village. With Alison's help, six members of the Amenities Committee plus John Wintle and Lindy Hinsley-Wintle from KEPT – Keep East Preston Tidy, all turned up at the Council Office at 4pm that afternoon

for the following photograph. Unfortunately, Kit was edited out of the photograph published in the Gazette dated 23rd July.



(l-r): Cllr Kit Bradshaw, John Wintle and Lindy Hinsley-Wintle (KEPT – Keep East Preston Tidy), Cllrs Barbara Gale, Rick McElroy, Elizabeth Linton, David Moore and Steve Toney

Dawn Reid – **Assistant Clerk to the Council**

23rd July 2020

Audit & Governance Committee

The meeting originally scheduled for 20th July has been rescheduled to 10th August.

The membership of this committee for the current council year is now set at: Cllr Toney (Chairman of the Council), Cllr Linton (Chairman of the Community Engagement and Major Events Committees, Vice-Chairman of the Council), Cllr Gander (Chairman of the Personnel Committee), Cllr Mathias (Chairman of the Planning & Licensing Committee) and Cllr McElroy (Chairman of the Amenities and Finance & General Purposes Committee). This means Cllrs Gunston and Wilkinson can also fit onto this committee.

Simon Cross – **Clerk to the Council**

24th July 2020

Community Engagement Committee

The committee met on the evening of Monday, 27th July.

The meeting started with a presentation from Matt Whatford, Deputy Headteacher at The Angmering School (TAS). Matt mainly teaches in the fields of politics and civics and is currently working on re-establishing the school's smallholding project which has proven vital in the past as a therapeutic outlet for pupils across the board. This therapy is likely to be even more vital as children finally return to school after lockdown, a situation which had led to increased anxiety in a lot of children.

Matt's aim is for the smallholding project to become a Community Group of some sort, and he is already working with Arun Youth Projects on that. He is seeking input from Angmering,

Rustington and East Preston Parish Councils, not just financial, but also in helping to steer the smallholding project as it develops. As Arun Youth Projects provides the youth provision in East Preston, there would be the opportunity to have Youth Club time working at the smallholding. As Chairman of the East Preston Youth Club, Cllr Chapman will engage in further communication with Matt. Matt also touched upon his plans for intergenerationality by having volunteers of all ages working on the project outside school hours.

The committee was very supportive of what Matt is hoping to achieve. Matt's presentation slides are available to any councillor, just ask me.

The committee will invite Sam Cross of Sussex Forest Activities to the next meeting to discuss a possible future playscheme event.

The committee agreed to take part in Merchant Navy Day this year, as long as the organising body, Seafarers UK was happy for that to happen.

The committee remains committed to running a *Come and Meet Your Local Councillors* event again on Thursday, 10th September and a Beach Clean on Sunday, 27th September. Your support of these events would be much appreciated.

The committee considered an offer from the publisher of *All About East Preston & Kingston* to have the centre spread each issue for council matters, as happens in the *All About Angmering* edition. The committee felt this would probably result in duplication and was not a good use of council money.

Following my attendance at a SSALC webinar entitled *Effective Comms and Engagement in a Post-Lockdown World*, the committee agreed to start work on a Communications and Engagement Strategy, mainly to formalise the good work the council already does in both these fields.

In response to a newsletter and e-newsletter article asking for suggestions of how the village could help rebuild itself after the pandemic, the committee considered the one suggestion received from a member of the public so far, the introduction of a local currency. Other communities where this had happened were referenced but in those places the idea had been withdrawn after some initial success. The committee, whilst liking the idea in principle, felt there were administrative drawbacks to the idea and it would also probably take too long to set up to be worthwhile in the short-term. A follow-on idea for a voucher scheme in the village was also liked and will be discussed further going forward.

The committee agreed to reintroduce councillor walkabouts where two councillors or one councillor and I spend an hour walking around a specific part of the village, talking to local residents whilst checking on things such as potholes and overgrown vegetation. A timetable for this will be drawn up shortly.

The committee also agreed to ask the Major Events Committee to work on an outdoor film show for the village in 2021.

Matters relating to blue plaques and the environment are covered in Agenda Items 12a and 14 below.

Simon Cross – **Clerk to the Council**

28th July 2020

Finance & General Purposes Committee

The committee did not meet this month and there were no actions from the committee's last meeting to report back upon.

Major Events Committee

The virtual Food & Drink Festival idea has now gone public, through the newsletter and relevant social media. The idea has been enthusiastically embraced by businesses that would have been present at the event. The public response will be unknown until the day of the event, 29th August.

Cllr Elizabeth Linton –
Chairman of the Community Engagement Committee

23rd July 2020

Personnel Committee

The Committee met on 20th July 2020, via a Zoom conference call.

