

**MONTHLY MEETING  
OF THE COUNCIL**

**4<sup>TH</sup> OCTOBER 2021**

**SUPPORTING PAPERS**

## **Please note not every Agenda Item will have a supporting paper.**

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### **Agenda Item 8**

#### **Minutes of Monthly Full Council meeting, 6<sup>th</sup> September**

The draft Minutes were circulated to all councillors on 8<sup>th</sup> September, asking for suggested amendments by 15<sup>th</sup> September. No suggested amendments were received but Cllr Gander had replied, "The Minutes are comprehensive and correct."

Simon Cross – **Clerk to the Council**

23<sup>rd</sup> September 2021

### **Agenda Item 9**

#### **Monthly Update Report**

1. **Introduction**
2. **Minute 370/21 – Annual Financial Matters – Annual Governance and Accountability Return for year-ending 31<sup>st</sup> March 2021**
3. **Minute 372/21 – New Items to be Referred to the Next Meeting, 5<sup>th</sup> July 2021**
4. **Minute 638/21 – Public Session – West Sussex County Council**
5. **Minute 638/21 – Public Session – Major Events Committee – Food & Drink Festival**
6. **Minute 638/21 – Public Session – Planning & Licensing Committee – Tree Preservation Orders (TPOs)**
7. **Minute 641/21 – Arun District Council – food waste**
8. **Minute 641/21 – Arun District Council – Afghan refugees**
9. **Minute 642/21 – Rampion Wind Farm proposed extension**
10. **Minute 650/21 – Finance & General Purposes Committee – council email**
11. **Minute 656/21 – Clerk’s Report – 8. School Crossing Patrol meeting with WSCC, 19<sup>th</sup> July**
12. **Minute 656/21 – Clerk’s Report – 16. Silent Soldier at Littlehampton Railway Station, 26<sup>th</sup> August**

#### **1. Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 6<sup>th</sup> September 2021.

**2. Minute 370/21 – Annual Financial Matters – Annual Governance and Accountability Return for year-ending 31<sup>st</sup> March 2021**

The external auditors have asked Section 2 of the Annual Return to be resubmitted as they traced £14 which Tracy had written in a different box to the one they would have expected. This has seen the figure in Box 2 – Precept drop from £275,618 to £275,604 and the figure in Box 3 – Total other receipts increase by the same £14 from £20,596 to £20,610. Cllr Toney and I have both signed these amendments and the page has been resubmitted to the external auditor. The auditor also asked us to quantify underspend as a result of the pandemic. At the time of writing, we await to see whether they require any other information from us and whether we are required to take any further action regarding these changes.

**3. Minute 372/21 – New Items to be Referred to the Next Meeting, 5<sup>th</sup> July 2021**

The East Preston Yarnbombers' silent auction raised about £500 which will again be split between the East Preston Festival Committee and the South Strand Community Toilets. The Yarnbombers have thanked the council for collating the bids and helping collect the winning monies.

**4. Minute 638/21 – Public Session – West Sussex County Council**

Mr M's request for the council to push West Sussex County Council for parking restrictions in the area of North Lane and Sea Road between the junctions with Lashmar Road and Fairlands has been added to the Agenda for the next Community Engagement Committee meeting.

**5. Minute 638/21 – Public Session – Major Events Committee – Food & Drink Festival**

Following the meeting, I contacted Mrs A offering her the chance to meet with Cllrs Gander and Linton to discuss the risk assessment documentation for the Food & Drink Festival as this worked well for all parties when Mrs A raised concerns in January 2020 about the November 2019 East Preston Christmas Celebrations event. At the time of writing Mrs A has not responded to this invitation.

Subsequent to the Full Council meeting on 6<sup>th</sup> September, in passing, I spoke to two other residents of Sea Road, both of who live near to Mrs A.. One, who attended the Food & Drink Festival but not for the whole afternoon, said she had not been aware of any traffic chaos in Sea Road as she walked to and from the event and as she looked out onto Sea Road after she had returned home. The second had not attended the event but said he had noticed some traffic chaos but this was not something he felt could have been predicted nor did he see it as a major concern.

**6. Minute 638/21 – Public Session – Planning & Licensing Committee – Tree Preservation Orders (TPOs)**

A few days after the Full Council meeting, District Cllr Kelly asked me to forward the following information on to Mrs A for him, "The Council does not 'cancel' TPO's it only makes them so the answer to your question is none." District County Chapman, separately, advised me all paper Tree Preservation Orders were in storage at the ADC repository at Ford. I have passed this information on to Mrs A too.

**7. Minute 641/21 – Arun District Council – food waste**

The food waste collection trial started in May 2021, and was extended, still within Littlehampton only, in September 2021. The trial is scheduled for a year from May 2021.

**8. Minute 641/21 – Arun District Council – Afghan refugees**

The day after the Full Council meeting, District Cllr Kelly re-advised the name of the ADC councillor leading on the subject of Afghan refugees coming into the District. Cllr Gander and I agreed I should write to the councillor on behalf of the council. I did so on 8<sup>th</sup> September and have neither acknowledgement nor response.

**9. Minute 642/21 – Rampion Wind Farm proposed extension**

On the morning after the meeting, a resident in his 90s contacted the office asking if the council wanted a contact at Rampion to present to the council. I replied the council had received a presentation at its December 2020 meeting and also one from Protect Coastal England in November 2020. I explained the resolutions the council had taken in this matter and he was delighted the council had “seen sense” and had come out in support of the proposal.

After a bit of a battle around the Rampion 2 website, I managed to learn to where I should email this council’s support for the expansion which I did on 9<sup>th</sup> September. It was nothing in-depth.

**10. Minute 650/21 – Finance & General Purposes Committee – council email**

The transfer from one council email provider to another will take place on the evening of Thursday, 7<sup>th</sup> October with tweaking taking place during Friday, 8<sup>th</sup> October. Councillors will be provided with other information nearer the time.

