



# EAST PRESTON PARISH COUNCIL

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## **COMMUNITY ENGAGEMENT COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 23<sup>rd</sup> May 2022 at East Preston Infant School, Lashmar Road, East Preston at 19:00

**PRESENT:** Councillors Andrea Chapman, Lisa Duff, Patricia Gander, John Gunston, Elizabeth Linton (Chairman), David Moore and Steve Toney

**ALSO:** Clerk to the Council, Simon Cross

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;  
NHS – National Health Service;  
NR – Network Rail;

VHF – East Preston & Kingston Village Hall Foundation;  
WSCC – West Sussex County Council.

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The meeting commenced at 19:00.

Following the Annual Meeting of the Council on 9<sup>th</sup> May, the membership of this committee was Cllrs Chapman, Duff, Gander, Gunston and Moore. As Chairman and Vice-Chairman of the Council respectively, Cllrs Toney and Linton were entitled to attend and vote at meetings of this committee.

The following paper had been circulated in advance of the meeting and covered the first two Agenda Items:

### **Annual appointment of Chairman and Vice-Chairman**

**Committee is asked to consider the appointment of a committee Chairman for the council year 2022/23.**

**Committee is asked to consider the appointment of a committee Vice-Chairman for the council year 2022/23.**

On 16<sup>th</sup> May, members of the committee were asked to let me know if they wished to stand for either of these posts. Cllr Linton has said she would like to stand for Chairman again, and Cllr Duff has said she would like to stand for Vice-Chairman again.

Simon Cross – **Clerk to the Council**

17<sup>th</sup> May 2022

The meeting AGREED Cllr Chapman could act as a second teller alongside the Clerk.

477/22 **APPOINTMENT OF A COMMITTEE CHAIRMAN FOR THE YEAR 2022/23**

Cllr Linton was appointed unopposed.

Cllr Chapman confirmed all seven councillors present had voted.

**478/22 APPOINTMENT OF A COMMITTEE VICE-CHAIRMAN FOR THE YEAR 2022/23**

Cllr Duff was appointed unopposed.

Cllr Chapman confirmed all seven councillors present had voted.

**479/22 APOLOGIES AND REASONS FOR ABSENCE**

All committee members were present.

**480/22 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS**

No declarations were made.

**481/22 PUBLIC SESSION**

No members of the public were present.

**482/22 BLUE PLAQUES**

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

## **Blue plaques**

**Committee is asked to note any progress on the Heywood Hardy blue plaque for Forge House.**

The plaque has arrived.

The current provisional date for the unveiling is 14:00 on Saturday, 2<sup>nd</sup> July. The date remains provisional owing to the householders having some work done on the house and not wanting that to be evident in any photographs taken on the day.

Cllr Linton and I have drawn up a list of invitees. Please let us know of anyone you think should be invited, and why, so we can include them on that list.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

The only update came from Cllr Toney who advised he was awaiting final confirmation of the date before liaising with the British Legion about a reception there.

**483/22 QUEEN'S PLATINUM JUBILEE, JUNE 2022 – PUBLIC CLOCK**

The committee considered the following paper which had been circulated in advance of the meeting:

## **Queen's Platinum Jubilee, June 2022**

**Committee is asked to receive an update on the purchase of a village clock.**

The clock has been ordered and a 50% deposit has been paid. No delivery date has been given.

Planning Permission has been granted and WSCC permission has been granted dependent upon me returning a signed (and witnessed) form. I have kept Enerveo fully informed of these permissions and likely dates and they in turn will have been liaising with UKPN about the electrical installation.

I cannot believe it is only two weeks tomorrow that we are hoping to unveil the clock. Road closure has been applied for.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

The committee AGREED Cllr Linton should decide about the unveiling of the clock sometime on Wednesday, 25<sup>th</sup> May. Despite efforts in chasing Enerveo who, in turn, were chasing UK Power Networks, there was still no confirmed date for when the electrical works were being done. This meant the council's secondary handyman was on standby to create the concrete base.

For the record, some of the other unexpected hurdles encountered have been WSCC not saying we needed permission from a particular department when we first asked WSCC permission. The particular department was only mentioned in the WSCC response to the Planning Application, at which point ADC redacted the department's email address. Then we were advised we needed to display a Public Notice, but only after I had collared a WSCC officer who was visiting Dawn on another matter.

