



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, 5th June 2023 at East Preston Infant School, Lashmar Road, East Preston

PRESENT: Councillors 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 Councillor Philippa Bower

Mrs M

ABSENT: Councillor Christine Bowman

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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.

442/23 INTRODUCTIONS

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

443/23 APOLOGIES FOR ABSENCE

An apology and a reason for absence had been received from Cllr Bowman.

1752 The Council **RESOLVED** unanimously to accept the apologies received from Cllr Bowman (family commitment).

Apologies had been received from District Cllrs R Bower and Kelly and County Cllr Elkins.

444/23 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.

445/23 PUBLIC SESSION

No Agenda Item 10e – Mrs M simply thanked the council for all it does for the good of the residents.

446/23 COUNCIL RESPONSES

No Agenda Item 10e – Cllr Toney thanked Mrs M for her continual support of all things parish council.

The meeting AGREED to Cllr Toney's suggestion to bring Cllr P Bower higher up the agenda.

447/23 ARUN DISTRICT COUNCIL

Cllr P Bower thanked the meeting for allowing her to speak earlier than expected. Cllr Bower introduced herself and explained some of her background of having been a district councillor in the past.

Cllr Bower said the make-up of Arun District Council was the Conservatives were the majority party but without an overall majority. Greens, Independents, LibDems and Labour parties all had a similar number of councillors. In response to a question, Cllr Bower said none of these parties wanted to form an alliance with the Conservatives. Cllr Bower said the past four years had been difficult and it was possible the coming four years would also be difficult whilst no one party had overall control, but she was hopeful some lessons had been learnt over the past four years, and councillors would work together for the good of the district, regardless of their political persuasion.

Cllr Bower had been allocated to the Environment and Audit & Governance Committees. Cllr R Bower had been allocated to the Corporate Support, Planning Policy and Planning Committees and the Constitution Working Party. Cllr Kelly had been assigned to the Planning and Standards Committees.

Cllr Bower reported she had been asked to get involved with the hold-up of the ADC lease to East Preston Football Club. She had spoken to Karl Roberts, one of the interim chief executives at ADC, and he felt the hold-up had simply been a case of a change of personnel on both sides of the lease, and the work becoming overlooked. Cllr Bower was hopeful this matter would soon be resolved.

Cllr Bower had also been approached about improving access to Langmeads Field as the gravel at some of the entrance points was difficult to navigate for those with reduced mobility. Cllr Bower wanted to ascertain the Environment Committee's policy on such matters before pursuing this.

In response to a question, Cllr Bower said she believed the previous chief executive, James Hassett, had left because he had got himself a new job at a freeport. Cllr Bower said she was quite envious of the exciting opportunity he had been given.

Cllr Gunston mentioned he was chairman of this council's Environment Initiatives Working Party. Cllr Bower responded she would be happy to work with the working party whenever possible.

448/23 MINUTES OF THE MEETING HELD ON 15TH MAY 2023

The draft Minutes were circulated to all councillors on 16th May asking for suggested amendments by the 23rd May. None had been suggested.

1753 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 15th May. Cllr Toney duly did so.

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

Monthly Update Report

1. Introduction

2. Minute 358/23 – 20mph Working Party – progression of a 20mph Zone

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 15th May 2023.

2. Minute 358/23 – 20mph Working Party – progression of a 20mph Zone

Cllr Wilkinson mentioned the need for Cllr Elkins's agreement before we can progress this matter further to Cllr Elkins at the Annual Parish Meeting which followed this meeting.

I further emailed Cllr Elkins about this on 19th May.

Simon Cross – **Clerk to the Council**

30th May 2023

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

450/23 ANNUAL ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2023

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

Annual Financial Matters – Accounts for year-ending 31st March 2023

Council is asked to approve the accounts for the year-ending 31st March 2023 and can be signed by the Chairman and the Clerk/Responsible Financial Officer.

Cllr McElroy to introduce this item.

This year, the Finance & General Purposes Committee has not met to review the figures.

Councillors with any questions are invited to call the office prior to the meeting.

