



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, 4th January 2021 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, Steve Toney (Chairman) and Steve Wilkinson

ALSO: Clerk to the Council, Simon Cross

County Councillor Roger Elkins (until 19:29)

District Councillor Ricky Bower (until 19:29)

Mrs M

* * * * *

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;
ONS – Office for National Statistics;
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;
WSALC – West Sussex Association of Local Councils

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The meeting opened at 19:01.

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*.

001/21 INTRODUCTIONS

Cllr Toney welcomed those present especially members of the public and wished all present a happy new year.

002/21 APOLOGIES FOR ABSENCE

All members were present.

Apologies had been received from District Cllrs Chapman and Kelly.

003/21 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

Cllr Toney reminded councillors they could declare an Interest at the beginning of each Agenda Item.

004/21 PUBLIC SESSION

One member of the public attended the meeting.

No Agenda Item – Mrs M simply thanked the whole council for everything it continues to do for the village and wished everyone a happy new year.

005/21 COUNCIL RESPONSES

There were no responses from councillors.

006/21 WEST SUSSEX COUNTY COUNCIL

County Cllr Elkins started by wishing everyone a happy new year and saying he hoped everyone had had an enjoyable, happy break.

Aware a further government announcement was due later on in the evening, Cllr Elkins reflected on the area's move into Tier 4 regulations on Boxing Day. There had been a significant increase in cases in recent weeks. In Arun, for the week ending 17th December, there had been 304 cases per 100,000 residents. This had increased to 720 cases per 100,000 by the week ending 30th December.

The COVID-19 vaccination programme was being rolled out by the NHS, locally through the Sussex Healthcare Partnership. WSCC was supporting where it could.

The West Sussex Community Hub was still open to assist vulnerable residents.

WSCC had put in place funding for school meals for eligible children over the Christmas holidays and this was already in place for the February half-term. In response to a question from Cllr Gunston, Cllr Elkins said he would seek clarification on whether provision had been made for eligible children to have school meals funding should the schools suddenly close again.

Kent Fire and Rescue Service Chief Executive, Ann Millington, had reported there had been significant improvements in the West Sussex Fire and Rescue Service and the Independent Panel was no longer required.

There was an increased need for new foster parents. Any help the council could give in publicising this need would be appreciated.

The Fire & Rescue Service was offering an online workshop aimed at all road users, especially motorcyclists, *Bike Down*.

Cllr Elkins concluded by reporting the refurbished footbridge over the A280 had been reinstalled and was reopened to the public on 18th December. WSCC was very proud of the refurbishment which utilised a new type of paint which should last longer.

Cllr McElroy raised concerns about the news WSCC is considering closing the majority of its Children & Family Centres in the county and its Find It Out youth advice centres. It had been reported this was due to decreased footfall which was hardly surprising during nine months of pandemic and people needing to be more highly alert of the dangers around them. His family had found the East Preston Children & Family Centre an invaluable resource in the past and he felt keeping the centre's open was the best way to run the service. Running the service out of shared buildings or in people's homes would only compromise the service offered and need additional staff.

The Clerk added this council had long tried to help promote the Children & Family Centre's offerings to the wider community but this offer of help had never really been taken up. For example, the Children & Family Centre had been included in previous Official Guides published by this council, but had not even answered whether or not it wanted to be included in the Guide published in 2019, so it had been left out. Other WSCC services in the village, the Infant School and the library, had both very happily asked to be included in the Guide.

Cllr Elkins said the proposal was being considered by the county council's Children and Young People's Services Scrutiny Committee later in the week. The committee was tasked with considering whether or not proposals for redesigning the Council's Early Help service would result in a more effective way of delivering services to children and families.

007/21 ARUN DISTRICT COUNCIL

(Throughout this Minute, Cllr Chapman refers to District Cllr T Chapman not Parish Cllr A Chapman.)

Apologies had been received from District Cllrs Chapman and Kelly.

Cllr Bower also started by wishing everyone a happy new year.

ADC was having to discuss supplementary finance needed for an increased number of Planning Inspectorate Appeals, of which several seem to have been the result of relatively new District Councillors campaigning strongly for their wards rather than seeing the impact a proposed development might have upon the whole district. This had resulted in increased expenditure in fighting these appeals and in having the costs of the appeal awarded against the District Council. Some appeals had gone to the Planning Inspectorate with the District Council unable to provide any evidence against the appeal.

