



EAST PRESTON PARISH COUNCIL

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- MINUTES:** of the Proceedings of the Monthly Meeting of East Preston Parish Council held at 19:00 on Monday, 3rd April 2023 at East Preston Infant School, Lashmar Road, East Preston
- PRESENT:** Councillors Christine Bowman, Kit Bradshaw, Lisa Duff, Barbara Gale, Patricia Gander, John Gunston, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore, Steve Toney (Chairman) and Steven Wilkinson
- ALSO:** Simon Cross, Clerk to the Council
- West Sussex County Councillor Roger Elkins (until 19:27)
- Arun District Councillors Ricky Bower and Paul Kelly (both until 19:38)
- Mrs B (until 19:17), Mrs H and Mrs M
- ABSENT:** Councillor Andrea Chapman
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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;	SLCC – Society of Local Council Clerks;
AoSERA – Angmering-on-Sea Estate Residents' Association	SW – Southern Water;
BTP – British Transport Police;	TfSE – Transport for the South East;
CPRE – Campaign for the Protection of Rural England;	TRO – Traffic Regulation Order;
JEAAC – Joint Eastern Arun Area Committee;	VHF – East Preston & Kingston Village Hall Foundation;
NHS – National Health Service;	WRA – Willowhayne Residents' Association
NR – Network Rail;	WSCC – West Sussex County Council;
PCSO – Police Community Support Officer;	WSALC – West Sussex Association of Local Councils

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The meeting opened at 19:04.

272/23 INTRODUCTIONS

Cllr Toney welcomed all present, ran through some protocol and led a round of introductions.

As this was to be her last Full Council meeting, Cllr Toney thanked Cllr Gander on behalf of the village for all she has achieved as a councillor since 2015.

273/23 APOLOGIES FOR ABSENCE

An apology and a reason for absence were accepted from Cllr Chapman.

1732 The council **RESOLVED** unanimously to accept the apology and reason for absence from Cllr Chapman (holiday).

Apologies had been received from Mrs Linda Denton, Mr Ray Hack and Mrs Barbara Hack and Mrs Dorothy Lee.

274/23 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

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

275/23 PUBLIC SESSION

None of the members of the public present chose to address the meeting.

276/23 COUNCIL RESPONSES

Nothing was added.

277/23 WEST SUSSEX COUNTY COUNCIL

County Cllr Elkins started by offering his personal thanks to the “very diligent” Cllr Gander, with whom he had exchanged many a duologue in council meetings and many a detailed email outside council meetings.

WSCC had again set its increased its precept by 4.99%. The council spent £1.87bn a year, a large part of which was for social care. Early data from the 2021 Census showed the population of West Sussex had grown by 9% since the 2011 Census. There had been significant growth in the number of those over 65 living in the county, now accounting for 23% of the population. This had implications for the future, particularly in social care.

The council had agreed an additional £4.5m for Highways; this was not an annual increase in budget, but a one-off figure to address many of the issues across the county’s road network. This did not only cover carriageway repairs, but also a wide range of other highways matters. Furthermore, approximately £3m had been received from central government for highways works.

Cllr Elkins reminded the meeting the Ancestry database could be accessed free-of-charge in West Sussex libraries. Additionally, the West Sussex Records Office ran seminars on using Ancestry and for a small fee, anyone interested could buy an advice session with an experienced officer.

As reported previously, some primary schools in the Worthing area were merging to address the excess of primary school places in the area. District Cllr Chapman added this was likely to be good for East Preston schools as it could reduce some of the pressure on them.

Cllr Elkins said the new process designed to make it easier for communities to request 20mph zones, particularly around vulnerabilities such as schools, was being trialled in Shoreham-by-Sea. Beyond the trial, the council was encouraging schools to apply for the reduction in speed limits around their premises.

In response to a question from Cllr Linton, Cllr Elkins said he believed the Traffic Regulation Order for the north-eastern corner of Willowhayne Crescent was close to being authorised. He had signed it off, despite some objections raised during the public consultation, and it now just remained for the Cabinet Member for Highways and Transport to sign it off before it could be implemented.

In response to a question from Mrs Hill about any increase to budgets for extended learning needs, Cllr Elkins said he would ask and get back to Mrs Hill.

Cllr Bradshaw said anecdotally the county’s pothole situation was worse than ever before, and had become a health and safety concern. Was there a timeframe in which the additional £4.5m mentioned above would address this situation? Cllr Elkins said the spending of the £4.5m very much depended upon residents reporting problems to the council. He accepted

repairs were maybe not carried out as quickly as we all hoped and also some repairs deteriorated rapidly. Cllr McElroy added he had recently watched a quick fix carried out in Vicarage Lane, which had been undone within a week. He questioned whether this was good value for money. Cllr Wilkinson asked what quality control took place on works across the county. Cllr Elkins responded any repairs will fail after only a short time were rectified at the contractor's expense. Area Highways Supervisors do visit a sample of completed repairs, but cannot visit all.