Simon Cross – **Clerk to the Council**

30th May 2023

The accounts had been checked to the satisfaction of the council's Internal Auditor and were circulated with the supporting papers for the meeting. No councillors had called in with any questions. With no questions forthcoming,

1754 The council **RESOLVED** unanimously the Chairman of the Council and the Clerk / Responsible Financial Officer could sign the accounts for the year ending 31st March 2023.

The Chairman and the Clerk duly signed the Annual Accounts for the year ending 31st March 2023.

451/23 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR YEAR-ENDING 31ST MARCH 2023

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

Annual Financial Matters – Annual Governance and Accountability Return for year-ending 31st March 2023

Council is asked to agree Section 1 – *Annual governance statement 2022/23* - of the Annual Governance and Accountability Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer.

Council is asked to agree Section 2 – *Accounting statements 2022/23* - of the Annual Governance and Accountability Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer.

Cllr McElroy to introduce this item.

At the end of each financial year, it is necessary for this council to complete an Annual Governance and Accountability Return which is then sent for external audit.

I have circulated the complete Internal Auditor report to all councillors to give them additional confidence in agreeing to sign-off this paperwork.

Simon Cross – **Clerk to the Council**

31st May 2023

In advance of the meeting, the Clerk had electronically circulated the Internal Audit report covering Sections 1 and 2 of the Annual Governance and Accountability Return.

- 1755** The council **RESOLVED** unanimously the Chairman of the Council and the Clerk / Responsible Financial Officer could sign Section 1 – *Annual Governance statement 2022/23* of the Annual Governance and Accountability Return for the year ending 31st March 2023.
- 1756** The council **RESOLVED** unanimously the Chairman of the Council and the Clerk / Responsible Financial Officer could sign Section 2 – *Accounting statements 2022/23* of the Annual Governance and Accountability Return for the year ending 31st March 2023.

The Chairman and the Clerk duly signed Sections 1 and 2 of the Annual Governance and Accountability Return for the year ending 31st March 2023.

452/23 FINANCIAL MATTERS

The Accounts for April and May 2023 had been distributed to Members in advance of the meeting.

- 1757** The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2023/24, value £13,037.47 (excl. VAT).
- 1758** The council **RESOLVED** unanimously to approve the Supplier Non-BACS Invoices Paid reports for April and May 2023 (inc. unreported additional payments from previous month) totalling £3,635.72 (inc. VAT).
- 1759** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for April and May 2023 totalling £60,473.84.
- 1760** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report for financial year to date totalling £158,944.83 (inc. VAT).

The council NOTED the Bank Reconciliations to 31st March, 14th April and 12th May 2023.

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

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: Amenities on 22nd May, Finance & General Purposes on 16th May, Major Events on 30th May, and Planning & Licensing on 16th May. Draft Minutes for these meetings have been circulated to all councillors.

Simon Cross – **Clerk to the Council**

31st May 2023

Amenities Committee

The committee met on 22nd May. Cllrs Wilkinson and Toney were re-elected Chairman and Vice-Chairman respectively.

Warren Recreation Ground – Tree Work. Finally, the ground dried out enough to allow the Tree Surgeon to carry out the tree reduction work to the western boundary trees. The work took place at the end of April. The trees have been heavily reduced and now need to be closely monitored.

Sea Road Toilets - As advised by the British Toilets Association Ltd and Loo of the Year Awards, grab rails have been fitted to the inside of all three toilet doors. In addition, a further grab rail was fitted to the external wall between the two Unisex Toilets. Alterations were also made to the Slow Close Mechanism on the Hoist Assisted Toilet door, this has allowed more time for people to be able to access the toilet. Committee agreed to a request received from the Environmental Initiatives Working Party, to install an external drinking water tap at the toilet block. The tap was installed been at the front of the building and the appropriate signage will be added shortly.

Village Green Car Park - Automatic Number Plate Recognition System (ANPRS) – All equipment is now in place for the ANPRS to go live, we are just waiting for the signage to be update, the signage will include the 15 minutes grace period. Taking the Festival into consideration we have agreed the system will not go live before 12th June 2023. Due to the complexity of the ANPR's capacity to monitor disabled vehicle parking, the disabled parking bay will be no longer be free parking. Members of the public were notified in the Council's Spring 2023 Newsletter.