Cllr Bower agreed with Cllr Mathias's concerns about a recent Planning Inspectorate Appeal which had found in favour of the appellant after the Inspector dismissed ADC's parking standards saying vehicles which could not park on site would be able to park in neighbouring streets. Cllr Bower said the construction traffic around the site in question had been causing chaos in that area for some months. This was one of the cases that would be considered as part of the request for supplementary finance.

Referring to comments made in Minute 899/20 about conduct at ADC Full Council meetings, Cllr Bower said he wished to comment no further at this time except to say he had responded to those concerns in writing to the Chairman, Vice-Chairman and Clerk to the Council.

(Cllrs Bower and Elkins left the meeting at the conclusion of this item.)

008/21 ARUN DISTRICT COUNCIL – CODE OF CONDUCT

The council NOTED the following report.

Arun District Council – Code of Conduct

Council is asked to note and consider the following email received from Arun District Council, entitled *Model Code of Conduct*.

The following email was received on 10th December:

Dear Mayors, Chairmen and Clerks

You may be aware that the Local Government Association (LGA) have been developing a Model Code of Conduct, in consultation with local authorities and other agencies such as the Committee for Standards in Public Life. A final version was approved by the LGA Board last week and circulated to local authorities. I do not know if you were blind copied into the circulation list so have attached a copy of the Model Code for your information. Further information can be found on the LGA website [here](#).

I will be preparing a report to be presented to our Standards Committee at their next meeting on 18 February 2021, for the Committee to consider Arun District Council's adoption of the Code (with some localisation changes). We are hopeful that Town and Parish Councils will agree to adopting the new Arun Code for their own purposes so that we have consistency and clarity across the district.

I am therefore writing to you now so that you have an opportunity to submit any initial comments in advance of the Committee meeting in February. I would be grateful for comments to be submitted **by 20 January 2021** to allow me time to incorporate them into my report – please respond to the monitoring.officer@arun.gov.uk email address. I recognise that this is a short timeframe, especially with the Christmas break, and that therefore some Councils may not have a Council meeting planned before

my deadline. May I suggest that you might canvass your Councillors by email to ensure that we have given all interested parties the opportunity to comment.

Kind regards

Solomon Agutu

Interim Monitoring Officer
Arun District Council

The council's current Code of Conduct is based upon the current ADC Code of Conduct and was adopted by this council in December 2017.

The Model Code of Conduct has been sent to all councillors (kind of by mistake) asking for comments and questions by the end of December. That may inform what action this council takes next in this matter.

As the LGA Model Councillor Code of Conduct has been circulated electronically to all councillors, I will only produce a printed copy upon request.

Simon Cross – **Clerk to the Council**

21st December 2020

The Clerk had received no comments in response to his circulation of the correspondence from ADC. The meeting AGREED the matter should be considered by the Personnel Committee at its meeting on 18th January.

009/21 MINUTES OF THE MEETING HELD ON 7TH DECEMBER 2020

The draft Minutes were circulated to all councillors on 8th December asking for comments by the 15th December.

1491 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 7th December.

The meeting AGREED this action could be completed by the Chairman on the day after the meeting.

010/21 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. Minutes 701/20 and 784/20 – Finance & General Purposes Committee – Welcome to East Preston signs**
- 3. Minute 793/20.9 – Clerk's Report – SCRIP quarterly meeting**
- 4. Minute 896/20 – RWE – Extension of the Rampion Windfarm**
- 5. Minute 899/20 – Arun District Council**
- 6. Minute 613/20 – Arun District Council**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 7th December 2020.

Following the meeting, the Christmas Jumpers collection netted £55 to be donated to Turning Tides. Thanks to all the councillors and officers who donated.

2. **Minutes 701/20 and 784/20 – Finance & General Purposes Committee – Welcome to East Preston signs**

These were installed on Friday, 18th December.

Before	After
	
	
	

3. **Minute 793/20.9 – Clerk’s Report – SCRIP quarterly meeting**

On 23rd December, I received a further response from Greg Thompson regarding extending the eastbound platform at Angmering railway station, “Having heard back from our Investment

Director for the region – unfortunately at this time, funding isn't available for such work to take place in the near future.

[With regards to a public meeting about Roundstone] "I will provide further updates on the level crossing when I hear more from my colleague."

4. **Minute 896/20 – RWE – Extension of the Rampion Windfarm**

I believe Protect Coastal England are now in contact with the RWE representatives from the meeting.

Cllr Gunston has been in touch with the RWE reps and RWE will provide us with an article about the public consultation exercise when the time comes. This will be published in either an e-newsletter or the Spring 2021 paper Newsletter, depending upon the timing and space available.

