



EAST PRESTON PARISH COUNCIL

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- MINUTES:** of the Proceedings of the Annual Meeting of East Preston Parish Council held at 18:00 on Monday, 12th May 2025 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 (from 18:04), David Moore, Steve Toney (Chairman) and Steven Wilkinson
- ALSO:** Simon Cross, Clerk to the Council
- Cllrs Philippa Bower and Ricky Bower, Arun District Council
- Mr Allen, Sea Road Beach Access Limited
- Mrs D, Mr G, Mr J, Mrs L Mrs M

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;	TRO – Traffic Regulation Order;
AoSERA – Angmering-on-Sea Estate Residents' Association	VHF – East Preston & Kingston Village Hall Foundation;
NHS – National Health Service;	WRA – Willowhayne Residents' Association;
NR – Network Rail;	WSCC – West Sussex County Council;
PCSO – Police Community Support Officer;	WSALC – West Sussex Association of Local Councils
SLCC – Society of Local Council Clerks;	

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The meeting opened at 18:00.

330/25 INTRODUCTIONS

Cllr Toney welcomed everyone to the meeting, explained the meeting protocol and safety information and led a round of introductions. He explained the reduced agenda for this Annual Meeting of the Council.

331/25 APPOINTMENT OF CHAIRMAN FOR THE COUNCIL YEAR 2025/26

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

Annual appointment of the Chairman of the Council

On 23rd April, I wrote to all councillors asking them to let me know if they wished to stand for Chairman of the Council.

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

Following council protocol, even though Cllr Toney is currently 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**

6th May 2025

Cllr Linton and the Clerk collected the votes and confirmed all twelve councillors present had voted.

1970 The Council **RESOLVED** unanimously Cllr Toney should be appointed Chairman for the 2025/26 council year.

332/25 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 continued trust in his chairmanship.

(Cllr McElroy arrived at the conclusion of this item.)

333/25 APPOINTMENT OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2025/26

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

Annual appointment of the Vice-Chairman of the Council

On 23rd April, I wrote to all councillors asking them to let me know if they wished to stand for Vice-Chairman of the Council.

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

Following council protocol, even though Cllr Linton is currently 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**

6th May 2025

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

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

1971 The Council **RESOLVED** unanimously Cllr Linton should be appointed Vice-Chairman for the 2025/26 council year.

334/25 APOLOGIES FOR ABSENCE

All councillors were present.

335/25 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

None were declared.

336/25 PUBLIC SESSION

Agenda Item 11c – Community Engagement Committee – Mrs L asked whether the council had flown the flag of St George on 23rd April, and if not, why not. The village was, after all, in England and St George is the patron saint of England.

No Agenda Item – West Sussex County Council – Mrs L recorded her thanks the proposal for double yellow lines at the junction of Lashmar Road and North Lane was finally out for public consultation.

Agenda Item 11c – Community Engagement Committee – Mrs L reported she and several others were asking why the village was being victimised by the bus companies which had so dramatically reduced the number of bus services travelling through the village. Appreciating there was little the council could do about the situation, Mrs L asked for her comments to be passed on to Stagecoach South. Mrs L repeated her belief this was not solely a result of the changes to the June 2024 train timetable resulting in longer downtime of level crossing gates. Mrs L also questioned whom the No. 701 service was designed to serve as there were very few stops on the A259 for it to pick up and drop off any passengers.

Mrs D supported Mrs L's comments and reported how much a neighbour's travelling time to visit her husband in hospital had increased since the timetable change.

337/25 COUNCIL RESPONSES

Agenda Item 11c – Community Engagement Committee – Cllr McElroy said he agreed with Mrs L's comments but the parish council had no power over the transport network. Cllr Gunston advised the meeting the council had responded to public consultations on both the June 2024 train timetable changes and the April 2025 bus timetable changes, and Stagecoach South had responded to the council's comments far more constructively than Southern Rail had. Cllr Bowman added she had recently caught the No. 11 from Worthing back to East Preston and, on each occasion, it had been a single decker very busy for much of the journey, perhaps suggesting an additional service per hour was needed.

338/25 MINUTES OF THE MONTHLY MEETING HELD ON 7TH APRIL 2025

The draft Minutes were circulated to all councillors on 9th April asking for suggested amendments by the 16th April. None were received.

1972 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 7th April. Cllr Toney duly did so.