Warren Recreation Ground – Outdoor Gym Equipment and Children's Playground Remedial Work – Remedial work has been carried out on the Double Air Walkers limiter's stop mounts and C shaped metal holder, both were showing signs of excessive wear. A new floor panel was installed to the Multi Play Equipment, the existing panel had unfortunately rotted through. Also, investigative work was carried out on the Spinmee Roundabout. The roundabout had been struggling to turn at times, due to issues with grit penetrating the bearings when it had rained heavily. The roundabout was serviced, greased and cleaned and it is now turning freely.

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

31st May 2023

Audit & Governance Committee

The committee did not meet in May.

Community Engagement Committee

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

Village bus – the extended No. 12 service did start including East Preston on Tuesday, 30th May, starting with a 09:50 service from Willowhayne Crescent to Littlehampton Tesco. Six members of the public started aboard the first service with unexpected amounts of excitement. Two of these were very grateful for a service which will make it easier for them to get to the top of the village again. Another two were pleased they no longer needed to take the car to Sainsbury's, they could just hop on and off a bus.

With Cllrs Hill and Moore, I stayed aboard the first service for the whole of its journey. Cllr Gunston joined us from Vicarage Lane. Cllr Bowman later travelled the whole route too. At the time of writing, there has been no negative feedback anywhere, apart from one resident who has been upset a bus-stop has been placed outside their property.

As mentioned last month, there is an article about the bus service in the Spring 2023 Newsletter, distribution of which started during week beginning 22nd May.

Today Compass Travel has confirmed it will not charge the council for the first two days of service, charging will start from 1st June and will be invoiced at the end of each month from then on.

The committee's next meeting is on 12th June.

Cllr Elizabeth Linton –
Chairman of the Community Engagement Committee

31st May 2023

Finance & General Purposes Committee

The committee met on 16th May. Cllr McElroy was re-elected Chairman of the committee, and Cllr Gunston Vice-Chairman.

Two members of the East Preston Men in Sheds committee attended, and the meeting agreed the £750 set aside for the group last year could now be paid. This will be used to reimburse a member for the costs of the Planning Application submitted to site a cabin in the car-park of East Preston & Kingston Village Hall, the rest will be used for other administrative costs as the group continues to build.

The committee agreed to donate £1,900 to East Preston Festival Committee, covering its annual insurance premium and providing children's entertainment for the Community Fête on 3rd June.

The committee considered increasing its annual contribution to South Strand Community Toilets for the current council term, but has invited a representative to attend the committee's next meeting to answer some questions before a decision is made.

The committee also considered a Greener Buildings Fund application from Angmering-on-Sea Lawn Tennis Club. This too resulted in no decision but an invitation for a club representative to attend the committee's next meeting.

For the main business of the evening, the committee considered 15 applications for Grant Aid from both local and national organisations. Decisions were made on 14 of those applications, all successful, and further questions have been asked of the 15th applicant.

Thanks have been received from all 14 organisations:

Organisation – charity no	Amount requested? (£)
1 st East Preston Scout Group 305895	That's excellent news. Many thanks.
4SIGHT Vision Support 1075447	Thank you for your email, that's great news! We will send you an official thank you letter once the money has been received.
Arun and Chichester Citizens Advice 1099640	Apologies for the late reply, but thank you and East Preston PC for the generous donation which was received on the 30 th May 2023.
East Preston & Kingston Bowls Club n/a	Great news about the grant - thank you very much.
East Preston Stoolball Club n/a	Thank you so much! 😊
East Preston Yarnbombers	That's fantastic news Simon, please pass on our sincere thanks.
FEPIS - Friends of East Preston Infant School 1108710	That is brilliant news, EPPC's continued support to our PTA and the school is most appreciated and will benefit pupils year after year not just in the short term. The purchase of new books is always very costly but we really want our children to have the best start on their reading journey and the purchase of new books within a new phonics scheme will enable this to happen. Please pass on our thanks, it really does make a difference in helping with the teaching and learning resources we can provide here.
Friends of Oak Grove College, Durrington 271168	Double good news!! Winning at life today! Thank you xxxxxx
Home-Start Arun, Worthing and Adur 1132416	Many thanks for this - this has made my day!
Patient Link 1127311	That's fantastic news, thank you so much! The gazebo will be in action at the Festival Charity Market on 3 rd June. It is brilliant and worth every penny – we'll send a picture from the day. Thanks again for your support.
Parish Church of St Mary the Virgin, East Preston with Kingston 1180544	This is wonderful news! Please pass our gratefullest thanks on to all concerned.
Tyler's Trust 1162827	Thank you so much for the good news of the £200 donation. I am able to confirm that Tyler's Trust helped 15 families in East Preston last year.
Victim Support (Sussex Area) 298028	Thank you so much for continuing to support us and for your recent generous donation of £200.00. With your continued support we are able to help many vulnerable victims and witnesses of crime in the area Unfortunately, we are still supporting a high number of Domestic Violence cases and fraud scams. We have now set up a special support team for the scams. Please assure the Councillors that funds will go to training of new volunteers, and ongoing training of existing volunteers, so that victims and witnesses of crime in your area can be offered support and facilities, on a long or short term basis, depending on their needs.
WADARS 1149884	That is wonderful news, thank you so much! I would be delighted to provide a free talk, please let me know when you would like to have someone come along and we can get it booked in.

I have agreed with WADARS a representative will attend our September meeting, so please amend the start time in your diaries to 18:30 for that meeting. Volunteer Ambassador Anna will talk about the role of Animal Rescue Officers.

Simon Cross – **Clerk to the Council**

31st May 2023

Major Events Committee

The committee held an extraordinary meeting on 30th May. New timings were agreed with the British Legion. The council has agreed to cover the insurance for the event, and arrange road closures.

Cllr Elizabeth Linton –
Chairman of the Major Events Committee

31st May 2023

Personnel Committee

The committee has not met since the last Full Council meeting. The council's new bookkeeper, Adrian Vyse, is starting working for the council on 1st June. At the time of writing, we have not agreed a final date with Tracy as this may depend upon how quickly Adrian settles into the role.

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

30th May 2023

Planning & Licensing Committee

The committee only met on 16th May. Cllrs Mathias and Bowman were re-elected chairman and vice-chairman respectively.

Six East Preston Applications were considered. One member of the public attended for the whole meeting. The committee agreed to raise no objections to four of the Applications. It agreed to object to Applications for a new property in Sea Lane and for a garage in the front garden of a property in North Lane.

The committee also considered an Application for a property bordering East Preston in Worthing Road. The committee agreed not to object to this Application.

ADC refused Planning Permission for the outline planning permission for a development of 112 dwellings at Highdown Vineyard in Ferring. ADC also refused Planning Permission for 48 properties on land north-east of Kingston Lane.

Simon Cross – **Clerk to the Council**

30th May 2023

Additionally:

Amenities – Cllr Linton asked whether the new play panels could be given a wipe over from time to time. The Clerk replied he would add this to the Village Orderly's schedule.

Community Engagement – Cllr Linton thanked the councillors who had been part of the launch of the bus service on 30th May.

Cllr Linton reminder councillors about the *Come and Meet Your Local Councillors* event on the Thursday after the meeting. Five councillors advised they were unavailable. Cllr Chapman agreed to bake for the event.

Finance & General Purposes – in response to a question from Cllr Duff, the Clerk said he believed Tyler's Trust was a charity which provided gifts for children with terminal illnesses and their families.

Major Events – Cllr Linton advised the meeting of new timings for Remembrance Sunday: 09:30 parade from the British Legion to St Mary the Virgin Church for a 10:00 service before parading back to the war memorial to observe the two-minutes' silence at 11:00, following by the laying of wreaths.

Personnel – Cllr Duff encouraged councillors to introduce themselves to Adrian, the new bookkeeper, if they were in the vicinity of the office. The Clerk reported the handover seemed to be going well so far.

Planning & Licensing – Cllr Mathias said it was worth noting ADC seemed to be being more robust in its recent refusals for large developments in the area.