5. **Minute 899/20 – Arun District Council**

I wrote to District Cllr Terry Chapman, copying in District Cllrs Bower and Kelly, about this council's concerns in-fighting, or whatever word you wish to use, was preventing ADC for working effectively for its residents. I also asked Cllr Chapman to let us know what is being done to improve the situation. As the longest-standing of our three District Councillors, it fell to Cllr Bower to provide a response. He has asked that response not be made public but he will provide updates in person in due course. Cllr Bower's response included reassurance the council's committees were still working effectively.

Concurrently, we have seen letters sent by Angmering and Kingston Parish Councils to the Chief Executive at ADC, Nigel Lynn, asking him to intervene. I have sent Nigel this council's support of those two councils' councils.

Simon Cross – **Clerk to the Council**

21st December 2020

6. **Minute 613/20 – Arun District Council**

I noticed over the weekend, work has started at the property in Roundstone Crescent about the state of which concerns were raised. The condition of the property had always previously been accepted as a lifestyle choice. At the time of writing I do not know whether the property has changed hands or what has led to this change.

Simon Cross – **Clerk to the Council**

4th January 2021

The Clerk said he had nothing to add but was happy to take questions. None were asked.

011/21 FINANCIAL MATTERS

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

- 1492** The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2020/21, value £8,233.65 (excl. VAT).
- 1493** The council **RESOLVED** unanimously to approve the Supplier Non BACS Invoices Paid reports for December totalling £1,097.93 (incl. VAT) (including unreported additional payments from the previous month).
- 1494** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for December totalling £14,752.43 (incl. VAT).
- 1495** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £300,630.73 (incl. VAT) for the financial year ending 31st March 2021.

The council NOTED the paper Bank Reconciliation to 14th December 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.

012/21 REPORTS FROM PARISH COUNCIL COMMITTEES

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

Committees

This month, the following committee meetings have taken place: Audit & Governance on the 14th, Finance & General Purposes on the 16th and Planning and Licensing on the 14th.

Draft Minutes from these meetings will have been circulated to all councillors ahead of this meeting.

Simon Cross – **Clerk to the Council**

21st December 2020

Amenities Committee

The committee did not meet in December.

Two Acres - Following the recent Risk Assessment carried out at Two Acres, the committee agreed to go ahead with the recommendations, to erect hazard warning signs to indicate the dangers and the sudden drop of the open ditch. Three hazard warning signs have now been installed along the adjacent fencing.

Public Seating – A new memorial bench plaque has been installed on the bench in memory of Chris Shore. This can be found at the south western corner of the Village Green, by the Boules Piste.

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

21st December 2020

Audit & Governance Committee

The committee met on 14th December.

The committee carried out the Annual Review of the non-financial entries on the council's Risk Register. The committee agreed to add one entry concerning the functioning of the Village Hall Foundation should the committee there become too small for it to function fully itself.

The committee looked at the completed Annual Return from the External Auditor for last year, plus the interim Internal Auditor's report for the current year, and felt there was no further action required on either at this time.

Following a comment in the External Auditor’s covering letter to the Annual Return, the committee did note the Code of Conduct should probably be reviewed. However, between the publication of the Agenda and the meeting, the council received the letter from ADC as covered at Agenda Item 7b above.

The committee noted the Annual Health & Safety Inspection Report as undertaken by Cllrs Gander and Toney and the Assistant Clerk, Mrs Reid.

Simon Cross – **Clerk to the Council**

21st December 2020

Community Engagement Committee

The committee did not meet during December.

The committee did, however, on 19th December, finally install and unveil the second and third blue plaques in the village. These are in honour of Stanley Holloway, actor, writer and monologist, and Sir Maurice Craig, pioneer in the treatment of mental health issues following his work with soldiers shell-shocked during the first world war. Holloway’s plaque is in Tamarisk Way and Craig’s is in South Strand.



The two new plaques in situ

Thanks to the Clerk and Cllrs Toney and Duff for supporting these unveilings in a socially-distanced manner, the relevant householders and Sean and Steve at DART Ltd. for installing the plaques at no cost to the village.

Cllr Elizabeth Linton –
Chairman of the Community Engagement Committee

21st December 2020

Community Engagement Committee

The final “Christmas” poem was published on the council’s Facebook page on New Year’s Day. With a poem published on every day in December, plus a starter on 30th November and the concluding one on 1st January, 33 poems were published, every poem which was submitted by a total of twenty-six people.

On 2nd January, I published a post thanking all the poets. To date, two comments have been posted under this: “Loved all of them...” and “Great poems and a joy to read each day”.