339/25 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 642/21 – Rampion Wind Farm – Proposed Extension**
- 3. Minute 014/25 – Finance & General Purposes Committee – Lashmar skatepark**
- 4. Minute 194/25 – Sussex and Brighton Devolution public consultation**
- 5. Minute 195/25 – A railway fit for Britain public consultation**

6. **Minute 261/25 – Public Session – WSCC – Sea Road Parking Restrictions (SRBAL)**
7. **Minute 271/25 – Community Engagement Committee – Roundstone Level Crossing traffic management consultancy**
8. **Minute 276/25 – Environmental Initiatives Working Party**

1. **Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 7th April 2025.

2. **Minute 642/21 – Rampion Wind Farm – Proposed Extension**

On 4th April, it was announced “the Secretary of State for Energy Security & Net Zero, RT Hon Ed Miliband, had awarded consent for the Rampion 2 Offshore Wind Farm. The Development Consent Order is for up to 90 wind turbines and foundations off the Sussex coast, subsea cables to bring the power to shore under Climping Beach, and an underground cable route to take the power to a new substation at Oakendene near Cowfold, before reaching final connection into the transmission network at Bolney, Mid Sussex.”

In September 2021, this council had resolved its support for this project.

3. **Minute 014/25 – Finance & General Purposes Committee – Lashmar skatepark**

ADC’s contractor finished its work on the new ramps and the skatepark was reopened on Friday, 11th April. Public feedback has been generally positive, nothing negative.

4. **Minute 194/25 – Sussex and Brighton Devolution public consultation**

Cllr Gunston drafted a response to the consultation document and this was commented upon by Cllrs Chapman and Linton and myself, tweaked and submitted on 7th April.

5. **Minute 195/25 – A railway fit for Britain public consultation**

Cllr Gunston drafted a response to the consultation document and this was commented upon by Cllr Moore and myself, tweaked and submitted on 8th April.

6. **Minute 261/25 – Public Session – WSCC – Sea Road Parking Restrictions (SRBAL)**

On 9th April, I provided Sea Road Beach Access Limited with a letter of the council’s support for proposed parking restrictions at the very southern end of Sea Road.

7. **Minute 271/25 – Community Engagement Committee – Roundstone Level Crossing traffic management consultancy**

On 8th April, I confirmed with Bright Plan Ltd., the council’s agreement to proceed with a revised Roundstone Level Crossing traffic management consultancy. The company’s Alex Budd confirmed the work would be put in hand and today confirmed the company has begun a discussion with WSCC’s major projects team and highway engineers.

8. **Minute 276/25 – Environmental Initiatives Working Party (EIWP)**

On 9th April, I sent an email to the members of the public who had been part of the EIWP in the 4½ years since its inception, thanking them “for every environmental initiative you have proposed, worked upon and implemented around the village”.

Simon Cross – **Clerk to the Council**

6th May 2025

Minute 270/25 – Community Engagement Committee – Communications Audit – the audit report had been delivered to the council on 9th May and would be considered by the Community Engagement Committee at its meeting on 9th June. The summary read, “East Preston Parish Council is doing a huge number of things right in their attempts to communicate and engage with residents and, as stated earlier, their efforts should be commended. Pursuing some of the suggestions in this report would help to further improve residents’ understanding and appreciation of the council’s objectives and excellent work for the local community.” The full report had already been shared with the Chairman and Vice-Chairman of the committee, Cllrs Linton and Duff.

340/25 FINANCIAL MATTERS

The Accounts for April 2025 had been distributed to Members in advance of the meeting.

- 1973** The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2025/26, value £0.00 for April 2025.
- 1974** The council **RESOLVED** unanimously to approve the Regular Monthly Payments reports for April 2025 totalling £991.16 (inc. VAT).
- 1975** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for April 2025 totalling £32,068.92 (inc. VAT).
- 1976** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report for financial year to date totalling £157,204.95 (inc. VAT).

The council NOTED the Bank Reconciliations to 14th April 2025.

The council NOTED the Budget Summary for 2025/26 to date.

Cllr Toney thanked Adrian for preparing the above reports.

341/25 REPORTS FROM PARISH COUNCIL COMMITTEES

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

Committees

Since the last Full Council meeting the following committees have met: Personnel and Planning & Licensing. By the time of this meeting, the draft Minutes from the Planning & Licensing meetings should have been circulated to all councillors.

Simon Cross – **Clerk to the Council**

2nd May 2025

Amenities Committee

Cllr Wilkinson is chairman of this committee.

The committee did not meet in April, but here are some updates.

