



# EAST PRESTON PARISH COUNCIL

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**MINUTES:** of the Proceedings of the Annual Meeting of East Preston Parish Council held at 19:00 on Monday, 15<sup>th</sup> May 2023 at East Preston Infant School, Lashmar Road, East Preston

**PRESENT:** Councillors Christine Bowman, Kit Bradshaw, Andrea Chapman, Lisa Duff, Barbara Gale, John Gunston, Helen Hill, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore, Steve Toney (Chairman) and Steven Wilkinson

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

Arun District Councillors Philippa Bower and Ricky Bower (both until 19:28)

Mrs D, Mr L and Mrs M

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;  
AoSERA – Angmering-on-Sea Estate Residents' Association  
BTP – British Transport Police;  
CPRE – Campaign for the Protection of Rural England;  
JEAAC – Joint Eastern Arun Area Committee;  
NHS – National Health Service;  
NR – Network Rail;  
PCSO – Police Community Support Officer;

SLCC – Society of Local Council Clerks;  
SW – Southern Water;  
TfSE – Transport for the South East;  
TRO – Traffic Regulation Order;  
VHF – East Preston & Kingston Village Hall Foundation;  
WRA – Willowhayne Residents' Association  
WSCC – West Sussex County Council;  
WSALC – West Sussex Association of Local Councils

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The meeting opened at 19:00.

## **342/23 INTRODUCTIONS**

Cllr Toney welcomed all present, ran through some protocol and led a round of introductions. Cllr Toney welcomed Cllr Hill to her first meeting as a councillor and said he hoped she would enjoy her time as a councillor.

## **343/22 APPOINTMENT OF CHAIRMAN FOR THE COUNCIL YEAR 2023/24**

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

### **Annual appointment of the Chairman of the Council**

On 2<sup>nd</sup> May, I wrote to all councillors asking them to let me know if they wished to stand for Chairman of the Council.

Of the seven councillors who replied, only Cllr Toney has put himself forward to be Chairman.

Following council protocol, even though Cllr Toney is the only candidate, there will still be a Yes / No paper ballot.

**Council is asked to appoint a Chairman for the coming council year.**

Following the appointment of a Chairman of the Council, it will be necessary for the successful candidate to complete a Declaration of Acceptance of Office.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

The Clerk confirmed no other councillor wished to stand for the role of Chairman.

Cllr Duff, as Chairman of the Personnel Committee, and the Clerk collected the votes and confirmed all thirteen councillors had voted.

**1739** The Council **RESOLVED** unanimously Cllr Toney should be appointed Chairman for the 2023/24 council year.

**344/23 DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Toney completed a Chairman Declaration of Acceptance of Office form which would be lodged with the Council Office.

Cllr Toney thanked all councillors for their ongoing trust in his chairmanship.

**345/23 APPOINTMENT OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2023/24**

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

**Annual appointment of the Vice-Chairman of the Council**

On 2<sup>nd</sup> May, I wrote to all councillors asking them to let me know if they wished to stand for Vice-Chairman of the Council.

Of the seven councillors who replied, only Cllr Linton has put herself forward to be Vice-Chairman.

Following council protocol, even though Cllr Linton is the only candidate, there will still be a Yes / No paper ballot.

**Council is asked to appoint a Vice-Chairman for the coming council year.**

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

The Clerk confirmed no other councillor wished to stand for the role of Chairman.

Cllr Duff and the Clerk collected the votes and confirmed all thirteen councillors had voted.

**1740** The Council **RESOLVED** unanimously Cllr Linton should be appointed Vice-Chairman for the 2023/24 council year.

**346/23 APOLOGIES FOR ABSENCE**

All East Preston parish councillors were present.

Apologies had been received from District Cllr Kelly, County Cllr Elkins and Mrs Dorothy Lee.

### **347/23 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.

### **348/23 PUBLIC SESSION**

**Agenda Item 10e – Major Events Committee** – Mrs D offered “a huge thank you” for the Big Coronation Lunch of 7<sup>th</sup> May. Mrs D commented the event attracted so many people, many of whom evidently had not wanted to leave at the close of the event, a sure sign they were enjoying themselves. Mrs D said kids were loving it, the music was brilliant and whilst it was sad the fish and chip man had not been able to attend on the day, this had not affected people’s enjoyment of the day.

**Agenda Item 17 – West Sussex County Council** – Mrs D asked whether the council could do anything about the hedge around Tamarisk Apartments at the junction of Sea Road and Manor Road. This hedge had grown to the point it frequently encroached on the footpath, making it difficult for those with reduced mobility to get past. The Clerk replied he had been in touch with the Directors of Tamarisk Apartments following a similar complaint from another member of the public. Although he did not know what action they would take, he could confirm the Directors were aware of the situation.

**Agenda Item 17 – West Sussex County Council** – Mrs D said she had noticed the pothole situation had worsened compared with pre-pandemic times. Mrs D questioned whether people should be asking WSCC to take this work back in-house where, arguably, it would have greater control over the quality of the works completed.

**No Agenda Item** – Mrs M simply added her thanks for all the council does for the village.

**Agenda Item 17 – West Sussex County Council** – Mr L said he had recently used the WSCC website to report potholes in Vicarage Lane and Station Road. He noted the potholes in Vicarage Lane were repaired within a couple of days. Although one of the repairs was not standing the test of time, Mr L felt the WSCC response had been quick.

### **349/23 COUNCIL RESPONSES**

**Agenda Item 17 – West Sussex County Council** – Cllr Bradshaw said he had asked County Cllr Elkins about potholes at the last monthly council meeting. Until that point, he had been unaware of the online tool for reporting road defects in West Sussex. Having reported some potholes himself and monitored their repairs, he felt the standard of repairs was improving, there was evidence time was being taken to cut out around the pothole so a square patch could be applied.

**Agenda Item 17 – West Sussex County Council** – District Cllr Bower said the app for reporting road defects in West Sussex, LoveWestSussex, had recently been ceased by WSCC, and all online reports were going through the website now. He had had long conversations with Cllr Elkins about the state of roads in the village, particularly Vermont Drive, which had been built over an ancient ash track, and therefore had little substructure. In his opinion, Vermont Drive needed to be completely rebuilt.

**Agenda Item 17 – West Sussex County Council** – In response to a question from Cllr Wilkinson, Cllr Bower said he was unaware of a scheme in which WSCC contractors could choose autonomously to repair a pothole if they came across it even if it had not been reported.