Simon Cross – **Clerk to the Council**

4th January 2021

Finance & General Purposes Committee

The committee met on 16th December.

The main purpose of the meeting was to agree a recommended budget for 2021/22 to the council. That can be found at Agenda Item 12a below. The committee also agreed to vire £3,500 from other budget lines into a COVID-19 Discretionary Fund.

Simon Cross – **Clerk to the Council**

21st December 2020

Major Events Committee

The committee meeting scheduled for 21st December was cancelled owing to the ongoing pandemic.

Cllr Elizabeth Linton –
Chairman of the Major Events Committee

17th December 2020

Planning & Licensing Committee

The committee met on 14th December to consider five Planning Applications. Two members of the public attended.

The committee agreed to raise no objections to four of the Application considered whilst agreeing to object to proposed garage in a front garden in South Strand.

The committee agreed there was no need to proceed with the meeting scheduled for 21st December.

Simon Cross – **Clerk to the Council**

21st December 2020

Additionally:

Community Engagement Committee – Cllr Linton complimented the Littlehampton Gazette coverage of the low-key unveiling of the two new blue plaques.

Major Events Committee – the Clerk reported he had provisionally booked the French Market for the East Preston Christmas Celebrations event on 20th November, just in case.

There was nothing further to report from the council's other committees.

013/21 FINANCE & GENERAL PURPOSES COMMITTEE – BUDGET FOR 2021/22

The following report and a set of budget sheets had been circulated in advance of the meeting:

Finance & General Purposes Committee – council budget for 2021/22

Council is asked to agree a recommended budget of £298,639.28 for the financial year 2021/22.

Cllr McElroy to lead on this item.

The Finance & General Purposes Committee met on 16th December to finalise its budget and precept recommendations for the financial year 2021/22. The committee considered the following paper circulated in advance of that meeting:

Committee is asked to finalise consideration of the council’s budgets for the 2021/22 financial year.

Each budget-holding committee has now considered the budgets in its control and, subject to setting a figure for the COVID-19 Discretionary Fund for 2021/22, the committee should be in a position to agree a budget figure for the council for next financial year. The figures in the table below are the Net figures.

Committee or budget	2020/21 (£)	2021/22 (£)	Increase (£)	Increase (%)
Admin	113,492.12	113,173.00	- 319.12	- 0.28
Amenities	48,193.38	33,930.00	- 14263.38	- 30
Audit & Gov.	1,000	1,000	0	0
Comm Eng	33,420.00	35,450.00	2,030	6.1
Finance & GP	35,096.00	36,375.00	1,279	3.6
Major Events	5,100	13,800.00	8,700	170
WRG	45,277.28	54,911.28	9,634	21.3
Full Council Contingency	10,193.10	10,000	- 193.10	- 1.9
Total	291,771.88	298,639.28	6867.40	2.3

ADC has now supplied the council’s Council Tax Base figure for the coming year: it is up to 2,813 from 2,800 in the current year. Committee agreed in September to keep the Band D precept at £98.43 for the year, agreed by Full Council in October. That will bring into the council £276,883.59 for the coming year, so this will still be a deficit budget.

Depending upon any discussion, committee is asked to agree to recommend to Full Council a budget of £298,639.28 for the financial year 2021/22.

The agreed figure will be presented to Full Council in January. Rather than circulate a paper copy of the budget sheets, I will send around a PDF version. If anyone would like a paper copy too, please just get in touch. There will be the option of me sharing my screen during the meeting if needed.

Simon Cross – **Clerk to the Council**

10th December 2020

The committee vired some money from this year’s budgets into a COVID-19 Discretionary Fund but did not set an additional figure for the coming year. If necessary, some money can be taken from reserves in the new financial year to add into the COVID-19 Discretionary Fund.

Simon Cross – **Clerk to the Council**

21st December 2020

Cllr McElroy spoke in support of the paper. Budget sheets had been circulated in advance of the meeting.

1496 The council **RESOLVED** unanimously to set the budget for the year 2021/22 at £298,639.28.

014/21 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

The Emergency Planning Working Party met on 9th December, the only working party to have met this month.

Simon Cross – **Clerk to the Council**

21st December 2020

Emergency Planning Working Party

The meeting on 9th December was attended by Cllr Wilkinson, the Clerk and myself. We looked at the work already carried out on the Emergency Resilience Plan and the Business Continuity Plan. Both of these have been updated and circulated to all working party members. The working party is hopeful final draft versions of these will be available for approval by council in February.

