

**MONTHLY MEETING
OF THE COUNCIL**

**2ND DECEMBER 2024
at 19:00**

SUPPORTING PAPERS

Please note not every Agenda Item will have a supporting paper.

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Agenda Item 6

Minutes of Monthly Full Council meeting, 4th November

The draft Minutes were circulated to all councillors on 5th November, asking for suggested amendments by 12th November. Cllr Bowman noticed a typographical error, which has been corrected.

Simon Cross – **Clerk to the Council**

13th November 2024

Agenda Item 7

Monthly Update Report

- 1. Introduction**
- 2. Minute 802/24 – public session – Stagecoach No. 700**
- 3. Minute 814/24 – West Sussex County Council – Winter Fuel Payment**
- 4. Minute 815/24 – Arun District Council – replacement bins**
- 5. Minute 815/24 – Arun District Council – new Chief Executive, Dawn Hudd**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 4th November 2024.

2. Minute 802/24 – public session – Stagecoach No. 700

On 15th November, I contacted James O’Neill at Stagecoach South, just in case there was any update we had not heard of. As expected, there was not, James simply saying “the earliest anything will happen is February/March now.” James also confirmed it is Stagecoach’s intention for East Preston to have a Stagecoach bus service. “We will get back to you once there is firm detail we can share.”

3. Minute 814/24 – West Sussex County Council – Winter Fuel Payment

Cllr Linton investigated further into the Winter Fuel Payment and learnt claims for Pension Credit made up until the 21st December will be backdated three months. Furthermore, the Department for Work and Pensions say claimants will be in time to qualify for the £200 per household Winter Fuel Payment, £300 for over-80s).

4. Minute 815/24 – Arun District Council – replacement bins

On 7th November, Cllr Philippa Bower emailed, “ADC passed (narrowly) the roll-out of new bins. It turns out that there is no opt-out clause everyone will have to have one. This means that most houses in the village will have a redundant refuse bin. I lay awake at night worrying how I am going to get rid of mine, it's too big to get into the car. Shall I wheel it into the sea? (joke). Then the resolution came to me. Could the parish council organise a pick up of old bins?”

I thanked Cllr Bower for her update, but suggested “the District Council would be best placed to collect bins so all areas of the district are treated equally. The District Council already has its own vehicles, which we do not have, and what we the Parish Council do with the bins once we have collected them?”

I also suggested we might be able to have some sort of competition for suggestions on how residents may be able to reuse the old bins, and Cllr Gunston has discussed this with the Environmental Initiatives Working Party.

5. Minute 815/24 – Arun District Council – new Chief Executive, Dawn Hudd

Later in the evening of the meeting, I received the following email from Cllr Philippa Bower, “Hi Simon, I have checked with Ricky and Dawn Is being shown around parishes by councillors. He is going to find out when it is our turn.”

Simon Cross – **Clerk to the Council**

25th November 2024

Agenda Item 9

Committees

Since the last Full Council meeting the following committees have met: Amenities, Audit & Governance, Community Engagement, Finance & General Purposes and Planning & Licensing. By the time of this meeting, the draft Minutes from all of these meeting should have been circulated to all councillors.

Simon Cross – **Clerk to the Council**

19th November 2024

Agenda Item 9a

Amenities Committee

Cllr Wilkinson is chairman of this committee.

The committee met on 11th November.

Warren Recreation Ground Cycle Repair Station– The committee has agreed to install a cycle repair station at the recreation ground car-park. The repair station will be located next to the cycle hoops on the right-hand side as you enter the car-park. The committee consulted with Angmering PC, who recently installed a cycle repair station at its Community Centre. The committee also consulted with Angmering Cycle Club regarding its location. The repair station consists of a wheel holder, high pressure compact bike pump and nine essential bike tools on retractable stainless-steel cables, all the essential tools required for general repairs. Information signage will be installed to publicise the repair station’s location and how the equipment should be used.

Committee is requesting £3,500 from Full Council’s reserves, to cover the cost of the cycle repair station and installation (see Item 10a below).