**Agenda Item 17 – West Sussex County Council** – Mr L said the state of the county’s roads was a long-term problem, not something which had arisen overnight. He drove a lot in Wales and the state of the roads there was markedly better than his experience of English roads. In his opinion, this pointed to a lack of sufficient maintenance over a long period.

### **350/23 ARUN DISTRICT COUNCIL**

Cllr Toney invited Cllrs Bower and Mrs Bower to address the meeting next.

Cllr Bower thanked the good people of East Preston and Kingston who had decided he and Mrs Bower and District Cllr Kelly should “represent you at Arun District Council.”

The recent Local Election had left ADC in a state of No Overall Control and therefore there was little he could report as yet. Negotiations were taking place between the political groups ahead of the Full Council meeting scheduled for the end of the month. Only after that meeting would he be able to give a better report on how ADC will operate in the coming months and years.

He felt this result was partly because of a low turnout of 34%, which he partly blamed upon poor weather on the day and changes to polling station locations, which may have made potential voters decide it was easier to stay at home. Turnout for postal votes was a healthier 55%.

In response to a comment from Cllr Gunston he had received no campaign literature, Cllr Bower said he and his Conservative colleagues had produced a leaflet which he believed had been delivered to everyone in the village entitled to receive it, but he could not speak on behalf of other candidates. A couple of other councillors said they had also not received the Conservative Party leaflet.

Cllr Gunston asked if the District Councillors could, not necessarily tonight, explain the three policies they will be passionate about in the next four years. Cllr Bower replied his first priority was really a WSCC responsibility, and that was to improve the traffic management at and around Roundstone Level Crossing. The Conservative group at ADC was keen to retain a weekly bin collection in the District, although others were proposing a reduction to a fortnightly collection. ADC was waiting for government rules on handling of food waste and what funding there would be to support mandatory collection of food waste so it could be composted. His third priority was to support only deliverable and sustainable housing targets. For too long, ADC had been held captive to developers’ demands and the area was suffering as a result.

In response to a question from Cllr Toney, Cllr Bower said he did not think the introduction of mandatory photo ID had had any impact upon the Local Elections. He personally fully supported photo ID as a way of reducing election fraud.

Cllr Mrs Bower said she had nothing to add at this time.

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

### **351/23 MINUTES OF THE MEETING HELD ON 3<sup>RD</sup> APRIL 2023**

The draft Minutes were circulated to all councillors on 5<sup>th</sup> April asking for suggested amendments by the 12<sup>th</sup> April. None had been suggested.

**1741** The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 3<sup>rd</sup> April. Cllr Toney duly did so.

### **352/23 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**
- 2. Minute 102/23 – Former councillor, Mervyn Howdle**
- 3. Minute 289/83 – retirement of Cllr Patricia Gander**

### **1. Introduction**

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

2. **Minute 102/23 – Former councillor, Mervyn Howdle**

The commemorative plaque for former councillor, Mervyn Howdle, was installed on the blue bench in front of the Council Office on 6<sup>th</sup> April.



3. **Minute 289/83 – retirement of Cllr Patricia Gander**

A couple of days after the meeting, Cllr Gander emailed all other councillors and officers:

Firstly, may I start by thanking you all so much for the beautiful flowers and lovely messages in the accompanying card. I'm mindful that I may not have responded very well on Monday night, as was quite taken unawares. I was very touched that the majority of you also joined me in the British Legion for a drink after. I would really have liked to buy you all a drink, but thanks to the generosity of Steve T, he beat me to it! However, hopefully I may have an opportunity to do this in the future.

To describe my 8 years as a parish councillor as 'enjoyable' does not really do it justice. I have learned so much about the village, the residents and my councillor and staff colleagues. It has been a pleasure to work with you all on such a variety of projects, including the voluntary service, community events, etc. etc. Our discussions and debates have been stimulating and informative, but unlike some councils, always amicable and respectful.

The time has been very rewarding and its been a privilege to be involved in making changes to improve peoples' lives and the village that we live in.

Going forward I am sure I will remain very involved in our community.

Thank you again

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

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

**353/23 FINANCIAL MATTERS**

No accounts were distributed for this meeting as the council's bookkeeper was concentrating on closing the 2022/23 financial year and opening the 2023/24 financial year.

**354/23 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 have taken place since the last Full Council meeting: Major Events on 24<sup>th</sup> April, Personnel on 17<sup>th</sup> April, Planning & Licensing on 24<sup>th</sup> April. Draft Minutes for these meetings have been circulated to all councillors. The exception to this is the Personnel Committee, whose Minutes remain within that committee's membership.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Amenities Committee**

The committee did not meet in April.

**Warren Recreation Ground – Outdoor Chess Table** - The Outdoor Chess Table has been installed at the north eastern side of Warren Recreation Ground.

The Chess Table was kindly donated by East Preston Film Society. A plaque is to be installed on the chess table, in recognition of the donation.

**Warren Recreation Ground – Site Security** – Committee has agreed to install metal security gates at the vehicle entrance point to prevent any unwanted access.

The gates will be bow top style, in keeping with the fencing around the Children's Playground. For additional security the contractor will keep the two retractable post in place.

At the pedestrian access point, the low wall and mound have been extended along, this has created a barrier to any unwanted access.

**Sea Road Island Planters** – The Interlocking Planters have been delivered to Ferring Nurseries. Committee agreed to defer installation until mid to end of May, this will allow summer planting to take place and saves the cost of a seasonal floral display.

**Village Green - King Charles III Coronation Tree** – Following a review of space at the Village Green, committee agreed to plant the King's Coronation tree at the northern boundary.

The chosen tree is the Acer Campestre, which is the same tree as the Queen's Jubilee tree. Unfortunately we have now gone past the advised tree planting season, therefore planting will now take place in November 2023.

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

9<sup>th</sup> May 2023

## **Audit & Governance Committee**

The committee did not meet in April.

The committee's next meeting is in July.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Community Engagement Committee**

The committee did not meet in April. Below are some updates.

**Playscheme, 11<sup>th</sup> April** – this event was a near sell-out and went very well. My thanks to Cllrs Chapman and Gunston for representing the council on the day.

**King Charles III's Coronation, 6<sup>th</sup> May** – the Coronation coins were donated to the two schools on the afternoon of 26<sup>th</sup> April. My thanks to Cllrs Moore and Gander and to Simon for helping me on the day.

There will be an article in the next newsletter letting the public know of a small amount of coins available at £5 each.

