

**MONTHLY MEETING
OF THE COUNCIL**

7TH FEBRUARY 2022

SUPPORTING PAPERS

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

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Agenda Item 7b

Arun District Council

On behalf of the Planning & Licensing Committee, Cllr Mathias would like to ask ADC about its handling of minor amendments to Planning Applications following a local council's objections and before a final decision is made. A recent relevant example would be EP/142/21/HH for 38 Vermont Drive – the council had submitted its objections on 3rd December, substitute plans had been posted online on 22nd December and a decision had been made by the Planning Officer on 23rd December without reference back to the council.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 8

Minutes of Monthly Full Council meeting, 10th January

The draft Minutes were circulated to all councillors on 11th January, asking for suggested amendments by 18th January. No amendments were suggested but Cllr Moore replied the Minutes were “a correct reflection of the meeting.”

Simon Cross – **Clerk to the Council**

19th January 2022

Agenda Item 9

Monthly Update Report

1. **Introduction**
2. **Minute 827/21 – West Sussex County Council – Sea Road pavement extension**
3. **Minute 838/21 – Warren Recreation Ground – Annual General Meeting**

4. **Minute 011/22 – Community Engagement Committee – Littlehampton Community Fridge on Tour**
5. **Minute 017/22 – Clerk’s Report – Item 6. Queen’s New Year’s Honours**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 10th January 2022.

2. Minute 827/21 – West Sussex County Council – Sea Road pavement extension

I have now had a reply from the Managing Director of Landbuild, hoping to get out to visit the site and give us a costing in the not-too-distant future.

3. Minute 838/21 – Warren Recreation Ground – Annual General Meeting

In 2020, a member of the public attended our Come and Meet Your Local Councillors event and discussed getting more involved in the community. As the accountant we used for the Warren Recreation Ground Annual Return paperwork was emigrating to Australia, and as the member of the public is an accountant, the latter seemed a good fit to take on that role for us. I approached him and he agreed.

Each year’s accounts have to be filed by 31st January of the following year. For the year ending 31st March 2020, we had to request an extension as the accountant was ill with Covid.

After much chasing for the year ending 31st March 2021, and promises all would be ready in plenty of time, by 28th January, I had not heard anything from the accountant for over a month. Very reluctantly, I had asked the Charity Commission for an extension and, quite rightly, they turned the request down as the ability to ask for an extension had only been for the first year of Covid. I attempted to upload the charity’s financial information on 28th January and because income and expenditure were both under £25,000 in the year ending 31st March 2021, the amount of supporting documentation required is less, so I was able to file in time.

The accountant did get in touch late afternoon on the 28th saying he would prepare something “hopefully today if not over the weekend”. It’s all too close to the deadline for my liking. With the accounts agreed at the charity’s AGM in September, for the small amount of work required, I see no reason why we should not have filed the charity’s Annual Return by the end of October. To this end, I will be asking the charity at this year’s AGM to agree to pay for an accountant to complete this role on behalf of the charity.

Update: the completed paperwork from the accountant arrived at 16:29 on 31st January. Thankfully his sums agreed with mine so no further action needed to be taken, but it does mean we now have an independent examiner’s report should we need one.

4. Minute 011/22 – Community Engagement Committee – Littlehampton Community Fridge on Tour

At the time of writing, the council has overseen four sessions from the Conservative Hall. These have been under the guidance of Cllrs Linton, Duff, Toney and Gunston respectively. All have gone well, the weather being good enough to place tables outside in front of the hall’s doors. Public attendance has been good, and with the exception of the fourth week, all food has been found a new home. There is some concern about how well the sessions will

run when the weather is bad enough they have to be held in the foyer, but we will cross that bridge together when the time comes.

5. Minute 017/22 – Clerk’s Report – Item 6. Queen’s New Year’s Honours

I have been in further contact with Mhairi Sharp and we have agreed the content of an article for the Winter 2022 Newsletter.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 11

Committees

The following committees met during January. Personnel on the 17th; Community Engagement and Planning & Licensing both on the 24th. With the exception of the confidential meeting from the Personnel Committee meeting, draft Minutes from these meetings have been circulated.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 11a

Amenities Committee

The committee did not meet during January. The next meeting is 14th February.