**11. Minute 656/21 – Clerk’s Report – 8. School Crossing Patrol meeting with WSCC, 19<sup>th</sup> July**

Unfortunately, the School Crossing Patrol, Victoria Laverick, sustained an arm injury at the beginning of September and has been unable to work. She hopes to be allowed back to work in the next couple of weeks. The council sent her flowers and a Get Well Soon card.

**12. Minute 656/21 – Clerk’s Report – 16. Silent Soldier at Littlehampton Railway Station, 26<sup>th</sup> August**

The photograph taken by Dawn on 26<sup>th</sup> August, was incorporated into a press release issued by Govia Thameslink Railways (GTR). The article has been published locally in *The Littlehampton Gazette* and *All About East Preston & Kingston*.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> September 2021

# Agenda Item 11

## Committees

The following committees met during September: Amenities on the 20<sup>th</sup>; Community Engagement on the 27<sup>th</sup>; Planning & Licensing on the 13<sup>th</sup>. Draft Minutes from these meetings should have been circulated by the time of the meeting.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> September 2021

## Agenda Item 11a

### Amenities Committee

The committee met on 20<sup>th</sup> September.

**Warren Recreation Ground Children’s Playground** – The 2021 RoSPA inspection report has been received. The report indicates there are no major concerns; recommendations are to monitor the wear to the bearings of the Spinmee Round and the Carousel Turnstile and replace when necessary. These recommendations are being actioned.

The handy man has completed painting the surrounding and internal railings, it now looks so much brighter.



The newly painted railings part-way through being painted. All internal railings were previously just red, but adding in blue and yellow to match the exterior railings has given the whole area a lift.

**Warren Recreation Ground** – Final finishes were completed to the drainage, leading from Mr Hodgson’s yard to the Two Acres ditch. A small concrete sandbag wall has been installed, surrounding the drain pipe and a non-return valve fitted to the end of the pipe. This will protect the pipe from blockage and damage.

**Sea Road Toilets** – Minor repairs have been completed at the two Unisex toilets. The rusty grab rails have been removed and new stainless steel grab rails have been fitted. The sinks have been re-sealed and the rusty brackets replaced. The cracked cistern lid was replaced.

**Village Green** - The Sundowers - 21 tour event took place on the 17<sup>th</sup> September on the Village Green. The event was well attended and feedback received was that it was a good evening. The event included street food, live music and small funfair rides. The site was left secured and in good condition.

**Tree course** - On 21<sup>st</sup> September I attended the LANTRA Basic Tree Survey and Inspection course held at the South of England Showground. The course was well attended, candidates came from Seaford College, Chichester Nature Reserve, Forestry, Farm Landowners, Forest School, Council contractors and Golf course grounds keeper. The course tutor, Ben Abbatt, was a trained arboriculturist, the aim of the course was to spot dangers before they become a problem. The course raise awareness of tree management, legal and safety implications of hazardous trees, personal health and safety whilst carrying out tree inspections, recognize hazardous trees, determine risk and decide on appropriate action, collect and maintain adequate information and to know your own limits. The practical inspection raised awareness of the signs to look for, when assessing the condition of a tree. I saw firsthand a variety of fungal infections, diseased and damaged trees which will help identify these should this arise.

The next meeting will be on 8<sup>th</sup> November.

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

27<sup>th</sup> September 2021

## **Agenda Item 11b**

### **Audit & Governance Committee**

The committee did not meet in September.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> September 2021

## **Agenda Item 11c**

### **Community Engagement Committee**

The committee met on 27<sup>th</sup> September.

Below are some of the topics the committee covered during a long meeting.

In 2021, the committee would like to see the village marking Emergency Services Day (9<sup>th</sup> September) as well as Merchant Navy Day (3<sup>rd</sup> September). The committee felt it might be able to arrange something on the Village Green on 10<sup>th</sup> September, inviting the emergency services to come along and meet the public.

The committee agreed to run another two Beach Cleans in 2022, 3<sup>rd</sup> April and 25<sup>th</sup> September.

The committee oversaw the free tennis-coaching sessions on the Warren Recreation Ground on two Fridays in September.



Head coach at Angmering-on-Sea Lawn Tennis Club, Andrew Cook, about to instruct three willing students in the arts of tennis. All three students have moved to the village in the past eighteen months.

The committee agreed to keep a close eye on the village's Christmas lighting this year, to see where any might be past its best. The committee also agreed to purchase a rooted Christmas tree to plant on the Village Green alongside a potted tree in the hope the rooted tree will become a permanent Christmas tree for the village.

The committee reviewed and amended a first draft of its budget for 2022/23.

The committee agreed to start work on an Official Guide and Map for 2022-23.

A suggestion from the Community Speed Watch group for a 20mph zone in Sea Road was considered. The committee was uncertain how effective this would be and initially agreed to look at the purchase of some Speed Indicator Devices for the main stretch of Sea Road.

The committee agreed to run a poll in a future e-newsletter seeing what support there is for extending the parking restrictions on Sea Road between the junctions with The Street and Fairlands.

The idea of a public meeting about the Roundstone Level Crossing was revisited and it was agreed to try and arrange a meeting for March 2022. The committee also discussed the meeting Cllrs Toney and Linton and I had attended on 24<sup>th</sup> September (see Item 9 of the Clerk's Report below).

The committee noted a local First Responder had offered to lead some free-to-attend defibrillator familiarization sessions. The committee agreed first to see whether it could

facilitate the installation of a defibrillator where Sea Road meets the beach. With that in mind, the committee felt it wise to hold off arranging any familiarization sessions until that defibrillator was commissioned.

