

MONTHLY MEETING OF THE COUNCIL

4TH JULY 2022

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, 6th June

The draft Minutes were circulated to all councillors on 7th June, asking for suggested amendments by 14th June. Cllr Gander spotted a typographical error which has been corrected.

Simon Cross – **Clerk to the Council**

27th June 2022

Agenda Item 9

Monthly Update Report

- 1. Introduction**
- 2. Minute 289/22 – West Sussex County Council – reinstatement of the bus-stop in Old Worthing Road**
- 3. Minute 385/22 – Major Events Committee**
- 4. Minute 393/22 – Committee Membership For 2022/23**
- 5. Minute 515/22 – Arun District Council – Investment Plan for the UK Shared Prosperity Fund**
- 6. Minute 519/22 – Annual Governance and Accountability Return for Year-Ending 31st March 2022**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 7th March 2022.

2. Minute 289/22 – West Sussex County Council – reinstatement of the bus-stop in Old Worthing Road

Work on reinstating this bus-stop, on the Angmering side of Old Worthing Road, started on Thursday, 9th June. The local resident who had been pushing for the reinstatement contacted me that afternoon to say the bus-stop was being installed in a different location to

that which had been the subject of a public consultation. “A neighbour told me today that the east bound Saxon Close bus stop has begun to be reinstated. So I went to have a look. To my surprise it not where I thought it was going to be. It is now opposite Saxon Close, where the parked vehicles are a problem. I suppose that may help with that problem. Also they have made a pedestrian crossing to get to it. I don't remember this being like that on the original plans. I'm certainly not going to complain, it will be so good to have the bus stop back.”

I went and saw this for myself early on the Friday morning, but took no further action. The resident did, however, contact the Bus Stops team at WSCC, and received the following reply:

Good Afternoon,

The bus stop was being installed approximately 20metres from where it should have been in Old Worthing Road. Work was halted as soon as the error came to light. We will leave the new, tactile paving crossing point for pedestrians at this location but the other elements will be removed.

Steps are already being taken to ensure a bus stop is installed in the correct location – again, in Old Worthing Road – as soon as possible. We apologise for any inconvenience.

Kind regards,
Sam Pitwell

Project Support Officer – Local Transport Improvements
Highways, Transport & Planning
Place Services
West Sussex County Council

At the time of writing, the bus-stop is not reinstated, but the village has gained a new crossing point, just to the west of the junction of Saxon Close with Old Worthing Road.



New crossing point in Old Worthing Road complete with tactile paving and dropped kerbs

3. Minute 385/22 – Major Events Committee

The refund from Sainsbury's arrived in our bank account on the 8th or 9th June.

4. Minute 393/22 – Committee Membership For 2022/23

Membership of the Audit & Governance Committee remains at Cllrs Toney, Linton, Wilkinson, McElroy and Mathias with the Personnel Committee yet to appoint its Chairman for the year.

5. Minute 515/22 – Arun District Council – Investment Plan for the UK Shared Prosperity Fund

On 9th June, as agreed, I submitted details of the following four ideas to Karl Roberts at ADC: East Preston Men in Sheds, Reach the Beach – Disability Action Group of East Preston, East Preston village bus and East Preston Greener Buildings Project. Karl replied pretty much straightaway, “The challenge for this is the fund is oversubscribed for asks. We anticipate when all the asks are received we could probably spend the grant several times over. Looking at your asks it looks like only the last one is well developed. If we could only fund one building improvement project what would it be and how much would your ask be (how up to date is the figure given the significant inflation at present). I suspect for those projects we are unable to support this time around we are probably going to suggest further work is done so we can consider inclusion in the next round (assuming there is one).”

I did reply to Karl that Men in Sheds and the bus were also quite well advanced, but have heard nothing further.

6. Minute 519/22 – Annual Governance and Accountability Return for Year-Ending 31st March 2022

Tracy and I finalised the Annual Return on 20th June and I posted it later that afternoon. According to the Royal Mail website, this was “Delivered at: 08:45, Tuesday 21 June 2022”.

The External Auditor has come back to us with a query on the Internal Auditor page of the Annual Return. This was simply a box which Andy Beams had not ticked. He has subsequently ticked and returned that page, which I have forwarded on to the External Auditor.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 11a

Amenities Committee

The committee did not meet during June.

Millennium Yew Tree – The tree surgeon has managed to remove the invasive Elm tree which was growing through the centre of the Millennium Yew Tree, at the south eastern corner of Warren Recreation Ground. The Elm tree unfortunately was not able to be saved and replanted, however the Yew tree appears to have survived well. The Yew tree’s condition will be monitored over the next few months.

Former councillor, Margaret Gilbert, has provided some background information to the Millennium Yew and this will be considered by the committee at its next meeting.

Sea Road Island Planters – The order has been placed to purchase the five planters for the island. Plantscape has indicated delivery is likely to be around 4-6 weeks. The planters are made from recycled plastic material and will be placed at intervals along the island.

Sea Road toilet block – The order for a replacement door and frame was placed on 23rd May. Lead time was quoted as five weeks. Simon has been chasing, but without success. We still do not have a date for installation of the replacement door and frame.

Cubicle 1 required attention again on 8th June. Plumber, and Biffa operative, are concerned about the amount of toilet paper being used, because of the way in which the rolls feed through the dispenser. I have flagged this back to ADC, and Dawn and I are monitoring.