Village Green low level fencing – New Place Fencing began work to replace the entire boundary fencing on 10th January 2022. Work took approximately three weeks to complete. New Place Fencing kindly replaced an additional length of fencing by the Village Green notice board, at no extra cost. The new fencing includes two additional access points on the northern boundary as requested by members of the public. These will need some matting in place as soon as we can.

Village Green Christmas Tree - Ferring Nurseries have planted up the 6ft Rootballed Norway Spruce tree, on 24th January 2022. At the moment it looks fairly small in its new surroundings, but it will hopefully flourish and then replace the usual Christmas tree, saving the council a few hundred pounds each year. Ferring Nurseries are providing the aftercare watering programme.

Sea Road Toilets - The Loo of the Year Awards, Platinum logo, has been received. The logo is to be made in to a sign, and displayed on the external toilets wall. The Clerk and Assistant Clerk continue to carry out daily toilet checks, to ensure the toilets are in good working order and cleanliness is an acceptable level.

During a recent lengthy conversation, a wheelchair-using resident expressed the difficulties she had faced, saying “it is virtually impossible to open the door, keeping the RADAR key turned in position in the lock, whilst pulling open the door and manoeuvring the wheelchair. The only alternative is to wait for a passer-by to assist”. Although this has been discussed before, I have included this on the agenda for further discussion at the next meeting as I believe the lady’s comments are very valid.

Floral displays – Ferring Nurseries have started to put up spring baskets and planters. These will hopefully brighten people’s day.

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

31st January 2022

Agenda Item 11b

Audit & Governance Committee

The committee did not meet in January.

Mulberry & Co have set a date of 31st May for Andy Beams to visit and carry out the end-of-year Internal Audit. Any councillor interested in calling in to speak to Andy should make a note of this date and let me know of their intention to call in.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 11c

Community Engagement Committee

The committee met on 24th January.

The following were agreed or discussed:

A play scheme was agreed to take place on the 23rd February with entry at £4 a child plus bring a vegetable and children under 8 need to be accompanied by an adult.

A blue plaque in honour of the artist Heywood Hardy was proposed to be unveiled on the afternoon of 30th April if the date was convenient with the householders Mr and Mrs Weaver. The plaque has been ordered.

The Planning Application for the Queens Platinum Jubilee Clock has now been submitted but at the time of writing, has yet to be validated and accepted by ADC. The installation of the electrics has yet to be priced and agreed and our Enerveo contact is not currently responding to messages. WSCC is aware of the proposal and will – presumably – respond officially to the Planning Application. As a project this has more elements to pull together than I think any of us ever imagined.

The Infant School sent a letter to Prince George requesting he come and unveil the clock for us and decorated the letter with some lovely drawings.

Come and Meet Your Councillors event was agreed to be scheduled for Thursday 9th June between 10:00 and 12:00. **Please can Councillors make a note in their diaries**, as it would be good to have plenty on hand, not only for the event itself, but also for the setting up and dismantling afterwards.

The Bell Orchestra has been booked for 17:30 on the 7th June.

Committee agreed a Festival Committee time capsule could be planted on the Village Green subject to Full Council agreement.

Free tennis coaching sessions would, hopefully, take place during Wimbledon and the week after on Friday morning 24th June, 1st and 8th July.

We are hoping to commemorate Merchant Navy Day on 3rd September and Emergency Services Day on the 9th September, venue still to be decided but a flag will be raised outside the library.

An article regarding parking restrictions between Fairlands and Lashmar Road has been written to appear in the Winter 2022 Newsletter and a proposal for Full Council put forward to request permission to submit it to West Sussex County Council.

Further to the agreement reached at January's Full Council meeting, the committee has started to discuss intergenerational playgrounds again.

100 Hedgehog highways will be purchased and made available to the first 100 people who would like one.

A calendar for 2023 will be produced for sale to anyone who wants one. Pictures and price still to be determined. Early days!

Subsequent to the meeting, Cllr Gander was attending initial meetings of those interested in an East Preston Men in Sheds group and East Preston in Bloom, and I am sure she will update us all at the meeting.

It's shaping up to be a busy year for the committee and the council's interactions with local residents.

Cllr Elizabeth Linton –
Chairman of the Community Engagement Committee

29th January 2022

Agenda Item 11d

Finance & General Purposes Committee

The committee did not meet in January.