Councillor Patricia Gander was elected Chair of the Committee unanimously

Councillor Elizabeth Linton was elected Chair of the Committee unanimously

Covid-19: External Staff

Following discussions and completing risk assessments, the Council's external staff returned to work in July

Office-based staff

The Committee agreed that the present arrangement for rota-based office and home working is operating very successfully, adhering to current social distancing guidelines. There are no imminent plans for this to change, but the situation will be kept under review. Whilst the Council offices are not fully open to the public, the officers are responding to all enquiries received at the office.

Home-working allowance for staff

This is a separate agenda item at the full council meeting on 3/8/2020

East Preston Voluntary Service

It was acknowledged that the service co-ordinators had used their personal resources for many phone calls, car journeys and such like in support of the service. Councillors who had been elected felt their councillor allowance covered this. However, as co-opted councillors are still ineligible to claim the same councillor allowance as elected councillors, it was agreed to offer a one-off award of £20, from the Chairman's Allowance, to any co-opted councillor who had acted as a service coordinator.

Councillor Patricia Gander – **Chairman of the Personnel Committee**

25th July 2020

Planning & Licensing Committee

The committee met via the Zoom online meeting application on Monday, 13th July. The meeting scheduled for 27th July was cancelled as there was only one, uncontroversial Application to consider.

Four Applications were considered. The committee agreed to raise no objections to three and the fourth, a tree application for Bradbury Close, was referred back to the ADC arboriculturist.

There are quite a lot of Planning Compliance cases bubbling away at the moment. These will be reported upon once they have completed.

Simon Cross – **Clerk to the Council**

24th July 2020

Additionally:

Amenities Committee – Cllr McElroy said the playground was being well used since it had been reopened. He hoped the *Don't Be A Tosser* campaign was also working well, despite the small amount of criticism which was countered by the apparent support of the two East Preston headteachers.

Community Engagement Committee – in response to a question, the Clerk advised the meeting the council had registered with Seafarers UK to take part in Merchant Navy Day, but had had no further information yet. Cllr Moore said he was hopeful the Sea Cadets at Littlehampton would be able to provide a piper this year as in previous years.

Personnel Committee – in addition to her report, Cllr Gander told the meeting the Personnel Committee was planning a Q&A session to enable councillors to get to know each other a bit better. There would be a standard set of five simple questions, and these would be asked of councillors after the close of a Full Council meeting. Cllrs Bradshaw and Bowman both said they thought this was a nice idea.

Planning & Licensing Committee – Cllr Mathias said there were a lot of Applications coming through at the moment. Two had been received for Vista Point in Tamarisk Way, notable for being a Listed Building. This Application would be considered by the committee at its meeting on Monday, 10th August.

There were no additional updates from the Audit & Governance Committee, Finance & General Purposes Committee or Major Events Committee.

506/20 COMMUNITY ENGAGEMENT COMMITTEE – BLUE PLAQUES

Cllr Linton introduced the following report had been circulated in advance of the meeting:

Community Engagement Committee – blue plaques

Cllr Linton to introduce this item.

Council is asked to agree a maximum sum of £800 to cover the purchase and installation of two new blue plaques in the village. This money to be taken from the council's £10,000 contingency budget line for the year.

At its meeting in May, the committee agreed to commemorate the actor Stanley Holloway and the psychiatrist Maurice Craig for their time spent living in the village. The relevant householders have both been approached formally and have agreed to have a blue plaque on their property, subject to final design.

As there has not yet been a Blue Plaques budget line, the committee did not budget for these for this year. Estimated purchase price is just under £600, then there is delivery and the costs of any installation and reception. £800 from the council's contingency budget line should cover this.

Simon Cross – **Clerk to the Council**

28th July 2020

Cllr Linton said this was the maximum sum likely to be required as it was hoped some donations may be forthcoming. It was suggested the Angmering-on-Sea Estate Residents' Association might look favourably upon such a donation request.

1450 The Council **RESOLVED** unanimously to fund the purchase and installation of two new blue plaques in the village at an estimated maximum cost of £800.

507/20 PERSONNEL COMMITTEE – HOMEWORKING ALLOWANCE

Cllr Gander introduced the following report had been circulated in advance of the meeting:

**Personnel Committee – daily allowance for
homeworking**

Cllr Gander to introduce this item.

Council is asked to approve a daily allowance for council officers working from home in response to the pandemic.

As part of its campaign against the COVID-19 pandemic, the government asked people to where from home as much as possible and continues to recommend employees do just that. As a result, all four of the council's officers have spent time working from home and three continue to do so on occasion.