Our insurance broker agreed we could order a temporary toilet to cover Festival Week. Owing to the lateness of the request and the high demand for temporary toilets over the Jubilee weekend, we were only able to source one from 8th to 12th July. Thanks to Toni McElroy and the Village Hall for allowing us to site the temporary toilet on our land within the Village Hall car-park.

Loo of the Year Awards 2022 - Committee has applied to the Loo of the Year Awards 2022.

The unannounced visits will be taking place between August and September. As previously entry includes a summary report and star grading.

Public Seating – A newly donated bench has been installed at the eastern side of Sea Lane, close to the Fairlands junction. The donated bench is made from recycled plastic material as council policy.

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

28th June 2022

Agenda Item 11b

Audit & Governance Committee

The committee did not meet in June, but is scheduled to meet on 18th July.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 11c

Community Engagement Committee

The committee did not meet in June.

The council's events during the Festival were all well-received. Sadly, the weather did perhaps affect attendance at *The Bell Orchestra*, but there were just enough people around to keep the event flowing. My thanks to the councillors who attended and supported and took part and helped dismantle at the end.

The plaque to Heywood Hardy is scheduled to be installed on Forge House on 1st July, with an unveiling or dedication ceremony taking place at 14:00 on 2nd July. This will be a small

event followed by a quick reception in the British Legion. Invites have been issued as appropriate.

The dedication of the Jubilee Clock had to be postponed but I am hopeful the clock will be installed in the first half of July with a dedication following shortly afterwards.

Cllr Elizabeth Linton –
Chairman of the Community Engagement Committee

20th June 2022

Agenda Item 11d

Finance & General Purposes Committee

The committee did not meet in June.

A further acknowledgement has been received from 4SIGHT Vision Support:

Dear East Preston Parish Councillors

Thank you so much for your continued support of our work in your area, most recently with a grant of £250. This is much appreciated and will enable us to continue to support blind and sight impaired people in the East Preston Parish to life live without limits.

As we explained previously, your support will enable us to:

- Be there for our clients with specialist Low Vision advice to help them make best use of their remaining sight, enabling them to carry out tasks more easily, safely and remain independent
- Advise on, and coordinate, delivery of specialist pieces of equipment to support independence
- Be a listening ear and source of support to ensure clients do not feel isolated and alone
- Assist with setting up and using a broad range of tech devices, providing clients with a wealth of information through simple voice-activated commands, helping them to access online shopping, banking and feel more connected with loved ones and the wider world – thereby reducing isolation

Please do let us know if it would be of interest for us to come and speak at a forthcoming council meeting. We can explain our work in more detail, give demonstrations to simulate different sight loss conditions and discuss how together we may be able to reach out and support more people living with sight loss in your parish.

Thank you so much once again.

Kind regards

Julie Branson
Fundraising Manager

Simon Cross – **Clerk to the Council**

27th June 2022

Agenda Item 11e

Major Events Committee

The committee met on 27th June.

Cllrs Linton and Gander were re-elected Chairman and Vice-Chairman of the committee respectively.

The committee agreed the Big Jubilee Lunch event during Festival Week had been very successful. Other council events during the Festival will be considered by the Community Engagement Committee at its meeting on 25th July.

There were no major concerns currently about the planning of the Food & Drink Festival or the Christmas Celebrations event.

Following the success of the *Funday Sunday* event in April, the committee would like to run a second event this year, in October. Although the committee underspent on the April *Funday Sunday* event, it had not budgeted for a second event and agreed to ask council for some money from reserves to support a second event. See below.

Simon Cross – **Clerk to the Council**

31st May 2022

Agenda Item 11f

Personnel Committee

The committee did not meet in June, but is scheduled to meet on 18th July.

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

28th June 2022

Agenda Item 11g

Planning & Licensing Committee

The committee met on 13th June.

At the meeting, the committee considered three Applications. The committee agreed to raise objections to Applications in Hillview Crescent and Beechlands Close. A fourth Application on the Agenda had been withdrawn by the applicant by the time of the meeting.

The committee agreed it was inappropriate to comment upon the proposed development of 54 homes at the top of Kingston Lane before a formal Planning Application was ready to be considered. The committee agreed it was right to encourage members of the public to respond within the short consultation period given by the developer.

As there was only one, non-controversial Application to be considered on 27th June, committee agreed electronically the Chairman of the committee, Cllr Mathias, and I could agree the council's response as permitted by the committee's Terms of Reference in order to save a meeting. Noting the comments of the committee members, I agreed with Cllr Mathias's assessment no objections should be raised against this Application.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 12a

Major Events Committee – *Funday Sunday*, 9th October

Council is asked to agree an additional £500 from the council's reserves in order to run a second Funday Sunday event this year. This sum to be taken from the council's reserves.

Cllr Gander to lead on this item.

The council ran a successful Funday Sunday event in April, Over 90% of tickets available were sold and all feedback received through a SmartSurvey online survey was positive. Just a selection of comments from that survey:

Overall, did you enjoy Funday Sunday on 24th April?:

“I really enjoyed it.”

What did you enjoy most about the event?:

“Everything. Difficult to single out one thing.”

“The music, the food, the atmosphere and the welcome and the friendly people who arranged it.”

“Such a friendly fun atmosphere, so nice to see people dancing and having fun, enjoying live music and a lovely afternoon tea.”

Are there elements of the event you think we could have done better or differently?:

“Butter on scones please.”