Bus Shelters – General maintenance work is currently taking place on the village’s three wooden bus shelters. The insides have been painted with vibrant colours to create a brighter more welcoming space. Public response has been good.



Warren Recreation Ground eastern boundary – Following the 2024 tree reduction work to the eastern boundary trees, the committee has been in discussion with the Cricket Club regarding extending the existing cricket nets. The work will cost in the region of £4,000.00. The committee has agreed to a donation of £1,000.00 towards the cost of this work.

The committee’s next full meeting will be on 19th May.

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

2nd May 2025

Audit & Governance Committee

Cllr Mathias is the chairman of this committee.

The committee did not meet in April. The final Internal Audit for the year ending 31st March 2025 is booked for 19th May.

Simon Cross – **Clerk to the Council**

2nd May 2025

Community Engagement Committee

Cllr Linton is the chairman of this committee.

The committee did not meet in April.

Communications Audit – this took place on 25th April, attended by Cllrs Linton and Duff, as Chairman and Vice-Chairman of the committee, and myself. A full report on the meeting can be found in the Clerk’s Report below.

The committee’s next meeting will be on 9th June.

Simon Cross – **Clerk to the Council**

2nd May 2025

Finance & General Purposes Committee

Cllr McElroy is the chairman of this committee.

The committee did not meet in April.

The committee's next meeting is on 13th May. The main business will be the consideration of Grant Aid applications received.

Simon Cross – **Clerk to the Council**

6th May 2025

Major Events Committee

Cllr Linton is Chairman of the committee.

Funday Sunday on 27th April was another success for the village. Attendees were all very positive as they left the event. Cllr Hill posted some photographs on to the East Preston, West Sussex Community Facebook page, and the following comments were made by attendees: "Great afternoon, thank you" and "Ladies you did a wonderful job feeding everyone it was very enjoyable". The event sold out although not all ticketholders attended.

Although not affecting the overall success of the event, there were several problems with the food ordered from Morrisons. Some of it was out of date (we did not use any of that), some of the sandwiches were very poorly filled, some of the expected sandwiches were not supplied. On the morning after the event, Alison and I completed the online refund form. After Alison had sent in some photographs, the council was refunded the whole £154 of the order. The council is now looking at catering options should the committee agree to host a further Funday Sunday.

The committee should have met on 28th April but, for the first time in 18 years, I overlooked that fact completely so it was not possible to have a meeting. My apologies. The committee did meet informally for an initial review of *Funday Sunday*.

Simon Cross – **Clerk to the Council**

30th April 2025

Personnel Committee

The committee met on 14th April.

There was a discussion on the events leading to the disbandment of the Environmental Initiatives Working Party. Cllr Gunston provided some proposed learning points and these were considered by the committee. In particular, the chairman of any committee with responsibility for a working party should attend the working party's meetings from time to time. The disbandment led to Cllr Chapman writing an article published in the Spring 2025 Newsletter on how residents can contact the council.

The Clerk and I shall look at how the wording of Standing Order 28 – Working Parties may be improved.

Planning & Licensing Committee

The committee met on 14th and 28th April.

The committee raised no objections to the six Applications considered on 14th April. It also agreed not to object to a Licensing Application put before it.

On 28th April, the committee agreed to object to the single Application being considered. This was for the “demolition of existing dwelling and construction of 1 No new dwelling” in Seafield Road.

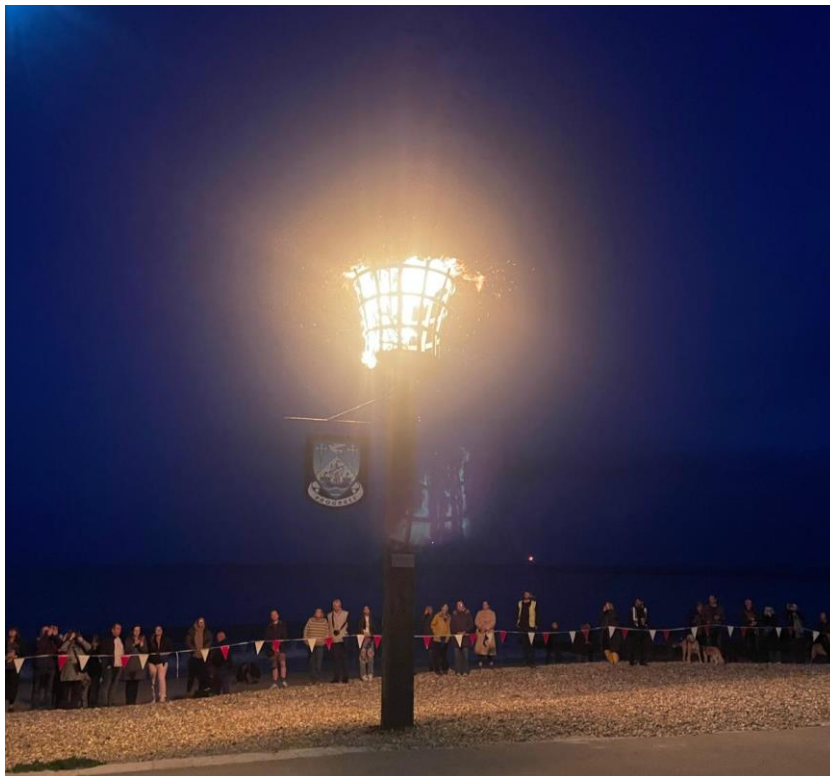
The Regulation 14 consultation on the revised East Preston Neighbourhood Plan began at midday on Thursday, 24th April and runs for six weeks. I have given an extra couple of days and will close the response survey at the end of Sunday, 8th June.