The government publication - <https://www.gov.uk/guidance/check-which-expenses-are-taxable-if-your-employee-works-from-home-due-to-coronavirus-covid-19> - includes the following about staff working from home because the workplace has closed or they are self-isolating. The Council Office is officially closed.

Additional expenses like electricity, heating or broadband

Payment or reimbursement to your employees of up to £4 a week (£6 a week from 6 April 2020) is non-taxable for the additional household expenses incurred when your employee is working from home.

If the claim is above this amount, then your employee will need to:

- check with you beforehand to see if you will make these payments
- keep receipts

This is applicable to all four office-based staff.

The committee is proposing a simple claim of £1 per day worked at home. If agreed, officers will be asked to submit a claim up until the end of July and then quarterly thereafter. The council's aim remains to have all officers office-based again in due course.

Simon Cross – **Clerk to the Council**

24th July 2020

1451 The Council **RESOLVED** unanimously to approve a daily allowance for council officers working from home in response to the pandemic.

This will be paid from the council's *Salaries, Employer's NI & Superannuation* budget line.

508/20 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

Neither the Leases Working Party nor the Flat and Frontage Working Party has met since the last meeting of the council.

At its meeting on 27th July, the Community Engagement Committee agreed to set up an Environmental Issues Working Party (working title). Please let me know if you would like to join this working party which will look at how the village and, in particular, the council can reduce its negative impact on climate.

Simon Cross – **Clerk to the Council**

28th July 2020

Cllr Linton advised the council was back in possession of keys to the flat above the Council Office. Cllr Linton recommended members of the Flat & Frontage Working Party took the time to have a look around the flat before the working party's first meeting on 17th August.

509/20 WARREN RECREATION GROUND – THE PLAYING OF CRICKET

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

Warren Recreation Ground – playing of cricket

The council is asked to consider what action to take in response to a letter dated 21st July, Re: The dangers of allowing league cricket to be played on the Warren Recreation Ground.

The council received the following letter on 22nd July:

Dear Mr. Cross,

Re; The dangers of allowing league cricket to be played on the Warren Recreation Ground.

Thank you for your letter of the 8th July 2020 and your comments therein.

Looking back at the meeting of the 6th November 2019 you will recall that the purpose of this second meeting with the Mediators and the Cricket Club was so that Mr. Chamberlain could be given the time to seek out the position of the Sussex Cricket League. This was then to provide the means upon which the Mediators could offer their opinion on the matter. If I remember correctly Mr. Chamberlain did not provide the meeting with a copy of the League's reply. If this is the case and the Council is not in possession of such a letter then I would respectfully request that it would serve the Council's interest, as the landowner, to contact the Sussex Cricket League directly.

When we are fully understanding of how the Sussex Cricket League views the introduction of local rules into the game that might be the time to consider a further meeting. Until then I do not think it will achieve anything worthwhile to include again my letter of the 15th January 2020 in the agenda for the Council's August meeting.

However, I would like to express my thanks to yourself and Cllr. Toney for the consideration shown to both myself and my neighbours.

The author feels disappointed this letter discussed at the March meeting was not given a better airing and, as has been reported previously, the author has assumed the council agreed with his proposal to implement a “no sixes” rule for matches played on the Warren Recreation Ground.

Council is also asked to consider the implementation of a “no sixes” rule at the Warren Recreation Ground.

Simon Cross – **Clerk to the Council**

24th July 2020

The Chairman reported he and the Clerk and the Vice-Chairman had seen correspondence from July 2019 between the Secretary of East Preston Cricket Club, Colin Smith, and Gary Stanley, the Chair of the Sussex Cricket League. In an email dated 24th July 2019, Mr Stanley wrote, “I can confirm that the Sussex Cricket League would not consider removing six hitting from our Playing Conditions. This is a fundamental part of cricket and all member Clubs would be expected to adhere to the rules of the league. If there are adult leagues in the UK that do this, I have not heard of them!”

The Clerk suggested some councillors might like to grasp this nettle, getting to grips with the situation, talking to each of the householders bordering the Warren Recreation Ground and to the Cricket Club and seeing whether there is any understanding that could be reached between the parties.

Several councillors responded were concerned any action effectively removing the Club from playing in any league would mean the demise of the Club and that would not be good for the village. Cllr Bowman felt it would be sad to lose a competitive element from the playing of cricket as that would discourage young people from playing.

Cllr McElroy said he agreed with the Clerk the council needed to be seen to be taking this matter seriously and attempting to tackle it. He agreed with the Clerk’s comment this would be a difficult piece of work.

Cllr Moore said the potential loss of the Cricket Club following on from the loss of the Open Dinghy Club would be very sad for the village.

Cllr Mathias agreed the council should get a better understanding of a more general view of the householders neighbouring the Warren Recreation Ground.