SSE/Enerveo's contact gave me a verbal quote for the electrical work when he was sat in my office in the middle of November, but it took until 21<sup>st</sup> March to get a written quote, and that was after chasing several times.

The council asked the clock manufacturer on 23<sup>rd</sup> November for drawings of the clock we could include with the Planning Application. Despite being chased by Cllr Linton, the architects and me, the drawings were only received on 14<sup>th</sup> February. Furthermore, in a recent conversation Cllr Linton had had with the clock manufacturer, he had mentioned he would need a scaffolding tower, he had not mentioned that before, and also that he would send some bolts on ahead. These had not yet arrived.

Cllr Linton's fears this would reflect badly upon the council were eased by various committee members saying that could be avoided by careful handling by the council.

The following supporting paper had been circulated in advance of the meeting and covered the next two Minutes:

## **East Preston Festival, 3<sup>rd</sup> to 12<sup>th</sup> June 2022**

**Committee is asked to consider the council's contributions to Festival week.**

The council has agreed to run these two events during Festival week:

**The Bell Orchestra** – this is all booked for 17:30 on Tuesday, 7<sup>th</sup> June, all paperwork completed. Aside from the Festival programme, we need to look at any other ways we can publicise this event. It is already on the All About website and will go into the What's On guide in the June printed edition.

Cllr Linton has agreed to be available from 16:00 to greet and help the company set up.

I suggest other councillors come along from 17:00 to mingle with the public as necessary. Cllrs Moore and Gunston have already said they are likely to be around.

**Come and Meet Your Local Councillors** – scheduled for 10am on Thursday, 9<sup>th</sup> June between 10am and midday. Cllr Chapman has confirmed she will again bake for the event.

**Festival Carnival Parade** – does anyone want to sit outside the Council Office with me from 13:00 until 14:00 on Saturday, 11<sup>th</sup> June, giving out *East Preston Official Guide and Map*

2022-2024s and selling Queen's Platinum Jubilee beakers? To do this we will need to borrow someone's collapsible table.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

**484/22 EAST PRESTON FESTIVAL, 7<sup>TH</sup> JUNE 2022 – THE BELL ORCHESTRA**

All was in place for this event. The Clerk had been in touch with the performers and they were happy with the arrangements. He and Cllr Linton would greet them sometime between 16:00 and 16:30. Other councillors agreed to be around from 17:00 to mingle with and control any crowds. The performance would last about an hour after which some help would be required with dispersing the crowd and maybe helping the performers dismantle their kit. Cllr Linton estimated councillors would be able to leave site at about 19:00.

**485/22 EAST PRESTON FESTIVAL, 9<sup>TH</sup> JUNE 2022 – COME AND MEET YOUR LOCAL COUNCILLORS**

All was also in place for this event, although a conversation still needed to be had with the new manager of The Clockhouse about borrowing tables and chairs. The Clerk would try and achieve that conversation this week.

Cllr Chapman said she had not decided what to bake but she was happy to do the necessary baking the day before the event.

Cllr Linton suggested councillors attend from 09:30 to help with set-up and, where possible, not rush off at 12:00 leaving fewer councillors and the officers to clear up after the event.

**486/22 EAST PRESTON FESTIVAL, 11<sup>TH</sup> JUNE 2022 – FESTIVAL PARADE DAY**

Cllr Toney volunteered to join the Clerk outside the office. Cllrs Gander and Linton said they may be able to join too. Cllr Gunston said he would lend the council his pasting table.

The following supporting paper had been circulated in advance of the meeting and covered the next two Minutes:

## **Free tennis coaching; Merchant Navy Day; Emergency Services Day**

**Committee is asked to receive an update on these activities.**

**Tennis coaching** dates have been agreed and publicity has started. The agreed dates are 24<sup>th</sup> June, 1<sup>st</sup> and 8<sup>th</sup> July; the sessions will start at 10:30 and be limited to six participants.

**Merchant Navy Day** is pretty self-organising these days. Cllr Moore has been in touch with Lt Brian Osborne regarding a uniformed presence at the occasion. Fr Andrew, currently on study leave, will be back at work before 3<sup>rd</sup> September. He has added the event to his calendar and said he will consult with colleagues who have been involved previously.