Sea Road Toilets Loo of the Year Awards - The 2024 Loo of the Year Awards, awarded the Sea Road Toilets a Platinum Plus Grade award, this is the highest award for this type of public toilet. It is the second year running the toilets have been awarded this award. Loo of the Year Awards congratulated the council and said, ‘A remarkable achievement that speaks volumes about your commitment’. The inspection report said ‘Difficult to see how improvement can be done as it is kept to such a high standard. Maintenance and attention to detail is excellent’. The award plaque will be displayed on the outside of the toilet building next to the previous years award.

Sea Road Toilets Asbestos Inspection – As a part of the ongoing monitoring plan, in October, Alpha Surveys Ltd carried out the annual asbestos inspection. The inspection is to monitor a small amount of asbestos which is present in the electrical fuse box, inside the toilet’s locked store cupboard. The report summary deemed it as very low risk and that no further action is required. The next inspection will take place in October 2025.

Disability Action Group East Preston – the committee will be hosting an extraordinary meeting specifically to discuss matters with the Disability Action Group East Preston. This will take place on 27th January at 18:00.

The committee’s next standard meeting will be on 10th February 2025.

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

25th November 2024

Agenda Item 9b

Audit & Governance Committee

The committee has not met since July.

The committee considered the External Auditor’s report on the Annual Governance and Accountability Return for the year ending 31st March 2024 and agreed no further action was necessary.

The committee considered the Internal Auditor's interim report for the current financial year and agreed to draw up a simple memorandum of understanding between the council and the Warren Recreation Ground charity for management of the recreation ground.

The committee reviewed the council's Risk Register and felt nothing needed to be updated or removed.

Cllr Wilkinson provided a positive update on his work on the Council Plan. Look out for more on this in the coming months.

Simon Cross – **Clerk to the Council**

20th November 2024

Agenda Item 9c

Community Engagement Committee

Cllr Linton is chairman of this committee.

The committee met on 25th November.

Some updates:

On behalf of the Major Events Committee, the committee had a short review of the **East Preston Christmas Celebrations** event which had taken place on 25th November. The event had been scaled back due to the forecast of heavy rain and high winds, but the indoor elements had continued – craft and gift fair in the Village Hall, *Storytime with Father Christmas* at Our Lady, Star of the Sea, and children's activities in the cricket pavilion. All of these were judged to have been successful. Cllr Linton thanked all councillors for their contributions; apart from two had been unavailable, all councillors had helped on the day, several having also helped on the day before. There were some concerns as to whether any of the event should have taken place bearing in mind the weather forecast, and this is all information which can be used should a similar situation arise in the future.

Playschemes in 2025 – the committee agreed to look at any other suppliers that may be there, to vary what we offer.

Newsletter, Winter 2025 – the committee considered content for the next quarterly newsletter. If other councillors have any suggestions, please let me know.

defibrillators – Cllr Toney agreed to approach the West Sussex Fire & Rescue Service with a proposal to locate a free-standing defibrillator cabinet (similar to those on the Willowhayne estate) within the grounds of the fire station.

Warm Welcome Space – Cllr Linton is drawing up a rota for councillors and officers to cover the thirteen Warm Welcome Space sessions the council will be running at the beginning of 2025. If you would like to be included, please contact Cllr Linton. The council has applied to ADC for a grant of up to £1,000 to help provide these sessions.

Littlehampton Community Fridge on Tour – some concerns were expressed about the lack of visibility of the Fridge on Tour sessions now they are at the Village Hall, the sessions are not so visible to passing members of the public.

Armed Forces Veterans Breakfast Club – there was some discussion about whether the council could lead on setting up a Veterans Breakfast Club in the village, initially just monthly. The committee felt this was probably not feasible and it would be better for the council to advertise the existing clubs in Littlehampton and Bognor Regis. I will be contacting the Military Covenant Officer at ADC for assistance with that.

The committee's next meeting is scheduled for 20th January.

Simon Cross – **Clerk to the Council**

26th November 2024

Agenda Item 9d

Finance & General Purposes Committee

Cllr McElroy is the chairman of this committee.

The committee met on 18th November. All committee members and one member of the public were present.

The committee awarded grants to both Deco 8 (Manor Road Garage) and the Baytree Community Lunch Club. These two grants took the committee beyond its £7,000 budget for Section 137 grants this year, but within the additional 5% allowed, without additional permission from Full Council. within section 4.2 of the council's Financial Regulations.