Cllr Gander asked about litter and fly-tipping alongside the main roads in the county which, she felt, was getting noticeably worse. Cllr Elkins said this was a known problem, not just the responsibility of county and district councils but, in cases such as the A27, National Highways (formerly Highways England).

(Cllr Elkins left at the conclusion of this item.)

278/23 ARUN DISTRICT COUNCIL

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

Cllr Chapman said this was his swansong meeting as a district councillor. He thanked Cllr Gander for her contribution to the village.

He reported some movement on the situation regarding one of the properties in Barn Row which may have been let contrary to the applicable terms. He said he was also fairly confident a bus cage would be marked outside Barn Row. Cllr Gander thanked Cllr Chapman and Cllr Elkins for their efforts in this matter.

ADC had finalised its budget for the coming financial year. The Hardship Fund had been increased by £100,000. He advised the parish council to keep an eye on social deprivation within the village. There would be children suffering in the village now there was no WSCC Children & Family Centre operational in the village.

Willowgreen Surgery was about to install five modular consulting rooms, which were likely to be staffed to specialist support nurses.

On the day of the meeting, four district Planning Inspectorate appeals had been dismissed. Proposed changes to the National Planning Policy Framework would see Local Plans built from the bottom up, so based upon Neighbourhood Plans rather than the other way around.

Cllr Chapman was concerned about the increase in the volume of traffic in the area.

Cllr Chapman concluded by thanking the parish council for all it did for East Preston and the wider local area. He said it had been great to provide regular reports on ADC business to the council, and although he would no longer be a district councillor, he would still be available for chats.

Cllr Bower said there was little he could add as ADC was in its pre-election silence. He hoped he would be back to represent the village from May 2023 for another four years.

Referring to the Planning Inspectorate appeals mentioned above, he said he had read all four of the Inspectorate reports, none of which had made reference to the district's lack of a five-year land supply. He hoped this was evidence the Planning Inspectorate was looking more favourably on local response to Planning Applications.

Cllr Kelly thanked the parish council for the past four years and said he hoped he would be able to represent the village for the next four years too.

(Cllrs Bower and Kelly and Mrs B all left at the conclusion of this item.)

279/23 MINUTES OF THE MEETING HELD ON 6TH MARCH 2023

The draft Minutes were circulated to all councillors on 7th March asking for suggested amendments by the 14th March. None were suggested but Cllr Moore wrote in, "I have carefully read the Minutes and found them to be a good reflection of the meeting."

1733 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 6th March. Cllr Toney duly did so.

280/23 UPDATE ON MATTERS IN THE MINUTES OF PREVIOUS MEETINGS

Council NOTED the following report, which had been circulated in advance of the meeting:

Monthly Update Report

1. Introduction

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 6th March 2023.

Unusually, there are no updates not covered elsewhere in these Supporting Papers.

Simon Cross – **Clerk to the Council**

28th March 2023

The Clerk offered to answer any questions, but none were asked.

281/23 FINANCIAL MATTERS

The Accounts for March 2023 had been distributed to Members in advance of the meeting.

- 1734** The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2022/23, value £23,307.63 (excl. VAT).
- 1735** The council **RESOLVED** unanimously to approve the Supplier Non-BACS Invoices Paid reports for March 2023 (inc. unreported additional payments from previous month) totalling £1,319.52 (inc. VAT).
- 1736** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for March 2023 totalling £62,515.71.
- 1737** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report for financial year to date totalling £330,181.73 (inc. VAT).

The council NOTED the paper Bank Reconciliations to 14th March 2023.

The council NOTED the up-to-date Budget Summary Report for 2022/23.

The Chairman thanked Mrs Khoo, the council's Book-keeper, for preparing the above reports.

282/23 REPORTS FROM PARISH COUNCIL COMMITTEES

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

Committees

The following committee meetings took place in March. Audit & Governance on the 13th, Community Engagement on the 27th and Planning & Licensing on the 13th and the 27th. By the time of the meeting, Draft Minutes from these meetings are likely to have been circulated to all councillors.

Amenities Committee

The committee did not meet during March.

Sea Road Island Planters – In December 2021, Committee approached Full Council for funding to install four interlocking planters along the Sea Road Island.

As this project progressed further consultations were held with WSCC Highways, regarding highways regulations. As a result, the original planter's sizes were revised.

Highways agreed five shorter planters can be installed along Sea Road Island. Therefore, the cost of this project has increased from the original quote of £5,828.00, to £7,604.40.

Committee is requesting a further £1,776.40 from Council's Reserves for the completion of this project.