Both Headteachers have responded positively to the possibility of taking some pupils onto Lashmar Rec **Emergency Services Day**. The Fire & Rescue Service and Sussex Police are keen, operational requirements permitting. South East Coastal Ambulance service said, "Due to high levels of demand, we are currently unable to respond to requests for visits to schools, community groups, fetes, etc., as we need to ensure we have as many staff available as possible to respond to patients. Please do keep an eye on our website so that you are aware when this situation changes."

With some difficulty, I managed to navigate my way through the government's Coastguard webpages, and I contacted the Southampton office – no idea whether that is the correct route to go. I had a very positive response from the Senior Coastal Operations Officer responsible for the Littlehampton Coastguard Rescue Teams, Alex Garrod. Alex is going to "speak with the team and see if anybody is able to attend. As you will appreciate, search and rescue readiness is our priority and I cannot absolutely commit a team to attending. If we can, we

would remain operational for emergency taskings throughout.” I have replied saying we fully understand any attendance is dependent upon operational availability.

I have also contacted the Air Ambulance and await a reply. Do we want to proceed if there is no (land) ambulance service representation?

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

**487/22 FREE TENNIS-COACHING SESSIONS**

Neither Cllr Linton nor the Clerk had anything to add to the supporting paper.

**488/22 MERCHANT NAVY DAY, 3<sup>RD</sup> SEPTEMBER, 2022**

No committee member had anything to add to the supporting paper.

**489/22 EMERGENCY SERVICES DAY, 9<sup>TH</sup> SEPTEMBER, 2022**

The committee discussed whether it was worth the event continuing without an Ambulance Service presence, and AGREED it was not as part of the reason for the event was so local people could thank the Emergency Services in person. The committee AGREED to revisit this proposal in the future. In the meantime, the council will purchase an Emergency Services flag which it will fly on 9<sup>th</sup> September and over that weekend. In a similar vein to Merchant Navy Day, the council agreed to a flag-raising event inviting past and present Emergency Services personnel to attend. Local clergy would be asked to attend too.

**490/22 PLAYSCHEMES IN 2022/23**

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

**Playschemes – 2021/22**

**Committee is also asked to consider any matters related to a playscheme in October.**

Sam Cross has agreed to run a playscheme for us during October half-term. Sam has agreed with my suggested date of Wednesday, 26<sup>th</sup> October.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

There was nothing to add at this time.

**491/22 ST MARY THE VIRGIN, CHRISTMAS TREE FESTIVAL, 8<sup>TH</sup> TO 11<sup>TH</sup> DECEMBER**

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

**St Mary the Virgin Christmas Tree Festival, 8<sup>th</sup> to 11<sup>th</sup> December**

**Committee is asked to consider the council’s involvement in this year’s Christmas Tree Festival, which is running 8<sup>th</sup> to 11<sup>th</sup> December.**

This is just a reminder really the committee agreed at the last meeting to take part in this event again. Cllrs Chapman and Duff are to be asked whether they are happy to lead on this. The committee agreed the theme should be four years of council achievements.

Cllrs Chapman and Duff confirmed they had started researching ideas for the tree's decoration.

#### **492/22 MINUTES OF THE MEETING HELD ON 28<sup>TH</sup> MARCH 2022**

The draft Minutes of the meeting held on 28<sup>th</sup> March had been circulated to all members on 4<sup>th</sup> April asking for suggested amendments by 11<sup>th</sup> April. No amendments were suggested.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting which had taken place on 28<sup>th</sup> March and Cllr Linton duly completed this task.

#### **493/22 UPDATE ON MATTERS FROM PREVIOUS MEETINGS**

The following report by the Clerk was circulated in advance of the meeting:

### **Matters Arising from previous meetings**

**Minute 080/22 – Hedgehog Highways** – as previously reported, these have been made available to members of the public and we have sold some. I still believe a photograph of a Hedgehog Highway in situ will probably help us to sell more.

In the meantime, the Environmental Initiatives Working Party has agreed to donate a Hedgehog Highway to each of the children who helped make the birdboxes the working party has installed in Two Acres.