The committee gave its first consideration to the Admin, Audit & Governance and Finance & General Purposes budgets. Some suggestions were made and these will be incorporated into a final proposal to be considered at the committee's meeting in December.

The committee considered matters relating to the renewal of the lease to East Preston & Kingston Bowls Club ahead of a meeting I have with the council's solicitor on 29th November.

The committee agreed to purchase the Asset Register module to add to its Rialtus accounting software. There was sufficient money in the Software Purchase budget line to cover this.

The committee agreed to ask council for an additional £1,000 to add to its existing budget line for the replacement of three business computers for the Council Office. (See Agenda Item 12a below)

The committee agreed to ask council to agree a donation of £1,000 to Kingston Parish Council to assist in its judicial review against Planning Permission granted in Kingston Lane. The committee felt East Preston residents would be badly affected by the proposed development of 47 houses. (See Agenda Item 12b below)

The morning after the meeting, I emailed the member of the public to ask if she needed anything from the meeting explained. She replied, "It was very interesting thanks, obviously I don't understand the jargon but our lovely council has a good mix of opinion so seems a good balance..."

The committee's next meeting is scheduled for 9th December and will mainly consider the budget and precept for 2025/26.

Simon Cross – **Clerk to the Council**

19th November 2024

Agenda Item 9e

Major Events Committee

Cllr Linton is Chairman of the committee.

The committee did not meet in November. However, here are some updates.

Unveiling of the Poppy Cascade, 26th October – on 4th November, the council received a letter of thanks from Rupert Toovey, Deputy Lieutenant of West Sussex. The letter has been circulated to all councillors and included phrases such as, “It was remarkable to see so many of the rich threads of East Preston’s community brought together in a common cause,” and “Thank you for inviting me and allowing me to accompany you on such an important moment in the story of East Preston’s community.”

Remembrance Sunday, 10th November – generally the event ran smoothly and was well-attended. There was some confusion, again, over the mustering point for the parade following the church service; having been advised it would be Vicarage Lane, Cllr Bradshaw and I, as volunteer marshals were taken by surprise when the parade mustered in Station Road before we had had a chance to install any barriers to stop traffic. Following the event, once again I flagged this as a concern, and the Legion committee has discussed it and agreed in future it will muster in Vicarage Lane and make this clear as often as possible.

East Preston Christmas Celebrations, 23rd November – following discouraging weather forecasts, predicting heavy rainfall and strong winds for the whole of 23rd November, the decision was taken on 20th November to cancel outdoors activities such as the children’s lantern parade and the fireworks whilst giving holders of outdoors stalls the opportunity to attend still if they wished. All stallholders who let us know by the close of play on 21st November they would not be attending will be given a full refund of their pitch fee. All let us know they would not be attending.

Cllr Linton adds, “I was particularly pleased that all councillors and officers contributed to the smooth running of our Christmas celebrations. It was good to see everyone pulling together and spreading the workload. I hope that we can continue to live up to our responsibilities as effectively in the future. Many thanks to all of you for your contribution enabling the event to be successful in difficult circumstances.”

There are no updates for either *Funday Sunday* on 27th April or the *Autumn Quiz* on 12th October.

The committee’s next meeting is scheduled for 16th December.

Simon Cross – **Clerk to the Council**

22nd November 2024

Agenda Item 9f

Personnel Committee

The committee did not meet in November.

The committee's next meeting is scheduled for 13th January.

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

22nd November 2024

Agenda Item 9g

Planning & Licensing Committee

The committee was scheduled to meet on 11th and 25th November.

The meeting on the 11th was cancelled as there were no Applications to consider.

At the meeting on the 25th, four Applications were considered. The committee raised no objections to these Applications, although some comments will be advised to ADC on a couple of them.

As agreed at the last Full Council meeting, an ADC officer is informally reviewing the draft revised Neighbourhood Plan. This work should be completed in December, after which the council will be able to go out to stakeholder consultation.

The committee's next meeting is scheduled for 16th December.

Simon Cross – **Clerk to the Council**

26th November 2024

Agenda Item 10a

Amenities Committee – Warren Recreation Ground – cycle repair station

Council is asked to agree a recommendation to purchase a cycle repair station for the Warren Recreation Ground at a cost of approximately £3,500.

Cllr Wilkinson to lead on this item.