After the usual struggles with the bank, the office Barclaycard has arrived, together with a back-up card in Cllr Gunston's name.

Following the council's agreement to the committee's request to provide £500 of Grant Aid funding to West Sussex MIND Youth Mental Health Service, Kim Anthony, Children, Young People and Families Service Manager, emailed in, "That's great news." Jenny Rowley, Funding Development Officer, added, "Thank you so much for letting us know, this is fantastic news. We really are appreciative for your support."

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 11e

Major Events Committee

The committee did not meet in January.

Work is progressing on all of the committee's events for this year: *FunDay Sunday*, 24th April; Jubilee weekend, 2nd to 5th June; East Preston Food & Drink Festival, 27th August (tbc); East Preston Christmas Celebrations, 26th November.

Representatives of the committee are meeting with their East Preston Festival counterparts early in February to tie down which organisation is organising which bits of a picnic-style event on the Village Green on 5th June.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 11f

Personnel Committee

The committee met on 17th January. Here are a few highlights from the meeting.

Village Orderly – the committee agreed Mr Williams had satisfactorily completed three months with the council and from 1st February he is no longer on probation.

Meetings – the committee agreed to continue meeting only in the school hall – neither the school's nor the Council Office meeting room – and to continue with the council's Zoom account as an option for meetings which are not open to the public. Both situations will be reviewed again at the committee's meeting in April.

The committee also agreed to write to Sir Peter Bottomley MP, expressing our support for the ability for local councils to hold meetings remotely when that was the most sensible option.

Continuity Planning – the committee discussed continuity planning with an eye on the May 2023 local elections, and Cllr Gander will say more after this meeting.

Local Government Pensions Scheme (LGPS) Discretions Policy – the council does not currently have a Discretions Policy and has been chased by Hampshire County Council to implement one. The related documents we were sent all stretched into tens of pages, but Cllr Gander found a very simple one online and that is further down this Agenda for council to adopt.

Public Behaviour at Council Meetings – the committee agreed public behaviour at council meetings continued to be very good. Thank you members of the public.

Flat and Frontage Working Party – the committee gave some thought to the Finance & General Purposes Committee's idea to make the central part of the Council Office more open plan. A company has been asked to provide a design for this although there are some staff concerns about how this will affect privacy when meeting confidentially with members of the public.

The committee's next scheduled meeting is in April.

Simon Cross – **Clerk to the Council**

28th January 2022

Agenda Item 11g

Planning & Licensing Committee

The committee met in person on 24th January. On 11th January, mainly because a suitable venue could not be found, the committee held an advisory call rather than meet in person.

On 11th January, the committee considered six Applications. As a result of the advisory call, Cllr Mathias and I agreed the committee would raise objections to three of those Applications – ones in Seawaves Close, Worthing Road and The Roystons.

On 24th January, the committee considered two Applications. The committee agreed to object to a proposed front boundary fence at a property in Vicarage Lane although not to the proposed extensions to the property. The committee had no objections to the other Application under consideration at the meeting.

The council also supported Angmering Parish Council in its objections to a proposed development on the western corner of Downs Way and Ambersham Crescent (A253/21/OUT). On 1st February we learned ADC had refused Planning Permission for this proposal which would have meant the loss of one of the small pockets of greenery dotted along Downs Way and its tributary roads. Last year, the council also supported APC in its objections to a proposal in another part of Downs Way (A/64/21/OUT) and we have been involved an appeal has been lodged with the Planning Inspectorate for this site.

The committee continues to explore cautiously its options for refreshing the Neighbourhood Plan and is including an article in the Winter 2022 Newsletter.

Simon Cross – **Clerk to the Council**

26th January 2022

Agenda Item 12a

Community Engagement Committee – Queen’s Platinum Jubilee time-capsule

Cllr Linton to lead on this item.

Council is asked to agree to the planting of a time capsule under the Jubilee tree on the Village Green.

The council has received a request from the East Preston Festival Committee to plant a time capsule for the Queen’s Platinum Jubilee. Owing to printing deadlines, the Festival Committee needs a decision sooner rather than later, hence this coming to this meeting rather than going to next week’s Amenities Committee meeting. The Community Engagement Committee discussed this idea and agreed the time capsule should be planted underneath the Field Maple the council is planting in the north-eastern corner of the Village Green.