**Village bus** – current planned start date is now Monday, 30<sup>th</sup> May. WSCC has implemented the single yellow line around the north-east corner of the Village Green and Compass is liaising with WSCC about bus stops. Councillors hope to be on hand at bus stops on 30<sup>th</sup> May, both letting members of the public know the location of the bus-stops and about the new service. There will also be an article in the Spring 2023 Newsletter which should be published before the end of the month.

The committee's next meeting is on 12<sup>th</sup> June.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Finance & General Purposes Committee**

The committee's next meeting is on Tuesday, 16<sup>th</sup> May. At that meeting its main business will be to consider a number of Grant Aid requests which have been received this year.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Major Events Committee**

The committee met on 24<sup>th</sup> April and Simon has circulated the draft Minutes to all councillors.

Our fourth *Funday Sunday* took place on 30<sup>th</sup> April, and was a big success, although a small number of ticket-holders exercised their right not to attend. My thanks to Simon, Alison and Dawn for all working on a Sunday and my fellow councillors, Steve, Steve, Kit, Andrea, Lisa, John and especially Pat for their hard work on the day. There's lovely feedback which you can see in Simon's report below. Because it was a sell-out, Cllr Gander is confident the event came in well under budget.

The *Big Coronation Lunch* took place on 7<sup>th</sup> May. Firstly, my thanks to all councillors and officers who helped on the day – it really was a team effort.

The event went very smoothly, although one of the food stalls dropped out at very short notice as the proprietor broke his ankle. Another stall sold out less than ninety minutes after the start of the event, despite having been told in advance it would need to be well-stocked. Those dampeners aside, the public seemed to enjoy themselves for the whole afternoon, helped by the weather getting better and better as time passed. When the last councillors and officers left more than an



hour after the end of the event, there were still a lot of local residents enjoying the sunshine on the Village Green.

Thanks also to East Preston's The 360s and the Junior School choir for entertaining us through the afternoon.

There was some petty, negative feedback on social media, including a comment the parish council needed replacing with some event organisers, but the following is just one email received in the office: "I just wanted to thank you all for the marvellous hard work in organising the coronation celebrations on the green yesterday. It was a wonderful day and wouldn't have been possible without our amazing parish council. Thank you for helping to make East Preston such a wonderful place to live."

Cllr Elizabeth Linton –  
**Chairman of the Major Events Committee**

9<sup>th</sup> May 2023

## **Personnel Committee**

Interviews have taken place for a bookkeeper to replace Tracy when she leaves the area later this year. A suitable candidate has been identified and we are waiting for his references to come through.

The committee made two recommendations which can be found below.

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

9<sup>th</sup> May 2023

## **Planning & Licensing Committee**

The committee only met on 24<sup>th</sup> April.

Six Applications were considered. One member of the public attended for the whole meeting. The committee agreed to raise no objections except to one Application for tree works, and that only because the ADC arboriculturist had already raised objections.

ADC refused Planning Permission for the erection of 48 residential dwellings on land north-east of Kingston Lane (K/56/23/PL) and also for the construction of 112 dwellings on land at Highdown Vineyard (FG/180/22/OUT). This council was one of several which objected to these proposals.

Following a tip-off the committee learned very last minute of a Licensing Application to allow the garden to be included as part of the inside of The Seaview Hotel, thus allowing live and recorded music to be played in the garden until 00:30 some nights of the week. Although there was only a day left for comments, the committee agreed electronically it should object and I was able to let some neighbours know about the application. The council had not been informed of the application because it had been submitted as a "minor change".

ADC rejected the application following the number of concerns raised, including from Environmental Health within ADC. Members of the public have thanked us for helping in this matter.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023



Additionally:

Community Engagement – Cllr Linton asked councillors to be available for some time on Tuesday, 30<sup>th</sup> May, in order to stand at some of the new bus stops in the village to promote the bus service to passers-by. Cllrs Hill, Moore, Chapman and Gunston said they would be available on the morning. Cllr Linton and the Clerk would send something round to all councillors nearer the time.

Major Events – Cllr Linton said she had called an Extraordinary meeting of the committee on the evening of 30<sup>th</sup> May, solely to discuss Remembrance Sunday.

The Clerk quoted from a further email received on the subject of the Big Coronation Lunch, “Only just got around to saying what a well organised and enjoyable day Sunday was. You even managed to sort the weather out! All these things take a lot of organising- so well down to the Team.”

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

### **355/23 AMENITIES COMMITTEE – JAPANESE KNOTWEED RESERVE**

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

## **Amenities Committee – Japanese Knotweed**

**Council is asked to set up a Japanese Knotweed reserve using £10,000 from the General Reserve.**

Cllr Wilkinson to lead on this item.

Following the recent further eradication of Japanese Knotweed from the garden at the back of the Council Office, we need to undertake the following works: site excavation and backfill and root barrier installation to prevent any further spread from neighbouring properties. Current quotation is for £7,475.77 excluding VAT but including a 12-year guarantee. Once this work has completed we can then reinstall fencing around which will keep our neighbours happy, and we can also, finally, investigate installing a shed.

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

9<sup>th</sup> May 2023

Cllr Wilkinson spoke in support of this item. Following an aggressive outbreak of Japanese Knotweed in the garden space behind the Council Office, works were required to prevent recurrence. In the long-term, it was hoped a shed could be installed in the space to provide some extra storage for the council.

**1742** The council **RESOLVED** unanimously to set up a Japanese Knotweed Reserve using £10,000 from the General Reserve.

The Amenities Committee would now be able to progress the necessary works already identified.

### **356/23 PERSONNEL COMMITTEE – PENSIONS DISCRETIONS POLICY**

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

## **Personnel Committee – Pensions Discretions Policy**

**Council is asked to adopt a Pensions Discretions Policy.**

Cllr Duff to lead on this item.

The council is legally obliged to have a Pensions Discretions Policy and indeed agreed one last year. However, when that was sent to Hampshire County Council, which administers the Local Government Pension Scheme on behalf of WSCC, the policy was rejected for being too simple.

An example of a discretion is: “Whether, as the 85 year rule<sup>42</sup> does not automatically fully apply to members who would otherwise be subject to it<sup>43</sup> and who choose to voluntarily draw their deferred benefits (on or after 14 May 2018) on or after age 55 and before age 60, to switch the 85 year rule back on in full for such members”.

Subsequently, I have sought assistance from Andy Beams, the council’s Internal Auditor and he has suggested the council using the following wording for each of the discretions, “*East Preston Parish Council will not normally apply this discretion, although exceptional cases will be considered on an individual basis.*” Andy implemented this at another council and it was accepted.