Cllr Bradshaw asked whether there was any data and evidence available from other places that have apparently introduced a “no sixes rule”.

The meeting AGREED to try and set up a Playing of Cricket Working Party and the Clerk asked interested councillors to let him know by the end of the day after the meeting.

510/20 CLERK’S REPORT

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

Clerk’s Report

- 1. Introduction**
- 2. Police matters**
- 3. Freedom of Information / Data Protection requests**
- 4. East Preston Voluntary Service**
- 5. East Preston Business Community Business Breakfast, 6th July**
- 6. Preschool Picnic, 7th July**
- 7. Meeting with the East Preston & Kingston Village Hall Foundation, 8th July**
- 8. Society of Local Council Clerks, Sussex Branch quarterly meeting, 9th July**
- 9. Meeting with the Angmering-on-Sea Lawn Tennis Club, 15th July**

10. **WSCC consultation on Traffic Regulation Orders for various roads in East Preston, 23rd July to 20th August**
11. **Social media**
12. **MailChimp stats**
13. **A selection of things we have been asked since the last meeting**
14. **Recent bouquets and complaints**
15. **Leave**
16. **August meetings and events**

1. Introduction

This is the report mainly covering July 2020 and matters which may not arise elsewhere on the agenda.

2. Police matters

Mid-morning on Wednesday, 8th July, whilst I was at the Village Hall, PCSO Billingham visited the southern shopping area and issued final warnings to whoever happened to be parked badly or illegally at the time. PCSO Billingham is in the village frequently and is keen to see the parking situation at the southern shops improve.

During the evening of Friday, 10th July, the Cricket Club was broken into and a number of hand tools stolen. A cctv image of the perpetrator was sent to us by the club, asking us to post it on the council's Facebook page. This I duly did and within an hour we had been supplied with information on who the likely perp was, and this was shared with Sussex Police. Other viewers also reported directly to Sussex Police. A sergeant from the Arun and Chichester Prevention Team did reply thus, "I do not have the reference myself but if the image has been shared publicly this could compromise our very strict ID processes and we will need to have the details of the person who has identified the male and obtain a statement." You cannot tell me he did not have the ability to look up the crime reference number when asked. As for the sharing, lesson reluctantly learned, we will not be helping the local community in that way again. I removed the cctv footage once I knew some people had been in contact with the police.

On 20th July, we called out Sussex Police when an East Preston Voluntary Service volunteer was unable to contact his service user, a 90-year-old gentleman described as sprightly and very proper in his habits. The service user was not answering his telephone and when the volunteer visited the service user's house, he felt it looked surprisingly closed up for this particular gentleman. Sussex Police visited the property and were pleased to report the gentleman was fine but had not been answering his phone after a series of prank calls.

A resident of North Lane popped up to the Council Office door on Friday, 24th July to confirm the playing of football in the middle of the road in the middle of the night had definitely not happened for several weeks now. The resident thanked the council and Sussex Police for their efforts in this matter.

Over the weekend of the 24th to 26th July, there was some vandalism in the village. The sealion springer in the children's playground had its head broken off and one of the Happy To Chat signs was prised off its bench and snapped into at least two parts. At the time of writing, Dawn is finding out from the manufacturer whether there are parts suitable for repairing the spinner or whether it will need to be wholly replaced, in which case it will be £440 plus delivery and installation. A replacement Happy To Chat sign will cost £54 plus installation. Both figures are excluding VAT.



3. **Freedom of Information / Data Protection requests**

The council received no Freedom of Information or Data Protection requests during the month of July.

4. **East Preston Voluntary Service**

As publicised in the Summer 2020 Newsletter, the service coordinators are currently working towards ceasing the service in its existing format from 31st August. All registered service users will be contacted during August. Many volunteers have already provided their thoughts on whether or not their service users are likely to continue to need support.

5. **East Preston Business Community Business Breakfast, 1st July**

Cllr Linton and I attended this Business Breakfast which was again mainly checking in with some of the regular Business Breakfast attendees. It was good to hear about the businesses which were gearing up to reopen on 4th July and the measures they had out into place.

I came into the village on the morning of 4th July to show support to the reopening businesses. I posted a Good Luck message on the East Preston Business Community Facebook page, which was appreciated.

The August Business Breakfast will be on 5th August, and will probably be an informal drop-in session outside The Seahorse Café.

6. **Preschool Picnic, 7th July**

The council had to cancel its plans to host a preschool picnic involving children from The East Preston Village Preschool and Happy Days Preschool because of the pandemic. In its place the Community Engagement Committee agreed to provide cakes for the two preschools on the day the picnic had been planned for.