The next meeting will be a late afternoon meeting on 11th January.

Cllr Patricia Gander –
Chairman of the Emergency Planning Working Party

14th December 2020

Environmental Initiatives Working Party

The working party did not meet during December. Cllr Gunston will provide any updates.

Simon Cross – **Clerk to the Council**

21st December 2020

Flat and Frontage Working Party

Flat:

Heating and plumbing problems have cost the council most of a month's income this month, but hopefully the teething problems caused by the flat having been empty for several months have now all surfaced and been resolved.

Frontage:

No progress on this aspect of the working party's work.

Simon Cross – **Clerk to the Council**

21st December 2020

Playing of Cricket Working Party

Simon has contacted the representatives of East Preston Cricket Club asking them to let him know when in January they can attend a meeting. No response at the time of writing.

Additionally:

Emergency Planning – Cllr Gander added she hoped draft documents would be ready for council’s consideration and adoption at the February meeting.

Environmental Initiatives – Cllr Gunston reported RWE was planning on holding informal consultation events via its virtual Village Hall exhibition from 14th January to 11th February. Further information on this was expecting shortly so this could be publicised to members of the public. The next RWE liaison group meeting was scheduled for 4th February.

Flat and Frontage – Cllr Wilkinson thanked the Clerk for having kept on top of all the repair works that had been required in the flat in recent weeks. Both hoped everything that was likely to go wrong had now gone wrong and been repaired or replaced.

Leases – nothing to report.

Playing of Cricket – Cllr Bowman had nothing to add to the report. The Clerk advised, having had no response from the club’s representatives, he had re-sent his email asking them for potential meeting dates.

015/21 EAST PRESTON CONSERVATIVE HALL

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

East Preston Conservative Hall

The council is asked to note and consider the following letter received on 15th December:

14th December 2020

Simon Cross Esq.
Clerk
East Preston Parish Council

Dear Simon,

Re East Preston Conservative Hall

Without Prejudice

I am writing on behalf of the trustees of the Conservative Hall.

As you may know the freehold of the land on which the Conservative Hall stands has been held in trust by the Branch since 1928 under a deed which requires the Trustees to execute the directions of the Branch Committee with regard to the land and building. The hall has always been maintained and managed through the voluntary actions of members of the branch for the benefit of the community.

At a meeting held earlier this year the Branch resolved that because of the advancing years of branch members the trustees should seek alternative management arrangements for the future.

My purpose in writing, therefore, is to enquire whether, given the recently renewed status of the hall as an Asset of Community Value, East Preston Parish Council might be interested in either acquiring a Lease with a “licence to build” or, if the freehold was offered for sale whether the Parish Council might wish to purchase the freehold. Either course of action would give a means of ensuring that the hall might continue to be available for community use by the residents of East Preston and Kingston.

Yours sincerely,

Terence Chapman
For and on behalf of the trustees.
East Preston & Kingston Branch
The Conservative Party

Although Cllr Wilkinson and I submitted an application to make the Conservative Hall an Asset of Community Value again, that application is on hold pending further information.

As I do not think a Full Council meeting can ever give this matter full consideration, **Council is also asked to set up a Working Party to give further consideration to this proposal.** Members interested in being part of this working party are asked to let me know.

Simon Cross – **Clerk to the Council**

21st December 2020

The Chairman confirmed all members had read the correspondence from the Conservative Hall. With that understood, the following councillors agreed to meet to consider the correspondence further: Toney, Linton, Gander, Mathias, McElroy and Wilkinson. The Clerk would arrange a meeting shortly.

016/21 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. Anti-social behaviour matters**
- 4. Freedom of Information / Data Protection requests**
- 5. East Preston Business Community Business Breakfast, 2nd December**
- 6. Littlehampton Community Fridge on Tour, 2nd December**
- 7. SLCC Sussex branch quarterly meeting, 8th December**
- 8. Littlehampton Community Fridge on Tour, 9th December**
- 9. St Mary the Virgin's Advent Calendar Trail, 16th December**
- 10. Littlehampton Community Fridge on Tour, 16th December**
- 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. Comments in Christmas cards and emails to the council**
- 16. Leave**
- 17. January meetings and events**

1. Introduction

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

2. Police matters

On the 14th December, we were contacted by two different sets of residents with concerns about inconsiderate and possibly unsafe parking at two locations in the village: the junction of The Street with Lime Tree Close and the junction of Somerset Road with North Lane. I let PCSO Houston know there were concerns at these two locations, asking her to “bear both these sites in mind when you are in the village.”