Warren Recreation Ground - Intergeneration Play Panels – Four interactive Play Panels have been installed at the north eastern corner of the Recreation Ground. The play panels include 'Four in a Row, Tic Tac Toe, Back Ball Table Game and a Bug Trail Play Panel'. To date the play panels have received positive feedback from the community.

Lashmar Bank - Tivoli laid new grass turf along the bank area surrounding the planters and it was agreed they will take over the cutting from WSCC.
A third planter is on order and will be located at the eastern side of the existing two planters.

Warren Recreation Ground Public Footpath – I have been back to the tarmac guy about the suggestion from Cllrs Toney and Wilkinson the join between the existing and extended footpath should be overbanded. "Tarmac Tony" said contractors no longer overbanded as this could result in a ridge which could cause a cyclist or pedestrian to have an accident. However, he could overband if the council wanted to accept that liability. I have referred this back to Cllrs Toney and Wilkinson, following which I have asked "Tarmac Tony" to provide a quote for the additional work.

Audit & Governance Committee

The committee met on 13th March.

In addition to items on the Conservative Hall and Leases Working Parties, covered below, the committee considered whether the council needed a Reserves Policy, as had been suggested by a member of the public. The committee took on board advice given by the council's internal auditor and a policy he had supplied from another council and agreed the council did not need a Reserves Policy at this time.

Cllr Wilkinson, already agreed as the lead councillor on the review of the Council Plan, explained how he would like to bring together the East Preston Action Plan and the East Preston Neighbourhood Plan, not necessarily into a single document but into something more aligned to each other.

The committee's next meeting is in July.

Community Engagement Committee

The committee met on 27th March. Below are some updates.

Playscheme, 11th April – tickets are on sale for this event. Cllrs Chapman and Gunston will represent the council on the day.

King Charles III's Coronation, 6th May – following the reservations mentioned in the Supporting Papers for the last meeting, Cllrs Linton and Gander researched other suppliers and agreed to a commemorative coin and presentation box from Running Imp, the company from which we sourced the 2012 Queen's Diamond Jubilee mugs. The coins will need to be inserted into the presentation boxes when they have been received.

I have contacted both headteachers about when would be convenient for councillors to hand out the coins.

East Preston Festival, 2nd to 11th June – the committee agreed it was now too short notice to put on anything other than Come and Meet Your Local Councillors (8th June) but would like to host something else in the 2024 Festival.

Free tennis coaching on the Warren Recreation Ground – dates have been set as 23rd and 30th June and 7th July. Bookings this year will be directly with the tennis club. The council will be responsible for publicity.

East Preston Warm Space – Cllrs Gander and Gunston have now led eleven sessions, always supported by one council officer and at least one community volunteer. The final session took place on 27th March and was the first time thirty people attended. Over the eleven sessions, approximately 270 bowls of soup have been served, each with a roll, and not a single spillage.

Written comments received at or immediately after that session included:

“Well done to the EPPC for arranging the Warm Space Days which have taken place since January. They have been well supported and enjoyed by many people. The organisation by Councillors, Simon and the office staff has been second to none, which is why it has been such a huge success. Many thanks.”

“Thank you all for all your soup days. We have had a great time.”

“Thank you everybody for all the soup lunches and for the excellent and kindly service.”

“Thank you for making us feel so welcome to the area, enjoyed our Mondays.”

“Thank you all so much for the last 3 months with warm space, soup + a roll. I know everyone has really enjoyed attending, meeting new people, making friends and keeping warm. Big thank you also to the staff at the Legion too. You have all worked so hard to make us all feel so welcome.”

“Thank you all, it's really helped us all to get through this grey winter.”

The committee agreed to bear the idea in mind for next year.

The council had written to the British Legion's committee, asking it to consider carrying something on as a Monday lunch club. Several attendees had become members of the British Legion so they could continue to meet there on a Monday.

As there was some money available from the £2,000 originally agreed by the council for this initiative, as a special treat for the final session, all attendees were given a single raffle ticket which, at the end of the session, awarded them a small Easter egg to take away with them. This was much appreciated.

Cllrs Gunston and Gander thanked various people for their contributions to the sessions, including British Legion staff (Kevin Reene, Charlotte Reene, Sandy Schutt and Eric Whisson); community volunteers (Naomi Boulter, Linda Denton, David Gander, Pam Gunston and Mark Holmes); and volunteer musicians (Cllr David Moore and John Scott-Cree).

As part of the conditions of our grant from ADC, we have completed and submitted a monitoring form, which has been accepted by the ADC officer.

NALC Local Councils and Community Engagement webinar – Cllr Gunston talked the committee through suggestions he had heard on the above webinar. He agreed to provide a longer written report and that can be found in the Minutes of the committee's meeting.