After over two hours, the committee ran out of time to discuss several other new ideas it has had. These ideas will be referred to the committee's next meeting which is on 29<sup>th</sup> November.

Simon Cross – **Clerk to the Council**

28<sup>th</sup> September 2021

## **Agenda Item 11d**

### **Finance & General Purposes Committee**

The committee did not meet in September.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> September 2021

## **Agenda Item 11e**

### **Major Events Committee**

The committee did not meet in September.

The committee did host the long-awaited Thank You party for the local residents who joined the East Preston Voluntary Service and helped other residents particularly during the first lockdown but also above and beyond that, new friendships having been fostered by the months of adversity. The event seems to have been enjoyed by all who attended and considered a success by all who organised.

Thanks from the council to the following for their help with the event: Andy and Laura Billups, Bob Billingham, Claire New, Martin Rogers, Michael Tidd and Denise Whisson.



A combination of volunteers and those they helped enjoying a social afternoon in the hall of East Preston Junior School.

## **Agenda Item 11f**

### **Personnel Committee**

The committee did not meet in September.

Caspar Williams has been recruited to the post of (weekday) Village Orderly and will be starting on 1<sup>st</sup> October. The committee and Clerk wish to thank (weekend) Village Orderly Stephen Grover for his additional efforts over the summer over in ridiculously hot weather.

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

24<sup>th</sup> September 2021

## **Agenda Item 11g**

### **Planning & Licensing Committee**

Since the last Full Council meeting, the committee met on 13<sup>th</sup> September. The meeting scheduled for the 27<sup>th</sup> was cancelled as there were no Planning Applications to consider at that time.

The committee considered two related Applications for the Redrow site at Roundstone Farm, A/168/21/PL and A/169/21/PL, and agreed unanimously to object to both Applications. As the Applications are not within Eats Preston Parish Council's boundary, the committee agreed the design aesthetics of the Applications were for Angmering Parish Council to comment upon. Instead, we commented upon the proposal breaching the Gap Between Settlements as designated in the Arun Local Plan. The Gap is already much smaller than some others and could so easily be lost to just a handful of new developments.

The committee agreed not to raise any objections to the redevelopment of a property in Roundstone Crescent.

The Application mentioned last month, A/164/21/AG, to upgrade the existing farm track at Roundstone Farm was granted Planning Permission on 1<sup>st</sup> September; four parish councils (EP, Rustington, Angmering and Ferring) had objected as well as several residents.

A Planning Inspectorate appeal against refusal of Planning Permission has been opened for a property in The Plantation. This is being decided upon the written representations already submitted; there is no chance to submit further comments even if further matters may have come to light since the original Application was being considered (not that this is the case here.)

## **Agenda Items 12a and 12b**

### **Community Engagement Committee – village clock**

Cllr Linton to lead on these items.

Through the Winter 2021 Newsletter, the council asked residents to submit suggestions for how the village could best commemorate the Queen's Platinum Jubilee. The two suggestions the committee thought they could best work with were the planting of a Jubilee Field Maple on the Village Green, agreed by council last month, and a village clock. This suggestion originally came from a member of the public a few years ago, was thought good by the committee and £1,000 a year has been set aside for the past few years. A further £1,000 is included in the current year's budget towards a village clock and **council is asked to ring-fence the £1,000 in this year's budget for a village clock should the money be unspent at the end of the financial year.**

The clock the committee has chosen currently costs £11,000 to buy. On top of that there will be installation costs including groundworks and hooking up to an electricity supply. At the moment, those costs are being sought but are not known. The installation will also be subject to a full Planning Application which will also cost. As these costs have not yet been determined, the committee agreed to ask council **to approve expenditure from reserves of up to £15,000 on a village clock.** Together with the £5,000 ring-fenced by the end of this financial year, the committee believes £20,000 should be the maximum required for this project.

Simon Cross – Clerk to the Council

28<sup>th</sup> September 2021

## **Agenda Item 12c**

### **Community Engagement Committee – defibrillator parts**

**Council is asked to note an overspend on the defibrillator budget line.**

Cllr Gander to lead on this item.

In its budget for the current year, the council set aside £200 for a replacement battery and set of pads for the defibrillator, both of which items expire in February 2022. The defibrillator was commissioned in 2018 and this is the first time we have needed to buy all these replacement items together. In line with many items currently, the price has increased and the supply has reduced to a trickle. With Cllr Gander's agreement, I have ordered a replacement battery and two sets of pads, what we cannot risk is the council's defibrillator

being unavailable just when it is needed. For these, our supplier is charging £320 plus delivery. He has agreed not to invoice us until he has a better idea of delivery.

Now we have been through this ordering process once, it should be easier to budget a more accurate amount in four years' time when the battery and pads need replacing again.

Simon Cross – **Clerk to the Council**

23<sup>rd</sup> September 2021

## **Agenda Item 12d**

### **Community Engagement Committee – War Memorial**

Cllr Linton to lead on these items.

Cllr Moore has been researching why Sjt. Davis is buried in a military grave in the St Mary the Virgin churchyard but, although he died in 1946, he is not included on the war memorial. Cllr Moore has received confirmation from Forces War Records Sjt. Davis “was killed by Enemy Action/Wounds Caused by Enemy Action/Killed in Action.” For the committee to garner more information and thus hold a conversation with the Royal British Legion as to whether or not Sjt. Davis should rightfully be on the war memorial.

**Council is asked to authorise the expenditure of £207 from the council’s reserves for the Forces War Records to research and provide further information on the death of Sjt. Davis.** (N.B. £8 has been spent already on getting the above information.)

Simon Cross – **Clerk to the Council**

28<sup>th</sup> September 2021

## **Agenda Item 12e**

### **Community Engagement Committee – village bus service**

Cllr Linton to lead on this item.