All respondents said they felt the event was good value for money and said they would attend similar events in the future.

The committee budgeted for a single *Funday Sunday* event this year, but would like to run a second. There is money left in the budget line and Cllr Gander will provide details of this at the meeting.

The committee agreed, with some reluctance, to increase the ticket price from £10 per person to £12.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 13

Working Parties

The council's Conservative Hall and Leases working parties met on 27th and 20th June respectively.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 13a

Conservative Hall Working Party

The council has received an opening offer from the Trustees of the Conservative Hall. This was considered by the working party and, hopefully by the time of this meeting, a response will have been provided to the Trustees with some counter offers. All will be subject to council approval once the working party feels it has something upon which the council could agree.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 13b

Environmental Initiatives Working Party (EIWP)

The working party did not meet in June.

It is meeting on 11th July, hopefully with as many custodians of the Greener Buildings Project buildings as possible. BHESCo will also be represented at the meeting.

Simon and I met with Will Page, ADC's Climate Change & Sustainability Manager, earlier today. Will said he was impressed with the BHESCo report and would give us details of funding streams as and when he became aware of them. The only local council he was also

aware of looking at climate matters was Arundel Town Council. He would look for opportunities for the two councils to share information and resources as possible.

Cllr John Gunston –
Chairman of the Environmental Initiatives Working Party

27th June 2022

Agenda Item 13c

Flat and Frontage Working Party

The tenant was quietly evicted on the morning of 6th June. As part of the eviction, the locks have been changed. There is still property of the tenant's in the flat; collection must be arranged via the letting agents and at the agents' convenience. The agent present at the eviction managed a cursory look around the flat and did not see any damage beyond reasonable wear and tear. The agents are keen to re-let the flat, but this will depend upon what work is required and how quickly we can find contractors to do that work.

As agreed at the last Full Council meeting, the Flat and Frontage elements of this working party are to be split into two working parties, when I have a chance to look at it.

Simon Cross – **Clerk to the Council**

27th June 2022

Agenda Item 13d

Leases Working Party

The working party met on 20th June and started work on the council's side of a new lease to East Preston & Kingston Bowls Club.

Simon Cross – **Clerk to the Council**

27th June 2022

Agenda Item 14a

Annual Parish Meeting, 13th June 2022

Council is asked to note the draft Minutes from the Annual Parish Meeting held on 13th June 2022.

These have already been reviewed by the Chairman and Vice-Chairman of the Council, Cllrs Toney and Linton respectively.

The notes can be found at Appendix A below.

Simon Cross – **Clerk to the Council**

28th June 2021

Agenda Item 15a

Sussex Police

Council is asked to note a monthly report should one be received in time.

Simon Cross – **Clerk to the Council**

28th June 2022

Agenda Item 18

Clerk's Report

1. **Introduction**
2. **Police matters**
3. **Anti-social behaviour matters**
4. **Freedom of Information / Data Protection requests**
5. **Queen's Platinum Jubilee plaque-unveiling, 3rd June**
6. **Queen's Platinum Jubilee tree dedication, 5th June**
7. **East Preston Men in Sheds, 7th June**
8. **East Preston Festival - *The Bell Orchestra*, 7th June**
9. **East Preston Festival – *Come and Meet Your Local Councillors*, 9th June**
10. **East Preston Festival – Carnival Parade, 11th June**
11. **East Preston Festival – burial of the time capsule, 12th June**
12. **Twice-yearly meeting with Angmering-on-Sea Lawn Tennis Club, 21st June**
13. **Upgraded BT service, 28th June**
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. July meetings and events

1. Introduction

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

2. Police matters

Cllr Bowman and I met with Inspector Neil Durkan of the Arun Neighbourhood Policing Team on 28th June, basically to introduce him to East Preston.

(What follows is my second attempt at writing up this meeting. After writing some really good content, the system kicked me out and that text was all lost. Writing something the second time is never as good.)

Insp Durkan joined us at 15:00, and stayed for an hour and forty minutes. He very much appreciated the chance to visit a village within his patch about which he knew little. He said that was a good sign as it indicated there were low numbers of concerns from the village being flagged to Sussex Police. Prior to the meeting, he had looked for East Preston reports and found none that were either recent or open.

Insp Durkan has not worked in such geographically-based policing for several years and is welcoming being back in Neighbourhood Policing. He had slipped into the village on the morning of the meeting just to familiarise himself with the location of the office and where he might park, this being before I let him know about the forecourt. He said the village felt vibrant to him, very much like Rustington in that sense, much more so than some of the other villages within his patch. Both during his recce and upon arrival he noted the parking confusion in the area. Sussex Police's only real course of action would be obstruction, particularly if there was a feeling emergency vehicles could not get through.

The three of us had a frank discussion about various matters affecting the village. Some of these were that Insp Durkan was generally in favour of 20mph zones, believing they are effective in reducing traffic speeds. He did not think Sea Road an unusual location for one but did state they are difficult to enforce, but not impossible. Sussex Police was currently running Operation Downsway which was targeting anti-social driving. This could include such concerns as poor driver behaviour at the Roundstone Level Crossing and repeat inconsiderate parking.

Insp Durkan asked us how we would describe the local population and said our response was much as he would have expected.

Early in the meeting, we praised PCSO Raj. Insp Durkan said he had not told PCSO Raj he would be in the village today and had been pleased to drive through the village and see PCSO Raj walking around the northern shops. Insp Durkan appreciated we had taken the time to thank Raj for visiting various Festival events.