Cllrs Chapman and Linton delivered to the Village Preschool and Cllrs Gander and Gunston to Happy Days. Reports from each of these visits can be found elsewhere in these supporting papers.

The children at the Village Preschool made thank you cards in advance and gave these to Cllrs Chapman and Linton when they visited. Additionally, the Preschool staff emailed on 8th July, “Hi Simon and everyone at the parish council, thank you very much for the wonderful cakes that you provided for us. The children and the staff really enjoyed them. Rachel, Lorraine and Kate”.

On Facebook, a parent wrote on the Village Preschool’s page, “Thank you Simon to you and the team!!! Elsie let me have a piece of her cake and it was yummy!”

We also received an email from the mother of another Village Preschool child, “Oh my goodness, thank you for the cake that you sent to my daughter’s pre-school! She absolutely loved it and brought a piece home to share with her brothers, such a kind thing to do!”

7. Meeting with the East Preston & Kingston Village Hall Foundation, 8th July

An informal meeting was held with representatives of the East Preston & Kingston Village Hall Foundation. This was ahead of the council and Foundation getting back on track with the twice-yearly meetings the council aims to have with all its tenants. The meeting was attended by the Chairman and Vice-Chairman of the Council, the Chairman of the Foundation, Toni McElroy, together with the Secretary, Liz Taggart, and Premises Manager, Roy Allen.

Since the end of last year, the floor in the Warren Room has been replaced, lighting throughout the complex has been upgraded to LED, the heating system has been updated and is now more flexible and the fire alarm system has been totally updated following a fire inspection.

The venue remains closed to the public following the pandemic. The committee is keeping a close eye on government announcements but does not expect to be able to reopen before September.

Some discussion was held about the role Cllr Bowman would play as the council’s representative. This discussion was inconclusive whilst the Foundation committee gives the idea some thought.

8. Society of Local Council Clerks, Sussex Branch quarterly meeting, 9th July

A relatively short Zoom meeting was held for the quarterly branch meeting. In addition to SLCC business, the meeting was attended by the Chief Executive of the Sussex Association of Local Councils, Trevor Leggo. In talking of the good work local councils have done during the pandemic he explicitly named East Preston as one which had made a notable contribution to its residents. Referring to the future of meeting, Trevor said he felt it likely the government would push for some sort of hybrid meetings where councillors and public who did not feel safe leaving home could still partake whilst other councillors and public did meet face-to-face. He expected this to come at a cost to councils in terms of both new technologies required and additional human resources required as no Clerk could reasonably be expected to advise, take notes, control matters within and without the room and so on. Other Clerks at the meeting echoed his concerns.

There was a lot of talk about the reopening of playgrounds, this meeting taking place five days after the date on which playgrounds could reopen if their operators were happy for them too. Some councils present had already reopened their playgrounds with little fanfare. Others, such as Pulborough, were working to the same timetable as us having also had some social media criticism for not being ready to reopen on 4th July. Others, such as the much larger East Grinstead Town Council, had no plans to reopen at that time.

In related news, Rustington Parish Council had to close its reopened playground at Woodlands after youths were behaving anti-socially in it. It was only closed for a day before reopening again on 15th July.

9. Twice-yearly meeting with the Angmering-on-Sea Lawn Tennis Club, 15th July

As a result of the pandemic, this meeting was postponed until September.

10. WSSC consultation on Traffic Regulation Orders for various roads in East Preston, 23rd July to 20th August

I publicised the consultation exercise in the e-newsletter of 23rd July and on Facebook on the same date. Here are the comments we have received in response:

“Hi ya! Progress on the TRO – should keep everyone happy..?!”

“Good morning Simon. Have just read about the new parking restrictions which is good news in the main but will push the parking up further towards EP village and into Sea lane which over the last few months has become at times a nightmare with drivers having a total disregard for residents and also causing problems for Bin lorries visiting delivery vehicles and also emergency vehicles, it may also push drivers to park on the grass verges something we do not want. At times I have had vehicles parked opposite my drive thus causing me difficulty in getting out and into my property. Also is it going to be policed because currently the restrictions in place at the bottom of Sea lane are just totally ignored by visitors and in peak times can be congested.”

“Dear Councillors. I am happy to support the very sensible parking restrictions proposed for Sea Road junctions with Willowhayne Crescent. I also wish to add my concern at the poor pavement parking between 15 Willowhayne Crescent and the shops which often renders pedestrian access unviable - and suggest inhibitors need to be placed, especially as last year the parking of vehicles caused subsidence which damaged the electric cables under the pavement. Subsidence again seems to be evident on the pavement. Further along the pavement, the Clock Inn could also do more to police their patrons to keep the pavement free for those mobility impaired users, especially as recommended social distancing is impossible when walking past occupied tables on the pavement.”