There is £10,000 in the current year’s budget as a contribution towards the provision of a village bus service. The committee agreed in July it would not be sensible to start even a trial of a bus service until the country was 12 months clear of covid, which the committee estimated would be April 2023 at the earliest. **Council is asked to ring-fence the £10,000 in this year’s budget for a village bus service** so no sum needs to be included in the 2022/23 budget towards a village bus service.

Simon Cross – **Clerk to the Council**

28<sup>th</sup> September 2021

## **Agenda Item 13**

### **Working Parties**

Only the Environmental Initiatives Working Party met formally this month, 27<sup>th</sup> September.

Simon Cross – **Clerk to the Council**

31<sup>st</sup> August 2021

## **Agenda Item 13a**

### **Conservative Hall Working Party**

Three members of the working party – Cllrs Toney, Linton and Wilkinson – had a tour around the Conservative Hall on the afternoon of 17<sup>th</sup> September. The working party will meet during October to discuss this visit further.

Simon Cross – **Clerk to the Council**

20<sup>th</sup> September 2021

## **Agenda Item 13b**

### **Environmental Initiatives Working Party**

The working party met on 27<sup>th</sup> September and was joined by Rev Emma Ham-Riche and parishioner Linda Denton.

Emma gave us an update on the work being done at St Mary's which has resulted in an Eco Church Bronze Award. Wildflower areas in the churchyard, setting up bird boxes and recycling schemes have all been started and commended. Future plans include bike racks to encourage cycling and planting a tree for the jubilee. Emma will give us a contact at Shoreham Ornithological Society, details on Sussex Green Living and we also agreed to support the church at an eco event next June. This will likely be during the East Preston Festival.

We discussed the need for help with grant applications for the greener buildings project, as we now have a couple of consultants who could provide assistance, and agreed to do some more research. We will be contacting the surveyor in October to plan some dates for the EPC surveys.

Articles for the next newsletter will be about plans for the East Preston in Bloom group and an update from the Working Party together with a request for anyone with experience with grant applications or any other environmental areas to contact us.

Our Woodland Trust hedge is due to be planted during half-term week at the end of October. Please let Dawn know if you would like to join us. You are very welcome - with or without a spade - at the Warren recreation ground on the day.

Cllr John Gunston –  
**Chairman of the Environmental Initiatives Working Party**

28<sup>th</sup> September 2021

## **Agenda Item 13c**

### **Flat and Frontage Working Party**

Cllr Wilkinson and I are meeting with the architect between the completion of these Supporting Papers and the meeting.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> September 2021

## **Agenda Item 13d**

### **Leases Working Party**

The Leases Working Party will be meeting soon to begin consideration of a renewed lease to the East Preston & Kingston Bowls Club.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> September 2021

## **Agenda Item 13e**

### **Playing of Cricket Working Party**

The cricket season has now ended. The council has already said to the Cricket Club it would like to hold an end-of-season meeting sooner rather than later.

## **Agenda Item 14**

### **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, 1<sup>st</sup> September**
- 6. Merchant Navy Day, 3<sup>rd</sup> September**
- 7. Meeting with East Preston Disability Action Group (DAG), 6<sup>th</sup> September**
- 8. Meeting at East Preston & Kingston Bowls Club, 8<sup>th</sup> September**
- 9. Meeting with West Sussex County Council and Angmering and Kingston Parish Councils, 24<sup>th</sup> September**
- 10. Beach Clean No. 16, 26<sup>th</sup> September**
- 11. Community Speed Watch, 28<sup>th</sup> September**
- 12. Access Protection Line, Sea Road and Seaview Road junction**
- 13. Littlehampton Community Fridge on Tour, September**
- 14. Social media**
- 15. MailChimp stats**
- 16. A selection of things we have been asked since the last meeting**
- 17. Recent bouquets and complaints**
- 18. Leave**
- 19. October meetings and events**

#### **1. Introduction**

This is the report mainly covering September 2021 and matters which may not arise elsewhere on the agenda.

#### **2. Police matters**

PCSO Hannah Pipkin got in touch on 14<sup>th</sup> September to advise council, "Police have had a report of ASB in Warren Rec. Usual ASB of loud music, underage drinking, bad language, shouting and littering, all between 18:00hrs and 02:00hrs on most weekend nights. Just in case the Parish Council have had a complaint too, wanted to let you know we are aware and will be patrolling to try and nip it in the bud."

Inspector Jason Parry who has been my first point of contact for anything serious over the past 18 months has moved on and been replaced by Inspector Neil Durkan.

### **3. Anti-social behaviour matters**

As reported last month, two households in Oakley Gardens had complained about youths on the Warren Recreation Ground on the evening of 28<sup>th</sup> August. Both households asked what could be done about this. At the time of last month's report, I had not received an answer to the question of whether Sussex Police had been called. They had not. I explained one-off instances such as this were difficult to address as there was no pattern for Sussex Police of the ADC anti-social behaviour team to tackle. A previously suggested solution of removing the bench from the south-eastern corner of the recreation ground would only deprive everyone else of that bench the rest of the time.

Police were alerted to more inconsiderate behaviour at the southern end of the Warren Recreation Ground on the evening of 3<sup>rd</sup> September. Apparently this started at 23:00 and continued until the group dispersed at 00:30 on the 4<sup>th</sup>. It is not known whether police did attend.

Concerns about drug-dealing in the vicinity of the Village Green, both in the open and from a local business continue. Local residents are getting frustrated by the lack of visible response from Sussex Police and ADC's anti-social behaviour team. I have put calls in to both organisations seeking reassurance there is action to combat these concerns even if it is not obviously visible.

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

No Freedom of Information or Data Protection requests received since the last report.