Regarding traffic management during major events, Insp Durkan suggested we apply for a Safety Advisory Group (S.A.G.) meeting. This would ask a lot of questions of us as organisers but then provide safety advice for our events. Something to think of after the Food & Drink Festival perhaps.

Youths had been travelling by train between Bognor Regis and Worthing, usually without paying, and causing grief at those stations. That grief had also spread out from some of the stations along the line, usually in the form of anti-social behaviour to station staff and within local shops. Angmering station has been included.

Insp Durkan said he had only ever been aware of cuckooing taking place in town and city centres. Cuckooing was where miscreants took over the home of a vulnerable person and used it for nefarious reasons. Despite the number of vulnerable people within East Preston, thankfully Insp Durkan did not think it a likely location for cuckooing.

Insp Durkan had enlisted my Rustington counterpart, Carole Ward, to help him set up the first of his planned online meetings with the councils in his patch, meetings he hoped will be a two-way exchange of information.

Insp Durkan ended by saying he was willing to visit again to meet other councillors or residents when necessary, given enough notice.

Cllr Bowman may have comments to add to this report.

3. Anti-social behaviour matters

ADC Civil Parking Enforcement officers continue to be seen at the southern end of the village.

On behalf of residents, I raised a Safer Arun Partnership Community Concern Reporting Form about residential behaviour at the North Lane/ Sea Road shops.

4. Freedom of Information / Data Protection requests

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

5. Queen's Platinum Jubilee plaque-unveiling, 3rd June

Together with several councillors, I attended the East Preston & Kingston Branch of the Royal British Legion, where President Jim Lee unveiling a new plaque celebrating the Queen's Platinum Jubilee.



Mr Lee unveiling the plaque, watched by Revd. Emma Ham-Riche

Guests were then invited to partake of an appreciated buffet in the Legion itself.

6. **Queen's Platinum Jubilee tree dedication, 5th June**

Together with several councillors, I attended the dedication of the Queen's Platinum Jubilee tree, planted earlier in the year as part of the Queen's Green Canopy initiative. Council invited lifelong East Preston resident and former chairman of the parish council, Dorothy Lee, to dedicate the tree.

At 11:45, we gathered in front of the tree together with maybe thirty members of the public, and Cllr Linton introduced Mrs Lee.

Mrs Lee dedicated the tree as follows:

"Good morning to you all and a very warm welcome on this slightly overcast Sunday morning.

"This year is a momentous year for Her Majesty and for our country and for the Commonwealth.

"I am very honoured and delighted to have been invited by our parish council to dedicate this maple tree on your behalf, for this very special occasion in our history.

"I hope it will grow and flourish as Her Majesty has done as our Queen for the last 70 years.

"Enjoy the rest of your day and the whole of Festival Week, and keep our fingers crossed for the weather to be kind."

Mrs Lee and Cllr Linton then undid a giant bow which had been tied around the tree's support infrastructure.



Mrs Lee and Cllr Linton beside the Field Maple

Two of the members of the public who attended the dedication were Janine Nicholson and Maria Botting, both of whom had suggested the council planted trees for the Platinum Jubilee. All three ladies were presented with a Platinum Jubilee beaker in recognition of their involvement with the planting of this tree.

Mrs Lee sent the following card to the council.



E.P.P.C.

7½ North Lane
E.P.

Dear Chairman + Councillors,

Just a word to thank you for inviting me to dedicate the field maple tree on the green yesterday. I felt so honoured!

It was a good day, despite the dreary weather + people were enjoying themselves.

Again, thank you.

Yours Dorothy. (Lee)

7. East Preston Men in Sheds, 7th June

Cllr Gander and I attended this fifth meeting of the group. Although it was a busy day in Festival-land, five members of the public attended and had a robust discussion about the future of the group, mainly liking the possibility of installing a temporary building behind the Conservative Hall, and also appreciating the need to set up a committee.

It was agreed I would write to all the potential members advising them of the desire to set up a committee and asking them to put themselves forward if interested. At least three names have been identified so far.

The next meeting will be on 5th July and will hopefully agree a number of committee members who will then meet to agree a committee structure to be put before the group in August or September.

8. East Preston Festival - The Bell Orchestra, 7th June

The council ran this event on the Village Green, aimed at families between the Festival's afternoon and evening events. The weather was not in our favour on this occasion. Rain and cloud had been the order of the day, although forecasts all said the weather would improve from 16:00. That was not really the case.

Danielle of Beautiful Creatures Theatre Company arrived at 16:30, alone as her artistic partner was off sick. Cllr Linton and I helped Danielle unload her van and set up the five free-standing chimes she had brought with her. That enabled the two of us to have a practice before anyone else turned up.

Unfortunately, the weather kept all but the hardiest of residents away. Those residents that took part all seemed to enjoy themselves but really needed a bigger audience to support their efforts and make participation a bit more special. Other councillors who helped out at the event were Cllrs Duff, Gander and Gunston, whilst Cllrs Bradshaw and Toney both took part.

The event ran from 17:30 until 18:30, after which Cllrs Duff, Gander, Gunston and Linton helped Danielle pack everything away. Special thanks to David Gander for helping too; whilst there was not a lot of kit, it was pretty heavy.



Councillors, an officer and a local residents being led by Danielle (far right)

9. **East Preston Festival – Come and Meet Your Local Councillors, 9th June**

Another successful event, with a steady number of members of the public in attendance.