Simon Cross – **Clerk to the Council**

6th May 2025

Additionally:

Community Engagement – Cllr Linton reported she had attended the Littlehampton Town Council beacon-lighting on the evening of VE Day, 8th May. As far as Cllr Linton could tell, there were six representatives of Littlehampton Town Council present, including the Chairman, Cllr Alan Butcher, and the MP for Bognor Regis and Littlehampton, Alison Griffiths. Cllr Linton was not aware any other local council was represented at the event. Cllr Toney thanked Cllr Linton for representing this council at the event.



Personnel – Cllr Duff reminded councillors and officers of the need to renew their DBS checks. The Clerk confirmed several councillors and officers had completed this task.

Planning & Licensing – Cllr Bowman asked members of the public to take some time to look at the draft East Preston Neighbourhood Plan (2025) during its current consultation period, due to end of 8th June.

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

342/25 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

Only the Devolution and Local Government Reorganisation and Leases Working Parties met in April.

Simon Cross – **Clerk to the Council**

6th May 2025

20mph Working Party

Cllr Wilkinson is the chairman of this working party.

I had a meeting on 1st May with residents of Clarence Drive and St Mary's Drive, following a road traffic accident in Clarence Drive on 30th April. See Agenda Item 13a below.

Simon Cross – **Clerk to the Council**

2nd May 2025

Devolution and Local Government Reorganisation Working Party (DevoWP)

The working party met on 10th and 24th April. Cllr Gunston was elected chairman.

The main business of both meetings was to formulate the council's thoughts on any additional work it could take on if the offer was there as part of local government reorganisation. This was purely for Dr Beccy Cooper MP's information, and Angmering and Ferring Parish Councils also completed this task for Beccy.

The working party also agreed its Terms of Reference.

Cllr John Gunston –
Chairman of the Environmental Initiatives Working Party

6th May 2025

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.

I met with a representative of a new local electrical contractor and await a quotation for various electrical works needed at the Council Office. Receipt of that quotation would be a good starting point for a working party meeting.

Simon Cross – **Clerk to the Council**

6th May 2025

Leases Working Party (LWP)

Cllr Wilkinson is the chairman of this working party.

The site valuation report was received on 14th April, and the working party met on 24th April to consider the council's next steps. The council would very much like to meet in person with Bowls Club representatives to see if some agreement can be reached without additional legal costs for both sides. I have approached the Bowls Club but have received no reply at the time of writing.

Simon Cross – **Clerk to the Council**

6th May 2025

Additionally:

Devolution and Local Government Reorganisation – Cllr Gunston, chairman of the newly-constituted working party, thanked his fellow working party members and the Clerk for their contributions to the report the working party had sent to Dr Beccy Cooper, MP, as part of her information-gathering related to devolution and local government reorganisation.

Leases – the Clerk reported there would be some discussion on this matter at the following evening's Finance & General Purposes Committee meeting.

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

343/25 20MPH WORKING PARTY – CLARENCE DRIVE TRAFFIC SURVEY

The following report had been circulated ahead of the meeting:

20mph Working Party – traffic survey for Clarence Drive

Council is asked to agree to fund a traffic survey for Clarence Drive.

This has not been discussed by the 20mph Working Party.