Village bus – current planned start date is now Monday, 15th May. WSCC is working on the Traffic Regulation Order and Compass is liaising with WSCC about bus stops. Councillors hope to be on hand at bus stops on 15th May, both letting members of the public know the location of the bus-stops and about the new service.

Newsletter – committee considered a suggestion from the publisher of *All About East Preston and Kingston* magazine to include a version of the quarterly newsletter in the centre pages of the monthly magazine – Angmering Parish Council does this in *All About Angmering*. For a number of reasons listed in the Minutes, the committee agreed not to pursue this idea at this time.

East Preston in Bloom – Cllr Gander updated the committee on the group's recent achievements and forthcoming plans. Cllr Gander particularly recommended members should visit the oval bed at the western end of Two Acres. The committee agreed there was no need for the group to provide a report to the committee's every meeting but ad-hoc reports when there was an update to give would be appreciated.

East Preston Men in Sheds – see update below.

An Introduction to East Preston map – Cllr Gunston showed a draft of the map, purely for initial comments on format. The committee was impressed. Cllr Gunston will now arrange a further meeting with the ADC designer in order to progress this initiative.

The committee's next meeting is on 27th March.

Simon Cross – **Clerk to the Council**

28th March 2023

Finance & General Purposes Committee

The committee did not meet in March.

East Preston Men in Sheds – at the Community Engagement Committee meeting reported above, Cllr Gander reported on the tripartite meeting between the council, East Preston & Kingston Village Hall Foundation and East Preston Men in Sheds. Cllrs Toney and Gander had represented the council at the meeting and Cllr Gander had chaired the meeting.

Cllrs Gander and Toney agreed the meeting had been positive and all present felt as if the project was now moving forwards.

The committee's next meeting is on Tuesday, 16th May.

Simon Cross – **Clerk to the Council**

28th March 2023

Major Events Committee

The committee did not meet in March.

All events planned for later in the year are progressing to plan.

Cllr Elizabeth Linton –
Chairman of the Major Events Committee

28th March 2023

Personnel Committee

The confidential matter mentioned last month is progressing to plan.

The replacement office furniture is due to arrive before the end of March.

Cllr Lisa Duff – **Chairman of the Personnel Committee**

28th March 2023

Planning & Licensing Committee

The committee met on the 13th and the 27th March.

On the 13th, the committee considered three Applications. Three members of the public attended. The committee agreed not to object to two Applications and unanimously to object to an Application in Kingston Lane it felt was out-of-keeping with other properties in this Area of Special Character and which would result in a loss of privacy to properties in Golden Avenue.

The members of the public thanked the committee for hearing their comments.

On the 27th, the committee considered two Applications, and agreed to object to a proposed loft conversion in Hillview Crescent as it may result in a top-heavy property out-of-keeping with its neighbours.

The committee's next meeting is on Monday 17th April.

Following the 27th March meeting, the initial members of the Neighbourhood Plan Steering Group had an informal meeting to discuss strategy for getting members of the public involved. This followed on from an Inception Meeting held by Oneill Homer with Cllrs Mathias and Bowman and Mrs Vos, Chairman of the East Preston & Kingston Preservation Society. Cllrs Mathias and Bowman can expand upon this.

As previously reported, the committee had supported Ferring Parish Council in submitting objections to an Application to build seventy homes at the Lansdowne Nursery site in Ferring. On 14th March, council was informed ADC had refused Planning Permission for this proposal. Amongst the reasons given, “The application proposals are located within a defined Settlement Gap” and “The site is within the open countryside and is visually separate from the adjoining residential development with far ranging views across open countryside and from the South Down National Park to the site. The development would be urban in character and therefore significantly and adversely change the character of the open countryside irrevocably. This urban character would fail to have regard to the special characteristics of the abutting South Downs National Park.” Some of these words can be used in future letters of objection.

Simon Cross – **Clerk to the Council**

28th March 2023

Additionally:

Major Events – Cllr Linton reminded the meeting the committee was next scheduled to meet on 24th April.

Personnel – Cllr Duff said the new chairs and desk had arrived in the Council Office. Cllr Gunston had agreed to help Alison assemble her new desk and dismantle the old.

There were no updates from the council’s other committees.

283/23 AMENITIES COMMITTEE – SOUTHERN SHOPPING AREA

Council NOTED the following report, which had been circulated in advance of the meeting:

Amenities Committee – Sea Road planters

Council is asked to agree up to a further £1,400 expenditure on the planters for the Sea Road island.

Cllr Wilkinson to lead on this item.

As stated in Dawn’s report at Agenda Item 12a above:

In December 2021, Committee approached Full Council for funding to install four interlocking planters along the Sea Road Island at a cost of £5,828 (Minute 984/21, Resolution 1595).