The Festival Committee’s idea is the time capsule should only be dug up and opened in seventy years’ time, but nobody has yet worked out how to get that message to the future residents of East Preston.

Simon Cross – **Clerk to the Council**

28th January 2022

Agenda Item 12b

Community Engagement Committee – parking restrictions in Sea Road and North Lane

Cllr Linton to lead on this item.

Council is asked to submit a Traffic Regulation Order (TRO) request to WSCC based upon the results of the online survey on providing additional parking restrictions in the Sea Road / North Lane area between the junctions with Fairlands and Lashmar Road.

As per the agreement reached in Minute 735/21, I published an online poll on the subject of increased parking restrictions in the area of North Lane and Sea Road between the junctions with Lashmar Road and Fairlands. This was included in the e-newsletters of 1st, 8th, 15th and 22nd December. The poll closed on 31st December.

The results were circulated to committee members on 11th January. 186 residents responded to the survey, which was run via a website called Smart Survey.

The main question was, “Do you agree there should be further parking restrictions in North Lane and Sea Road, between the junctions with Fairlands and Lashmar Road?”

152 respondents said yes, a pretty conclusive 83.06%; 23 said no, 12.57%, and 10 said they were unsure, 5.46%. Three respondents skipped this question.

Question two asked respondents to comment up on their answer – 114 did so. Question three asked respondents to provide their post code as we know not all recipients of the e-newsletter are in East Preston (or the UK even) – 180 did so, but I have not fully waded through those to see if there are any post codes clearly identifiable as outside the village. A quick search on BN16 3 showed one respondent from the Rustington part of Station Road and one from another Rustington address.

I contacted the local Operations Manager at Stagecoach and he replied, “We have no problem with your idea, anything which eases the flow of traffic is a good idea in my opinion.”

Sometime after the survey closed, the council received a response from the Vice-Chairman of the Disability Action Group of East Preston, supporting the proposal in some depth.

At its meeting on 24th January, the committee agreed to propose to Full Council a TRO request be submitted based upon the online survey results. I have let County Cllr Elkins know this. He has responded, “Happy to assist. Yes I did see this on the minutes, but has this approach followed the TRO guidance from the Web Site? Clearly a good response but I understand that demand is high, safety is clearly a key factor.”

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 12c

Community Engagement Committee – Hedgehog Highways

Cllr Gunston to lead on this item.

Council is asked to agree to the purchase of 100 Hedgehog Highways from Hedgehogs R Us at a cost of £315 including postage.

At the beginning of November, the council was contacted – along with many other councils – by Linda Cook, the founder of Hedgehogs R Us. Linda has a dream “to make the whole of the UK one giant Hedgehog Highway”.

Councillors can see some more about the highways here - <https://fb.watch/8Om1mGp0Bk/>

The Environmental Initiatives Working Party will oversee the distribution of the Highways, which are sold in batches of 50 at a cost of £150 plus £7.50 postage. The suggested resale price of each Highway is £5. This initial outlay would be paid for from the council’s Contingency Budget which can easily cover this.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 13a

Personnel Committee – Pensions Discretions Policy

Cllr Gander to lead on this item.

Council is asked to adopt a Pensions Discretions Policy for the council.

As mentioned in the Personnel Committee report above, the council is required to have a Pensions Discretions Policy but has not had one previously. The Personnel Committee found the Singleton and Charlton Parish Council policy and felt that was the simplest and best fit for our council.

The council needs to implement something, even if only as a stopgap, and the proposed policy meets the requirement. The committee knows it can review the policy in greater depth once it has been implemented.

The proposed policy is at Appendix A below.

Simon Cross – **Clerk to the Council**

28th January 2022

Agenda Item 14

Working Parties

The Conservative Hall Working Party met on 31st January, and the Environmental Initiatives Working Party met on 17th. The council's other three working parties did not meet.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 14a

Conservative Hall Working Party

The Working Party met on Monday, 31st January.

The working party considered a letter received from Terry Chapman, setting out the thoughts of the current Trustees of the hall.

The working party thanked Mr Chapman for the letter which made the whole subject easier to discuss. The working party has asked a few further questions of Mr Chapman and is asking council for some money for a structural survey of the building.

Agenda Item 14b

Environmental Initiatives Working Party (EIWP)

The Environmental Initiatives Working Group met on 17th January.