On 30th April, a car driving forwards out of a drive on Clarence Drive was hit by a vehicle travelling north having taken children to one of the schools. For some time, residents of Clarence Drive have expressed some concerns about the use of the road at school drop-off and pick-up times, and this accident girded them to contact the council.

On 1st May, I met with four residents of Clarence Drive and one of St Mary's Drive, residents of which have similar concerns. The residents of Clarence Drive would like speed restrictions and physical speed reduction measures as they are concerned the road is mainly occupied by older people but is used a lot by pedestrian school traffic. The lead resident asked for Community Speedwatch to monitor the road, but when I explained why Sussex Police would most likely not sign off a location in Clarence Drive, she accepted a Community Speedwatch session would never happen there. I suggested a full-week, term-time traffic survey would provide more useful information for use in any request to WSCC Highways for speed and/or parking restrictions in the road.

We paid £300 each for the surveys we carried out in Sea Road and The Street last September. There is £1,500 in the current year's budget for traffic calming surveys.

Simon Cross – **Clerk to the Council**

6th May 2025

The Clerk provided additional background to this proposal.

1977 The council **RESOLVED** unanimously to fund a traffic survey for Clarence Drive.

344/25 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. East Preston Beach Clean 23, 6th April**
- 6. Sussex Communities Rail Partnership, 10th April**
- 7. Communications Audit, 25th April**
- 8. South Strand Community Toilets AGM, 30th April**
- 9. Six-monthly visit to Field House, 1st May**
- 10. Meeting with residents of Clarence Drive, 1st May**
- 11. Social media**
- 12. MailChimp stats**
- 13. A selection of things we have been asked since the last meeting**
- 14. Recent bouquets and complaints**
- 15. Leave**
- 16. May meetings and events**

1. Introduction

This is the report mainly covering April 2025 and matters which may not arise elsewhere on the agenda.

2. Police matters

No local police matters to discuss.

All local councils in Sussex have been contacted by PC Jennifer Edge, the Rural Crime Team Coordinator, looking for councils willing and able to host local surgery sessions. I have replied saying we are not, in Sussex Police's understanding, a rural team but our neighbouring parish of Kingston is and we would be willing and able to host a joint surgery, especially as Kingston has not community facility. Kingston Parish Council has confirmed its acceptance of this suggestion.

The Community Speedwatch team is back out monitoring vehicle speeds in the village. In the past month, four vehicles have been reported to Sussex Police.

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. **East Preston Beach Clean 23, 6th April**

The following councillors supported this event with me: Bowman, Duff, Gunston, Linton and Toney. Publicity for the event was a bit late resulting in only one member of the public registering ahead of the event, but twenty members actually took part, ranging in age from about 2 to about 75.

Most participants were happy there was not a lot of rubbish to clear, but one couple said there was much more litter to collect than there had been on recent Beach Cleans. Amongst the detritus collected during the event: a hat, a towel, a glass champagne coupe, a lobster pot, various bits of driftwood, sweet wrappers, the foam from a cushion...

On the morning after the event, I emailed public participants to thank them for having taken part. One replied, "Thank you for organising to everyone involved."

The next Beach Clean is scheduled for 11am on Sunday, 28th September.

6. **Sussex Communities Rail Partnership, 10th April**

I attended this meeting which was held at Lancing Parish Hall. The meeting was chaired by Kevin Boram, a WSCC councillor who attended the Roundstone Level Crossing meeting on 10th July.

At the top of the meeting, Deirdre Carolin of Friends of Angmering Station was presented with a Gold Award and a Certificate of Excellence for the group's work at Angmering Station. The certificate, shown here, is now on display in the Booking Office at the station. The friends had entered the It's Your Station category of the Community Railway Awards.



The meeting received a presentation from Keep Lancing Lovely which talked about its plans for a heritage centre to mark Lancing's long history with the railway network. More is likely to be announced on this very soon. New heritage boards have been installed at Lancing station and the group is heavily involved with local community projects in and around the station.

Claire Cilverd, West Sussex County Council Contextual Safeguarding Lead, presented on safeguarding work done at six coastal stations: Chichester, Barnham, Littlehampton, Worthing,

Southwick and Angmering. The stations had been chosen after liaison with police, local residents and railway staff and were the ones with the most recorded issues, although there had been some surprise Southwick and Angmering had been selected above other stations on the line.