### **5. East Preston Business Community Business Breakfast, 1<sup>st</sup> September**

This was not a well-attended meeting. Cllr Linton was also there as a council representative, plus representatives from four businesses, two of which are not universally accepted as businesses. For Business Breakfasts to work, more people need to attend. Some of the most-regular attendees have stopped attending because they have retired or they have suspended their business for the time being. Others have changed their business hours, making it difficult for them to attend too.

In light of this, everyone present supported my suggestion we took a break from Business Breakfasts and came back renewed next Spring, March maybe. We agreed the aim should be to have The Seahorse at least half-full which alone focusses the minds of those present onto business matters, makes networking much more valuable and the whole experience more worthwhile. It was regularly achievable in the past.

Thanks to Sam for hosting this meeting.

### **6. Merchant Navy Day, 3<sup>rd</sup> September**

On behalf of the council, the Community Engagement Committee once again supported Merchant Navy Day by hosting a small commemoration at the war memorial followed by a small reception at the Royal British Legion.



Flying the Red Ensign outside East Preston Library (l-r): Cllr Steve Toney, Cllr Elizabeth Linton, Deacon Allan Veness, Cllr David Moore, Lt Brian Osborne and Mr Jimmy Lee

#### **7. Meeting with East Preston Disability Action Group (DAG), 6<sup>th</sup> September**

I was invited to attend this meeting as the group was hopeful ADC and WSCC would both be represented by officers who might be able to commit their councils to supporting a proposal as yet not fully formed for some form of improved Beach Access for people with additional mobility needs. At the meeting, the Chairman, Alan Hultquist, said he was determined some form of improved Beach Access would be provided with the drive of the group.

Sadly, for whatever reason neither of the two larger councils were represented. I reported this council's commitment to improving Beach Access for all (Full Council, 2<sup>nd</sup> March 2015, Minute 140/15, Resolution 0859), but also the Amenities Committee's recent realisation the project is too big for this council to oversee, mainly because of the land-ownership issues already thrown up. The meeting drew up some questions to ask of ADC, WSCC and the Environment Agency. The group has been inspired by successful projects at both Seaford and Shoreham-by-Sea.

At times, the meeting crept off topic, sometimes understandably, sometimes less so. The refurbishments to the Sea Road toilet block came in for some criticism, mainly ones which the Amenities Committee has answered on site with representatives from the group. One member of the groups quoted the mantra, "Nothing about us, without us." I was able to reply to this the council had involved the group in the early stages of the project to refurbish the toilet block and had seen and agreed the plans. One able-bodied member of the group agreed this had been the case, but the group members who had approved the plans had probably all been able-bodied.

I left after seventy minutes of the meeting as the group agreed it had discussed the Beach Access project as best it could without those ADC and WSCC reps.

As has been reported to the Amenities Committee, I have subsequently been to look at the Shoreham Beach project, which is impressive although I thought it was overall rather narrow, which is why it has passing points. I would have designed it wider, especially as there is plenty of space there.

On 24<sup>th</sup> September, I received a copy of a letter the Disability Action Group has sent to Roger Spencer at ADC, expressing concern he had not attended this meeting and asking him some initial questions.

#### **8. Meeting at East Preston & Kingston Bowls Club, 8<sup>th</sup> September**

At the last meeting between the council and its tenants, the Bowls Club, the club once again expressed concern about the trees bordering the western boundary of the club, directly behind the clubhouse. As it had on several previous occasions, the council offered to mediate a meeting between the club and the neighbouring property. On this occasion, the club accepted that offer and I wrote and invite the owners of the neighbouring property to meet with the council and the club.

The neighbours responded positively and a short meeting took place on 8<sup>th</sup> September in the clubhouse. I was joined by Cllr Gunston, the club was represented by Messrs Hickey and Campbell. Two occupants of the neighbouring house attended.

The meeting was amiable and the neighbours explained their tree surgeon had recently visited the trees in question and had remarked they were perfectly healthy and not in any danger of falling down on to the clubhouse, even in high winds. The neighbours said they were happy for the club to get a second opinion and if it differed, now communications channels were open again, they would be happy to discuss again.

#### **9. Meeting with West Sussex County Council and Angmering and Kingston Parish Councils, 24<sup>th</sup> September**

Last month, I reported on a meeting called by Kingston Parish Council between our two councils. That meeting took place on 23<sup>rd</sup> August and focussed on highways issues with the Redrow proposed development of land at Roundstone Farm, the Roundstone Level Crossing and parking on the north side of the Old Worthing Road. The outcome of that meeting was to invite, via County Cllr Elkins, the West Sussex County Council Cabinet Member for Highways and Transport to a meeting with the two parish councils. It was agreed Angmering Parish Council should be invited to attend if they wished.

Cllr Elkins responded positively and had the office of the Cabinet Member for Highways and Transport, Cllr Joy Dennis, contact me to start arranging a meeting. The arrangements were down through me as my Kingston counterpart has been on indefinite leave.

As WSCC is only occasionally meeting face-to-face outside the council at the moment, an online meeting date of 24<sup>th</sup> September was agreed, but the parties at this end felt a face-to-face meeting would be preferable. Cllr Dennis agreed and further agreed to come to East Preston.

The meeting took place in the Conservative Hall and was chaired by Cllr Geraldine Walker of Kingston PC. I was joined in the East Preston ranks by Cllrs Toney and Linton. Angmering PC was represented by Cllrs Nikki Hamilton-Street and John Oldfield and my counterpart, Katie Herr. County Cllrs Dennis and Elkins were joined by Chris Stark, Area Highways Manager – Western.

The meeting started late as Cllr Dennis was caught in traffic between the A259 and the Roundstone Level Crossing. Cllr Dennis said she knew the area well several years ago and having visited a few times recently, to see progress on the A259 works, she was surprised at how much busier the area had become.