**Minute 258/22 – Roundstone Level Crossing public meeting** – I have moved this down to the parked projects as I'm not getting responses from my Network Rail contact so rather than keep on pursuing him, I want to take a break from that.

**Minute 261/22 – Queen's Platinum Jubilee Commemorative Beakers** – the beakers arrived on 3<sup>rd</sup> May. Cllr Linton is distributing those to the Infant School on 25<sup>th</sup> May, and Cllr Duff is distributing to the Junior School on 27<sup>th</sup> May. These will be good photo opportunities for both the schools and the council. Approximately 580 beakers will be distributed across the two schools. One each will be given to the council's thirteen councillors, one each to the council's six members of staff leaving approximately 90 available for sale. Cllrs Linton and Duff have agreed these should be sold for £3 each. Two are currently with the library in its Platinum Jubilee display cabinet.

**Minute 270/22 – Intergenerational Playground** – on behalf of the committee, Cllr Linton proposed to the Amenities Committee some standalone oversize games which could be located on the Warren Recreation Ground. The Amenities Committee thanked this committee and Cllrs Wilkinson, Toney and Linton are due to visit the site to look at siting possibilities. The Amenities Committee will then create a proposal to put to the Cricket Club as lessee of the site.

**Minute 271/22 – Newsletter – Spring 2022** – another high-quality, 8-page newsletter has been published and distribution around the village started on 16<sup>th</sup> May. At the time of writing, two councillors have let me know their copies have arrived.

**Minute 279/22 – Queen's Birthday Honours** – not long after the last meeting, the council was approached to support a villager's attempt to get an honour for another resident. As this is obviously confidential, I asked the Chairman and Vice-Chairman if they were happy to support the request and they agreed the council should. I have met with the requester and started to draft a letter, but there are various buzzwords I need to familiarise myself with and then include.

**Minute 080/22 – Hedgehog Highways** – Mrs Denton had wrapped sufficient Hedgehog Highways for the bird box builders and each had a letter attached. Cllr Gunston thanked Cllr Chapman for the great letter she had written. The Clerk was in touch with Sam Cross as she knew the builders of the bird boxes and would liaise on behalf of the council.

**Minute 270/22 – Intergenerational Playground** – Cllr Linton reported the most recent meeting of the Amenities Committee had considered positively this committee's suggestions for some additional stand-alone play kit which could be intergenerational and inclusive. The Amenities Committee had agreed to a site visit with Cllr Linton to decide the best locations on the Warren Recreation Ground for the preferred attractions. A proposal would then be put to the Cricket Club for its agreement as lessee of the Warren Recreation Ground.

**Minute 271/22 – Newsletter – Spring 2022** – most committee members said they had received the newsletter.

Nothing further was added.

#### 494/22 **VILLAGE BUS SERVICE**

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

### **Village bus**

**Committee is asked to continue consideration of provision of a village bus from 1<sup>st</sup> April 2023.**

Committee members will be familiar with the council's intention to run a village bus service better serving the southern end of the village. Initial conversations have been held with Compass Travel and with Rustington and Angmering Parish Councils.

The last full conversation the committee had on this subject was at its meeting on 26<sup>th</sup> July, 2021, at which committee "AGREED a bus service should not be trialled until we have had "12 months clear of COVID." Realistically, that would mean April 2023 at the earliest." (Minute 559/21)

April 2023 is now less than a year away. How does the committee feel now?

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

Cllr Linton asked the committee whether it felt there was still a desire for a village bus service. The committee AGREED the idea should be resurrected with a potential trial start date of April 2023. In the meantime, contact would be made with neighbouring councils, particularly Angmering Parish Council, for their buy-in and help with finance.

#### 495/22 **NEWSLETTER – SUMMER 2022**

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

### **Newsletter – Summer 2022**

**Committee is asked to consider content for Newsletter No. 63, Summer 2022.**

The Summer issue is scheduled for publication in August.

Copy should be with me by Friday, 1<sup>st</sup> July at the latest.