The group was joined by Zoe Steel, a resident and member of Surfers against Sewage, who gave us an insight into times she has been ill after kite surfing in the sea off East Preston. We agreed to contact Southern Water to try and set up a meeting to discuss the issue and to contact Sir Peter Bottomley MP with our concerns. Simon has since written to Sir Peter and received a reply from his assistant highlighting the fact that the Environment Agency testing now rates bathing water in the constituency in 2021 as good as opposed to sufficient in 2019. The full reply has been circulated to everyone who attended the meeting.

We agreed the next step for the green buildings initiative - how to costs and implement the improvements suggested by the surveyor. We also decided to ask Full Council for £3,500 for a survey by Brighton and Hove Energy Cooperative to produce a report on solutions, costs and payback on renewable energy options to present to the buildings managers at a meeting to be held in March.

The group considered a suggestion from Kingston Parish Council and decided against publicising the petition opposing the Rampion II construction. The group made this decision on the basis the council had considered the Rampion II project and so far supported it, and the assumption anyone opposing the wind farm would be able to find the petition.

EP In Bloom, the Bee Squared initiative and Lisa's blog were also discussed.

Cllr John Gunston –
Chairman of the Environmental Initiatives Working Party

24th January 2022

Agenda Item 14c

Flat and Frontage Working Party

Nothing to report on the Frontage side.

A verbal update on the flat above the Council Office will be provided at the meeting.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 14d

Leases Working Party

Nothing to report.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 14e

Playing of Cricket Working Party

Nothing to report this month.

Cllr Christine Bowman –
Chairman of the Playing of Cricket Working Party

31st January 2022

Agenda Item 15a

Conservative Hall Working Party – structural survey

Cllr McElroy to lead on this item.

Council is asked to agree to expenditure of up to £2,000 for a full structural survey of the Conservative Hall.

At its meeting on 31st January, the working party agreed it needed a full structural survey before it could discuss anything further. The working party is asking for £2,000 as it did not have a ready figure to hand but believed £2,000 would more than cover this task.

Simon Cross – **Clerk to the Council**

1st February 2022

Agenda Item 16a

Environmental Initiatives Working Party – Greener Buildings project

Cllr Gunston to lead on this item.

Council is asked to agree to expenditure of £3,500 for the second stage of the Greener Buildings project.

Further to the expenditure agreed by council in September 2021, Energy Performance Certificates have been received for nine of the eleven buildings identified by the EIWP. There is enough money in the council's Contingency Budget to cover this expenditure.

Simon Cross – **Clerk to the Council**

31st January 2022

Agenda Item 17

Clerk's Report

1. **Introduction**
2. **Police matters**
3. **Anti-social behaviour matters**
4. **Freedom of Information / Data Protection requests**
5. **WSALC Clerks' Forum, 11th January**
6. **Meeting with Angmering-on-Sea Lawn Tennis Club, 18th January**
7. **WSCC, Arun Road Surfacing Programme 2022**
8. **Men in Sheds, 25th January**
9. **WSCC Chargepoint Network – Community Landowners' Event, 27th January**
10. **Social media**
11. **MailChimp stats**
12. **A selection of things we have been asked since the last meeting**
13. **Recent bouquets and complaints**
14. **Leave**
15. **February meetings and events**

1. Introduction

This is the report mainly covering January 2022 and matters which may not arise elsewhere on the agenda.

2. Police matters

Our only interaction with Sussex Police this week was when Caspar found someone's probation documents whilst out on his rounds. This has been heavily rained upon. I contacted PCSO Raju, and he came and collected the documents later the same morning. I do not know what happened next.

PCSO Raju provided a written report on 31st January covering the period 5th December to 30th January. This has been forwarded to all councillors for their information.

Something of interest in Katy Bourne, the Sussex Police & Crime Commissioner's weekly email published on 28th January, "In an average day Sussex Police receive 2,412 contacts across 999, 101 and digital channels. They record 1,350 incidents and 332 new crimes – including 15 sexual offences - and carry out 63 arrests." Councillors will have seen this as I send them Mrs Bourne's weekly emails, but members of the public may not have seen this.

3. Anti-social behaviour matters

Nothing to report although there have been some concerns expressed about the council's decision to locate a bench on the southern corner of Sea Lane and Normandy Drive. I have asked the chairman of the Amenities Committee to discuss this further at the committee's meeting on 14th February.