There was no update from the council's other committee.

454/23 AUDIT & GOVERNANCE COMMITTEE – INTERNAL AUDIT FOR THE YEAR ENDING 31ST MARCH 2023

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

Audit & Governance Committee – internal audit for the year ending 31st March 2023

Council is asked to note the final report of the internal audit for the year ending 31st March 2023.

Mulberry & Co's report, authored by Andy Beams, was circulated to all councillors on 31st May. No concerns were raised by Andy.

If the council wishes, the Audit & Governance Committee can consider the report in more detail at its meeting later in the summer.

Simon Cross –**Clerk to the Council**

31st May 2023

Cllr Mathias said the report was good and he had met with Andy Beams on the day of the audit and he had no major concerns. The committee would review the report at its next meeting.

Cllr Gunston asked if the matter of the council's high reserves could be added to the Agenda for the next Finance & General Purposes Committee. The Clerk said he would do so.

455/23 COMMUNITY ENGAGEMENT COMMITTEE – TRAVELLING COMMUNITIES

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

Community Engagement Committee – liaison with travelling communities

Council is asked to have a discussion on any involvement this council wishes to pursue with travelling communities.

At the last meeting, it was agreed this matter should most likely go to the Community Engagement Committee but this meeting would have a short discussion recapping Cllr Hill's thoughts on this matter, initially raised at the Full Council meeting on 3rd October 2022 (Minute 823/22).

Simon Cross – **Clerk to the Council**

31st May 2023

Cllr Hill said she was still awaiting information from County Cllr Elkins on the county council's lead officer for travelling communities.

456/23 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

Only the Environmental Initiatives Working Party has met since the last Full Council meeting.

Simon Cross – **Clerk to the Council**

31st May 2023

Agenda Item 14a

20mph Working Party

In addition to the council pursuing the 20mph Zone with WSCC, East Preston Community Speed Watch coordinator, Keith Harris, has been contacting the residents who asked to be contacted as part of the recent survey. He has been answering various questions and giving residents the opportunity to say whether or not they would like to become a team member.

Simon Cross – **Clerk to the Council**

31st May 2023

Agenda Item 14b

Conservative Hall Working Party

Terry Chapman is coming to see me on Monday, 5th June.

Simon Cross – **Clerk to the Council**

31st May 2023

Agenda Item 14c

Environmental Initiatives Working Party (EIWP)

The working party met on 23rd May.

We are planning to attract some new members this year. The walking map should be ready for publication in July. Green roof supplier for 2 bus shelters identified. We now need to find an installer. Bins for Old Worthing Road will be sponsored by the film society thanks to Dawn. Still waiting for pricing from Arun. East Preston Energy update planned for September. Carbon Literacy training to be booked for John and Helen in July or September. We are looking to get involved with the Neighbourhood Plan and opposition to proposed housing developments in the area. Other projects include cycle signage in the village and a wildlife map of East Preston.

Cllr John Gunston –

25th May 2023

Chairman of the Environmental Initiatives Working Party

Agenda Item 14d

Flat Working Party

I had a meeting with the tenant and a representative from Cooper Adams to sort a few issues on both sides. Hopefully these have now been sorted or resolutions have been identified.

Simon Cross – **Clerk to the Council**

31st May 2023

Agenda Item 14e

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**

31st May 2023

Additionally:

20MPH – the Clerk reported he had heard from County Cllr Elkins on the afternoon of the meeting. Cllr Elkins said he was generally in support of safely initiatives, but wanted to see the results of the council's survey into the 20mph zone proposal before he gave his final approval. The Clerk confirmed he had sent the results to Cllr Elkins.

Conservative Hall – the Clerk reported he had met with Terry Chapman and was now hoping to call a working party meeting for early July to progress this matter.

Environmental Initiatives – Cllr Gunston said he and Cllr Hill were hoping to attend the Carbon Literacy Programme course in September.

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

457/23 SUSSEX POLICE

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

458/23 WEST SUSSEX COUNTY COUNCIL

County Cllr Elkins had sent his apologies for this meeting.