Standard year-round articles include:

Village Life – diary

Thanks – please let me know of anyone or any organisation you think could be thanked publicly

EIWP update (JG)

Standard Summer articles include:

East Preston Food & Drink Festival (AR and SC)

Currently, other potential articles include:

East Preston in Bloom update (PG)

East Preston Men in Sheds update (SC)

Lisa's blog (LD)

Article on the return of the Old Worthing Road bus-stop, successfully campaigned for by local residents with assistance from us (SC)

Feedback from Come and Meet Your Local Councillors (SC)

Steve Rolph bench update (SC)

Lily Dallimore – national water-polo participant – human interest story (SC)

Offers to write any of the above articles, even those with initials beside will be welcomed.

To get some idea of the number of words available, in the Spring 2022 edition, the following three articles were each  $\frac{1}{3}$  of a page: Anonymous letters (203 words), Southern Water (243), East Preston Men in Sheds (195).

Simon Cross – **Clerk to the Council**

17<sup>th</sup> May 2022

Cllr Duff said she had recently refreshed her blog and would send that to the Clerk so it was available for publication at some time.

The Clerk said he had recently learned Cllr McElroy's younger son, Conor, had become a successful wheelchair basketball player. Conor and Lily Dallimore knew each other from primary school, so a combined article might be possible.

Cllr Linton AGREED to write an article on the Platinum Jubilee events in the village.

#### 496/22 COUNCILLOR WALKABOUTS

The following paper was circulated in advance of the meeting:

### Councillor walkabouts

**Committee is asked to receive any updates from councillors and their walkabouts.**

Has anyone been on a walkabout recently?

Simon Cross – **Clerk to the Council**

16<sup>th</sup> May 2022

Cllr Linton reminded the committee it had agreed the members would organise their own walkabouts, only relying on the officers to suggest where they should walk to ensure as wide and fair a coverage of the village as possible. However, Cllr Linton was not sure any walkabouts had subsequently taken place.

Cllrs Chapman and Duff said they had had a walkabout in the Lavinia Way / Montpelier Road area, but there had been very few people about and nothing to report.

Closing this item, Cllr Linton suggested councillors might think about carrying out more walkabouts as weekends, when there was a greater likelihood more people would be about.

#### 497/22 WAR MEMORIAL

Cllr Moore confirmed he had sent his findings on Sjt. Davis to the local branch of the Royal British Legion but, to date, had not received a reply.



The following paper was circulated in advance of the meeting:

### **East Preston In Bloom**

**Committee is asked to note progress made in this matter.**

Cllr Gander to lead on this item.

Several meetings have been had and the group has already made a positive impact upon the village. A number of villagers have commented on Facebook on improvements made.

On 17<sup>th</sup> May, Cllrs Gander and Gunston bought some plants at Ferring Country Centre. Five members of the group have come forward to form a committee.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

Cllr Gander reiterated how well the project was progressing. In the past week, plants had been purchased and the planting-up of the two beds outside One-Stop was about 70% complete.

Five members had offered to be on a committee and the first committee meeting was scheduled for 26<sup>th</sup> May.

West Sussex County Council Library Service had given permission for a planter to be sited on the green area in front of the library, an area which had recently been seriously tidied by WSCC contractors. The Library Service's permission had been given on the understanding anything sited would be temporary. A water butt was also planned, but needed some technical advice first, and a Biffa green-waste brown bin had been ordered. This would be in addition to the two brown bins which were located behind Cooper-Adams.

The group was waiting for a quote from Tivoli for planting the south-eastern corner of the Village Green as a woodland glade.

Cllr Gander ended by saying the group was keen to do some planting in conjunction with the Jubilee Clock when it was installed.

The following paper was circulated in advance of the meeting:

### **East Preston Men In Sheds**

**Committee is asked to note progress made in this matter.**

Cllr Gander to lead on this item.

The group has now met four times. At the most recent meeting, the group heard how there was the offer to locate a shed around the back of the Conservative Hall for a minimal weekly rent. I have since spoken to Terry Chapman, lead Trustee of the Conservative Hall, and he explained the minimal rent did not include electricity although electricity could be supplied, and he would not mind a storage container if that was a better, more secure option for the group.

The group was excited by the proposal and now needs to work out how best to fund this. Sponsorship was discussed and I said it would be far better for the group itself to approach local businesses without council intervention.