PCSO Houston was next in the village on 17th December and saw the situations for herself.

In the early hours of 21st December, a car sped down Sea Road veered into the service road by The Clockhouse, clipped the front wing of a car facing up Sea Road pushing it onto the pavement and into the right-hand window of Arun Business Supplies. The incident was caught on the council’s cctv as well as that of other businesses in the area. The photograph below shows exactly how the hit VW ended up on the pavement, missing the Fiat Punto which was also parked there at the time of the incident.

A councillor living in the vicinity heard the crash and had seen a black car slowly driving away south and into Seaview Road. The car kindly left its front number plate behind and was found in Sea Lane, neatly parked. It had deposited various debris along Seaview Road. A further car was also hit in Sea Road in the early hours of the same day, but at the time of writing any link is not that clear. Sussex Police attended at about 13:00.

I wrote to Inspector Jason Parry on 23rd December seeking reassurance the full weight of the law will be applied to this case.



The white VW had been parked outside Pebbles facing north. The front nearside corner was clipped, the force of which pushed the car up on to the pavement neatly beside the untouched Fiat Punto.

(update circulated 4th January)

Regarding the dangerous driving incident in Sea Road on 21st December, I wrote to Inspector Jason Parry on 23rd December seeking reassurance the full weight of the law will be applied to this case. Inspector Parry called me back that afternoon and reassured me his team was working fully on the case it would present to the Crown Prosecution Service (CPS). Obviously, he had no idea how the CPS would respond.

3. **Anti-social behaviour matters**

Concerns about drug abuse in Copse View continue and the ADC anti-social behaviour officer hoped to be able to do a letter-drop in the middle of December.

No new reports this month.

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

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

5. **East Preston Business Community Business Breakfast, 2nd December**

Although sparsely attended, some of the regular attendees were busy getting ready for the end of the second lockdown. That said, there was still lively conversation about what the government has or has not been doing to help smaller businesses through the pandemic crisis. David Macdonald and Ian James both provided useful information on government grants available. Further to last month's news High Street banks are not letting businesses open new account, a group which David is part of had written to the government which, after pushing the letter around for a while, came back saying it was not prepared to get involved in the business of the clearing banks but there were numerous online loan options available to businesses. As David pointed out, this latter statement was completely irrelevant to the question asked.

Fr Andrew profoundly thanked Bob Billingham for the photographs he has taken as part of St Mary the Virgin's Advent Calendar Trail.

There is usually no Business Breakfast in January, so the next will be on Wednesday, 3rd February.

6. **Littlehampton Community Fridge on Tour, 2nd December**

Kath Callaghan contacted the council on 25th or 26th November asking whether the Littlehampton Community Fridge on Tour could set up somewhere in a council building in East Preston, once a week, just for an hour or so. The Fridge aims to tackle both food poverty and food waste by making surplus but still-in-date food available, free-of-charge or for a donation, to local residents. I explained the only council building we have under our control is the Council Office but we would be happy to work with the Fridge to make something happen. Kath, a Rustington Parish Councillor, visited the Council Office a few hours later, took some photographs for the organiser, Sarah, and within a matter of hours everything was working toward setting the Fridge up in front of the Council Office. The surplus food mainly comes from supermarkets but can also come from people's over-productive allotments of items from people's cupboards, still in-date but unlikely to be used by those people.

Just a week later, the first Community Fridge on Tour in East Preston took place. Set up for just an hour between 14:30 and 15:30, Sarah estimated between twenty and thirty households took away food, whilst other local residents came along to show support and to ask for further information. Sarah praised East Preston Parish Council for having been so accommodating and helpful in getting the scheme set up and publicised so quickly.

Food available on that first day included pasta and pasta sauces, fresh chillies, bananas, plantains, mangoes, cakes, broken biscuits (which in my personal experience were mainly unbroken), bakery products such as pain au chocolat and croissants, flour, satsumas and more. Further products were kindly donated by Seaview Stores and Isherwood Insurance.



Littlehampton Fridge organiser, Sarah and her husband Barry, ready to give away food to those in need and to reduce food waste.

At the end of this first shift, Sarah was very happy to continue the weekly trial. Publicity for this first week was helped through both East Preston schools, both East Preston preschools, Kerry's Community Tea-room, The Baytree Club and the council's Facebook page.

The Fridge has been back on 9th and 16th December and would like to come back every Wednesday for the foreseeable future. Members of the Community Engagement Committee have volunteered to help each week together with about eight members of the public. With those numbers we should be able to create a rota meaning nobody will need to commit to more than one shift a month.