As stated above, the committee wishes to install a cycle repair station. This will be located next to the cycle hoops on the north side as you enter the recreation ground car-park. The committee consulted with Angmering PC, which recently installed a cycle repair station at its Community Centre. The committee also consulted with Angmering Cycle Club regarding its location. The repair station consists of a wheel holder, high pressure compact bike pump and nine essential bike tools on retractable stainless-steel cables, all the essential tools required for general repairs. Information signage will be installed to publicise the repair station's location and how the equipment should be used.

The unit's supplier is [Cyclehoop](#) and is a complete bike maintenance solution for public spaces. Each unit comes with a two-year warranty. It is made from stainless steel and includes a compact bike pump, wheel holder and the following tools which are attached to the unit:

- Phillips screwdriver
- Steel core tyre levers x2
- 8/10mm cone wrench
- Torx T-25
- Standard screwdriver
- Headset/pedal wrench
- 9/11mm cone wrench
- Allen key set



Cyclehoop will deliver and install. The council's logo can be added to the unit at an additional cost.

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

28th November 2024

Agenda Item 11

Community Engagement Committee – Roundstone Level Crossing

Council is asked to agree to carry out a traffic survey at the Roundstone Level Crossing.

This item is back on the Agenda to confirm now we have a costing, which we did not have last month.

Cllr Linton to lead on this item.

Last month the council agreed to spend up to £350 from this year's contingency budget line for an automatic traffic counter (ATC) traffic survey immediately adjacent to the Roundstone Level Crossing to ascertain the volume of traffic using the crossing. I contacted Obtrada, the company we have used for traffic surveys in the recent past, and was advised it was not possible to deploy a counter at the level crossing itself; this would pose a hazard to pedestrians as the tubes would cross a pavement. Furthermore, vehicles would cross the counter at an angle and that would skew the data.

Obtrada offered two alternatives:

Option 1 - An ATC on both; Roundstone Lane & Old Worthing Road. This will capture all vehicle movements associated with the crossing however it will not indicate how many people have crossed both ATC's (not using the crossing) so this method could potentially prove somewhat inaccurate.
Estimated Cost: £500+vat

Option 2 - Using a temporary CCTV camera secured to a lighting column to the southern side of the crossing we could monitor and classify vehicle movements for a period of 1x Week Day (24hrs) & 1x Saturday (24hrs). Although this method will give you less volume of data, it will be accurate. This would simply look at the A>B & B>A crossing movements. The classifications of vehicles for this survey would be: Light, Medium, Heavy, Bus & Motorbike. Usually this type of analysis would be around £400-500 per day, however if you are happy for us to fit this in around other projects between now and Christmas I would be happy to conduct it for the following:
Estimated Cost: £600+vat

We could also provide data on other elements such as pedestrian crossing count & barrier down time if these were of interest, however they would need to incur a further cost.

Cllr Linton has suggested Option 2 based upon two weekdays and one Saturday, and Obtrada has quoted £900 excluding VAT for this.

I would suggest the council agrees a sum of up to £1,200 or even £1,500 for this work, delegating the final decision on what elements are included to Cllr Linton and myself.

Council is also asked to consider a recommendation to refresh the RGP traffic consultancy report produced in 2015.

This item is also back on the Agenda to confirm now we have a costing.

At November's meeting, council agreed unanimously to refresh the RGP traffic consultancy report produced in 2015, but at that time we did not have an associated cost.

The work has been broken down into three stages: WSCC Consultation; Design Works; Submit to WSCC. In total these works would cost £3,600 excluding VAT. I would expect additional costs to arise over the duration of this piece of work; for example, the quote "excludes normal disbursements (e.g. highway boundary mapping, accident data, travel, printing, post etc.) which typically amount to 5% of our professional fee" – i.e. £180. I would suggest council sets aside up to £4,500 excluding VAT for the time being.

Simon Cross – **Clerk to the Council**

28th November 2024

Agenda Item 12a

Finance & General Purposes Committee – Council Office computing hardware

Council is asked a recommendation to take £1,000 from reserves towards the costs of three replacement personal computers for the Council Office.

Cllr McElroy to lead on this item.

Three of the PCs in the Council Office are currently running Windows 10 and do not have the ability to be upgraded to Windows 11 when Windows 10 stops being supported in October 2025.