The council has spent £30 on registering the group. Cllr Gander will confirm this gives access to a wide range of information.

Attendance at meetings has dropped slightly, but I would suggest this is because of the place the group currently finds itself in. Once premises have been sourced, the group will, I'm sure, flourish.

Council has agreed to set up a Men In Sheds fund to help establish the group, but at the moment, there is no agreed sum for that fund.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

The Clerk reported Cllr Gale's husband, Kelvan, had been researching storage containers, and had found one for about £8,000, fully kitted out inside and with some windows for natural light.

The Clerk and Cllr Gander agreed the group needs to set up its own committee which would hopefully drive progress.

The group's next meeting was scheduled for 7<sup>th</sup> June.

Cllr Linton thanked Cllr Gander for her work on both East Preston in Bloom and East Preston Men in Sheds.

#### **500/22 COMMUNITY SPEED WATCH (CSW)**

The following paper was circulated in advance of the meeting:

### **Community Speed Watch**

**Committee is asked to consider further the suggestion to purchase Speed Indication Devices.** Situation regarding me reviewing the information supplied by Cllr Toney has not changed. If any committee member would like to look at that information too, please let me know. Thanks.

Simon Cross – **Clerk to the Council**

18<sup>th</sup> May 2022

Cllr Linton AGREED she would look at the paperwork received by Cllr Toney.

The Clerk reported CSW sessions were back up and running and he was due on one on 25<sup>th</sup> May.

Cllr Toney said the Angmering CSW group published its results on Facebook, often including details such as the number of speeding vehicles which were also untaxed or without an MoT. The Clerk said he would mention this to the East Preston CSW coordinator.

#### **501/22 2023 EAST PRESTON CALENDAR**

The following paper was circulated in advance of the meeting:

### **East Preston 2023 Calendar**

**Committee is asked to continue consideration of an idea to produce a 2023 East Preston calendar.**

Cllr Linton to lead on this item. Cllr Linton notes 2023 calendars are already on sale in popular parts of Cornwall.

Simon Cross – **Clerk to the Council**

19<sup>th</sup> May 2022

Cllr Linton AGREED to draft a request to be included in an e-newsletter asking members of the public to submit photographs they felt were suitable. The draft list of topics in Minute 277/22 of the last meeting could be used as a starting point for the request. In the meantime, committee members would look through their own photographs but also keep their

eyes out for photograph opportunities. As an aside, the Clerk mentioned the Festival Committee had, apparently, received very few entries for its annual photographic competition this year.

The committee AGREED a 31<sup>st</sup> July deadline for public submissions as it wanted to go to print in September.

#### **502/22 ENVIRONMENTAL INITIATIVES WORKING PARTY (EIWP)**

Cllr Gunston stated there were currently no actions for the committee.

The working party's last meeting had focussed on litter with John Wintle, leader of KEPT (Keep East Preston Tidy), present. Cllr Gunston had subsequently started an audit of the village's litter- and dog-bins, looking to identify where there were noticeable gaps between bins. In response to a comment made previously by the Clerk, Cllr Gunston said he agreed the ADC black litter-bins were quite difficult to spot from a distance, unlike its red dog-bins. As an action from the EIWP meeting, the Clerk had asked the head of ADC Cleansing whether this was a comment he had heard from other councils.

The Greener Buildings Project final report from the Brighton & Hove Energy Services Cooperative was imminent, after which the EIWP would bring together the building custodians for a meeting to discuss the report and to share some ideas of the way forward.

#### **503/22 ANNUAL REVIEW OF THE COMMITTEE'S TERMS OF REFERENCE**

The committee carried out the Annual Review of the Committee's Terms of Reference, as per the following paper which had been circulated in advance of the meeting:

### **Terms of Reference**

**Committee is asked to review and agree the committee's Terms of Reference for the coming year.**

The current Terms of Reference can be found at Appendix A below. These were last revised, by Full Council, on 4<sup>th</sup> May 2021, and readopted, unchanged, by the committee on 26<sup>th</sup> July 2021 (Minute 542/21).

I have not proposed any changes this year.

Simon Cross – **Clerk to the Council**

10<sup>th</sup> May 2022

The committee AGREED to readopt the Terms of Reference, unchanged.