7. SLCC Sussex branch quarterly meeting, 8th December

The quarterly meeting received a presentation from the Investments Manager at CCLA, but thanks to Cllr Shah, this council’s investments are still in good hands. The rest of the meeting was dominated by the continuing saga of the WSALC value-for-money review. With a one council, one vote constitution in place, there is a concern the very small councils, very aware of how much they spend, could sway any vote to move away from SSALC, an organisation which the larger councils are seem happy with.

8. Littlehampton Community Fridge on Tour, 9th December

This was the second visit from the Littlehampton Community Fridge on Tour. As you can see from the photograph, today’s offering was mainly fresh fruit and vegetables with some bread and then some tinned and packet donations from members of the public.



Fresh fruit and veg available to local residents. The Cheerios had been donated by a local couple.

The Fridge estimated it served a similar number of customers to the first week. The Fridge’s volunteer on the day, Liz, was very touched by the amounts of money local residents were donating for the products they were taking away with them.

9. St Mary the Virgin’s Advent Calendar Trail, 16th December

The Council (Office) took part in the Advent Calendar Trail, this being our window from 16th December:



Camelstastic window display. Thanks to Cllr Toney and Mr Kelvan Gale for loaning the council additional camels.

10. Littlehampton Community Fridge on Tour, 16th December

Visit three, the first in relatively bad weather. The Fridge probably brought along only about half of the food it had on previous occasions, simply because it was recognised the weather would put off some people from attending. Cllr Gunston worked as a volunteer today alongside one member of the public and Sarah the organiser. Despite the concerns about the weather a reasonable number of recipients did attend.

The Fridge will now be here every Wednesday afternoon. A call for community volunteers has resulted in about ten members of the public putting themselves forward together with a selection of councillors. It's not too late to volunteer if you would like.

11. Social media

Facebook has once again changed how it presents information, so I now have to go through every single post to see how many people have seen a post rather than see all that information on a single screen.

- Witness Appeal following a car being shunted in the front window of Arun Business Supplies – 4,848 people
- Warning of large amounts of broken glass in Sea Road following the same incident as above – 1,749
- Commencement of 2nd December visit of Littlehampton Fridge on Tour – 1,318
- Christmas Poems No. 10 – *Is Your Chimney Covid Safe?* – 1,127
- Advance announcement of 2nd December visit of Littlehampton Fridge on Tour – 887
- A polite reminder to people to park considerately, on behalf of a local resident – 878
- Announcement of 16th December visit of Littlehampton Fridge on Tour - 810
- Christmas Poems No. 21 – *The grey-haired vicar from East Preston* - 538
- Announcement of the winners of Brighten Up East Preston – 522

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 21st December)

The number of people currently liking the council on Facebook is 1,360, an increase of 16 on 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 December - sent to 848, opened by 574 (67.8%)

Parish Council news – 11th December – sent to 853, opened by 571 (66.9%)

Parish Council news – 16th December – sent to 854, opened by 574 (67.3%)

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

“How do I get made into an East Preston snowman?”

“The z is not working on the car-parking machine, Simon.”

“If a husband and wife are both doctors, how should I address their Christmas card envelope?”

14. **Recent bouquets and complaints**

(In addition to anything reported above)

From residents of Sea Road for alerting them to a neighbour's Planning Application, “Thank you for letting us know. We were not aware that there was a new planning application. It is very much appreciated that you have brought this to our attention.”

From a resident of Sea Lane Close, “We did a tour of the village this evening to look at the Christmas lights. Lots of people have put up wonderful displays. We love the tree on the green too - just gorgeous and uplifting. Well done.” Later, after publication of Cllr Bradshaw's snowpeople video, the same correspondent emailed in, “Love the yarnbombers video – those crochet fairies are so clever.”

From a resident of Sea Road, a former parish councillor, “Loved the Snowfolk and Vobes videos. Thank you to both for great videos. I take time to talk to all the Snowfolk along Sea Road! Takes a time to get anywhere! Always love to see the list. Keeps everyone in touch with the village in times of lockdown particularly.”

From a resident of The Drive, “My daughter would like to submit her Snowfolk entry. We'll drop in her Robin entry form today. Think we might be getting carried away with the festivities! Thank you for such fun.”

Presented with her prize for winning the Best Scarecrow competition, a resident of Westfield Avenue thanked the council for all it does. Without the efforts of the council and the Festival Committee, the lady felt the village would be a poorer place and there would be fewer people getting involved in creative, inspirational activities around the village.