At its meeting on 17<sup>th</sup> April, the committee agreed to recommend the council adopt Andy’s suggested wording.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

Cllr Duff spoke in support of this item.

**1743** The council **RESOLVED** unanimously to agree a Pensions Discretions Policy for the council.

This would now be sent over to Hampshire County Council Pensions team for acceptance.

### **357/23 REPORTS FROM PARISH COUNCIL WORKING PARTIES**

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

## **Working Parties**

Only the 20mph Working Party has met since the last Full Council meeting.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **20mph Working Party**

The working party met on 2<sup>nd</sup> May. The main discussion was the results from the online survey about the proposed 20mph Zone of Fairlands, Sea Road and The Street. More on this at Agenda Item 14a below.

Simon Cross – **Clerk to the Council**

3<sup>rd</sup> May 2023

## **Conservative Hall Working Party**

Awaiting a response from the Trustees.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Environmental Initiatives Working Party (EIWP)**

The working party did not meet in April. The next meeting is on 23<sup>rd</sup> May.

Cllr John Gunston –

**Chairman of the Environmental Initiatives Working Party**

28<sup>th</sup> April 2023

## **Flat Working Party**

Nothing to report.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

## **Leases Working Party**

Nothing to report. Still waiting for me to arrange a meeting between the working party and the Bowls Club committee.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

Additionally:

20MPH – Cllr Gale reported an incident from over the weekend in which a local businessman had had to jump out of the way of a speeding vehicle in Sea Road, between the junctions with Vermont Drive and Fairlands. This had resulted in injury but the driver had not stopped and the matter had been raised with Sussex Police.

Environmental Initiatives – Cllr Gunston said the working party was next due to meet on the evening of 23<sup>rd</sup> May.

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

### **358/23 20MPH WORKING PARTY – 20MPH ZONE FOR THE STREET, FAIRLANDS AND SEA ROAD**

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

## **20mph Working Party – progression of a 20mph Zone**

**Council is asked to agree to the working party pursuing the application for the implementation of a 20MPH Zone in the village.**

Cllr Wilkinson to lead on this item.

The working party met on 2<sup>nd</sup> May. The main discussion was the results from the online survey about the proposed 20mph Zone of Fairlands, Sea Road and The Street.

277 people replied to the survey and the results were as follows:

Yes – 77.98%, 216 people

No – 19.13%, 53 people

Unsure – 3.25%, 9 people

The working party would like to refer this matter to WSCC now and needs Full Council agreement to do so. The first next step would be to court County Cllr Elkins's agreement to the proposal, and the second next step would then be to raise this as a Traffic Regulation Order.

Simon Cross – **Clerk to the Council**

4<sup>th</sup> May 2023

Cllr Wilkinson spoke in support of this proposal. The process for implementing a 20mph Zone was pretty clear and the first step was for the council to engage the support of our County Councillor, Roger Elkins. Cllr Wilkinson explained the working party was open to expanding the zone in the future.

**1744** The council **RESOLVED** the 20MPH Working Party could pursue the application for the implementation of a 20MPH Zone in the village.

### **359/23 ENVIRONMENTAL INITIATIVES WORKING PARTY – CARBON LITERACY PROJECT**

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

## **Environmental Initiatives Working Party – Carbon Literacy Course**

**Council is asked to agree it undertakes the Carbon Literacy Course.**

Cllr Gunston to lead on this item. He has provided the following information.

### Information from The Carbon Literacy Project.

The free toolkit course contains all the resources required for internal delivery of a day's worth of training. The only associated costs are a £10 per learner certificate application. Carbon Literacy Project can help support us to get started with training delivery in the Parish Council.

Course is in 6 modules

Module 1. The science and impacts of climate change in the UK and the local area.

Module 2. Policies and strategies - international, UK and parish/community.

Module 3. Climate actions - Co-benefits of climate action and how it can be funded.

Module 4. Carbon footprint. Personal choices. Emissions under your council's influence.

Neighbourhood planning. Community engagement.

Module 5 Action planning and levers of influence.

Recommend first attend a workshop that is aimed at parish, town and community councils, such as those run by Save Our Shropshire. (£120 per person.)

Are we interested? If so we can discuss running the Carbon Literacy Course with the Carbon Literacy Project and book onto the Save Our Shropshire workshop.

You can learn more here - <https://carbonliteracy.com/>

Simon Cross – **Clerk to the Council**

2<sup>nd</sup> May 2023

Cllr Gunston re-explained the project and how it was specifically aimed at town and parish councils. Rather than councillors committing to the project now, it was suggested interested councillors attended a course and then explained the project in greater detail having been on the course.

**1745** The council **RESOLVED** to spend £240 for Cllrs Gunston and Hill to attend the course and report back to the council before other councillors offered to take part in the project.

The Chairman was keen for any lessons learned on the course to be promoted to local residents.

### **360/23 SUSSEX POLICE**

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

### **361/23 WEST SUSSEX COUNTY COUNCIL**

County Cllr Elkins had sent his apologies for this meeting, but had hoped to attend the Annual Parish Meeting scheduled to start straight after this meeting.

### **362/23 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. Meeting with Angmering Parish Council, 29<sup>th</sup> March**
- 6. Meeting with Sussex Police, 30<sup>th</sup> March**
- 7. East Preston Beach Clean 19, 2<sup>nd</sup> April**
- 8. East Preston Community Speed Watch, 4<sup>th</sup> April**
- 9. East Preston Men in Sheds, 4<sup>th</sup> April**
- 10. Sussex Police local councils call, 5<sup>th</sup> April**
- 11. Society of Local Council Clerks, Sussex branch AGM, 18<sup>th</sup> April**
- 12. Pre-season meeting with East Preston Cricket Club, 19<sup>th</sup> April**
- 13. South Strand Community Toilets, Annual General Meeting, 20<sup>th</sup> April**
- 14. Angmering-on-Sea Lawn Tennis Club, Grand Club Reopening, 22<sup>nd</sup> April**
- 15. Presentation of Coronation Coins at East Preston Infant and Junior Schools, 26<sup>th</sup> April**
- 16. Funday Sunday, 30<sup>th</sup> April**
- 17. East Preston Community Speed Watch, 4<sup>th</sup> May**
- 18. East Preston Infant School street party, 5<sup>th</sup> May**
- 19. Social media**
- 20. MailChimp stats**
- 21. A selection of things we have been asked since the last meeting**

- 22. Recent bouquets and complaints**
- 23. Leave**
- 24. May meetings and events**

1. **Introduction**

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

2. **Police matters**

No particular news from Sussex Police over the past six weeks. It was good to see PCSOs Geoff Gear and Natalie Shrimpton spend quite some time at the Big Coronation Lunch.