Each of the three parish councils described their concerns. In addition to those mentioned in the meeting of 23<sup>rd</sup> August, Angmering PC mentioned its concern no cumulative perspective ever seems to be given to WSCC Highways comments upon Planning Applications. With

seven separate development schemes either underway or about to start work, Angmering is being changed out of all recognition by a constant barrage of new developments bringing more people into the area, putting the infrastructure, not just highways, under even more strain.

We gave Cllr Dennis and Mr Stark a copy each of the February 2015 Technical Note produced as a result of the consultancy into the Level Crossing area by RGP Transport Planning and Infrastructure Design Consultants. (Any councillor wishing for a copy of this report just needs to ask.) We explained to Cllr Dennis WSCC had refused to consider any of the report until the dualling of the A259 had been completed (at that time scheduled for Spring 2018). Cllr Dennis and Mr Stark agreed it was perhaps time to start looking at the report and its recommendations again.

The meeting ended after an hour with Cllr Dennis promising to report back in three to four weeks after she had done some investigation. A further meeting may well be called.

#### **10. Beach Clean No. 16, 26<sup>th</sup> September**

Cllrs Toney, Linton, Gunston and Wilkinson joined me in leading the council's contribution to this Beach Clean. Despite drizzle from half an hour before the start time, we were joined by about twenty members of the public ranging from Cllr Gunston's very young granddaughters up to ladies several decades older. In addition to the usual swathes of fishing net and petty litter, more unusual items found included two pairs of underwear, one male, one female, a long blonde, curly wig, a radio aerial and a seat cushion, presumably lost overboard from a yacht.

Our thanks to John Wintle at KEPT (Keep East Preston Tidy) and ADC for the loan of kit as the council's is, at the time of writing, stuck behind a broken garage door awaiting a visit from ADC's repair service. Thanks also to Melanie at SALT Kiosk for keeping participants warm with fresh tea and coffee and Tunnock's teacakes.

I have thanked participants and some have thanked us, for example, "Thanks Simon for organising and running the event in an upbeat manner despite the damping weather."

#### **11. Community Speed Watch, 28<sup>th</sup> September**

This was the day Community Speed Watch re-started in the village and I was one of the team of three that went out on patrol. We patrolled adjacent to the Village Green for the intermittently rainy hour of 08:30 to 09:30. During that time, 114 vehicles passed us, a particularly low number for the time of day and week. No driver was exceeding the threshold at which we would have reported them to Sussex Police. Only three vehicles approached us at over 30mph; two had the decency to slow to below 30mph as they passed us, the third, a blue Jaguar, studiously continued at 30mph. There were not many pedestrians about either, but some did say they were pleased to see the team out on patrol again.

#### **12. Access Protection Line, Sea Road and Seaview Road junction**

On 27<sup>th</sup> July, a local businessperson and resident contacted the council frustrated at people repeatedly parking across the dropped kerb on the northern side of the junction of Sea Road and Seaview Road. This resident has several times left notes on windscreens just reminding drivers of how they were inconveniencing people in buggies and scooters and those with pushchairs and wheelchairs on their journey to and from the beach. On the resident's behalf I contacted WSCC asking for it to implement an Access Protection Line across that corner. WSCC closed the case saying that there was a process to go through upon payment of a fee.

Clearly the resident was not going to pay £135 to sort protection for a WSCC dropped kerb. I contacted Cllr Elkins to express disappointment at the WSCC response to this. He replied on 5<sup>th</sup> August, “Hi Simon. Thank you for your email. I can confirm WSCC does not charge for access protection markings (APMs) when they are required to protect pedestrian access for the general public as in this case. The Highway Steward has been asked to raise an instruction for the highway maintenance contractor to paint an APM at this pedestrian crossing point. Hopefully this will resolve the situation.”

This was painted on 1<sup>st</sup> September and seems to have made a positive difference so far. Thanks to Roger for sorting this so quickly.



New Access Protection Line at the junction of Sea and Seaview Roads

### 13. **Littlehampton Community Fridge on Tour, September**

The Fridge on Tour made the following visits to the village, with the name of that session's council rep:

1<sup>st</sup> September, Cllr Duff and me

8<sup>th</sup> September, Cllr Gander

15<sup>th</sup> September, Cllr Linton

22<sup>nd</sup> September, Cllr Toney

29<sup>th</sup> September, Cllr Gunston

As there is no news from these sessions, I will not record this information in future reports unless something out of the ordinary occurs.

### 14. **Social media**

A lot of Facebook posts have been seen by over 500 people since the last report.

- Warning about traffic chaos in Old Worthing Road, 17<sup>th</sup> September – 7,270 people
- Details of walk-in vaccination sessions over the weekend of 4<sup>th</sup>/5<sup>th</sup> September – 716
- Warning about Merchant Navy Day and driving carefully in The Street on 3<sup>rd</sup> September – 662 (before deletion)

- Repost of WSCC COVID stats for Friday, 3<sup>rd</sup> September – 640
- Repost of WSCC COVID stats for Friday, 17<sup>th</sup> September - 543
- Thank you photograph to those who supported Merchant Navy Day - 537
- Photograph of an abandoned bicycle in Seaview Road - 504

I only post the COVID stats on a Friday, although WSCC posts them every day of the week.

† Food & Drink Festival page

▲ East Preston Business Community page

\* East Preston Christmas Celebrations page

(posts up to and including 26<sup>th</sup> September)

The number of people currently liking the council on Facebook is 1,441, an increase of 12 on the last report.

#### 15. **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 – 25<sup>th</sup> August – sent to 890 people, opened by 609 (68.4%)

Parish Council news – 2<sup>nd</sup> September – sent to 893, opened by 615 (68.9%)

Parish Council news – 14<sup>th</sup> September – sent to 895, opened by 592 (66.1%)

Parish Council news – 22<sup>nd</sup> September – sent to 896, opened by 573 (64%)

#### 16. **Things we have been asked since the last meeting**

“I would like to film my next music video at Manor Road Garage. Who do I need to speak to?”