Thanks to East Preston's Guides for the loan of furniture, Kerry Frost for the loan of an urn and Cllr Chapman for the baking of cakes.

Councillors took notes of the issues raised, and answers to most if not all of those points will appear in the Summer 2022 Newsletter.

10. **East Preston Festival – Festival Carnival Parade, 11th June**

Cllrs Bradshaw, Linton and Toney and I staffed a stall outside the Council Office during the Carnival Parade. This was mainly to answer any questions passing members of the public may have raised. On this occasion, very few questions were raised, if any.

11. **East Preston Festival – burial of the time capsule, 12th June**

I attended the filling of and burial of the East Preston Festival Committee time capsule. This has been registered with the International Time Capsule Society. Several children were appointed guardians of the time capsule and are charged with remembering to exhume the time capsule in 2092, seventy years after the Queen's seventieth jubilee.



The guardians of the East Preston Festival
Committee time capsule

(photograph courtesy of Eva Boyle)

For the record, these are the contents:

Yarnbombers booklet (a tiny booklet showing pictures of each of the yarnbomb installations that have been done in East Preston. Attached to the booklet, a crochet Sunflower to show how EP has supported Ukraine during the Russian invasion, a crochet rainbow which represents hope and was used to show solidarity with NHS staff during the covid pandemic and a crochet poppy for Remembrance Day)

Remote Control (batteries removed)

DVD (Sense & Sensibility written by Jane Austen)

1984 and 2022 Festival Programmes

June issue of "All About East Preston" magazine, a monthly printed magazine (also available online) distributed free to 3,500 homes in East Preston & Kingston

Coins – one of each in use in England in 2022 from 1p to £2

From East Preston Parish Council: Reusable drink cup commemorating the Platinum Jubilee, I ♥ EP shopping bag, I ♥ EP pen, two newsletters, compliment slip, three postcards one of which is the listed art-deco Manor Road petrol garage, first built in 1934, closed in 1973, unloved for 40 years but then restored when plot was used to build apartments

Royal British Legion provided two commemorative badges, one for the 40th anniversary of Falklands conflict, another for the Queen's platinum jubilee

The Girl Guiding organisation provided a commemorative Jubilee Badge

Estate Agents brochures, one for a property on Tamarisk Way costing £8,000,000 another for an apartment on Manor Road costing £285,000

Items that became part of everyday life during the Covid 19 pandemic: a testing kit, a face mask and hand sanitizer.

An energy saving light bulb – these use 90% less energy than the incandescent bulbs used until 2009 when the process of phasing them out began

A spectacles cleaner

Rosary Beads

Empty packet of Jelly Tots (children's sweets)

A set of house keys

Two milk bottle tops (one for full fat milk, one for semi skimmed milk)

A ball each from East Preston Stoolball Club, East Preston Cricket Club and the Angmering-on-Sea Lawn Tennis Club

A "fairy door". East Preston fairies decorate their doors and magically allow us to see them in East Preston at spring time. Children can enter a competition to find them hidden at the base of trees around the village

A list of food prices as of Wednesday 8th June 2022

Littlehampton Gazette from Thursday 9th June 2022

Daily Mail national newspaper – Jubilee pictorial special

The capsule has been registered with the International Time Capsule Society, and its web entry can be seen here: <https://libraryrecords.not-forgotten.com/digital/collection/p21072coll2/id/2081/rec/1>.

Less than a week after the time capsule had been buried, a local businessman approached me as he was planning a competition which, if I understood him correctly, would involve people digging the capsule back up in order to win a hamper. I explained it was currently very obvious where the capsule has been buried, that it was impossible to list everyone who had been at the burial and, most importantly, there would be a liability issue for any injuries caused because of his competition. I have heard nothing since.

12. Twice-yearly meeting with Angmering-on-Sea Lawn Tennis Club, 21st June

With Cllrs Toney and Mathias, I attended this meeting at the tennis club. The club was represented by Elaine Phillips (Chairman), Jo McGovern (Secretary), Kathryn Fulker (Membership Secretary) and Sarah Fisher (Club Administrator).

Topics covered included the progress on the refurbishment of the clubhouse, fire safety, licensing, membership numbers, the club's invitation to Ukrainian refugees and how the council could help, and the council's Greener Buildings Project.

The next meeting will take place in January.

13. Upgraded BT service, 28th June

BT attempted to upgrade the council's Broadband service on 28th June. With no warning, a BT engineer called at 08:15 and said he was going to swap the office over to a faster Broadband service, and he would come to the office in half an hour to install the new hub which we had received. He duly did so, rendering the office without telephone or internet for getting on for an hour. At the end of that time, he had restored us to our original service as the speeds he was seeing were too slow. He would report this back and BT will get back in touch at some point. Curiously, two hours after he had a left, Royal Mail delivered a second hub to the office, exactly the same as the one he had tried to install.