A knitting resident of Sea Road wrote in to say, “I met a lovely family yesterday in the village yesterday and I think they epitomised what this is all about. They did not look well off but they were having the most glorious afternoon finding snow folk and taking photos of the kids with

them. they had found over 50 when they were at my house and they asked permission to take photos. It was not a nice day but they wanted to get the kids out and have some fun. They were so "up for the adventure" and best of all it was free with the possibility of a prize at the end. I was really touched."

From a former resident of East Preston, now living in Rustington, in response to Cllr Bradshaw's video of the snowpeople, "Kit's video was great!"

From a former resident of East Preston, now living in Littlehampton, in response to the e-newsletter published on 11th December, "Best news letter, EVER!"

From a resident of Willowhayne Avenue, "As I become more involved with EP, I see what you bring."

From two residents living adjacent to a Planning Application within the village, "We were very surprised that the planning officer gave approval to the application. It's hard to reconcile the fact that the District and Village plans drawn up by elected representatives of local residents can be totally ignored and over-ruled in this way. It makes one question one's faith in democracy. Nevertheless, thank you for your help in this process."

A resident of Lavinia Way stopped me in the street to thank the council for circulating the snowpeople, Father Christmas and Bald Explorer videos to residents. Each had made her smile and / or laugh.

15. Comments in Christmas cards and emails to the council

"To the Best Parish Council any village could wish for. Merry Christmas to you all. Have the festive break that you all deserve."

"I like the photos of all the Christmas lights and jollity around the village: such cheer is very much needed. When I was doing the Village Design Statement in 2005 (!) almost the only proper neighbourhood light display was a really good collection in Cheviot Close."

"That you for all you've done especially during the dark days of 2020."

"Thank you for all you do for the community."

"Happy Covid Christmas and thanks for all you do to make E.P. a wonderful place for us all."

"Thank you for all you do particularly during this unusual year."

"Thanks for all you do on our behalf. To all the team you are a great bunch helping to make EP a wonderful place to be."

"Thanks to everyone for all the support and fantastic efforts during this difficult year."

"A big thank-you for your book box, it has been a lifeline."

"Thanks for everything you do to make E.P. a great place to live."

"Our thanks for all you have done this year for our community and for all of your support. You are all appreciated."

"Thank you for all your help in this crazy year."

"Many thanks for all the communication throughout the year."

"T and I would like to thank you and your team for all the support for the village in this strange year."

"Thanks for all you do to make East Preston an even better place."

“Thank you to you and your team for all your hard work over this last year.”

16. **Leave**

No leave planned in January yet.

17. **January Meetings and Events**

This list may be incomplete and is subject to change.

- 4th Full Council (19:00, Zoom)
- 11th Emergency Planning Working Party (17:00, Zoom)
Planning & Licensing Committee (18:00, Zoom)
Environmental Initiatives Working Party (19:00, Zoom)
- 18th Personnel Committee (18:00, Zoom)
- 25th Planning & Licensing Committee (18:00, Zoom)
Community Engagement Committee (19:00, Zoom)

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**

22nd December 2020

Item 11 – Social media – assuming it had remained the poem with the most views on Facebook, Cllr Linton wondered whether *Is Your Chimney Covid Safe?* could be published in an e-newsletter. The Clerk suggested as it was short it would perhaps be better published in the Winter 2021 Newsletter, scheduled for publication in February.

Item 13 – Things we have been asked since the last meeting – Cllrs Gander and Moore agreed with the Clerk a letter to a couple of doctors should be addressed to Drs [surname / surname and surname].

017/21 **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

Voluntary Action Arun and Chichester (VAAC) Organised Crime and County Lines briefing, 14th December

Cllr Bowman advised the meeting she had started to write a report but, as she had already mentioned to the Chairman and the Clerk, the subject matter was so great with far-reaching consequences that she thought it would be better for her to give a short presentation to the council on this topic. This could be followed by an article in the Winter 2021 Newsletter.

The meeting AGREED to convene at 18:30 on 1st February for Cllr Bowman to present on this topic ahead of the Full Council meeting at 19:00. Cllr Bowman’s presentation will not form part of the Full Council meeting.

018/21 **RESPONSE TO EXTERNAL MEETINGS AND EVENTS**

Nothing to report.

019/21 NEW ITEMS FOR THE NEXT MEETING (1ST FEBRUARY)

Nothing was suggested.

The meeting concluded at 19:49.

Chairman: *Clr Steve Toney* Date: **2nd February 2021**

END