“Morning Simon very pleased about the parking you are bringing in I hope you will not be sending them into Normandy Lane as so often happens its very bad now at times to get the car out of the garden and visitors to the house have to park at the top of the road, the parking is extremely bad at weekends and even worse since this virus.”

From one of the petition-starters, “Very well done to the man at West Sussex County Council, 10 out of ten for him.”

From another of the petition-starters, “Simon - am I dreaming or did a miracle happen. Thank you again for all your efforts!”

A resident of Orchard Road called the office to say the further loss of free parking will kill the southern businesses.

From a resident of Lavinia Way, "My first concern is that Blue Badge holders will ignore these restrictions. This can be a problem at the moment in Fairlands and The Street where parking on double yellow is common and dangerous. Secondly the restrictions should involve the pull-out from Vermont Drive into Sea Road. There are double yellow lines on Sea Road but these should be extended to provide better vision for drivers pulling out from Vermont. This problem will be repeated in the proposals being put forward in this order, for example for those pulling out from Manor Road into Sea Road. There are often vans parked in this area and they will block vision to the north unless the parking restriction is extended further away from the Manor Rd junction. Lastly will there be enforcement? This seems lacking at the moment. These restriction whilst welcome will only move the parking problem further into the surrounding public roads. As you will know the roads to the east and west of these proposals are all PRIVATE ROADS and are strictly controlled by wheel clamping companies, so the squeeze will become intolerable for the residents who live outside these estates, especially during warm weather when the beach becomes a magnet."

11. **Social media**

These are the Facebook posts published since the last supporting papers which reached more than 500 people:

- Post asking for the public to identify the man involved in the burglary of the Cricket Club – 8,730 people, at which point I removed the post under pressure from Sussex Police
- Post advising the children’s playground would not reopen on 4th July – 1,597
- Reminder of WSCC temporary closure of Willowhayne Crescent on 23rd July – 1,452

- Post about the vandalism mentioned in the Police item above, 27th July – 1,442
- Post advising the children’s playground was open again from 13th July – 1,331
- Post responding to criticism the children’s playground would not reopen on 4th July - 980
- Photograph of one of the new *Don’t Be A Tosser* litter signs - 876
- WSCC Notice of temporary closure of Willowhayne Crescent on 23rd July – 866
- Lost man’s wallet - 825
- Thanks to everyone who shared the Cricket Club burglary post – 754
- Post reminding people not to damage sea kale on the beach - 704
- Repost of KEPT post about placing cigarette butt receptacles on Langmeads Field – 581, at which point the Friends of Langmeads asked the council to take down the post as the receptacles had been placed within ADC agreement and had been removed
- Poster advertising new Over-55s club in the village - 556
- MailChimp post for East Preston Parish Council News, 9th July - 531
- Found car key - 502

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 27th July)

The number of people currently liking the council on Facebook is 1,343, a increase of 15 over the last report.

12. **MailChimp stats**

Since the last papers were issued, the council has sent out the following emails to local residents on the council’s main e-mailing list:

Parish Council news – 1st July – sent to 842 recipients, opened by 555 (66.2%)

Parish Council news – 9th July – sent to 843 recipients, opened by 540 (64.1%)

Parish Council news – 16th July – sent to 843 recipients, opened by 544 (64.8%)

Parish Council news – 23rd July – sent to 843 recipients, opened by 545 (64.9%)

13. **Things we have been asked since the last meeting**

“Do you know if anyone in East Preston has either died or caught the disease.” (No, we are not privy to any official figures which drill down to the village level. Apocryphally, we know of no deaths nor confirmed cases in the village, but a handful of suspected cases are known to us.)

“I’ve come to pick up the COVID-19 test kits.” (Not from this office you haven’t.)

“Will the knitted bikes still be around on 10th August?” (No, at the time of writing, the information we have is the bikes will be removed on or around 31st July.)

“Is there any news on when the Village Hall will be reopening?”

“Could somebody water the new tree outside my property?”

“How old were you when you got your ear pierced? Sixteen, seventeen?” (Two weeks before my 16th birthday for the first and three months later for the second.)

“Do you have any parcel tape I could borrow?”

“Can we hold a quiz afternoon in the front gardens of our four adjacent properties?”

14. **Recent bouquets and complaints**

(In addition to anything reported above)

James Butler from the Littlehampton Gazette thanked the council for supplying information for the article in memory of former council Chairmen Doug Medhurst and Chris Roberts.