3. **Anti-social behaviour matters**

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

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. **Meeting with Angmering Parish Council, 29<sup>th</sup> March**

I was invited to meet with my Angmering Parish Council counterpart, Katie Herr, to chat about the setting-up of East Preston Men in Sheds. I talked this through with Katie, as Angmering has a five-year Village Plan which refers to setting up a Repair Shop-type activity, somewhere for residents to take their broken items and, hopefully, have them fixed.

We talked about East Preston Men in Sheds aim to have a base within the heart of the village, which may well take on a Repair Shop aspect. We also talked about the work the group is already undertaking with Angmering School on the latter's smallholding. Katie agreed with me we should try to avoid duplication between the two villages, if possible, and there was perhaps no point in starting up an Angmering Men in Sheds when one could become available just down the road in East Preston.

I have asked the East Preston Men in Sheds committee to give me some time at its next meeting so I can discuss the above conversation with them.

Katie also talked about Men Walk Talk, a national organisation with a strong presence on the Sussex coast. Angmering PC has been supporting the charity, which has similar aims to Men in Sheds – i.e. improving men's mental health and suchlike. Members of the East Preston Men in Sheds committee are already in touch with Men Walk Talk.

6. **Meeting with Sussex Police, 30<sup>th</sup> March**

Shortly before he left for pastures new, Neighbourhood Policing Inspector, Neil Durkan, kept his promise to visit Rustington, Angmering, East Preston and Kingston to talk to those councils about sites which might be vulnerable to unauthorised encampments (UE).

He was only available for 45 minutes, but that enabled me to visit the three pieces of land under this council's control – Warren Rec, Two Acres and the Village Green. Had he been able to be here for longer I may also have visited Langmeads Field and Lashmar Rec with him, but that amount of time was simply not available.

Neil stressed a landowner's aim should always be to delay access. If there is a reason a group wants to enter a particular site, it would do so; but if access involves a few minutes more, some more noise, the group is less likely to enter such a site.

We started at the Warren Recreation Ground. Neil did not see any risk from the south of the site. As we know, the main risk is from the car-park on to the playing field itself. I showed Neil the Amenities Committee's preferred option for a gate across the current gap, and he said he thought it would be sufficient deterrent as, from a distance, it would likely look just like a continuation of the fencing from the children's playground, without looking like a gate. He agreed with the retention of the yellow bollards which will be on the inside of the new gate. He was impressed by the extension of the low brick wall to the north of the entrance, and said it was highly unlikely anyone would risk damaging their expensive caravan on the wall.

Staying by the low brick wall, and turning to look at the entrance, Neil felt it was good the height restriction barrier was red as that possibly made it look narrower than it actually is, and again, nobody is likely to risk damaging their expensive caravan on it. He was less certain the height of the height restriction barrier was much of a deterrent.

Walking past the East Preston & Kingston Village Hall car-park, Neil said that could be attractive to a small group, but reassured me small groups do not bring with them the same degree of anti-social behaviour as large groups.

Neil felt Two Acres might be attractive for a single family, but there were other, more easily accessed but quieter sites a single family might use for a few days. Being a cul-de-sac, Oakley Gardens was not a road a group would want to enter as exiting again would be difficult.

Approaching the Village Green, Neil said it looked generally well secured, only looking less so upon closer inspection. He felt the new low-level fencing was sufficiently robust looking, nobody would want to damage their vehicles on it. He was also impressed it is recycled plastic rather than wood. The weak spot he felt was the gates, which without a lot of effort could easily be lifted off their hinges and the gap just driven through. On the plus side, the site is fully open and travelling communities apparently prefer to be up against walls and fences. They also prefer not to be somewhere members of the public will bloody-mindedly continue to walk through, "because they always have."

Neil was more concerned about the car-park which, like the Village Hall's above, could be attractive to a small group, although the Village Green car-park is more open, so the above may apply still.

We discussed concrete blocks. Neil felt they do act as a deterrent, but they can be moved with enough determination. He supported the idea of bringing in concrete blocks when they are groups moving around the area, if we felt the community could stomach the cost. He agreed they did provide evidence the council was taking the matter seriously. On the Village Green he would locate such a block on the inside of the gate.

For his efforts and advice and for the help he has given over the couple of years he has been in post, I gave Neil a highly-prized I♥EP pen. He said he would advise his successor Rustington and East Preston were good places to bounce ideas off.

## **7. East Preston Beach Clean 19, 2<sup>nd</sup> April**

The event was run a little differently this time. The start time was moved back to midday and we asked attendees to be back by 13:00.



Over sixty people took part in one form or another, including Cllrs Duff, Gunston, Linton and Toney. More rubbish was collected than has been collected for several beach cleans too.



Happy volunteers posing with just some of the rubbish collected

The next beach clean is scheduled to take place on Sunday, 24<sup>th</sup> September.

In my email thanking all attendees, I asked why they thought more people attended than have for a while. Here are some of the replies,

“I think also thanks go to our dedicated Parish Council for organising these beach cleans and other endeavours to keep our very special village special! Why are the volunteer numbers rising for this event? Perhaps folk are taking notice of David Attenborough and others who show us on tv etc just what harm those little bits of plastic, those polystyrene coffee cups etc can do to our wildlife! I did remind several people of the Beach clean but sadly none of them came. I was also interested to note several bringing children to help.”

“Weather, publicity, perhaps increased awareness of the need to be involved in environmental issues, SALT, you and your office team, all contributed to a worthwhile session. I posted on East Preston page after the event and there have been over 100 likes and lots of positive comments, worth having a look. Is there any way I can copy and share your mo letter and photo on FB? On a personal note I found the start time strange as we have a traditional Sunday lunch but as the turnout was so good it perhaps suited the majority. Could Arun provide more kids litter pickers and hi vis jackets, start them young!! Thanks to all for their hard work and giving up time at the weekend.”

“May be a change in timing, weather reasonable as well.”

#### 8. **East Preston Community Speed Watch, 4<sup>th</sup> April**

I did an hour's shift with Community Speed Watch. We were stationed opposite the Village Green, only able to record traffic moving south.

72 vehicles passed us between 08:30 and 09:30, none of which were speeding in Community Speed Watch terms. The fastest was a commercial van traveling at 34mph. No abuse from any drivers this time.