“Do you know of any German conversation classes in the area?” (Yes we do.)

“Where can I store my bike?”

From a couple staying in an AirBnB, “Where can we recycle anything?”

#### 17. **Recent bouquets and complaints**

(In addition to anything reported above)

Sarah Fowler, who has run Canine Design in the village for the past six years, came over on 2<sup>nd</sup> September to thank all the office staff for having been so friendly and helpful whenever she has needed it. Sarah has sold the business to someone who she believes will keep it exactly as it is.

A resident of Fairlands thanked me for getting the number for the garden waste people. She had tried several numbers she had written down for them but none had worked.

From a resident of The Plantation, at the end of an ordinary conversation, "I wish more areas of politics in this country could benefit from others with your guiding influence."

Thanks from the committee of the South Strand Community Toilets to the council's officers for their liaison between the committee and the public. The officers' handling of donations via the office is much appreciated by the committee.

A couple from North Lane visited the Council Office on 17<sup>th</sup> September wanting to object to the Redrow Planning Application but being unsure of the detail or what to say. After some advice was given, they emailed in, "Thank you so much for the time you took to attend to our enquiries, Simon, and for your very helpful advice. We thought that the letter from the Parish Council was masterly! And many thanks for forwarding our letter to the Planning Officer; like everyone else, we'll await the outcome with trepidation. We're very grateful for all the work that the Council undertakes on our behalf."

Also on 17<sup>th</sup> September, the Headteacher at Angmering School, Simon Liley, contacted this council about the traffic chaos caused by Southern Water / Clancy works in Old Worthing Road. In response to my response, Mr Liley wrote, "Thanks so much for the swift and comprehensive update."

Thanks from residents of St Mary's Drive for letting them the council was hosting an event at the Junior School on 18<sup>th</sup> September and that they could come and find us if there was any inconsiderate parking. There were no reports of inconsiderate parking during the event.

A resident of Upper Drive who attended the Thank You Party as a volunteer called in at the office two days later to say what a lovely event it had been and to thank the council for hosting the party and for having enabled her to channel her volunteering wishes through the pandemic.

Cllr Mathias received a wrongly-address piece of mail and asked me if I could trace the correct recipient. I could and Cllr Mathias gave me the letter which I duly took around to the correct address. The correct recipient emailed in, "Thank you very much for tracing my correct address and forwarding my mail. It was for my car tax, so 2 problems were solved in one go!"

From the resident looking for German conversation classes, "Many thanks" for putting him in touch with the local U3A coordinator of such things.

From two residents new to the village, just having a quick chat on the Warren Recreation Ground one day, "It's lovely to see a parish council with such a high profile."

Another new resident, this time one who attended the Beach Clean, emailed afterwards, "It was really nice to meet with everyone yesterday and to be made very welcome. I really enjoyed the beach clean and have already got an extra volunteer for the next one."

## 18. **Leave**

I am off on 13<sup>th</sup> October and also for 19<sup>th</sup> to 22<sup>nd</sup>.

## 19. **October Meetings and Events**

This list may be incomplete and is subject to change.

4<sup>th</sup> Full Council (19:00, East Preston Infant School)

11<sup>th</sup> Planning & Licensing Committee (18:00, East Preston Infant School)

- Personnel Committee (19:00, East Preston Infant School)
- 18<sup>th</sup> East Preston Christmas Celebrations meeting (19:00, East Preston Infant School)
- 25<sup>th</sup> Planning & Licensing Committee (18:00, East Preston Infant School)  
Major Events Committee (19:00, East Preston Infant School)
- 28<sup>th</sup> Sussex Community Rail Partnership quarterly meeting (14:00) (SC only)
- 29<sup>th</sup> WSALC AGM (14:30, online) (ST and SC only)

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**

27<sup>th</sup> September 2021

## **Agenda Items 15a-e**

### **Other meetings and events – Part 1**

**Council is asked to note the following reports:**

#### **Councillor Walkabout, 7<sup>th</sup> September**

We had a very pleasant afternoon walk along South Strand and onto the beach. As it was a beautiful day there were lots of residents and visitors enjoying our beach.

Not wishing to disturb those people on the beach we were limited as to how many people there were to chat to.

We met and chatted to a couple who were visiting our area from Abingdon and were regular visitors, staying in their motorhome on the Caravan Park. They told us how much they loved East Preston, the village, and the beach.

We noted how clean and tidy South Strand and the Community Toilets were bearing in mind the amount of people around.

We arrived at SALT and decided to have a cup of tea. Proprietor Melanie wanted to discuss recycling issues with us. Unfortunately, although we were there for a while the queue did not reduce sufficiently to enable us to chat more but we passed her message onto to Simon who has some useful local knowledge on this.

Whilst drinking our tea we chatted to a few other people as they were standing waiting to be served. It was great to see so many people, all who seemed to be enjoying the facilities offered by SALT.

What a beautiful day and we also both decided how fortunate we are to live in such a wonderful place.

Let's try and keep East Preston a secret for a bit longer!!!!

Cllrs Christine Bowman and John Gunston

19<sup>th</sup> September 2021

## **WSALC Building a Two-Way Conversation, 8<sup>th</sup> September**

### **Zoom**

This event was hosted by a Brighton based company and attended by about 14 other councillors and clerks. We looked at the ways to communicate with our parish and also the importance of getting a sense of who we communicate with, do they represent our target audience or reflect a mixed group from our parish. Importance should be put on using the data we collect and also looking at themes of enquiries, so we can improve signposting on those popular questions.

Discussion was had around newsletters, noticeboards and an online presence and we looked at a case from Billingshurst where the local skate park was being designed and how a local skater made a video for social media to direct people to comment on the proposed designs and generated thousands of views and 400 responses. This would never have happened without the use of this media.