A resident of Normandy Lane emailed in response to the e-newsletter of 1st July, “Just to say thanks for all the help the council has done for us the extremely vulnerable I can go out now but not shopping and to get onto a slot is impossible I have now given up, have been told people are booking anything up to a year in advance so as I’m not an every week shop person when you take Nick away I will go to one of the agencies to shop for me until I feel confident enough to shop for myself thanks for all you and your staff have done and still doing for us vulnerable.”

In response to the e-newsletter of 1st July, a resident of Golden Avenue wrote in, “Thank you for today’s e-news - good to read how the village is getting back to a sort of “normal”.”

In response to the e-newsletter of 9th July, a resident of Rustington emailed in, “Thank you all. For all that you do. Some people are quick to criticise & slow to praise. Their problem! All anyone can do is their best & you do.”

Also in response to the e-newsletter of 9th July, a different Rustington resident emailed in, “Please be aware that your newsletter is very important to us oldies.”

In response to the e-newsletter of 16th July, a Littlehampton resident with strong East Preston links wrote in, “We had lots of fun at the playground this afternoon! I even let the children have a go on the equipment too... Thank you team! xxx”

From a Rustington resident who recently subscribed to the e-newsletter, “Thank you for my first EP ‘newsletter’. I actually moved from EP to Rustington 10 years ago but I still visit the village almost every day and so am very concerned that the village “life” be preserved. My husband and I are so grateful for the work you all do to make EP a great place. Thank you all so much.”

Thanks from a visitor to the village who had a bad experience at a local venue whilst on holiday here. The following words are taken from two of her emails. “One of the shop assistants at the shop next door to your office recommended you to me as a helpful person in terms of all things East Preston. Let me start by complimenting your village, as a first time visitor I have enjoyed the beach and used amenities - The Seahorse Café has become a particular favourite. Thank you so much for taking time to reply. I had a huge panic attack when I walked up Sea Lane, but a lovely couple helped me out and got me to the Seahorse Cafe and Kiera has been an absolute star making sure I’m ok. The staff here are real ambassadors for the village. Thank you once again for all the positives which I will take away, I am blown away by the kindness and friendliness of strangers. It really does mean such a lot to me that you have taken it so seriously.”

A resident of Kingston stopped me by the Village Green to report a suspected wasps’ nest at the bottom of Golden Acre. I visited, agreed and reported this to the Angmering-on-Sea Estate Residents’ Association and Kingston Parish Council, suspecting the former was responsible but the latter would be interested to know. The Kingston resident emailed in response to my update to her, “Thank you so much, really appreciate what you’ve done.” Thanks also from Kingston Parish Council for having reported this through to it.

Visitors from London came to the Council Office door to say how much they liked the Don't Be A Tosser posters and how the posters questioned why would someone leave their litter behind – this in contrast to an EP resident who on the same morning said they posters would not be appreciated in London.

A resident of Manor Road stopped me in the street to say how wholeheartedly she supported the *Don't Be A Tosser* posters. She too has young children and had no problem at all with the posters.

A resident of Cotswold Way stopped off at the office to say the wording of the *Don't Be A Tosser* posters was “Spot on.”

A resident of The Street emailed in, “We have only been living in the village two and a bit years but love it and the people in it, it is a well run village and we consider ourselves fortunate to have found such a lovely place.”

15. **Leave**

Dawn, Alison and I all had some leave during July. Alison will be off 17th to 20th August. Dawn will be off 24th to 27th August. Tracy and I will work around Alison and Dawn to take some leave.

16. **August Meetings and Events**

This list may be incomplete and is subject to change.

- 3rd Full Council (19:00, Zoom)
- 5th East Preston Business Community Business Breakfast (17:00)
- 6th WSCC Community Projects Online Workshop (12:00, online) (JG only)
- 10th Audit & Governance Committee (14:00, Zoom)
Planning & Licensing Committee (18:00, Zoom)
Amenities Committee (19:00, Zoom)
- 17th Flat and Frontage Working Party (14:00, Zoom)
Major Events Committee (19:00, Zoom)
- 24th Planning & Licensing Committee (18:00, Zoom)
- 29th East Preston Virtual Food & Drink Festival (midday to 17:00, social media)

N.B. where committee meetings fall on the same day, the timings of these meetings may be subject to change.

Simon Cross – **Clerk to the Council**

27th July 2020

The council also NOTED the following report which had been circulated on the day of the meeting:

Clerk's Report, Item 4 – East Preston Voluntary Service

Council received the following email on 31st July. As it mentions this evening's meeting, I felt it should be circulated in advance of the meeting:

“Prior to your council meeting on 3rd August we would like to commend Kit Bradshaw who has been helping us with our shopping for many weeks now. He is the most delightful and helpful young man and we are so very grateful that he is our shopper. Nothing is too much.