As this project progressed further consultations were held with WSCC Highways, regarding highways regulations. As a result, the original planter’s sizes were revised.

Highways agreed five shorter planters can be installed along Sea Road Island. This increased the costs of the planters, and council agreed to a revised costing of £6,337 (Minute 522/22, Resolution 1663).

Time and inflation have now seen the cost of this project increase from the original quote of £5,828.00 to £7,604.40.

Committee is requesting a further £1,267.40 from Council’s Reserves for the completion of this project, but I have suggested £1,400 to avoid needing to come back to council yet again to have these planters up and running.

The overall cost of the project has increased over the past fifteen months as costs generally have increased in that timeframe.

Simon Cross – **Clerk to the Council**

28th March 2023
(updated and reissued 3rd April 2023)

Cllr Wilkinson spoke in support of this item.

1738 The council **RESOLVED** unanimously to spend a further £1,400 on the Sea Road planters.

Cllr Toney said the committee hoped the planters would be installed during May, in time to be planted up for summer.

284/23 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

Three of the council's Working Parties (kind of) met during March.

Simon Cross – **Clerk to the Council**

28th March 2023

20mph Working Party

The working party did not meet in March. The Keith Harris article has been published in *All About East Preston and Kingston*. This explains the proposal for The Street, Fairlands and Sea Road, and asks readers to comment online.

Simon Cross – **Clerk to the Council**

28th March 2023

Conservative Hall Working Party

The working party met as part of the Audit & Governance Committee meeting on 13th March. The working party had by then received a copy of the Red Book Valuation and agreed that should be shared with the Trustees of the Conservative Hall before meeting with the Trustees to discuss further.

Simon Cross – **Clerk to the Council**

28th March 2023

Environmental Initiatives Working Party (EIWP)

The working party met on 20th March.

A draft design for the village walking map was agreed and we will now look for a final proof to be produced.

We have a quote for green roofs on two of the village bus shelters and plan to present a proposal to the next meeting of the Amenities Committee.

Other ongoing projects include recycling water filters and coffee capsules, signs for cycling and encouraging drivers to turn off engines at level crossings, a village water fountain, hedgehog highways, greener buildings project and litter bins for Old Worthing Road.

Next meeting is on Tuesday 23rd May 7pm at the infant school.

Additionally, Simon and I have met with representatives from ADC and a company called Anthesis on a project called "Area Based Insetting," which is a new approach to attract finance and report carbon savings. They are developing a website that will advertise schemes like the East Preston Greener Buildings Project and invite investors to fund these projects. The following link will give you more information on Anthesis.

<https://www.anthesisgroup.com/areabasedinsetting/>

Village building managers have been asked if they would like to take part in a feasibility study and include building details on a test website.

Finally, regarding the Greener Buildings Project, I have attended several meetings this month with Design Council, WSCC and Community Infrastructure UK. Progress has been made on the design of the proposed energy service and we are discussing how to put together a bid for funding from Innovate UK and possibly the National Lottery for funding to carry out a feasibility study on the proposal for a local energy company.

Cllr John Gunston –

25th March 2023

Chairman of the Environmental Initiatives Working Party

Flat Working Party

Following a report from the tenant about needles being present in the back garden, Alison and Dawn carried out a thorough inspection and found none. This has been reported back to Cooper Adams.

Simon Cross – **Clerk to the Council**

28th March 2023

Leases Working Party

The working party met as part of the Audit & Governance Committee meeting on 13th March. The members agreed a meeting could be held now with representatives of the East Preston & Kingston Bowls Club to progress the renewal of the club's lease.

Simon Cross – **Clerk to the Council**

28th March 2023

Additionally:

20MPH – the Clerk reported the first 200 responses to the 20MPH Zone consultation had returned over 75% in favour of the proposal. The closing date for responses was the end of 21st April to the working party could discuss the results at its meeting on 25th April.

Environmental Initiatives – Cllr Gunston said he had had a follow-up meeting with Mandy Armstrong, who was designing the tourist map for the council. He was hopeful a final draft would be available by the end of May.

There were no updates for the council's other working parties.

285/23 SUSSEX POLICE

The Clerk reported no report had been received from Sussex Police in time for this meeting.

286/23 CLERK'S REPORT

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

Clerk's Report

- 1. Introduction**
- 2. Police matters**
- 3. Anti-social behaviour matters**
- 4. Freedom of Information / Data Protection requests**
- 5. ADC/ADALC conference, 2nd March**
- 6. East Preston Men in Sheds, 7th March**
- 7. Social media**
- 8. MailChimp stats**
- 9. A selection of things we have been asked since the last meeting**
- 10. Recent bouquets and complaints**
- 11. Leave**
- 12. April meetings and events**

1. Introduction

This is the report mainly covering March 2023 and matters which may not arise elsewhere on the agenda.