I did think the takeaway was the reach of using social media among other ways of communicating and maybe we could consider recording some events for Facebook, i.e. flag-raising or reading the parish council news on a video? Food for thought but a valuable session.

Cllr Lisa Duff

8<sup>th</sup> September 2021

## **Age UK Arun Older People's Forum, 9<sup>th</sup> September**

### **Zoom**

This forum was a zoom event attended by many organisations who offer support and advice to older people in West Sussex.

We were informed that Age UK has recently been awarded a contract by West Sussex which will enable the charity and key community partners to expand services in the wake of the pandemic. This is one of the reasons for the forum – to seek the views of its partners on how it can help new and existing clients. It will aim to help the socially isolated and digitally excluded, helping to tackle issues such as frailty, dementia and loneliness.

We heard from all of the partners, including EPPC, on facilities they provide to support older people. It was agreed that whilst there are a lot of services, we need to strengthen them by connecting the services together. It was agreed that all attendees will share a brief summary of how they help older people, this will be collated and then shared with all parties.

It was agreed to meet again in 2 months' time.

Cllr Patricia Gander

11<sup>th</sup> September 2021

## **Rustington Parish Council Annual Civic Thanksgiving Service and Civic Reception, 12<sup>th</sup> September**

### **St Andrew's United Reform Church and Woodlands Centre**

The Thanksgiving Service was conducted by Rev. Naison Hove. There were two readings, three hymns, an address by Rev. Naison and a collection in aid of [Ehlers-Danlos Support UK](#).

The service was followed by the Community Awards' Reception in the Village Memorial Hall at the Woodlands Centre. I sat at the same table as the Mayor of Bognor Regis, Steve Goodheart and his wife; Chairman of Kingston Geraldine Walker, who was there with her Chair of Planning, Valerie Masson; Roger Elkins and his wife; and the Chairman of ADC Jim Brooks. I had an opportunity to rub shoulders with Nikki Hamilton-Street, Chairman of Angmering and we had a useful conversation. I was able to enjoy a glass of wine and some rather tasty snacks whilst the presentations were made by Alison Cooper, Chairman of Rustington Parish Council.

In the Village Gardens Competitions, awards presented were for Window Boxes, Balconies and Patio Tubs Residential, Commercial as well as Front Gardens in the same categories. Also there was an award for the Schools competition and Community Gardens.

The highlight of the afternoon was the Presentation of the Parishioners' Award, awarded to Di Brown, in recognition of her dedication and outstanding public service to the community of Rustington for many years. Di gave a speech dressed in a Union Flag with matching hat red, white and blue, with her bird of paradise puppet Parry. Di started with the Mod Mums Group at Littlehampton Baptist Church and ended as Chair for three years. In 1973 she joined the Rustington Residents' Association and became Road Representative. She helps organise Stepping Stones, a group for older ladies at the Methodist Church. Di also collects for charity, door to door and in the street and during Covid greeted the locals with her rainbow socks, wearing her Santa outfit and waving to all and at Easter she could be seen with her Easter bonnet with chicks and daffodils wearing a big smile mask. We all finished with a smile too.

Cllr Elizabeth Linton – **Vice-Chairman of the Council**

15<sup>th</sup> September 2021

## **East Preston Voluntary Service Thank You Party, 18<sup>th</sup> September**

### **East Preston Junior School**

On the 18th September, the Major Events Committee hosted the East Preston Voluntary Service thank you party at the end of an 18-month project to support vulnerable people in the village through the Covid-19 lockdowns and beyond.

Around 100 (?) service users, volunteers and council members came together at the Junior School for nibbles, fizz and ice creams. It was lovely to see so many smiling faces and hear about the value of the service to so many; it really was a lifeline for some and we were praised for the quick start up and constant support, helping over 150 household with everything from collecting prescriptions and shopping to lawn-mowing and guitar-tuning!

Cllr Elizabeth Linton, chairman of the committee gave a speech about the service and thanked our fantastic volunteers and the co-ordinaries who bought the scheme to life.

Music was supplied by Andy Billups, photography by Bob Billinghamurst, catering was done by Denise Whisson at Pebbles and was praised by many there. We also enjoyed ice creams courtesy of Sussex Seaside Events.

One attendee emailed after the event, “Just a note of thanks to the Parish Council and its hard working staff for all their efforts on Saturday, and for the initiatives taken over the previous 18 months to mitigate the effects of lockdowns (or locks-down!) amongst those who would otherwise have suffered. I’m sure there are many “unsung heroes” who worked hard to make things happen and it was good to hear Liz (probably one of them herself) acknowledge this. Well done to all concerned and Saturday was a lovely way to round it all off.” Another send a card to Cllr Gunston, “To thank all persons involved on the 18<sup>th</sup>. Thank you for inviting me.”

This bought to an end the project, although so many friendships and connections have been made in the village that will last beyond our input. This truly showed the community spirit of our village, and we will be looking at ways to enhance these connections in the future.



Team photo of those councillors and officers who kept the East Preston Voluntary Service going; (l-r) Cllr John Gunston, Dawn Reid, Alison Roberts, Cllr Patricia Gander, Cllr Lisa Duff (with son Jude behind her), Cllr Elizabeth Linton, Cllr Steve Toney and Simon Cross  
(photograph courtesy of Bob Billinghamurst)

Cllr Lisa Duff

19<sup>th</sup> September 2021

## **East Preston Voluntary Service Thank You Party, 18<sup>th</sup> September**

### **East Preston Junior School**

Further to Cllr Duff’s report above, I would like to say a BIG thankyou to everyone whom was involved in this event.

Cllr Steve Toney – **Chairman of the Council**

20<sup>th</sup> September 2021