459/23 ANNUAL PARISH MEETING, 15TH MAY

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

Annual Parish Meeting

Council is asked to note the draft Minutes from the Annual Parish Meeting held on 15th May.
These are circulated to all councillors with the papers for this meeting.

Simon Cross – **Clerk to the Council**

31st May 2023

The draft Minutes had also been circulated with the papers for the meeting. No changes were suggested.

Cllr Linton said the meeting had fallen slightly foul of the Local Elections and was normally better-organised that had been the case this year. The Clerk added it was already on the Community Engagement Committee's agenda for its next meeting. He added he had asked Andy Beams why he had not pulled the council up for not holding its Annual Parish Meeting in the 1st March to 1st June window, to which Andy had replied there was no sanction for a council not holding its Annual Parish Meeting between those dates and he was more concerned the council was holding an Annual Parish Meeting than when it was holding it. The council's dates had gone awry in 2020, during the first months of the pandemic.

Cllr Toney said he had attended the Angmering Parish Meeting (report below) and, even with the draw of Katy Bourne, Sussex Police and Crime Commissioner, as guest speaker, the public attendance had been low.

460/23 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. Eastern Parishes' annual council meetings**
- 6. Sussex Police and Crime Commissioner Forum, 17th May**
- 7. Village Clean-up, 21st May**
- 8. East Preston and Kingston Bowls Club centenary afternoon tea, 27th May**
- 9. Social media**
- 10. MailChimp stats**
- 11. A selection of things we have been asked since the last meeting**

- 12. Recent bouquets and complaints**
- 13. Leave**
- 14. June meetings and events**

- 1. Introduction**

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

- 2. Police matters**

No particular news from Sussex Police over the past few weeks. PCSO Raj did call in to see me on 25th May, but I was not around at the time.

- 3. Anti-social behaviour matters**

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

Civil Parking Enforcement officers were seen in the village at 12:00 on 11th May. They chased two local businesspeople off the island across the road from the office and left the southern end of the village at 12:07.

- 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. Eastern Parishes' annual council meetings**

Following our meeting on 15th May, I advised the other Eastern Parishes of the re-election of Cllrs Toney and Linton as Chairman and Vice-Chairman of the Council, respectively.

Angmering Parish Council has re-elected Cllrs Nikki Hamilton-Street and Alison Redhill as Chairman and Vice-Chairman of the Council, respectively.

Ferring Parish Council has re-elected Cllrs Clare Royal and Ruth Arnold as Chairman and Vice-Chairman of the Council, respectively.

Kingston Parish Council has re-elected Cllrs Geraldine Walker and Roger Wetherall as Chairman and Vice-Chairman of the Council, respectively.

There were some changes though. Littlehampton Town Council has elected Cllrs Freddie Tandy as Town Mayor and Cllr Sean Lee as Deputy Town Mayor.

Rustington Parish Council has elected Cllrs Graham Tyler and Jamie Bennett as Chairman and Vice-Chairman.

- 6. Sussex Police and Crime Commissioner (PCC) Forum, 17th May**

Cllr Bowman and I attended this invitation-only meeting together. This was one of 14 six-monthly fora taking place cross West Sussex – two in most districts, because of the number of potential invitees, but Arun is small enough to host just the single forum. Led by Mandy Jameson, the

Police & Crime Commissioner's Senior Communications Manager, the other councils represented were Angmering, Bersted and Rustington Parish Councils, and Bognor Regis and Littlehampton Town Councils.

Once again, East Preston seemed to be the area least-troubled by any sort of crime, although we mentioned anti-social behaviour – both youth and adult, open drug-dealing, road safety, vehicle theft and inconsiderate parking. Other councils' reports including a machete attack in broad daylight, a vulnerable elderly person allowing anyone in to her home and then finding items missing (am not sure this is wholly a police matter), unauthorised camping on public land including the use of an open fire, serious intimidation by youths on a local recreation ground, discourteous driving along the new stretch of the A259 and graffiti and vandalism.