“We also thank the Parish Council for all their hard work – we are so fortunate to live in our wonderful East Preston

“Best wishes and kind regards to all

Item 2 – Police matters – Cllr Linton expressed her disappointment at the matters covered in this item of the Clerk’s Report. Unsure of the Sussex Police view of social media, Cllr Linton asked the Clerk if he could explain. The Clerk replied he could not explain Sussex Police’s thinking but, as this was the second time he had been asked that question today, he would make contact and see what he could find out.

Cllr Gale added she and her husband had recently called the police to some anti-social behaviour but nobody had responded in any format.

Cllr McElroy said there was evidence of drug abuse in the Village Hall car-park and Sussex Police had been made aware of this although again there had been no response to date.

Item 4 – East Preston Voluntary Service – the Chairman highlighted the thanks Cllr Bradshaw had received as a volunteer. Cllr Bradshaw replied it had been “a pleasure.”

511/20 EXTERNAL MEETINGS AND EVENTS

The council NOTED the following reports which had been circulated in advance of the meeting:

Other meetings and events – Part 1

Council is asked to note the following reports:

Visit to Happy Days preschool, 7th July

Happy Days preschool, Marjorie Bridger Hall, The Street, East Preston

On 7th July Councillor John Gunston and I visited the Happy Days Playgroup, situated in the Scout Hut in The Street. Our main purpose was to deliver a cake for the staff and children at the playgroup, in lieu of the Preschool Picnic the Community Engagement Committee had been planning, but it was genuinely nice to see such good and colourful facilities on offer.

We arrived to a warm welcome from Carol Haddock and her staff, although no children were present at the time.

The playgroup is currently operating 3 days per week on alternate days, allowing a gap for all of the equipment and toys to be washed and sanitised between each day’s play. Whilst we were there we talked to several helpers cleaning and preparing the toys for the next session.

We were very impressed with the safety precautions that the playgroup had adopted.....a hand-washing station and, a ‘blowing your nose’ station amongst other safeguards. These were set out in a friendly child-care way encouraging the children to engage. The facilities at the playgroup were a revelation.....such a variety of toys and activities for the more active children and a quiet reading corner, plus an area where children could sit and have their snacks. The playgroup is fortunate to have a nice outdoor space – where children can enjoy activities like gardening or playing on larger toys.

Currently the playgroup is welcoming about half of the usual number as some parents are still a little apprehensive about sending their children back.

It was a very pleasant visit and John and I came away thinking of other ways the Parish Council might be able to help the community and businesses to recover post-Covid.



These photos show Happy Days proprietor, Carol Haddock with some of her colleagues and the cakes the council donated, and also in the Happy Days garden area

Cllr Patricia Gander

17th July 2020

Visit to East Preston Village Preschool, 7th July

East Preston Village Preschool, Cricket Pavilion, Warren Recreation Ground, Sea Road, East Preston

On Tuesday 7th July Cllrs Linton and Chapman visited East Preston Village Pre-school and Cllrs Gander and Gunston visited Happy Days Pre-School Playgroup to deliver cakes for the children.

Although it was a great shame that the original Pre-School picnic had been cancelled it was really nice to be able to visit the children and see how they have coped with the pressures and restraints of Covid-19.

We took two cakes per Pre-School, made by local business Pebbles. The cakes were round in size with blue fading down to yellow icing and the sponges inside were blue and yellow – the East Preston colours for anyone who didn't know. One of the cakes can be seen in the photograph below.

When we arrived at the Pre-Schools the children were ready for cake! The staff posed for photos and then proceeded to cut the cake and serve it to the children...who all seemed to really enjoy it.

We were all really impressed with not only how well the children seemed to have adapted to the changes but how well behaved they all were. We would like to congratulate the staff on all their hard work over what has been a very challenging time. We hope to arrange something new in the future with the Pre-Schools.



On the left Justine and Rachel about to cut one of the cakes; on the right children showing their Thank You cards.

Cllr Andrea Chapman

28th July 2020

Cllr Gander added the staff and volunteers at Happy Days had made her and Cllr Gunston very welcome when they visited. Unfortunately, there were no children present as the preschool was operating only every other day. The days in between were filled with staff and volunteers sanitising every single surface and toy in the building to ensure the children and adults were as safe as possible. Cllr Gander added she hoped the council could engage with the preschools more in future.

Cllr Chapman said her and Cllr Linton's experience had been similar although children had been present. They had seen the children kept in two bubbles and noted the children and staff all appeared to have adapted to the system easily.

512/20 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

There were no responses.

513/20 NEW ITEMS FOR THE NEXT MEETING (7TH SEPTEMBER 2020)

Nothing was suggested.

The meeting concluded at 19:53.

Chairman: *Cllr Steve Toney* Date: **7th September 2020**

END