#### 9. **East Preston Men in Sheds, 4<sup>th</sup> April**

I attended this afternoon's Men in Sheds meeting. Keith Harris, Community Speed Watch coordinator, was the guest speaking explaining the role of Community Speed Watch in the village and the joint proposal for a 20mph zone in the village. As usual, the Men asked a number of robust questions, all of which Keith was able to answer. The Men were overall supportive of the proposed zone.

The meeting agreed not to meet in May as no guest speaker had been sourced. Some of the Men have started working at Angmering School's smallholding, undertaking some works required by the school whilst also working on something for the Festival.

**10. Sussex Police local councils call, 5<sup>th</sup> April**

This call was cancelled on the morning as Inspector Durkan was having IT issues and was generally feeling unwell.

**11. Society of Local Council Clerks, Sussex branch AGM, 18<sup>th</sup> April**

I was unable to attend this online meeting. After nine years in the post, I stood down as Branch Communications Officer as I can no longer give the role the time it deserves.

Branch Chairman, Julie Holden, visited on 27<sup>th</sup> April and presented me with a bottle of champagne as thanks from the branch.

**12. Pre-season meeting with East Preston Cricket Club, 19<sup>th</sup> April**

Cllrs Toney and Wilkinson and I met with Colin Smith and Peter Dallimore from East Preston Cricket Club for the annual pre-season meeting.

Colin and Peter had a couple of concerns for the council to consider. Firstly, some council tree-works on the Warren Recreation Ground had resulted in some indentations where the cherry-picker had been driven into position. The council's tree contractor explained these were unavoidable owing to the angle at which the cherry-picker needed to work. The club arranged for a heavy roller to be delivered to site and for a club member to roller over the affected areas. The council agreed, on this occasion, to pay for the roller.

The other concern was holes which had appeared in the eastern boundary netting following Storm Noa. The club would not be able to get these fixed until the ground was dryer as a cherry-picker on that side of the ground would more likely get bogged down than on the western side. The council agreed the cricket season could commence on the understanding the club wrote to affected neighbours in advance to notify them of the problem and fixed the netting at the earliest opportunity.

**13. South Strand Community Toilets, Annual General Meeting, 20<sup>th</sup> April**

I attended this meeting at the home of the Chairman, George Schlich. About seven members of the public also attended, some beach chalet owners, some not.

Life remains good at the toilet block although the group would appreciate an increased annual donation, and this will be considered by the Finance & General Purposes Committee on 16<sup>th</sup> May.

**14. Angmering-on-Sea Lawn Tennis Club, Grand Club Reopening, 22<sup>nd</sup> April**

Cllr Toney and I attended this event officially. Cllr Bradshaw was also present. The refurbished clubhouse was officially reopened by Sir Peter Bottomley, MP, accompanied by his wife, Virginia.

Cheese and biscuits were laid on for visitors. The area inside and around the clubhouse was so busy, it was difficult to appreciate the refurbishment fully.

President of the club, Ian Robinson, gave a speech about the refurbishment and thanked the council for its going support as landlord and ally.

#### 15. **Presentation of Coronation Coins at East Preston Infant and Junior Schools, 26<sup>th</sup> April**

I accompanied Cllrs Gander, Linton and Moore to the two schools as they presented representatives of both schools with the Coronation coins the council was giving to all school pupils. These visits were shorter than the similar Platinum Jubilee visits last year, so there was less opportunity for councillors to chat to pupils. However, we did get to see the Junior School Choir practising *Sussex by the Sea* ahead of the council's Big Jubilee Lunch.



East Preston Infant School pupils with Cllr Patricia Gander,  
Mrs Claire New (Headteacher), Mrs Rachel Bean (Year 1  
Class Teacher and Year Leader), Cllrs Elizabeth Linton and  
David Moore



East Preston Junior School pupils with Cllrs Patricia  
Gander, Elizabeth Linton and David Moore and Mr Michael  
Tidd (Headteacher)

#### 16. **Funday Sunday, 30<sup>th</sup> April**

Officer-wise, Dawn, Alison and I all helped out at this event. The following councillors all helped out too: Cllrs Gander, Linton, Duff, Toney, Gunston, Chapman, Bradshaw and Wilkinson.

Unsolicited written feedback included:

“Many thanks to you and the Parish Councillors for a thoroughly enjoyable afternoon. It was certainly fun and very well organised - we all appreciated how much work must have gone into planning the event, which was a great success.”

“Re the tea dance, it was excellent you all did very well everyone was very well looked after by you all.”

“East Preston Parish Council has done it again! Another success with yesterday's Funday Sunday. The hard work by the Councillors and office staff before, during and after the event was much appreciated and everyone who attended really enjoyed themselves. Full marks to Dawn and Alison who brought a touch of glamour to the kitchen. Vintage Candy, as usual, were excellent.”

“Just to say, my husband, friends and I had a great time on Sunday at the Funday. It was an opportunity, unusually, to let our hair down and dance in the afternoon and we'd like to thank all involved for making it such a success.”

“Thank you so much for all your hard work in arranging the Tea Dance on Sunday. The entertainment was first class and the tea amazing!!”

“I just wanted to say thank you to everyone for all the hard work they put into Funday Sunday. We had a good time and made some new friends. Donna keeps saying how much she loved the afternoon.”

#### 17. **East Preston Community Speed Watch, 4<sup>th</sup> May**

I did an hour's shift with Community Speed Watch. We were stationed opposite the Village Green, only able to record traffic moving south.

84 vehicles passed us between 08:30 and 09:30, none of which were speeding in Community Speed Watch terms. No abuse from any drivers this time and nobody driving any faster than 30mph. Some members of the public did give their advice as to where the patrol should have been operating, mostly locations too covert ever to be agreed by Sussex Police.

#### 18. **East Preston Infant School street party, 5<sup>th</sup> May**

Semi-invited, I popped in to the end of the Infant School's street party for the Coronation. The weather was good and it had been possible to hold the whole event outdoors. Lunch was served first, British Coronation burgers followed by Triumphant Cookies. The children were then treated to an hour-long play, and that was followed by the handing-out of the Coronation coins from the parish council. These caused a lot of excitement amongst the children, more than I remember feeling when I received my Silver Jubilee coin in 1977. Although I was not there officially, several children and parents thanked me as they walked past. Some children also asked if the coins were real gold. I replied, “Almost.”