14. Social media

Since the last report, these are the council's Facebook posts seen by more than 500 people:

- Post of photographs of the unveiling of the Platinum Jubilee plaque at the British Legion, 3rd June – 814 people
- Post of photographs for the dedication of the Platinum Jubilee Field Maple on the Village Green, 5th June - 788
- Found Union Jack bandana following the Festival Dog Show – 600 (then deleted)
- Repost of a Rustington Parish Council post congratulating East Preston Junior School for winning at a Kwik Cricket competition at Rustington Cricket Club on 5th June – 588
- Post advertising the East Preston for Ukraine Table Top Horse Race Event, 25th June - 545

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 28th June)

The number of people currently liking the council on Facebook is 1,523, an increase of 5 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 – 1st June – sent to 909, opened by 662 (73.5%)

Parish Council news – 8th June – sent to 906, opened by 640 (70.9%)

Parish Council news – 16th June – sent to 908, opened by 620 (68.3%)

Parish Council news – 22nd June – sent to 906, opened by 631 (70.0%)

16. Things we have been asked since the last meeting

“Can you tell me who the Neighbourhood Watch is for [my road]?” (Visit www.ourwatch.org.uk, select the Find my Local Scheme option at the top of the page, enter your postcode and that should present you with a list of the nearest seven schemes.)

“I live in Chermont Court. Is it right my Council Tax has been increased because I have a view over the meadow [Langmeads Field]?” (Not unexpectedly, the response from Andrew Dale, Revenues and Benefits Manager at ADC, was, “I can confirm that your residents Council Tax has not been increased because she overlooks a piece of ADC land.)

“I have heard there are to be 1,000 new trees planted in Arun District. Will East Preston be getting any?” (Having not seen anything about this, I contacted Mark Warwick, ADC Tree Officer, and he responded he was not aware of any formal scheme to plant 1,000 new trees, although he was loosely aware the Leader of the Council had been talking about a planting initiative to commemorate the Platinum Jubilee. He continued, “Separately, we have recently implemented Year 1 of our Arun Tree Planting Strategy (2021-2031). That involves us planting around 50 standard trees and 3000 whips each winter, although exclusively by Arun DC on their own land. Details can be found on our website – [Tree Planting Strategy 2021-2031 | Arun District Council](#).”

“Can you help me remove bees from my property?” (I directed the resident to ADC's chosen pest control partner which advised bees are never harmful, unless you are allergic, and therefore it does not remove bees' nests.)

17. Recent bouquets and complaints

(In addition to anything reported above)

From a resident of Sea Lane who was looking for some advice on ditches. After I raised her case to West Sussex County Council, “Thank you for your prompt action, much appreciated.”

Some residents of The Plantation have expressed their thanks for advice relating to a Permitted Development Planning Application.

Several residents expressed thanks for advice given relating to the proposed redevelopment of land immediately east of the top of Kingston Lane.

Thanks for leading members of the East Preston in Bloom group for passing on some public praise.

18. Leave

I am on leave on 14th July. Dawn is off week beginning 11th July. Alison is off week beginning 18th July.

19. July Meetings and Events

This list may be incomplete and is subject to change.

- 2nd Unveiling the Heywood Hardy blue plaque (14:00, Forge House, The Street)
- 4th Full Council (19:00, East Preston Infant School)
- 11th Planning & Licensing Committee (18:00, East Preston Infant School)
Environmental Initiatives Working Party (19:00, East Preston Infant School)
- 12th East Preston Festival ends
- 13th Planning & Licensing Committee (18:00, East Preston Infant School)
Annual Parish Meeting (19:00, East Preston Infant School)
- 16th Audit & Governance Committee (14:00, Council Office)
Personnel Committee (18:00, East Preston Infant School)
- 20th Twice-yearly meeting with East Preston & Kingston Village Hall Foundation (tbc)
- 27th Planning & Licensing Committee (18:00, East Preston Infant School)
Community Engagement 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**

29th June 2022

Agenda Items 18a-c

Other meetings and events – Part 1

Council is asked to note the following reports:

Councillor walkabout, 2nd June

Councillor Linton and I commenced our walkabout in the area by the northern shops. We noted the excellent work undertaken by the EP Bloomers, clearing weeds from several flower beds, and surrounding areas and planting up two large beds at the northern end of the shopping parade with drought tolerant plants, including hebe, lavender and heather.

On the previous morning the EP Yarnbombers had added their Jubilee Platinum installation to Two Acres. There were many people admiring the wonderful throne centrepiece as well as the other creative pieces on the trees. We took the opportunity to speak to several residents and visitors from nearby villages.

There were many photo opportunities whilst we were there with accompanying great excitement. A bridegroom and his best man were delighted to have their photos taken. The bridegroom's mother lives in the village.



Two residents from Rustington had made a great effort, dressing in patriotic colours. When asked why they had come to East Preston, they replied that there is far more going on in East Preston than their own village. We also heard this comment from residents of Angmering.

All of the residents we spoke to were full of praise for the enthusiasm and commitment that the East Preston Festival Committee, the EP Yarnbombers and the parish council demonstrate, not only during Festival Week, but throughout the year.

One resident, who lives in the Kingston parish, indicated her willingness to volunteer and was directed to the Parish Council.

The only negative comment we received was from a resident who lives near the Tudor Tavern. She is horrified by the increased number of cars and vans parking in the area, often blocking the pavements and the road. We advised her that we are aware of the problem and are taking steps to try and alleviate the problem by installing planters in the central island opposite the parish council offices. We also discussed the regular visits from the enforcement officer. She was encouraged by our remarks, but not convinced that this would solve the problem.

Cllr Patricia Gander

13th June 2022

Lighting of the Littlehampton Town Council Platinum Jubilee beacon, 2nd June

South Terrace, Littlehampton

Cllr Toney was invited to attend this event on behalf of the council, and will provide a verbal report.