As part of a multi-agency approach to safeguarding at these stations, “a contextual safeguarding assessment” was undertaken by an organisation called [Railway Children](#), a UK-based charity working not just in the UK to protect children at transport hubs. The charity assessed each of the six stations and published a report of its findings. It was noted station staff “appeared to not want to challenge young people” about tickets and “there was a sense of staff not wanting to engage with your people due to fear of their response.” Staff also “mentioned hate crime assaults that had taken place at this station towards staff”. One of the actions already completed is the production of a school uniform list for each station so staff can identify which school a pupil attends.

Also from West Sussex County Council, Daniel Washington talked briefly about the government’s Integrated Transport Strategy which is expected to be published later this year. Not many at the meeting seemed to know of the Great British Railways consultation in which this council had participated.

A new group was present, Transition Town Shoreham, hopeful to become the official community partner for Shoreham-by-Sea station, although there is a safety issue with part of the land the group wishes to cultivate and improve. Shoreham-by-Sea station will be celebrating its 185th birthday on 10th May with a range of activities on the day.

Friends of Angmering Station have organised a children’s art competition for Railway 200 and hope to be able to have the artwork displayed on the footbridge for passengers crossing between the two platforms.

19th to 26th May is Community Rail Week.

New mosaics have been installed at Angmering and Worthing stations.

I asked when the temporary blue plaques will be installed at some stations along the line and was advised early in May. There will be one at Angmering station in honour of Horace Hayward, 1867-1941, a stationmaster for 29 years overseeing the transportation of vegetables, fruit and flowers from local nurseries to London. Most, but not all, of the other twelve plaques commemorate railway workers’ involvement in the two world wars.

7. Communications Audit, 25th April

As agreed at the last Full Council meeting, the council instructed Mandy Jameson to carry out a communications audit looking at how the council communicates with residents. Having previously worked as a Communications Officer for East Sussex County Council and the Sussex Police & Crime Commissioner, Mandy has thirty years of relevant experience behind her.

After I had provided Mandy with some basic information, Mandy met with Cllrs Linton and Duff and me on Friday, 25th April. For just over an hour, Mandy asked how we felt about the council’s level of engagement with the community and whether the council felt the community understood its role.

Mandy was very positive about the council’s attempts to engage with the community. Mandy particularly liked the Come and Meet Your Local Councillors event and councillor walkabouts, albeit we have not done those for a while. Mandy liked the design and content of the quarterly newsletters she saw whilst she was here, feeling there was a good mix of council-specific news and other items.

Mandy will write a report which will be considered by the Community Engagement Committee at its next meeting. If there are recommendations to be considered by the council, those will come to the council’s July meeting.

Cllrs Linton and Duff, as Chairman and Vice-Chairman of Community Engagement respectively, will probably have their own thoughts to add.

8. South Strand Community Toilets AGM, 30th April

I attended this meeting held in Littlehampton. In addition to the two SSCT board members, six owners of beach huts attended and Roy Allen in his capacity as a director of Sea Road Beach Access Limited.

Financially, the group made a slight loss in the past financial year but retains a healthy fund in the bank. The group proposed installing new toilets and cisterns and new lighting in both toilets, some of which work will be financed from the reserves.

Not surprisingly, fundraising has been hit by the removal of collection boxes from both toilets after some were stolen. There are other collection boxes around the village but contributions through those is limited and sporadic. As far as I know, the box in the Council Office receives donations very, very rarely and the one at One Stop, whilst more successful, is not always on display.

The group was very appreciative of the parish council's annual contribution and also that the council had increased its donation from this year.

As a result of blockages and the like, the toilets were only closed twice during the year.

I asked whether the group had received any correspondence from ADC in light of the current devolution and local government restructuring work taking place. The answer was no.

Although not strictly a toilets matters, a beach hut owner said an extension of the boardwalk in front of the beach huts might be welcomed by beach hut owners. As I have done many times in the past to different members of the beach hut community, it would be worthwhile them thinking of forming themselves into a residents' association type entity.

9. Six-monthly visit to Field House, 1st May

Cllr Chapman and I visited Field House for the council's six-monthly attendance at a coffee morning. I think eleven residents attended, together with the manager, Sue Wilkinson.

From a council perspective, we talked about forthcoming events in the village, including the Festival and the council's events therein.

Also attending was Rachel Pawley from HILS, the county council's chosen supplier of hot meals to people's homes. Rachel explained HILS is the country's largest not-for-profit company in this field. Meals can be supplied every day or on an ad-hoc basis, and usually any order placed by 09:30 can be fulfilled that lunchtime. Costs per day are £10.95 or £8.95 for any qualifying recipient; customers are billed at the end of each month for what ever they have had. A meal consists of a main with either soup or a dessert, and an afternoon tea can be added for £4.40. Meals are delivered hot, usually between 11:00 and 14:00, and pretty much the same time every day. Wherever possible, the same drivers deliver, enabling them to build a relationship with the customer and to carry out welfare checks. If a customer does not answer the door, a No Reply Procedure kicks in.