#### 19. **Social media**

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

- Thank you to East Preston Yarnbombers for the Easter project – 4,374 people



- Poster for East Preston Yarnbombers Easter project – 816
- Poster to Big Coronation Lunch – 810 people
- Mailchimp post for East Preston Parish Council news – 26<sup>th</sup> April - 546

† Food & Drink Festival page

▲ East Preston Business Community page

\* East Preston Christmas Celebrations page

(posts up to and including 8<sup>th</sup> May)

The number of Followers is currently 1,808, an increase of 7 on the last report.

## 20. **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 – 29<sup>th</sup> March – sent to 901 subscribers, opened by 644 (71.7%)

Parish Council news – 26<sup>th</sup> April – sent to 907, opened by 656 (72.5%)

Parish Council news – 4<sup>th</sup> May – sent to 906, opened by 633 (69.9%)

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

“Where can I find information about the District Council candidates?”

“How is the property adjacent to the Village Hall allowed to put up political posters on an election day?” (Matter referred to the ADC Elections team which was already working on the matter.)

“Did you find a bus pass at the polling station?” (Not our responsibility, but I have asked the ADC Elections team to let me know if they have it.)

## 22. **Recent bouquets and complaints**

(In addition to anything reported above)

A resident of Downs Way contacted us for help with problems related to the A259 project. I replied explaining Downs Way fell under the auspices of Angmering Parish Council and offered to forward her email for her, “Yes please, I would so appreciate you sending this to the correct place for me, it's all very confusing! Thank you sooooo much for getting back to me so promptly! Much appreciated!”

In response to a question about licensing, “Thank you for updating and explaining the situation around licensing applications as well as adding me to the e-newsletter- greatly appreciated.”

A resident of Sea Road sought advice on dangerous dogs, “Sorry to let off steam to you, thank you for helping!”

A resident of Sea Lane Close reported he was no longer receiving the council's e-newsletter service. I traced this and found he had accidentally unsubscribed himself last September, and advised him of his options. “Many thanks for that, I'm sure you've got better things to do than sort out my email 😊”

Thanks from the East Preston Yarnbombers to Cllrs Duff, Linton and Toney and me for help with the distribution of the Easter project. My job was to escort the Easter Bunny, though I failed to protect her from being photographed with ne'er-do-wells.



Easter Bunny with Cllrs Toney and Linton

From a resident of Sea Road before she emigrated back to Australia, "Thank you for everything you all do for the village. It has been a lovely place to live for the past six years."

From yet another resident of Sea Road, "You've really opened my eyes to what parish councils do. I thought clerks just sat there doing a bit of admin now and again."

From a resident of Crown Place, "A big thank you to Alison, for putting me in touch with two people who came round and helped me sort out my rental of the cottage down the road with Airbnb - but it took the three of us nearly 3/4 hour! They proved it wasn't a scam, or someone trying to steal my identity - just extra security put in by Airbnb ! I just hope that future renters of the cottage are more adept than me at understanding and completing it, or they might decide to go elsewhere - as I might have done, without your help !"

From a resident of Manor Road who mentioned on Facebook she had missed the Big Coronation Lunch as her Facebook notification had arrived after the event had finished, "Thank you for your amazingly speedy response to my email." I have now added her to the council's e-mailing list so hopefully she will not miss out again.

### 23. **Leave**

No officer leave scheduled at the time of writing.

### 24. **May Meetings and Events**

This list may be incomplete and is subject to change.

15<sup>th</sup> Full Council (19:00, East Preston Infant School) (councillors to attend from 18:30 please)

- Annual Parish Meeting (to follow on from the above)
- 16<sup>th</sup> Planning & Licensing Committee (18:00, East Preston Infant School)  
Finance & General Purposes Committee (19:00, East Preston Infant School)
- 17<sup>th</sup> Sussex Police & Crime Commissioner Focus Group (18:00, East Preston Infant School) (CB and SC only)
- 22<sup>nd</sup> Internal Auditor Visit (10:00)  
Planning & Licensing Committee (18:00, East Preston Infant School)  
Amenities Committee (19:00, East Preston Infant School)
- 23<sup>rd</sup> Environmental Initiatives Working Party (19:00, East Preston Infant School)
- 24<sup>th</sup> NALC *Fighting climate change with local council action seminar* (12:00, online) (JG only)
- 27<sup>th</sup> East Preston & Kingston Bowls Club Centenary Afternoon Tea (15:00, Bowls Club) (ST, EL and SC only)

N.B. where committee meetings fall on the same day, the timings of these meetings may be subject to change.

Simon Cross – **Clerk to the Council**

9<sup>th</sup> May 2023

**Item 6 – Meeting with Sussex Police, 30<sup>th</sup> March** – Cllr Linton said she had noted the Clerk had given Sussex Police Inspector Durkan an I ♥ EP pen but not an I ♥ EP shopping bag. The Clerk offered no defence.

**Item 15 - Presentation of Coronation Coins at East Preston Infant and Junior Schools, 26<sup>th</sup> April** – in response to a question from Cllr Chapman, the Clerk said the Junior School had not advised him of when the Coronation Coins were going to be presented to pupils.

### **363/23 COMMITTEE MEMBERSHIP FOR 2023/24**

The following paper was circulated in advance of the meeting:

## **Committees for 2023/24**

Each year, council reviews the membership of its committees, giving councillors the opportunity to use their skills on different committees. In January 2013, council “**RESOLVED** that with effect from May 2013, in order to effect greater rotation of councillors between committees, the Chairman of the Council and the incumbent chairmen of the Committees will have a greater say in which councillors sit on which committees; this understanding to be in place until at least the end of the current municipal term, i.e. May 2015.” (Minute 013/13, Resolution 0635) There has, to date, been no move to revoke this policy.

All councillors were sent a form in April.

Most councillors ticked the new No Change box at the top of the form, but the few changes requested have been built into the table below. Where changes were proposed, the Chairman of the Council and the incumbent Chairman of the relevant committee have agreed them. **Please check the table below and let me know if I have made any mistakes.**

Amenities	Bowman, Bradshaw, Gale, Linton, McElroy, Moore, Toney and Wilkinson	
Audit & Governance	see note below	to be confirmed
Comm. Engagement	Chapman, Duff, Gunston, Linton, Moore, Toney	one vacancy
Finance & GP	Gunston, Linton, Mathias, McElroy, Toney and Wilkinson	one vacancy
Major Events	Bowman, Chapman, Duff, Hill, Linton, Toney	one vacancy
Personnel	Duff, Gale, Gunston, Linton and Toney	
Plan. & Licensing	Bowman, Bradshaw, Linton, Mathias, Moore, Toney and Wilkinson	



**Council is asked to waive the Terms of Reference for the Amenities Committee to allow all six interested councillors to sit on the committee for the coming year only.** As the incumbent Chairman of the committee it falls to Cllr Wilkinson to select which interested councillors he would like to sit on the committee, and he has asked for council to agree to all six.