2. Police matters

On 9th March, we received the following email from Inspector Durkan, "Sorry for having to let you know via email but I'm going to be leaving the Arun NPT at the end of April. As part of the Op Unify re-shuffle I'll be moving to Horsham NPT and replaced by Insp Damian Merrifield. I'm sure I'll speak with most of you before the next monthly meeting but if not I will then. I'll begin to transition the work across to Damian in the upcoming weeks whilst also having him participate in our various meetings. If you have any questions then please ask otherwise I'll see you at the next meeting."

Residents of Barn Row have continued to contact this council with their concerns about vehicles in the lay-by affecting the bus-stop. Towards the end of the weekend of 25th/26th March, the apparently broken-down pick-up truck was removed from immediately adjacent to the bus-stop. This has allowed buses to get much closer to the bus-stop again.

3. Anti-social behaviour matters

There are no updates on previous reports of anti-social behaviour in the village.

I have been informed a bit about a situation in the village, best described as a neighbour dispute between two people who are not neighbours. This has been posted about on social media, and one of those involved has contacted me. I have asked whether Sussex Police or ADC's anti-social behaviour team has been involved yet, but am awaiting an answer.

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

No Freedom of Information requests received since the last report.

No Data Protection requests received since the last report.

5. **ADC/ADALC conference, 2nd March**

Cllr Linton and I attended this event. This was the first Arun District Association of Local Councils conference for several years and was held at Arundel Town Hall.

The conference was led by Michael Tu, Arundel Town Council, and was attended by representatives of maybe 15 to 18 town and parish councils within Arun.

ADALC now has a Management Team. From the east of the district, Cllrs Nikki Hamilton-Street (Angmering PC) and Stephen Abbott (Ferring PC) sit on the Management Team.

Members of ADALC have always seen the value of three-tier meetings where town and parish councils get to interact with their district and county councils. The Management Team was looking for plenty of interactive communications with councils and for ADALC conferences to go some way to redressing the loss of the Joint Area Committees which WSCC disbanded some time ago.

The meeting's first presentation was just a short introduction by and to Steve Tilbury, who has been working as a Planning Advisor to WSALC. He is currently designing a Planning Induction course which will hopefully be available by the time of the local elections.

The second presentation was from Emily King, Assistant Director of Communities at WSCC. Emily has a very wide-ranging portfolio covering far too many strands to report here. Amongst her priorities are digital engagement with the public, making it easier but always ensuring there is a telephone option; continuing with the Community Hub which is the mainstay of the WSCC response to the cost of living crisis; developing libraries, both existing and in new locations which are now large enough to merit a library service; making Registration Services easier to use.

Emily handed over to Michele Hulme, Head of Local Highway Operations at WSCC. Michele talked about the move from an app-based reporting tool such as LoveWestSussex to a web-based one which could be used as effectively on a smartphone as on a pc. Michele was aware the web-based tool had teething problems, and said these were being addressed. Councillors will have seen Michele's email of 8th March, *Notification on changes to Highways Online Reporting – WSCC*.

After a break, ADC was represented by Chief Executive James Hassett, Karl Roberts (Director of Growth) and Philippa Dart (Director of Environment and Communities). James surprised some there by admitting to living in Somerset. He said a culture change was needed at the council which will result in a higher quality service, putting customers at the focus of the organisation. The organisation is struggling with the nationwide problem of recruitment, not helped by an apparently poor reputation.

Later on the same day, news of James Hassett's resignation became public.

6. **East Preston Men in Sheds, 7th March**

I attended this meeting having arranged for local businessman, Julian Ellis, to give a talk on his sash windows business.

I think eight Men in Sheds attended the meeting. Julian talked for an entertaining hour, starting with the history of glass manufacture and how that led to the creation of windows and then sash windows. Julian passed around some of the tools of his trade and elicited questions from everyone present.

Subsequently, Julian has said he would be very willing to do some carpentry teaching if the Men want at some future date.

The next meeting will be joined by Keith Harris, Community Speed Watch coordinator, to talk about the proposal to introduce 20mph speed limits to three roads in the village.



Julian showing a brand new pulley.

7. **Social media**

This month, only two of the council's Facebook posts were seen by more than 500 people:

- Poster for East Preston Festival Artisan Market – 3,696 people
- East Preston Railway Club, 2nd March meeting poster - 561

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 27th March)

The number of Followers is currently 1,801, an increase of 5 on the last report.

8. **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 – 2nd March – sent to 899 subscribers, opened by 634 (70.7%)

Parish Council news – 10th March – sent to 899, opened by 638 (71.1%)

Parish Council news – 16th March – sent to 900, opened by 643 (71.5%)

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

“We have a Fridge and Free-standing gas cooker to give away to someone on low income and in need of these items? Both are two years old and oven just been professionally cleaned. Let me know if you know of anyone or a local charity?” (I suggested the author contact St Barnabas House shops or advertised the goods on Freecycle or Friday-Ad.)