One of the stats which emerged from the meeting was there should be 24 Police Community Support Officers across Arun District. Interesting only three were named during the meeting – one because she has moved up to be a Police Constable, one because she is currently unavailable for work, and our own PCSO Raj who seems to be tackling crime single-handedly across the piece.

Sussex Police has been awarded £2m over the next two years to set up an Immediate Justice Scheme which would see culprits and victims meeting to agree a penalty. Although the force is one of the first ten to receive this funding, the downside is there has yet to be any steer from central government as to how schemes should work.

Mandy reminded the meeting Sussex remained a relatively safe county in which to live. She also reassured those present PCCs across the country regularly shared best practice information.

7. Village Clean-up, 21st May

KEPT (Keep East Preston Tidy) organised a Village Clean-up to take place between 11:00 and 13:00 on Sunday, 21st May. I went to the start of the event to show council support. Not many members of the public attended whilst I was there, but those that did were very passionate about keeping the village clean and tidy.

8. East Preston and Kingston Bowls Club centenary afternoon tea, 27th May

I attended this with Cllrs Toney and Linton and Mrs Karen Toney.

The event was aimed at past members and those who have been members for a long time. The event was due to be hosted by Peter Lloyd, Chairman, but he was stuck in Zurich, so Secretary, David Davies took over the role of host.

I would estimate the event was attended by between fifty and sixty people. The council was namechecked in Peter Lloyd's speech and received some cheering from those present. A very enjoyable and full spread was laid on by the club's ladies.

9. Social media

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

- Photograph of the very first of the extended No. 12 bus services – 10,371 people
- Promotion for the start of the extended No. 12 bus service – 4,068
- Photograph of a found Spiderman cap – 1,227

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 30th May)

The number of Followers is currently 1,812, an increase of 4 on the last report.

10. **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 – 12th May – sent to 908 subscribers, opened by 651 (71.9%)

Parish Council news – 18th May – sent to 908, opened by 630 (69.6%)

Parish Council news – 25th May – sent to 908, opened by 638 (70.4%)

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

Nothing unusual.

12. **Recent bouquets and complaints**

(In addition to anything reported above)

A resident of Bradbury Close called in to see me to discuss volunteering options in the village, "Thank you for taking the time to talk to me and point me in the right direction ie towards the festival committee. I'm sorry if I hadn't explained myself in the beginning."

A resident of Windlesham Gardens had not been receiving e-newsletter since mid-2020 and was missing them. MailChimp told me he had unsubscribed in August 2020, although he did not remember having done so. With some jiggery-pokery, between us we managed to get him re-subscribed, although for a while he disappeared completely. "That is really good to hear. I have missed receiving news from the Parish Council and I look forward to be being informed again. Thank you for all your patience and understanding."

A comment left on the Facebook photograph of the first No. 12 bus, "Nice to see the service restored after all these years."

13. **Leave**

I am on leave 13th to 16th and 23rd June.

14. **June Meetings and Events**

This list may be incomplete and is subject to change.

- 2nd East Preston Festival starts, until 11th
- 5th Full Council (19:00, East Preston Infant School)
- 8th *Come and Meet Your Local Councillors* (10:00 to 12:00, Council Office)
- 12th Sussex Police Neighbourhood Policing Team call (15:00 to 16:30, online) (SC only)
Planning & Licensing Committee (18:00, East Preston Infant School)
Community Engagement Committee (19:00, East Preston Infant School)

- 14th Rampion 2 project meeting (17:00, online) (AC only)
- 19th WSALC Training Session for all councillors (18:00, East Preston Infant School)
- 22nd Arundel & Littlehampton Scout District AGM (18:45, Arundel Castle) (ST only)
- 23rd First tennis coaching session of 2023 (10:00, Warren Recreation Ground)
- 26th Planning & Licensing Committee (18:00, East Preston Infant School)
Major Events Committee (19:00, East Preston Infant School)
- 30th Second tennis coaching session of 2023 (10:00, Warren Recreation Ground)

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

Simon Cross – **Clerk to the Council**

31st May 2023

Item 6 – Sussex Police and Crime Commissioner (PCC) Forum, 17th May – Cllr Linton asked where the other PCSOs in Arun District were. The Clerk replied they were out there somewhere. Cllr Toney said Mrs Bourne had said at the Angmering Parish Meeting many PCSOs had been uplifted to PC and backfilling recruitment was underway. Cllr Moore said he had seen a different PCSO in the village in the week before the meeting. The Clerk said he had met that PCSO too.