A conservative estimate for replacement of the three PCs mentioned above is £1,725 excluding VAT, based upon the first quote we have received. There would be additional expenditure on setting up the PCs and suchlike.

There is £2,000 in the budget line for this year, hence the need to ask for up to £1,000 from reserves.

Since the committee meeting, I have been in touch with the recycling guru at WSCC, and she has advised of a couple of companies which will responsibly reuse or recycle the PCs to be replaced. Cllrs Gunston and Wilkinson have this information.

Simon Cross – **Clerk to the Council**

25th November 2024

Agenda Item 12b

Finance & General Purposes Committee – Kingston Parish Council judicial review

Council is asked a recommendation to donate £1,000 from reserves to the costs of the Judicial Review being pursued by Kingston Parish Council.

Cllr McElroy to lead on this item.

As members will be aware, earlier this year, ADC gave Planning Permission for a development of 47 residential dwellings on land north-east of Kingston Lane. Kingston Parish Council is working on a judicial review against this decision, and has written to residents asking them to contribute to the costs of such a review. At the time of writing, about £10,000 has been pledged and that is about 25% of the money the council believes it needs.

The Finance & General Purposes Committee recommends council donates an initial £1,000 to this campaign, whilst not saying that would be this council's final financial donation.

Simon Cross – **Clerk to the Council**

25th November 2024

Agenda Item 13

Working Parties

Only the Environmental Initiatives Working Party met in November. The Clerk provided updates from the Leases Working Party to the Finance & General Purposes Committee meeting on 18th November.

Simon Cross – **Clerk to the Council**

22nd November 2024

Agenda Item 13a

20mph Working Party

Cllr Wilkinson is the chairman of this committee.

During the Community Speedwatch team meeting on 21st November, I reminded Keith Harris he and I need to sit down and work out where we are with this and what he thinks the council could be doing about it.

Simon Cross – **Clerk to the Council**

28th November 2024

Agenda Item 13b

Environmental Initiatives Working Party (EIWP)

We are planning to hold an environmental event in the village next year and will talk through ideas at our next meeting.

Discussions on plans to take over management of the allotments continue with East Preston in Bloom.

Hedgehogs were the subject of a number of actions - production of a hedgehog map, placement of signs, plans for building hedgehog houses and production of an article for the Spring newsletter.

Our final action was to think of suggestions on what parishioners could do with their existing waste bins when ADC delivers new 180 litre refuse bins to every household in 2026.

Our next meeting is on Monday 27th January at 19:00.

Simon Cross – **Clerk to the Council**

22nd November 2024

Agenda Item 13c

Flat and Frontage Working Party (FFWP)

Cllr Wilkinson is chairman-elect of this working party.

The working party has not yet set a date for an initial meeting.

A new tenant for the flat above the office has been found. The current tenant is due to return keys on Friday, 29th, and the new tenant is due to move in on Friday, 6th December. At the time of writing, our agents have confirmed there is nothing for the council to do.

Simon Cross – **Clerk to the Council**

26th November 2024

Agenda Item 13d

Leases Working Party (LWP)

Cllr Wilkinson is the chairman of this working party.

I have a meeting with the council's solicitor on 29th November to discuss this all further.

Simon Cross – **Clerk to the Council**

25th November 2024

Agenda Item 15b

Arun District Council – community governance review

Council is asked to consider whether or not it would like a community governance review at this time.

On 25th November, the council received the following email:

Dear Clerk

You may remember at the meeting we held for town and parishes last year we spoke about the upcoming electoral review taking place in Arun and whether there were any town and parish councils within the area that would like to request a community governance review as part of the process.

Now that the review is underway we would like to get a sense from you whether this is something that your town/parish is intending on requesting so that we can factor this in to our planning process.

If you could respond to me by 16 December 2024; to let us know whether you would like to put in a request for a CGR because your town/parish has changed, for example your electorate has significantly increased I would be very grateful.

Kind regards,
Lauren

Lauren Fairs-Browning
Electoral Services Manager, Electoral Services Department

A community governance review could be held for any of the following reasons – if we wanted to split the village into wards, if we wanted to make a play to include land in neighbouring villages into our boundary, if we wanted to increase or reduce the number of councillors, and other reasons too, but those are the ones that come to mind first.