10. **Recent bouquets and complaints**

(In addition to anything reported above)

From a resident of The Ridings, “Thank you very much for your unexpected, but very clear and sensible, response. I have absolutely no problems with anything that you have said.”

From a resident of Churchfields for assistance in removing some long-abandoned plastic barriers, “Thanks for your help in this matter Simon.”

From the Community & Events Fundraising Officer of Stonepillow (homeless charity), after we had included details of the Bake Off in an e-newsletter, “Thank you very much for this. All at Stonepillow greatly appreciate this.”

A complaint against Cllr Toney was raised to the ADC Monitoring Officer in the latter part of 2022. On 1st March, the Monitoring Officer sent a letter to Cllr Toney, via me, “My conclusion is that you have not breached the East Preston Parish Council Code of Conduct. As I have concluded that there has been no breach of the Code, it does not fall for me to consider whether any form of investigation or informal resolution is necessary.”

11. **Leave**

Dawn is on leave for the week beginning 3rd April.

Alison is on leave for the week beginning 10th April.

I might be on leave on 20th April.

12. **April Meetings and Events**

This list may be incomplete and is subject to change.

- | | |
|------------------|---|
| 2 nd | Beach Clean No. 19 (councillors and officers, 11:30, Council Office; public, 12:00, bottom of Sea Road) |
| 3 rd | Full Council (18:30, East Preston Infant School) |
| 11 th | <i>A Morning with Nature</i> 3 playscheme (09:00, East Preston Infant School) (AC and JG only) |
| 17 th | Planning & Licensing Committee (18:00, East Preston Infant School)
Personnel Committee (19:00, East Preston Infant School) |
| 20 th | South Strand Community Toilets AGM (11:00, East Preston venue tbc) (SC only) |
| 24 th | Planning & Licensing Committee (18:00, East Preston Infant School) |

Major Events Committee (19:00, East Preston Infant School)

25th 20MPH Working Party (18:00, East Preston Infant School)

30th *FunDay Sunday* (public, 14:00, East Preston and Kingston Village Hall Foundation)

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**

28th March 2023

Item 7 – Social Media – Cllr Linton asked whether there was any explanation as to why sometimes a lot of Facebook posts received a lot of looks whereas in other months that number was much lower. The clerk explained this was likely because of the complicated algorithms Facebook uses to show posts to viewers. The clerk offered to show Cllr Linton the kind of posts the council had been making recently.

287/23 EXTERNAL MEETINGS AND EVENTS

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

Other meetings and events – Part 1

Council is asked to note the following reports:

Neighbourhood Watch Free Crime Prevention Webinars, **Understanding the Psychology of Scams,** **28th February**

online

This zoom call was undertaken as part of the neighbourhood watch 'Fireside Chat' programme and was run by Paul Haskell - Fraud & Cyber Crime Prevention Manager dedicated to the Crime and Card Unit. This unit is a dedicated crime unit initially set up to educate banks from becoming victims of scams. This zoom call was attended by over 300 callers and was run enabling callers to send messages which were addressed by Paul and Catriona.

Fraud through scams are 42% of all major crimes in the UK, however, only 1% of police resources are available to deal with these scams.

It was very evident that we are all likely to, at some point, be affected by a scam of some form and we do not generally find it easy to know what to do.

Scams change every week so it is difficult to keep abreast of them, for example:

- Context – e mail, texts, phone calls
- Display an element of urgency
- Cover limited time offer, or investment.
- Display Authority – we then trust the scam.
- Work on emotions (e.g. using information against you to produce panic or positive information working on excitement)
- Art of manipulation – gaining trust

Scams need data and we give away a lot of data about ourselves mainly through the phone, emails, social media. They can harvest data through surveys, prizes and we must learn to say NO and back off.

Examples were given as how to protect ourselves:

- Understanding the problems

- Managing your data
- When you feel elements of urgency – STOP, CHALLENGE, PROTECT
- Inform Action Fraud.
- Text fraud to 7726 on your mobile
- Via e mail – phising.gov.uk

Key Advice:

- Stop, Challenge, Protect
- Where is my data?
- Ensure password security preferable using 2 factor identification.
- Check phone call number by checking the number on the back of your card. If it's the same number, it is not a scam.

Cllr Christine Bowman

5th March 2023

Carbon Literacy Project Parish, Town and Community Councils **Toolkit course,** **20th March**

online

The Carbon Literacy Project wants to encourage local parish and town councils to attend carbon literacy training. This involves 1 day's worth of training in 6 modules which do not have to be completed on the same day. The training is free for Parish Councils and is designed to be for peer to peer delivery.