4. Freedom of Information / Data Protection requests

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

5. WSALC Clerks' Forum, 11th January

Ultimately, I was unable to attend this meeting because it clashed with the advisory meeting of the Planning & Licensing Committee.

6. Meeting with Angmering-on-Sea Lawn Tennis Club, 18th January

I attended this first twice-yearly meeting of the year with Cllrs Toney and Gunston. The Tennis Club was represented by Chairman, Elaine Phillips, Membership Secretary, Kathryn Bardouleau, and Sarah Fisher, Administrator.

Elaine explained the club's plans to refurbish the interior of the club are still under consideration. Initial investigations have uncovered some structural issues and essential repairs that need to take priority. The added costs of these matters take the project over the currently agreed budget. Decisions are currently being made as to what the club can afford to progress.

The club would like to replace its floodlighting two years ahead of schedule in order to benefit from the cost savings.

Kathryn reported the membership was possibly the highest it has ever been with just short of 500 active members. Should all renew their membership in April 2022, the club will need to look at implementing measures to ensure all members get a fair chance at playing. Roughly one third of members are juniors, the other two thirds being adults.

On our side, Steve talked about the council's commitment to defibrillators in the village and John gave an update on the Greener Buildings project; the Tennis Club was one of the two buildings that had not yet had an Energy Performance Certificate issued.

The next meeting was scheduled for 21st June.

7. WSCC, Arun Road Surfacing Programme 2022

On 20th January, we received the WSCC programme for roads to be resurfaced during the coming year. The information comes out as an official notice by local council. The roads listed in East Preston were Warren Crescent and Mayfield. I replied to say Mayfield may be in East Preston in postal terms but is in Angmering in local council terms. I received a reply thanking me for letting them know.

I was surprised to see Warren Crescent listed rather than, say, Vermont Drive, as we receive several calls a year about Vermont Drive but none about Warren Crescent. I walked home via Warren Crescent and whilst it is bad, I think Vermont Drive is worse and is definitely busier being the only route for access to several other roads and a favoured route to roads such as Homelands Avenue and Lavinia Way. After a bit of toing and froing, I did receive the following slightly good news for Vermont Drive, "The latest assessment scores for Vermont Drive and Warren Crescent are 45 and 38 respectively. We have recently updated our condition assessment process which has meant that Vermont Drive now has a score that is higher (and hence indicating a higher maintenance need) than Warren Crescent. However, at the time that we compiled our scheme design programme the assessments that we had at the time indicated the opposite, which is why Warren Crescent has been included in the 2022-23 programme and Vermont Drive has not. Vermont Drive will be considered for treatment in the 2023-24 highway maintenance programme". The word considered is a worry though.

8. Men in Sheds, 25th January

Together with Cllr Gander, I attended the initial meeting of the residents interested in setting up an East Preston Men in Sheds group.

Ten residents attended, at least two of whom had experience from attending local Men in Sheds groups. Cllr Gander led the group in introducing themselves and giving some idea of what they would like to achieve from membership of the group. The general feeling seemed to be friendship and comradeship through shared projects of value for the community.

The group agreed to meet again on Tuesday, 1st March. An article to that effect has been submitted for the Winter 2022 Newsletter.

9. WSCC Chargepoint Network – Community Landowners' Event, 27th January

On 18th January, the council was invited to attend this event which was an update on the WSCC scheme to implement electric vehicle charge-points across the county.

WSCC is entering into a concession contact with Connected Kerb, meaning Connected Kerb will incur all the costs of installing, maintaining and running the network. The contract will be structured in such a way as to enable community land owners to use it, meaning local councils or any third sector organisation in the county has the potential to benefit from charge-point installation at no cost.

This event lasted an hour during which County Cllr Deborah Urquhart explained the county council's commitment to electric vehicle charging and, most importantly for us, how community landowners could apply to have their sites considered. Sites with 24/7 availability would be considered first. The app which would be used for payment could be enabled to send a text to prompt a driver when the charge had nearly completed; this would reduce the chances of drivers overstaying. Overstay penalties could be activated too.

I had submitted an application form for both the Village Green and Warren Recreation Ground car-parks before the event had finished. I have subsequently contacted the chairman of the Village Hall Foundation to ask whether the Foundation would like me to submit a request on its behalf too. Most charge-points can be implemented under Permitted Development.