**Council is then asked to agree the committee membership as noted above.**

At the April 2018 meeting, it was resolved the Chairmen of the above committees should automatically be members of the Audit & Governance Committee. Therefore, membership of that committee will be finalised as soon as each of the other committees has met and elected a Chairman.

As Chairman and Vice-Chairman of the Council (likely to be) elected tonight, Cllrs Toney and Linton will automatically be members of the Personnel Committee and they are also entitled to attend and vote at meetings of the other committees. The above permits all committees to function within their Terms of Reference.

As you will note, three committees have a single vacancy. If you would like to fill any of those vacancies, please let me know.

Simon Cross – **Clerk to the Council**

3<sup>rd</sup> May 2022

The Chairman confirmed all councillors were happy with the committees shown in the report.

**1746** The council **RESOLVED** unanimously to waive the Terms of Reference for the Amenities Committee to allow all six interested councillors to sit on the committee for the coming year only.

**1747** The council **RESOLVED** unanimously to agree the committee membership for 2023/24.

The Chairman encouraged councillors to consider the vacancies on committees and to let the Clerk know if there were vacancies they were willing to fill.

The Clerk would keep councillors up-to-date with the populating of the Audit & Governance Committee as councillors took on the role of committee chairmen.

#### **364/23 WORKING PARTY MEMBERSHIP FOR 2023/24**

The following paper was circulated in advance of the meeting:

### **Working parties for 2023/24**

Each year, council reviews the membership of its working parties, giving councillors the opportunity to use their skills on different working parties. There is currently no maximum number of councillors to a working party, but there is a minimum of three.

All councillors were sent a form in April. The only restriction on numbers for a working party is it must have at least three councillors aboard, there is no maximum number.

**Please let me know if I have made any mistakes in the table below.**

**Council is asked to agree the working party memberships as noted below:**

20MPH	Linton, Moore, Toney and Wilkinson
Conservative Hall	Bowman, Hill, Linton, Mathias, McElroy, Moore, Toney and Wilkinson
Environmental Initiatives	Chapman, Duff, Gale, Gunston and Hill

Flat	Gale, Linton, McElroy, Toney and Wilkinson
Leases	Gunston, Mathias, Moore, Toney and Wilkinson

As Chairman and Vice-Chairman of the Council (likely to be) elected tonight, Cllrs Toney and Linton are entitled to attend and vote at meetings of the council's working parties. The above permits all working parties to function within their Terms of Reference.

Simon Cross – **Clerk to the Council**

5<sup>th</sup> May 2023

The Chairman confirmed all councillors were happy with the working parties shown in the report.

**1748** The council **RESOLVED** unanimously to agree the working party membership for 2023/24.

### **365/23 FREEDOM OF INFORMATION PANEL MEMBERSHIP FOR 2023/24**

The following paper was circulated in advance of the meeting:

## **Freedom of Information Panel**

The council has a Freedom of Information Panel to consider Freedom of Information requests received from the public.

**Council is asked to agree the panel's membership for the coming year as Cllrs Linton, Mathias, Toney and Wilkinson.** This is no change to the current membership.

Simon Cross – **Clerk to the Council**

5<sup>th</sup> May 2023

**1749** The council **RESOLVED** unanimously to agree the Freedom of Information Panel membership for 2023/24 as Cllrs Linton, Mathias, Toney and Wilkinson.

### **366/23 REPRESENTATIVE TO THE EAST PRESTON & KINGSTON VILLAGE HALL FOUNDATION COMMITTEE FOR 2023/24**

The following paper was circulated in advance of the meeting:

## **East Preston & Kingston Village Hall Foundation**

The council can have a member sit on the committee of the East Preston & Kingston Village Hall Foundation.

Cllrs Bowman has put herself forward for this role.

As Chairman of the Council, Cllr Toney can automatically attend any meetings between the council and the Village Hall Foundation.

**Council is asked to agree Cllr Bowman is the council's representative to the East Preston & Kingston Village Hall Foundation.**

Simon Cross – **Clerk to the Council**

5<sup>th</sup> May 2023

**1750** The council **RESOLVED** unanimously Cllr Bowman was to be the council's representative to the East Preston & Kingston Village Hall Foundation for 2023/24.

Cllr Bowman planned to attend a meeting of the Village Hall committee later in the month.

### **367/23 REPRESENTATIVE TO THE EAST PRESTON YOUTH CLUB FOR 2023/24**

The following paper was circulated in advance of the meeting:

## **East Preston Youth Club**

As Cllr Chapman is the current Chairman of the Youth Club Committee, **Council is asked to agree Cllr Chapman remains the council's representative to the East Preston Youth Club.**

Other councillors wishing to be members of the East Preston Youth Club committee may do so, but do so as independents rather than council representatives. This should be discussed with Cllr Chapman. Cllrs Chapman, Duff, Hill, Mathias and Toney have expressed an interest in working with the Youth Club.

Simon Cross – **Clerk to the Council**

5<sup>th</sup> May 2023

**1751** The council **RESOLVED** unanimously Cllr Chapman was to be the council's representative to the East Preston Youth Club for 2023/24.

The council NOTED Cllrs Duff, Hill, Mathias and Toney were also willing to be involved with the Youth Club. Cllr Chapman would liaise with them separately.

### **368/23 NEW ITEMS FOR THE NEXT MEETING (5<sup>TH</sup> JUNE)**

Cllr Hill asked if the council could have a conversation about her belief local councils should be more willing to engage with travelling communities, as originally raised at last October's Full Council meeting (Minute 823/22). The Clerk and Cllr Linton said they believed this was a matter for the Community Engagement Committee, but an initial conversation at the next council meeting might give the committee some steer on this issue.

**The meeting concluded at 19:57.**

Chairman: *Cllr Steve Toney* Date: **5<sup>th</sup> June 2023**

END

Prior to the meeting, Bob Billinghamurst took the following photograph:



Back row, l-r: Cllrs Christine Bowman, Rick McElroy, Andrea Chapman, John Gunston, Steven Wilkinson, Glyn Mathias and David Moore

Front row, l-r: Cllrs Barbara Gale, Kit Bradshaw, Steve Toney (Chairman), Elizabeth Linton (Vice-Chairman), Lisa Duff and Helen Hill