#### **504/22 HOW SHOULD WE RECOGNIZE LOCAL HEROES?**

The following paper was circulated in advance of the meeting:

### **How should we recognize local heroes?**

**Committee is asked to consider the question *How should we recognize local heroes?***

After some circular discussions at recent meetings about whether or not the council wanted to nominate any resident for a Queen's Honour, at the last meeting it was suggested the committee should instead consider the above question.

Simon Cross – **Clerk to the Council**

19<sup>th</sup> May 2022

Cllr Linton mentioned the Rustington Community Champion scheme, in which one member of the Rustington public is recognised each year.

The committee AGREED there were members of the public who did much for the village but who chose to do so “under the radar” and who would be embarrassed by any public recognition given. A lot of known community champions were invited to the councils End of Term party, which itself provided recognition of those people’s efforts. Not everyone invited attended, some because they preferred to go about their work quietly.

Unable to work out a simple way of finding a community champion each year without causing offence or embarrassment, the committee AGREED to move this item to Parked Projects for the future.

## 505/22 MEET AND CHAT SESSIONS

The following paper was circulated in advance of the meeting:

### Meet and chat sessions

(19<sup>th</sup> May 2022 - supporting paper unchanged from the previous meeting)

**Committee is asked to consider how the council could facilitate more regular meet and chat sessions.**

Following the East Preston Voluntary Service Thank You Party, several councillors present at the event have said it highlighted that there are lonely people in the village. We already knew it, but some of us had perhaps not come so face-to-face with it as we did at the party. Lovely people, delighted to be out and amongst other lovely people. As he left, Bob Billingham who was there photographing the event, said he had met some lovely, interesting people he would otherwise never have had the chance to talk with. Some attendees said they just craved the opportunity to get out, to meet others, and there was no need to go to the expense of food and drink.

There is some mileage in the argument both Men in Sheds and East Preston in Bloom provide regular opportunities for members of our community to get together. Events such as Funday Sunday, the Food & Drink Festival, *The Bell Orchestra* and Christmas Celebrations provide similar opportunities on an ad-hoc basis.

Simon Cross – **Clerk to the Council**

22<sup>nd</sup> March 2022

Cllr Gander and the Clerk agreed that whilst East Preston in Bloom and Men in Sheds were bringing people together who may otherwise have not met, the two groups were not drawing out people who may be socially excluded. Both groups had helped people new to the village to find a place in which they can contribute to village life whilst also forming connections.

The committee AGREED there is already a lot going on in the village, and maybe the council could help publicise more of those things. Cllr Gunston AGREED to start drafting a list to which other committee members could send contributions. The Clerk suggested Cllr Gunston could start with the Social Life section of the newly-published *Official Guide and Map 2022-24*.

## 506/22 PARKED PROJECTS

The following paper was circulated in advance of the meeting:

### Parked projects

**Committee is asked to note the committee’s currently parked projects such as Sporting Memories and other wellbeing projects, Roundstone Level Crossing meeting, defib familiarisation sessions, East Preston Resource Centre, future village publications and the provision of further blue plaques.**

This new Standing Agenda Item will be where committee members can agree which other items of committee business should be kept in mind if not under active consideration. This is also an opportunity to remind other committee members of projects which may have been overlooked.

Cllr Linton declared any ideas for future village publications could be considered dead and could be removed from the list of parked projects.

The committee AGREED to aim for an autumn defibrillator familiarisation session.

The committee AGREED the Resource Centre might be something the Men in Sheds project could run once it was more established. Similarly, the Men in Sheds might be willing to start a Repair Café scheme to which members of the public brought items the Men (and women) in Sheds could try and fix.

The Clerk reminded the committee of the Preservation Society had been thinking about commissioning a blue plaque to be sited on the last remaining East Preston Workhouse building, the engineer's cottage at the junction of The Street and Fairlands. The committee AGREED to support such a proposal and the Clerk said he would revert to the Preservation Society.

**507/22 NEW ITEMS FOR THE NEXT MEETING (25<sup>TH</sup> JULY)**

Nothing was suggested.

*The Meeting closed at 20:58.*

Chairman: Cllr Elizabeth Linton Date: **1<sup>st</sup> August 2022**