(photograph courtesy of Cllr Linton)

Simon Cross – **Clerk to the Council**

29th June 2022

Planting of a Platinum Jubilee tree, 9th June

Green Willow Residential Care Home, Vicarage Lane, East Preston

Cllr Toney was invited to attend this event on behalf of the council, and will provide a verbal report.

Simon Cross – **Clerk to the Council**

29th June 2022

Appreciation of The Martlets staff members, 21st June

The Martlets Residential Care Home, Fairlands, East Preston

On Tuesday 21st June I was delighted to attend the presentation of awards to the staff of the Martlets. In attendance were the senior members of Shaw Healthcare who gave me a warm welcome. Arun District Councillor Paul Kelly presented the awards.

Certificates and a box of Cadbury's Miniature Heroes were awarded to all members of staff that worked in the premises during Covid. I was surprised at how many there were and all of a cheerful disposition and were well cheered on by the residents.

Awards were also made for long service and, unfortunately after about an hour, I had to leave.

I made some enquiries after the 5-year awards and was told that they were made in five year terms and that there was one person who had given 30 years of service. I did ask for a list of the long service awards but, sadly, it has not turned up yet.

I found it very comforting that so many staff had remained loyal to the same organization for so long and think that the management must really appreciate and look after their staff.

Agenda Items 19a

Working parties for 2022/23

In the list circulated for the Annual Meeting of the Council, I missed Cllr McElroy off the list of councillors willing to be part of the Leases Working Party. Now we have spotted this error, **Council is asked to agree the membership of the Leases Working Party as noted below:**

Leases	Gunston, Mathias, McElroy, Moore, Toney and Wilkinson
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As Chairman and Vice-Chairman of the Council, Cllrs Toney and Linton are entitled to attend and vote at meetings of the council's working parties.

Agenda Item 14a

Annual Parish Meeting, 13th June 2022

Council is asked to note the draft Minutes from the Annual Parish Meeting held on 13th June 2022.

ANNUAL PARISH MEETING - EAST PRESTON

13th June 2022

The Annual Parish Meeting at East Preston duly convened and held this day at East Preston Infant School.

Present: Parish Councillors Kit Bradshaw, Lisa Duff, Barbara Gale, Pat Gander, Elizabeth Linton and Steve Toney (in the Chair)

Members of the Public: Chris and Valerie Eschbaecher, Philip Hopkins and George Schlich

Clerk to the Council: Simon Cross

Apologies: Parish Councillors Christine Bowman, Andrea Chapman, John Gunston, Glyn Mathias, Rick McElroy, David Moore and Steve Wilkinson. District Councillor Terry Chapman. Mrs Dorothy Lee.

The Chairman of the Council, Councillor Steve Toney, opened the meeting at 19:02, and thanked and welcomed those attending.

APM2022/01 - To confirm the Minutes of the last Annual Parish Meeting held on 21st June 2021

The Minutes of the Annual Parish Meeting held on 21st June 2021 were agreed to be a true record. The meeting agreed these could be signed by Cllr Toney when he was next in the Council Office.

These Minutes had previously been noted by the Parish Council at its meeting held on 5th July 2021, Parish Council Minute 418/21.

APM2022/02 – South Strand Community Toilets

Cllr Toney invited Mr Schlich, Chairman of the South Strand Community Toilets, to address the meeting.

Mr Schlich thanked the council for the invite to the meeting and thanked those present for allowing him to speak first as he had domestic duties to attend to.

Mr Schlich said the toilets continued to be funded nicely by organisations such as East Preston and Kingston Parish Councils, local private estates, East Preston Infant School and individuals. Mr Schlich felt the toilets were financially healthy. A COVID business loan had been secured in the early days of the pandemic, and this had been used to set up a sinking fund to protect the group against any unexpected future expenditure. In the meantime, there was sufficient funding available for the group to replace the washing facilities in the toilets.

In response to a question from Cllr Linton, Mr Schlich said the group would look at less restrictive turning off of the water supply to the external tap during the winter months. The group wanted to avoid any risk of ice forming under the tap, but if the weather was not likely to be freezing, it may be possible for the tap to remain operational, although there was a human resources element to this request too.

Cllr Gander thanked Mr Schlich and his team for keeping the toilets as a valuable community asset, made all the more attractive by the introduction of flowers. Mr Schlich said he hoped the group was maintaining a genuine community asset in the way in which the Parish Council had foreseen when it did not renew its lease in 2018.

With no further questions, Mr Schlich left the meeting at 19:07.

APM2022/03 - To receive the Annual Report of the East Preston Parish Council

Cllr Toney's report had been published in the Spring 2021 Newsletter and made available to all attendees before the start of the meeting. All present had read the report, which read:

"I started last year's report saying 2020 would be the year none of us would probably ever forget, little knowing 2021 would be just as challenging for many of our residents. In some respects, many of us have incorporated managing with COVID-19 into our daily lives, but some are still afraid to go out or anywhere that might be crowded. Just as I said last year, local businesses have, on the whole, survived and we ask residents to keep supporting our local businesses. On behalf of the whole council, I really want to thank again all those business owners who adapted and worked within the government's frequently-changing guidelines to keep serving residents in ways old and new.

"Let's start this year's report where we started last year's report, with the East Preston Voluntary Service. In the middle of the summer, with life then getting back to some sort of normality, more people back at work, events taking place again and fewer restrictions in place, we wound the Voluntary Service up for a final time. In the middle of September, the council hosted a thank-you party which brought together again many of the volunteers and the people they had helped. We were delighted at the number of people who attended, and to see for ourselves the friendships that had built up over the lockdown periods and beyond. We know there are volunteers and beneficiaries still in regular contact, a lovely side effect of an unlovely time.