At the end of the course each attendee makes one personal and one group pledge which are recorded and sent to the Carbon Literacy Project. Parish Councillors are encouraged to use the local power and influence they have to initiate change. The training is designed to encourage a culture shift and make changes relevant to local conditions so that they happen. As one of the presenters observed - "Climate change means people change".

More information at <https://carbonliteracy.com/toolkits/local-authorities/>

Do we want to be involved as a Parish Council?

Cllr John Gunston –

25th March 2023

Chairman of the Environmental Initiatives Working Party

East Preston & Kingston Village Hall Foundation Trustees **meeting** **23rd March**

East Preston & Kingston Village Hall

I attended the above meeting as the Parish Council Representative. The Meeting was conducted by the Chairman, Secretary and Premises Manager and one other.

The body of the meeting was focused on the Premises Report and a discussion regarding Men in Sheds post a constructive meeting with the Parish Council.

The Premises Manager started his report by thanking the PC for the 50% payment regarding loft installation.

All other elements of the Premises Report were straight forward, however, it has come to light that there is a query on the information contained on the licence and this will be discussed with the PC.

Toni gave a good account of the meeting held with the PC regarding the application proposal for a permanent site of a cabin for the sole use of Men in Sheds to be located in the South West Corner of the EPKVH car park and the board unanimously voted to go ahead with an application for planning permission to be discussed with PC and an application for a grant through the Lottery Partnership.

Toni finished by assuring the board that she will be visiting neighbour Celia as soon as possible to put her in the picture regarding the proposal and any impact it might have on her or access to her property via a garden gate.

Having started at 09:30, the meeting closed at 12.45.

Cllr Christine Bowman

28th March 2023

Cllr Bowman said the Neighbourhood Watch webinar had been really interesting. There had been a downside as too many people had been able to attend, and too many people therefore had their questions go unanswered.

Cllr Gunston directed councillors to the question at the end of his report. Whilst there was support for the question, he AGREED to discuss this matter further with the Environmental Initiatives Working Party before coming back to the council.

Cllr Bowman underlined the thanks the Village Hall Foundation had given to the council for the donation towards the loft insulation. This had been much appreciated. Regarding the Men in Sheds proposal, the Foundation had now written to Ms Buckley, the neighbour on the southern side of the Village Hall car-park.

288/23 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

There were no responses to external meetings and events, but the clerk raised the following points.

A member of the public and some councillors had noticed the ADC Council Tax Demand Notices showed a 0.4% increase in the precept for East Preston Parish Council although the council had resolved to freeze the precept at its January meeting (Minute 014/23, Resolution 1713). He had raised this with ADC on 31st March, but had yet to receive any acknowledgement of his questions. He noted one of the two ADC officers he had dealt with when advising ADC of the council's freezing of its precept had subsequently left ADC.

The clerk asked which councillors had submitted their Nomination Papers to ADC, the closing date being the day after the meeting. Ten of the twelve councillors standing again had done so and the other two knew they needed to. Mrs Hill added she had submitted her Nomination Papers too.

In response to a question from the clerk, Cllr Gander said the council's Warm Space initiative had been a very heartwarming project on which to have been one of the lead councillors. The initiative had received a lot of praise from attendees as could be seen in the Community Engagement report above. The only downside was that the Legion had not yet started to offer an alternative although it was considering doing so.

289/23 RETIREMENT OF COUNCILLOR PATRICIA GANDER

In addition to his comments at the beginning of the meeting Cllr Toney again thanked Cllr Gander for her time and achievements on the council. The council presented Cllr Gander with a bouquet of flowers.

Cllr Gander said she had enjoyed her time on the council and said it was great to be part of a team which, although it may not always agree, never seemed to fall out or argue, and that was of great benefit to the village. Cllr Gander added she hoped the council would long continue to do good works for the village.

Cllr Gander wished all councillors well in the forthcoming Local Elections. Cllr Gander also wished Mrs Hill good luck and success and said she knew Mrs Hill would make a good councillor.



At the end of the meeting, Cllr Toney presented Cllr Gander with a bouquet from the parish council.

290/23 NEW ITEMS FOR THE NEXT MEETING (15TH MAY)

Nothing was suggested.

As this was the last Full Council meeting of the four-year term, Cllr Toney asked members what the council had done well and what it could do better.

Cllr Duff, as Chairman of the Personnel Committee, said she wholly agreed with Cllr Gander's comments about the council being a great team and always getting on well and how this helped achieve things for the village.

Other councillors agreed with this and nothing negative was offered.

The meeting concluded at 20:05.

Chairman: *Cllr Steve Toney* Date: **15th May 2023**

END