461/23 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 any reports.

NALC Fighting Climate Change with Local Council Action, 24th May **online**

Swanage Town Council and Draughton Parish Council gave examples of work they have been doing to combat climate change - e.g. plastic free events, energy reduction in buildings, carbon audits. Leadership, partnership working and setting up a formal committee were identified as key actions. A Project Manager from the Centre for Sustainable Energy suggested that there are things we can do at all scales. Start small and don't have too many targets or declarations. She suggested that we identify what is happening locally and talk to other groups. Success depends on people so identify expertise and think carefully about messages and messengers.

Cllr John Gunston –

25th May 2023

Chairman of the Environmental Initiatives Working Party

Angmering Parish Meeting, 25th May

Angmering

I attended on behalf of East Preston Parish at the request of Cllr Nikki Hamilton-Street, Angmering Parish Council's chairman.

The meeting was scheduled to start at 18.00 hrs but waited until about 18.20 for more parishioners to arrive. The guest speaker was Katy Bourne, the Sussex Police and Crime Commissioner.

After the welcoming speeches, there were presentations to various Groups and individuals who have excelled and “gone” the extra mile to help within the community.

We were then treated to Katy’s speech, mostly facts and figures (which I think we have all heard before). The interesting part was about “electric scooters” and how many have been seized as they are totally illegal to be used on public highways and pavements. She did admit that police forces are on a losing battle with them.

After, we were treated to light refreshments and drinkies.

Cllr Steve Toney – **Chairman of the Council**

4th June 2023

East Preston Neighbourhood Plan Steering Group, 30th May

Council Office

Those Present: Cllr. Christine Bowman, Cllr. Steve Wilkinson, Sioned Vos (Chairman, East Preston & Kingston Preservation Society)

Apologies were received from Cllr Steve Toney, and late apologies were received from Cllr. Glyn Mathias

The majority of the meeting was focused around producing a robust Terms of Reference for the Steering Group set up to review the current EPNP and also to discuss the two dates which have been given out for any prospective volunteers to attend if interested in assisting with the review.

It was decided that the brief should be kept quite small and mainly includes directing any volunteers to the parish council’s website and the ADC website to gain a better understanding of the purpose of reviewing the EPNP and the linkages with Arun District Council and Local Planning Authority.

It was confirmed that there would be two opportunities for the public to join members of the EPNP Review Steering Group:

- Monday 5th June @ 18.30 (East Preston Infants School). This meeting is prior to Full Council at 19.00
- Thursday 8th June between 10.00 and 12.00 as part of the ‘Meet the Councillors’ outside the Council Office in Sea Road.

These short informal meetings have been set up to gather responses and interests from volunteers and it was agreed that some reading material would be the first step for volunteers to gain some knowledge of the current EPNP and Design Statement.

The brief should include:

1. Welcome and Thanks
2. Direct prospective participants to the relevant document such as:
3. EPPC Website/Parish Council/Neighbourhood Plan
4. Two documents are the EPNP specific relevance to Section 3, Chapters M, P & S and EP Design Statement
5. Arun Website

**Please note if someone does not have internet access they can log on at the Library to review these documents.*

6. A full meeting has been arranged for Monday 24th July 2023 at East Preston Infants School at 19.00 (taking place after Planning & Licensing Meeting).
7. Anyone interested can confirm attendance to the Meeting via my e mail address: Cllr.christine.bowman@eastpreston-pc.gov.uk

Cllr Christine Bowman –
(interim) Chairman of the Neighbourhood Plan Steering Group

25th May 2023

462/23 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

Nothing was added.

463/23 NEW ITEMS FOR THE NEXT MEETING (3RD JULY)

Nothing was suggested.

The meeting concluded at 19:23.

Chairman: *Cllr Steve Toney* Date: **3rd July 2023**

END