



EAST PRESTON PARISH COUNCIL

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

<http://eastpreston-pc.gov.uk>

Email: clerk@eastpreston-pc.gov.uk

COMMUNITY ENGAGEMENT COMMITTEE

- MINUTES:** of the Committee Meeting held on Monday, 21st July 2025 at East Preston Infant School, Lashmar Road, East Preston at 19:00
- PRESENT:** Councillors Andrea Chapman, Lisa Duff, Helen Hill, Elizabeth Linton (Chairman), David Moore and Steve Toney
- ALSO:** Clerk to the Council, Simon Cross

The following abbreviations may appear in these Minutes:

ADC – Arun District Council;
EIWP – Environmental Initiatives Working Party;
KEPT – Keep East Preston Tidy
NHS – National Health Service;

NR – Network Rail;
VHF – East Preston & Kingston Village Hall Foundation;
WSCC – West Sussex County Council.

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The meeting opened at 19:05.

585/25 APOLOGIES AND REASONS FOR ABSENCE

All committee members were present.

586/25 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

587/25 PUBLIC SESSION

No members of the public were present.

588/25 PLAYSCHEMES

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

2025 Playschemes

Committee is asked to continue consideration of any 2025 playschemes.

At the January meeting, Cllrs Chapman and Duff had contacted Accelerate to see if it would be willing to run a playscheme on our behalf but had received no reply.

Cllr Duff reported there were no updates on this matter. The committee considered it may be necessary to rethink and rebrand what the council has called playschemes for many years, perhaps to something such as *Activity morning for children and parents*.

Cllr Duff talked about the ACCelerate Family Open Days which run during the summer. At these, ACCelerate brings all necessary kit to a venue and children and parents can then drop in and play for as long as they liked. The committee AGREED Cllr Duff should contact Jon Jolly at ACCelerate to see if something could be arranged for October half-term or, if that was too soon, for a future date.

589/25 EAST PRESTON SPORTS CLUBS MEETING, 28TH JULY 2025

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

Sports Clubs meeting, 28th July

Committee is asked to consider the creation of an annual meeting with the village's sports clubs.

At the last meeting, the committee agreed to host a meeting of the village's main sports clubs on Monday, 28th July. At present, the invited are the football, tennis, bowls, cricket and stoolball clubs. Stoolball club has yet to reply but the others have all replied confirming their attendance.

At the March meeting it was also agreed the meeting should be led by Cllrs Toney and Linton with Cllr Moore also attending if available.

The Clerk advised East Preston & Kingston Bowls Club was no longer able to attend. He asked committee members to send him suggested agenda items by midday on 22nd July so he could formulate an agenda. Committee members suggested the clubs could work together more closely on event calendars and on promoting each other's events.

590/25 BEACH CLEAN, 28TH SEPTEMBER

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

Beach Cleans

Committee is asked to consider any matters relating to the Beach Clean scheduled for Sunday, 28th September.

The Beach Clean on 6th April was successful, nicely-attended with a reasonable amount of litter collected, but not enough to be a cause for concern.

Which councillors will be in attendance on 28th September?

Cllrs Linton, Toney and Duff and the Clerk confirmed their attendance. Cllr Hill said she was not available on that date. Cllr Moore said he would again attach bags to litter hoops in the week before the event. Cllr Linton thanked him in advance.

Committee noted the dates for the 2026 Festival.

Cllr Linton asked committee members to think of possible events the council could host in its usual Tuesday late afternoon slot.

The Clerk said he had seen there was a mobile crazy golf company in Sussex which would bring a crazy golf course to the village and maybe this would be an alternative to find some other fauna to bring to the village. The committee AGREED he should obtain a quote for the company to visit the village.

592/25 CHRISTMAS LIGHTING

The following report was circulated in advance of the meeting:

Christmas Lighting

Committee is asked to receive any updates on the village's Christmas lighting.

Cllr Linton to lead on this item.

At the time of writing there are no updates.

Simon Cross – **Clerk to the Council**

14th July 2025

The committee AGREED to a quote from SSE for just over £2,500 for the “supply and install galvanised Pudsey Diamond 2250 feeder pillar complete with festive timer” and “carry out new UKPN unmetered connection for the supply within the feeder pillar as noted on Bill item A civils works included with up to 10m of grass verge allowed for”. The committee ACKNOWLEDGED the quote was out of date and the sum would be higher than the £2,500. The Clerk had failed to get any further update from Event Power Engineering.

593/25 NEWSLETTER – AUTUMN 2025

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

Newsletter – Autumn 2025

The Summer 2025 newsletter may have been signed off today, a week ahead of schedule, to fit in around my leave. We did not have room to publicise the quiz afternoon, but will do that in noticeboards and the e-newsletter.

Committee is asked to consider content for Newsletter No. 76, Autumn 2025.

No. 76, the Autumn 2025 newsletter, should go to print in the middle of October for delivery at the start of November, so please start thinking of and writing potential articles now.

The Autumn edition usually includes publicity for Christmas Celebrations. This edition will include an update on the purchase of 118-120 Sea Road, presumably.

What else might we include?

Simon Cross – **Clerk to the Council**

14th July 2025

Cllr Linton thanked everyone who had contributed to the Summer 2025 Newsletter and for having been able to send it to print a week ahead of schedule. In addition to articles suggested in the paper above, the committee suggested there could be something on the success of forthcoming events such as the Beach Clean, the Food & Drink Festival and the quiz afternoon.