Rachel brought hot samples with her. As two of the only three vegetarians in the room, Andrea and I were served first – a sample of vegetable lasagne and one of vegetable hotpot with a side serving of vegetables. I think we were both impressed by the quality. Andrea also sampled a lemon sponge dessert.

Field House is having a VE Day party on 8th May, with a wartime theme for food and costume. At the last coffee morning we attended, we were told there was going to be a bring and buy sale for the Royal British Legion. Today we learnt over £400 was raised.

We were asked about the changes to the bus services and how Council Tax bandings are calculated. We were able to provide info in response to both of these matters, and I have scheduled a Stagecoach representative to attend the July coffee morning. At the June coffee morning, Sue has arranged for a presentation by a supplier of home aids and adaptations and in August, a visit from West Sussex Fire & Rescue Service.

The council will next visit on the first Thursday of November. Please let me know if you would like to be considered as a council representative on that day.

10. Meeting with residents of Clarence Drive, 1st May

Following a road traffic accident in Clarence Drive on 30th April, I met with residents of three Clarence Drive households and one St Mary's Drive household to discuss their concerns about the behaviour of drivers using Clarence Drive as a convenient way to access East Preston schools. Understandably, they are concerned about the speeds at which drivers use the road, mainly occupied by older residents but well-used by young schoolchildren walking to and from the school.

One of the actions I took from the meeting was to ask council to fund the provision of a speed survey in Clarence Drive. See Agenda Item 13a above. I also agreed I would work with the two headteachers to publish something asking waiting parents etc. not to sit in the two roads with their engines running, contributing to environmental and health issues. Both headteachers have agreed to help.

11. Social media

None of the council's Facebook posts in April reached more than 400 people let alone 500. The highest reach in April was 379 people for a repost of Beccy Cooper's post about meeting East Preston parish councillors.

(posts up to and including 1st May)

The number of Followers is currently 1,920, a decrease of 1 on the last report.

12. 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 – 2nd April – sent to 951 subscribers, opened by 688 (72.6%)

Parish Council news – 16th April – sent to 952 subscribers, opened by 674 (70.9%)

Parish Council news – 24th April – sent to 950 subscribers, opened by 666 (70.2%)

13. Things we have been asked since the last meeting

"Can I buy tickets here for The Vox Beatles?" (No, tickets for this Festival event were only available from Festival box offices.)

"Do you know anything about the widows' group in the village?" (Yes, it is called New Beginnings, and is run by a lady called Rita at Our Lady, Star of the Sea.)

"Do you know what is happening with the insurance company next door?" (No, not information to which we are privy.)

"I am in the process of buying a flat in Millers Court, East Preston. The solicitors automatically charge for an insurance policy to cover any potential liability for repairs to the chancel of a

medieval church. I have done a small search and cannot see that there is a prereformation church in the parish. Can you please tell me if there is?" (Yes, there is a prereformation church in the parish, St Mary the Virgin, but I have never heard of such insurance before. Fr Andrew later confirmed the resident was buying an East Preston property which falls within the parish of St Margaret in Angmering, a much younger church and therefore this insurance did not apply.)

14. **Recent bouquets and complaints**

(In addition to anything reported above)

From a resident of Beechlands Close upon learning the council had liaised with WSCC about possibly planting two new trees there later this year, "That is good news Simon thank you. We haven't really got off the ground with engaging neighbours in Beechlands Close but this is a good start to us maybe doing more."

Janine Nicholson, Chairman of the East Preston Festival Committee, wrote on 2nd May: "Thank you for putting the Festival on the front page of the PC newsletter that has just been delivered, and for your very kind words of support."

From an Angmering resident who thought he lived within East Preston's boundary but, more importantly, had been affected by the introduction of the No. 701 bus service as a stop had been located so upper-deck passengers were looking into his garden and house. By the time he contacted us, he had, "tried emailing the county council who say it's a stagecoach issue, who say it's a local council issue. All three are not interested so thought I'd try and see if you could help me to find out who I might be able to speak to about this." I explained he was an Angmering Parish Council customer really but not wanting to pass him on yet again, I also gave him some advice. After he had been rebuffed by a few more contacts, he said he was done with it. "I must just say thank you for your interest and your helpfulness."