Personally, I do not think it necessary to split up the village into wards; Angmering PC is split into wards, with twelve councillors in one ward and one in the other. Until recently, it struggled to fill the one seat in the second ward. Although we did make a bid for South Angmering from Angmering PC a few years ago, ADC was not very helpful and one of the main reasons for the bid (a perceived lack of representation) has been addressed by Angmering PC now having a very good councillor representing South Angmering. I have no strong feelings about whether the council would benefit from an increased or reduced number of councillors. This is not something that has ever come up at Personnel Committee, so I guess it is not strongly on anyone else's mind either.

Anyone wanting to read more about community governance reviews can visit here - <https://assets.publishing.service.gov.uk/media/5a78e983ed915d0422066530/1527635.pdf>

Simon Cross – **Clerk to the Council**

26th November 2024

Agenda Item 16

Sussex Police

Council is asked to note any report from Sussex Police should one be received.

Simon Cross – **Clerk to the Council**

26th November 2024

Agenda Item 17

Clerk's Report

- 1. Introduction**
- 2. Police matters**
- 3. Anti-social behaviour matters**
- 4. Freedom of Information / Data Protection requests**
- 5. Field House visit, 7th November**
- 6. Dr Beccy Cooper MP meeting, 8th November**
- 7. East Preston Repair Café, 9th November**
- 8. SLCC Arun and Chichester Clerks' Networking meeting, 14th November**
- 9. Community Speedwatch team meeting, 21st November**

10. **Social media**
11. **MailChimp stats**
12. **A selection of things we have been asked since the last meeting**
13. **Recent bouquets and complaints**
14. **Leave**
15. **November meetings and events**

1. **Introduction**

This is the report mainly covering November 2024 and matters which may not arise elsewhere on the agenda.

2. **Police matters**

The council has reported nothing to Sussex Police in the past month.

3. **Anti-social behaviour (ASB) matters**

No developments in anti-social behaviour matters 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. **Field House visit, 7th November**

As part of the council's commitment to visit Field House twice a year, Cllr Chapman and I joined the monthly coffee morning.

About twelve residents plus the site manager attended. Some of the matters raised:

- could more drivers turn off their engines when waiting for the level crossing gates to open? Now tailbacks are longer, vehicles sit outside Field House with their engines idling, which is not good for residents.
- the building is supporting Royal British Legion Industries this year, and was in the process of organising a public sale of goods to help the charity.
- that morning, a squirrel had started to eat some of a soffit, so residents were asked to be vigilant and to discourage squirrels from the premises.
- a trip hazard on the corner of Station Road and Sheepfold Avenue was reported, and I have passed that report on to WSCC Highway which said it would resolve within a month.
- much appreciation of the Poppy Cascade and all associated displays around the village, including Field House's "own" bus shelter.
- some discussion about local homeless people and what help they can receive.
- overgrown foliage, particularly in Vicarage Lane.

Andrea and I contributed to each of the topics above to the best of our ability. We also took the opportunity to promote events in the village such as East Preston Christmas Celebrations and the Christmas Day Lunch at the Village Hall. Several of those present expressed interest in both these events.

The council's next trip to Field House should be on Thursday, 1st May.

6. Dr Beccy Cooper MP meeting, 8th November

Dr Cooper came to meet with representatives of the council to gain a better understanding of what peeves East Preston residents. I attended together with Cllrs Toney, Linton, Gunston and Moore. Beccy was accompanied by her colleague Caroline Baxter, who has been a parish councillor in the past and is currently sitting on Worthing Borough Council.

In a relatively short space of time, we covered a lot of topics including: continued development of the area and the impacts of that; Roundstone Level Crossing; public transport in general; school bus provision; fiscal drag on state pensions; cancellation of the A27 improvements; Arundel bypass; checks on Ukrainian refugees; communications between us and Beccy's office.

Beccy talks very quickly and therefore said a lot in a short space of time. Beccy recognised town and parish councils were invaluable to their communities. She seemed unsurprised by anything we raised, and said a lot about communities working together, not just within a district, but across districts, along the coastal plain to make holistic changes to development and infrastructure.

Councillors present will undoubtedly want to add to this report.