"Talking of events taking place again, the council decided to go ahead with both the fifth East Preston Food & Drink Festival and the East Preston Christmas Celebrations, both attracting far larger audiences than we could have expected. Clearly residents and their friends from outside the village were very happy to be able to attend such events again, and to support them wholeheartedly. Both events will run again in 2022.

"The council's year was marred by the death of our main Village Orderly, Steve Rolph, in June. In addition to doing a great job, Steve was a great man with a lovely sense of humour. Although Steve tended to work very early in the mornings, he was greatly liked by his colleagues and the members of the public out early enough to see him. He is much missed.

"The government's concession to allow local councils to hold meetings virtually ended at the beginning of May 2021, despite requests from numerous local councils and MPs for local councils to be allowed to continue meeting online. In 2020, I was delighted with how quickly councillors and officers adapted to holding meetings online; in 2021, I am equally delighted with how quickly councillors and officers adapted to meeting in-person again and operating within socially-distancing guidelines to ensure all remained safe. Members of the public have returned to our meetings too, albeit we still ask them to pre-register to attend, and we have a small band of regular attendees willing not just to keep us on our toes but also to praise initiatives we have undertaken on your behalf.

"What are just some of those initiatives? At the Warren Recreation Ground we replaced the damaged area of the tennis court surface. The railings around the children's playground were repainted resulting in the whole area looking a lot brighter and more fun. Trees donated by both the Woodland Trust and a local resident have been planted along the southern edge and four new bicycle hoops have been provided.

"We replaced the low-level fencing the full length of the Village Green perimeter. We chose recycled plastic which should last twenty-five years with very little maintenance required. The markings in the car-park were refurbished for the first time in a decade. The boules piste also received some refurbishment and a 6ft rootballed Norway Spruce tree has been planted which we hope will grow into a fine Christmas Tree.

“An additional planter was installed at the junction of North Lane and Lashmar Road. This will be joined by a further planter sometime this year.

“We ran a well-attended *Funday Sunday* event in October, giving attendees an enjoyable afternoon tea accompanied by live music and dancing. Aimed at a much lower age range, the council’s *A Morning with Nature* half-day playscheme was well-attended and well-received.

“In the 2021 Loo of the Year awards, the Sea Road toilet block received a Platinum Award, the highest possible. Not bad for our first attempt.

“During the summer, the council ran an online survey on environmental issues and in December, the council ran an online survey about possible further parking restrictions in North Lane and Sea Road between the junctions of Lashmar Road and Fairlands. As there was plenty of support for the latter, this has now been submitted to West Sussex County Council for it to propose a scheme.

“Tackling social isolation whilst also providing something new in the village, the council has recently set up new East Preston in Bloom and East Preston Men in Sheds groups with a view to both groups becoming autonomous in due course.

“Wrapping up the year, the council hosted a meeting between Southern Water and local residents to gain a better understanding of what improvements Southern Water will be making to our local seawater.

“The Personnel Committee oversaw the recruitment of a new Village Orderly, and we are happy to have found Caspar Williams who has fitted into the role well.

“Throughout the year, the council has worked solo and in conjunction with other local councils to stave off increasingly inappropriate attempts to build on recognised Strategic Gaps between communities. This fight continues.

“Financially, the council agreed not to increase its portion of your Council Tax for the second year running. In the current cost-of-living crisis we all know how every little helps.

“Please remember this is just some of what the council has achieved this year. There are elections taking place in May 2023 – if you think you have something to offer the village and would like to know more about becoming a councillor, please get in touch.

“The council remains always approachable and willing to consider ideas for ways in which life in the village can be improved. Please submit suggestions in writing (letter or email) so the correct committee can consider them or our officers can report on previous discussions on the same matter. We look forward to hearing your ideas and hopefully implementing some of them to make the village even lovelier.

“As in previous years, I would like to finish by thanking my fellow councillors for their hard work throughout the year and their support of me, and also by thanking the council’s officers who maintained a visible presence throughout the lockdowns and who really do work tirelessly for the village.”

The Chairman added to the written report as follows:

“On behalf of the Parish Council and the village community I want to say a like THANKYOU to the Yarnbombers for their fantastic display around the 2 Acres field and various locations around the village.

“I would also like to add our great THANKYOU from the Parish Council and our Community to the Festival Committee for a fantastic Festival on this our first “Covid” free year.”

APM2022/04 - To receive a report from the Arun District councillors representing East Preston.

Arun District Council was not represented at the meeting.

APM2021/04 - To receive a report from the West Sussex County councillor representing East Preston.

West Sussex County Council was not represented at the meeting.

APM2021/04 - To receive a presentation from Philip Hopkins, West Sussex Digital Ambassador, Get Safe Online.

Mr Hopkins gave a thirty-minute presentation on staying safe online and avoiding fraud.

APM2021/05 - To consider any written resolutions received by the council no later than 7th June 2022

The Clerk to the Council confirmed no resolutions had been received.

APM2021/06 – Public question time.

Mr and Mrs Eschbaecher had no questions they wished to ask and said they were very happy with the council and all it did for the village.

With nobody wishing to say anything further, Cllr Toney closed the meeting at 19:43.