I found the application form a bit disappointing as there was no space to add freeform information to our application, for example, the results of the environmental survey we carried out last year which showed 75% of respondents were in favour of the council implementing electric vehicle charge-points in the village. There was also a question about which nearby streets do not have off-street parking, but no indication as to how close the streets should be and if that information is viewed by someone unfamiliar with the area, how well will they be able to judge the situation?

After the event, I contacted the WSCC contact saying East Preston would be willing to talk about being a pilot site but was told there would be no pilot sites.

10. **Social media**

No Facebook posts seen by over 500 people since the last report. So, our three most-seen posts were:

- Repost of Surrey Police post about the Highway Code changes – 495 people (Sussex Police only posted something about the changes two days after they had come into effect, and that was only the same graphic Surrey Police had posted.)
- East Preston Parish Council news – 27th January 2022 – 486
- Post about a set of keys found in Golden Avenue - 402

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 31st January)

The number of people currently liking the council on Facebook is 1,447, an increase of 2 on the last report.

11. **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 – 5th January – sent to 901, opened by 621 (68.9%)

Parish Council news – 13th January – sent to 899, opened by 633 (70.5%)

Parish Council news – 27th January – sent to 899, opened by 633 (70.5%)

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

“Can you tell me how I can apply for a Covid grant?” (No, not really. I directed the caller to ADC.)

“Can you arrange for me to have a key to the West Kingston greensward?” (No. I directed the caller to the West Kingston Residents’ Association.)

“Can you do anything about the lady who feeds seagulls in Station Parade?” (Outside our area. I directed the caller to Rustington Parish and Arun District Councils for their assistance.)

13. **Recent bouquets and complaints**

(In addition to anything reported above)

In the course of signing up her husband for the Men In Sheds initiative, a resident wrote, “[The council is] brill and so is the Newsletter. All very much appreciated.”

From a resident of Kingston, apropos of nothing in particular, “You are one general good egg!”

14. **Leave**

Alison is off on 1st and 2nd February and for the whole of the week beginning 21st February. Nobody else has any leave booked during February at the moment.

15. **February Meetings and Events**

This list may be incomplete and is subject to change.

- 1st Southern Water, Water Resources Management Plan (10:00, online) (JG only)
- 2nd East Preston in Bloom (12:00, British Legion) (PG and DR only)
- 7th Full Council (19:00, East Preston Infant School)
- 14th Planning & Licensing Committee (18:00, East Preston Infant School)
Amenities Committee (19:00, East Preston Infant School)
- 15th Twice-yearly meeting with East Preston & Kingston Bowls Club (09:00, Bowls Club) (ST, JG, GM and SC only)
- 17th SLCC Arun Clerks’ Networking (11:00, Bersted) (SC and DR only)
- 21st Finance & General Purposes Committee (18:00, East Preston Infant School)
Environmental Initiatives Working Party (19:00, East Preston Infant School)
- 25th Sussex Police Big Data presentation (13:00, online) (CB only)
- 28th Planning & Licensing Committee (18:00, East Preston Infant School)
Major Events Committee (19:00, East Preston Infant School)

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**

31st January 2022

Agenda Items 18a-d

Other meetings and events – Part 1

Council is asked to note the following reports:

TfSE Growing the economy whilst decarbonising the transport system: how do we make it happen, 13th January

webinar

The webinar was organised by the Transport Planning Society (TPS) and Transport for the South East (TfSE) and focussed on the local transport challenge of achieving continued economic growth whilst decarbonising transport. TfSE outlined their decarbonisation activities - developing a model to determine the effects of transport interventions, working to develop decarbonisation pathways for the region, setting up a SE transport decarbonisation forum and working on a carbon calculator.

Professor Greg Marsden from the University of Leeds argued that we not only need a rapid shift to zero emission travel, but also increasing use of public transport and reduction in car traffic to have any hope of reaching CO2 targets. He identified some quick wins such as reallocating road use, annual travel cards and establishing mobility hubs where public transport and shared mobility (bike and car share) meet. Plans have to take account of fewer and more shared cars.