Dr Beccy Cooper MP (second left) with Cllrs Linton, Toney, Moore and Gunston
(photograph courtesy of Caroline Baxter)

7. **East Preston Repair Café, 9th November**

Cllrs Gunston and Hill and I ran this session. Donations on the day were lower than previously and there may have been some confusion over donations for the Repair Café and donations for the refreshments. However, that can never be proven.



Happy customer Hazel, with both a restrung mandolin and a repaired mandolin case

The next session will be on Saturday, 7th December, one week early because of the Christmas Tree Festival the following weekend. Fr Andrew has given permission for refreshments to be served in the church for future sessions; for attendees, this should give greater clarity between the refreshments and the repairs. It will also give the team a calmer atmosphere in which to work upon repairs, some of which need quiet and/or space.

8. SLCC Arun and Chichester Clerks' Networking meeting, 14th November

I attended this meeting with Tracy Lees, the Office Manager of Angmering Parish Council. Six other clerks attended representing maybe eight other councils.

The main item of interest was discussion about ill-health retirement insurance. Apparently, if a member of staff is retired early on grounds of ill-health, the council is expected to pay, within one year, the extra pension paid to that person from the pension scheme. I have added this to the Agenda for the Personnel Committee meeting in January.

9. Community Speedwatch team meeting, 21st November

This was more of an informal Thank You to Keith Harris for his six-and-a-half years as the village's Community Speedwatch coordinator than the usual planning meeting. At the time of writing, nobody has come forward in response to the article in the Autumn 2024 Newsletter seeking a new coordinator, and Keith and I are working on a couple of follow-up articles, one for an e-newsletter and one for the Winter 2025 Newsletter.

Unfortunately, illness limited the number of team members able to attend, but those present indulged in some lively conversations about village matters, not surprisingly revolving around speeding in the village.

On behalf of the council, I presented Keith with a card and two bottles of wine, and on behalf of the team, Chris Eschbæcher presented Keith's wife, Jan, with a bouquet of flowers, thanking her for all the background support she has given Keith. Thanks also to Chris and Valerie Eschbæcher for organising the social side of this meeting.

Keith thanked the council for his bottles of wine, card and support over the years.

During the chit-chat, members were asked why they had joined Community Speedwatch, I was surprised when the majority thanked (blamed?) me.



(l-r): Maureen Fraser, Simon Cross, Chris Eschbæcher, John Redgrave, John Wintle, Keith Harris and Valerie Eschbæcher

(photograph courtesy of Jan Harris)

10. **Social media**

Here are the council's Facebook posts in November which reached more than 500 people.

- A post detailing the revised activities for East Preston Christmas Celebrations – 9,334 people
- A post advertising the work of the charity Brake – 2,200
- A found notebook – 1,909
- A post advising caution in Sea Lane because of fallen foliage – 1,826

(posts up to and including 25th November)

The number of Followers is currently 1,899, a further increase of eight on the last report.

N.B. Facebook metrics seem to be everchanging, one metric suggesting the Christmas Celebrations post had actually been seen by over 23,000, but I am very sceptical about that figure.

11. **MailChimp stats**

Since the last papers were issued, the council has sent out the following email to local residents on the council's main e-mailing list:

Parish Council news – 1st November – sent to 945 subscribers, opened by 661 (70.1%)

Parish Council news – 8th November – sent to 946 subscribers, opened by 673 (71.4%)

Parish Council news – 14th November – sent to 946 subscribers, opened by 668 (70.8%)

Parish Council news – 21st November – sent to 948 subscribers, opened by 653 (69.1%)

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

“Kamsons sent me here. How do I dispose of needles now I'm injecting insulin?” (ADC uses a company called Medisort for collection of domestic clinical waste and I gave the asker the company's contact details.)

“Do you know where the AoS office is?” (Yes. The Angmering on Sea estate office is in Sea Lane, Rustington.)

13. **Recent bouquets and complaints**

(In addition to anything reported above)

Thanks from Kingston Parish Council for allowing it to use our meeting room on the morning of 31st October.

I have been working with a resident of South View in trying to get the double yellow lines at the western end of Vermont Drive repainted. Following one update, the resident wrote, “Thank you so much. Thank you for all your efforts, do appreciate it.”

Various residents thanked the council for running a partial Christmas Celebrations event rather than cancelling it all. Very few comments in writing, but this is from a resident of

Lavinia Way, “So sorry that so much had to be curtailed because of the ghastly weather when you must have worked so hard to make it a great day. Only made worse by the Conservative Hall being unavailable for some indoor fun. Never mind all your efforts are still appreciated.”