15. **Leave**

Currently, I am off on the 16th and 21st, Dawn is off on 6th, Alison on the 28th and Caspar between the 6th and 19th.

16. **May Meetings and Events**

This list may be incomplete and is subject to change.

- 10th East Preston Repair Café (10:00, Vicarage Lane)
- 12th Full Council (18:00, East Preston Infant School)
Annual Parish Meeting (19:00, East Preston Infant School)
- 13th Planning & Licensing Committee (18:00, East Preston Infant School)
Finance & General Purposes Committee (19:00, East Preston Infant School)
- 19th Planning & Licensing Committee (18:00, East Preston Infant School) (tbc)
Amenities Committee (19:00, East Preston Infant School)
- 21st VAAC Chichester City Council Community Forum (10:00, Chichester) (JG only)
- 24th Official opening of the Booker Hall (11:00 – 14:00, Rustington Hall) (ST 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**

6th May 2025

With no questions forthcoming, Cllrs Toney and Linton thanked the Clerk for his comprehensive report.

The following paper was circulated in advance of the meeting:

Committees for 2025/26

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

Council is 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, two 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**

6th May 2025

1978 The council **RESOLVED** unanimously to agree the committee membership for 2025/26.

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.

Thanks to Cllrs Gunston and Moore for withdrawing their offers to sit on the Amenities Committee to reduce the number of applicants to the right number for the committee.

346/25 WORKING PARTY MEMBERSHIP FOR 2025/26

The following paper was circulated in advance of the meeting:

Working parties for 2024/25

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 (4)
Devolution and Local Government Restructuring	Bradshaw, Chapman, Gunston, Hill, Linton, Toney and Wilkinson (7)
Flat and Frontage	Gale, Gunston, Linton, Moore (3)
Leases	Gunston, Linton, Mathias, Moore, Toney and Wilkinson (6)

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**

1st May 2025

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

1979 The council **RESOLVED** unanimously to agree the working party membership for 2025/26.

347/25 FREEDOM OF INFORMATION PANEL MEMBERSHIP FOR 2025/26

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. The following councillors have expressed their willingness to be part of the panel.

Council is asked to agree the panel’s membership for the coming year as Cllrs Bradshaw, Linton, Mathias, Toney and Wilkinson.

Simon Cross – **Clerk to the Council**

6th May 2025

1980 The council **RESOLVED** unanimously to agree the Freedom of Information Panel membership for 2025/26 as Cllrs Bradshaw, Linton, Mathias, Toney and Wilkinson.

348/25 REPRESENTATIVE TO THE EAST PRESTON & KINGSTON VILLAGE HALL FOUNDATION COMMITTEE FOR 2025/26

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.

Cllr Bowman has again put herself forward for this role. Cllr Gunston put himself forward “if Christine is thinking of stepping down.” As Christine is not thinking of stepping down, I suggest Cllr Gunston be formally elected as Christine’s substitute in case there are meetings she is unable to attend.

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, with Cllr Gunston as her official substitute.

Simon Cross – **Clerk to the Council**

6th May 2025

- 1981** The council **RESOLVED** unanimously Cllr Bowman was to be the council’s representative to the East Preston & Kingston Village Hall Foundation for 2025/26, with Cllr Gunston as official substitute.

349/25 REPRESENTATIVE TO THE EAST PRESTON YOUTH CLUB FOR 2025/26

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, Mathias and Toney have expressed an interest in working with the Youth Club.

Simon Cross – **Clerk to the Council**

6th May 2025

The Clerk questioned whether the council needed to provide any representation to the East Preston Youth Club now there was no youth provision within the village. Cllr Chapman said there was still a bank account and Cllr Mathias said the youth club was still a registered charity, no. 295427. The representatives would consider this all in due course.

- 1982** The council **RESOLVED** unanimously Cllr Chapman was to be the council’s representative to the East Preston Youth Club for 2025/26.

- 1983** The council **RESOLVED** unanimously Cllrs Duff, Mathias and Toney could also be part of the Youth Club management committee.

350/25 NEW ITEMS FOR THE NEXT MEETING (2ND JUNE)

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

New items to be referred to the next meeting – 2nd June 2025

Review of the Council Plan.

Possible presentation from a new men's support group in the village.

Simon Cross – **Clerk to the Council**

6th May 2025

The meeting ended at 18:26.

Chairman: *Cllr Steve Toney* Date: **2nd June 2025**

END