Katie Stewart – Exec Director for Environment, Transport & Infrastructure, Surrey County Council – said most emissions in the county were from transport (46%) and energy use in buildings (43%). They plan to set policies to prioritise change that is needed by proposing active travel, use of public transport and fewer car journeys. They are getting the infrastructure right by electrifying buses, funding electric vehicle charging points, loan-a-bike scheme, and looking to engage all residents to inspire behavioural changes.

Cllr John Gunston

24th January 2022

WSALC Chairman’s Forum, 13th January

online

Cllr Toney was unable to attend this meeting.

Simon Cross – **Clerk to the Council**

27th January 2022

Arun District Association of Local Councils, 19th January

Zoom

I attended this meeting as neither the Chairman nor the Vice-Chairman was able to attend.

Cllr Michael Tu from Arundel was appointed Chair.

Management Committee

It was discussed and agreed that a small working party would be set up to improve activity and interaction with councils between meetings.

What do member councils expect from Arun DC?

As there is a new CEO – agreed to build a positive relationship moving forward – identifying key issues to provide a framework for future meetings.

Queens Canopy

Linked to the Queen’s platinum jubilee there is a huge initiative to plant more trees. These can be obtained via Sussex Wildlife Trust, Woodland Trust and Queens Canopy. Org. It is hoped that 35,000 trees will be planted.

Have we made a pledge? It is possible to make an entry on interactive Queen’s Canopy map. I advised meeting we have already planted 30+ trees from the Woodland Trust and will be planting a large Jubilee tree on the village green. [Clerk’s note: we have attempted to make a pledge on the Queen’s Canopy online map, but our submission has been rejected until we can add a photograph of the tree in situ.]

A27 Consultation – to ensure that towns and parishes are aware of the 12 public consultation events being held in various locations between 18th January and 24th February, the six ‘Live Chat’ events between 25th January and 4th March <https://a27arundelbypass.consultation.ai/> and the documents on deposit at 15 separate locations. Copies of documents are also available on line at www.nationalhighways.co.uk/a27arundel.

Rampion 2

There was a full discussion about the anti-windfarm lobby.

West Sussex CC Chargepoint Network

This is an initiative being led by West Sussex CC to install a network of electric vehicle charge points at public buildings and areas. (The Parish Council will be attending a presentation on 27/1). The contract is a concession, meaning that WSCC will partner with Connected Kerb will incur all the costs for installing, maintaining and running the network.

Cllr Patricia Gander

24th January 2022

East Preston Youth Club Annual General Meeting, 27th January

Zoom

Cllrs Chapman and Duff will report on this meeting.

Simon Cross – **Clerk to the Council**

28th January 2022

Agenda Item 13a

Personnel Committee – Pensions Discretions Policy

Council is asked to adopt a Pensions Discretions Policy for the council.

East Preston Parish Council Employer Pension Discretions Policy

This policy was adopted by East Preston Parish Council (EPPC) at its full council meeting on [date].

Background

The 2008 Pensions Act requires all local councils to enrol their eligible workers into a qualifying scheme from 1st October 2015.

At the Parish Council meeting of 7th September 2015, EPPC voted unanimously to pass a statutory resolution to enable all employees of East Preston Parish Council to join the Local Government Pension Scheme (LGPS) via WSCC.

Resolution - taken from the minutes of the Parish Council meeting on 7th September 2015:

The council resolved unanimously to join the Local Government Pension Scheme, as administered by West Sussex County Council, and that all employed members of staff are given the opportunity to join, with an Auto Enrolment Staging Date of 1st October 2015. (Minute 612/15, Resolution 0935)

Aim of the Policy

The Local Government Pension Scheme (LGPS) is a statutory scheme. The rules and regulations governing the scheme are laid down under Act of Parliament. There are some provisions of the Scheme that are discretionary.

Discretionary powers allow employers such as EPPC to choose how, or if, they apply certain provisions.

Scope of the Policy This policy applies to all employees of EPPC.

Discretions

The discretions EPPC choose to exercise in relation to the LGPS are the same as those adopted by WSCC in its 'WSCC LGPS Employer Discretions Policy' as found in their 'Key Pension Fund Strategy Documents' section on their website <https://www.westsussex.gov.uk/about-the-council/pensions/>

EPPC reserves the rights to amend this policy at any time by passing a resolution at a full council meeting.

For further information please contact the Clerk and Responsible Financial Officer for East Preston Parish Council - Tel: 01903 770050 Email: clerk@eastpreston-pc.gov.uk