14. **Leave**

The only leave booked in December to date is Caspar will be off returning on 10th December.

For the Christmas break, the Council Office will close to the public at midday on 23rd December, although Adrian and I will probably be the only officers in on that day. The office will reopen on Thursday, 2nd January.

15. **December Meetings and Events**

This list may be incomplete and is subject to change.

- 2nd Full Council (19:00, East Preston Infant School)
- 3rd Sussex Police & Crime Commissioner conference call (14:00, online) (SC only)
- 4th Roundstone Level Crossing meeting with Angmering and Kingston parish councils (14:00, Council Office)
- 7th East Preston Repair Café (10:00, Vicarage Lane)
- 9th Disability Action Group (12:00, British Legion)
Finance & General Purposes Committee (18:00, East Preston Infant School)
- 12th Society of Local Council Clerks local monthly meeting (11:00, Littlehampton) (SC and DR only)
- 16th ADC Local Government Boundary Commission for England briefing (17:00, online)
Finance & General Purposes Committee (18:00, East Preston Infant School)
Audit & Governance Committee (19:00, East Preston Infant School)
- 20th Baytree Community Lunch Club Christmas lunch (12:00, Village Hall) (AR to rep council)
Sussex Police call (14:00, online)
- 23rd Council Office closes for Christmas (12:00)

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**

25th November 2024

Agenda Item 18

Other meetings and events – Part 1

Council is asked to note any reports.

Voluntary Action Arun and Chichester (VAAC) Annual General Meeting, 9th October

St Joseph’s Catholic Church, Station Road, Rustington

VAAC support and promote charities and community groups in Sussex. Sussex Community Foundation gave a presentation highlighting their work supporting grass roots charities and organisations. Funded by a mix of individuals, families, businesses and charitable trusts they prioritise tackling poverty, climate change, helping people reach their potential and improving health. The High Sheriff of West Sussex Mrs Philippa Gogarty then gave a speech about her work supporting the Criminal Justice system including the many charities and volunteers who support the service.

VAAC are a useful resource as they offer advice and support on all aspects of running a not-for-profit organisation including: fundraising, volunteer recruitment, HR, policies and procedures, governance and publicity. This could help with any new groups the Parish Council help to establish.

Cllr John Gunston

21st October 2024

ADC Planning Committee, 13th November

Civic Centre, Littlehampton

On Wednesday 13th November at 2pm I attended ADC Planning Committee's monthly meeting at the ADC HQ in Littlehampton.

There was an application in Kingston on the agenda (**K/27/24/PL**) and one in East Preston too (**EP/101/24/NMA**).

After a mildly heated debate about the proposed construction of a large number of houses in Pagham and some talk of renovating and extending Middleton Sports Club it was time for the aforementioned applications in Kingston and EP to get an airing.

I went along to observe mainly because we at the Planning & Licensing Committee had supported Kingston in their objection to the original application. After one of the applicants said some words and someone had asked about drainage into the river Rife it was time for a vote. The ADC committee gave the application a thumbs-up.

The application in EP was much simpler and no one was there to talk about it in support or kick up a stink. It was also granted. This application was put before the committee as the applicant is a member of ADC staff.

After these 2 applications had been granted I left as I'd been there 2 hours and had to get back to walk the dog!

Cllr Kit Bradshaw –
Vice-Chairman of the Planning & Licensing Committee

15th November 2024

Agenda Item 20

Chairman's Charity 2025

Council is asked to confirm the Chairman's Charity for 2025.

On 23rd October, I invited all councillors and officers to nominate a charity to be the Chairman's Charity for the coming year. I asked all nominations to be accompanied by a brief description explaining why the nominator was nominating that charity.

Ten people nominated a charity of their choice. One was discounted as it was the RNLI and had been the Chairman's Charity for this year.

Cllr Linton has devised the voting method. I shall bring voting slips to the meeting and Cllr Linton will oversee the voting. At the end of which, hopefully we will have a clear winner for the coming year. If not, Cllr Toney will be able to use a casting vote. Only councillors will have a vote.

Simon Cross – **Clerk to the Council**

26th November 2024