Cllr Linton asked committee members to let her and the Clerk know of any further suggested articles.

594/25 BUS SERVICE

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

Village bus service

Committee is asked to consider new information related to the provision of a village bus service.

The council is waiting for further information from Mike Clayden of Arun Community Transport. Early in June, a colleague of Mike's called me and said they were looking at holding a meeting on 1st or 2nd July. We heard nothing further.

Simon Cross – **Clerk to the Council**

11th July 2025

Committee members continued to be surprised every time they saw a No. 12 bus pass them in the village, it now being over 12 months since Rustington Parish Council withdrew funding and almost a year since East Preston Parish Council withdrew funding. Some councillors suggested more people were using the No. 12 now the No. 11 only passed through the village twice an hour.

The Clerk confirmed he had heard nothing further than the suggestion of the two meeting dates. In light of the continued service of the No. 12 the committee AGREED not to chase Arun Community Transport too hard at this time.

595/25 2026 EAST PRESTON CALENDAR

Cllrs Duff and Chapman reported they had met last week and had pretty much finalised the choice of photographs. Cllr Duff had additionally been out over the past weekend to take a few back-up photographs in case they were needed. Cllr Chapman had contacted Christina Iden who would do the design work for us, hoping to meet this week but had not yet had a confirmation of a meeting.

After some discussion, it was AGREED an initial order should be for 100 copies as more could be ordered and delivered in a week or so. The price was AGREED as £5. Each of the photography contributors would be offered a free calendar.

The following report was circulated in advance of the meeting and covers the next two Minutes:

Community Speed Watch

Committee is asked to receive any update from the 20MPH Working Party.

County Cllr Elkins confirmed at the Full Council meeting on 2nd June he is still working on arranging a meeting between WSCC Highways and the parish council to discuss a 20mph zone to cover just The Street, Fairlands, Sea Road and a smidge of North Lane.

Meanwhile, Full Council agreed to support a request from most of the residents of Clarence Drive for traffic calming measures to be implemented there. This may include a 20mph speed limit. The design will be left to WSCC Highways.

Committee is asked to receive an update on the decision to purchase Speed Indication Devices.

No change, i.e. following the correspondence mentioned above, it is possible some of the money being set aside for Speed Indication Devices may still need to be diverted to help persuade WSCC to implement the 20mph limit in Sea Road.

Simon Cross – **Clerk to the Council**

14th July 2025

596/25 COMMUNITY SPEED WATCH – 20MPH WORKING PARTY

There was no update on this item. The council was still hoping County Cllr Roger Elkins would facilitate a meeting with a WSCC Highways officer.

With the council having agreed to support traffic calming measures in Clarence Drive, following a public campaign, the Clerk said he was beginning to come around to the WSCC Highways idea the whole village became a 20mph area.

597/25 COMMUNITY SPEED WATCH – SPEED INDICATION DEVICES

There was nothing to add, as any further progress on this continued to depend upon the outcome of the above Minute.

598/25 DEFIBRILLATORS

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

Defibrillator

Committee is asked to continue consideration of the provision of another defibrillator in the village.

At its April meeting, council “resolved unanimously to spend up to £2,500 on provided and installing a defibrillator and cabinet at East Preston Fire Station.” Theoretically that is no problem but we have nothing in writing from the West Sussex Fire & Rescue Service (FRS) and we need that before we can progress and we also need an agreement about maintenance, checking etc..

On 24th June, Cllr Toney forwarded me an email which had been sent to the station manager at East Preston Fire Station:

FRS are currently carrying a service risk associated with public access defibrillators (located on the R&D risk register) this is for a number of reasons chiefly as I understand it that many were installed by SECAMB who have now withdrawn from the programme.

This result in FRS are now incurring the costs for parts and full replacement of both defibs and boxes, we have now no process or procedure in place for routine testing, checks, no system for securing to prevent improper use, no way of knowing if these are listed as available to access.

In order to bring about some consistency across the service and to address the risks identified the fleet and equipment steering group have asked for a DP2 to be produced to then be submitted to the governance cycle to allow a strategic decision to be taken on the future provision of public access defibs.

I would suggest that until a strategic decision is taken we would want to pause on agreeing to install any further additional defibs. I recognise this will be frustrating but to avoid any misunderstanding or the need to reverse decision in the future it's the right course of action at this time.

I will keep you updated as the PD2 progresses and strategic decision is taken.

Regards



Mark Purves
Station Manager Estates, PDA & Policy
Strategic Risk & Improvement
West Sussex Fire & Rescue Service

The important part of this email, I would say, is “I would suggest that until a strategic decision is taken we would want to pause on agreeing to install any further additional defibs.”

Simon Cross – **Clerk to the Council**

11th July 2025

Cllr Toney confirmed, further to the email above, he had spoken to Darren and to Mark Purves and had agreement the council just needed to draw up a Memorandum of Understanding to say it would be responsible for the purchase of all kit and supplies now and in the future and the Fire & Rescue Service would do all the checks and maintenance. The Fire & Rescue Service had requested a lockable cabinet.

Cllr Duff suggested the model purchased for the fire station be as close to that at the Council Office as possible so spares could be interchangeable.

599/25 MINUTES OF THE MEETING HELD ON 9TH JUNE

The draft Minutes of the meeting held on 9th June had been circulated to all members on 10th June asking for suggested amendments by 17th June. No changes had been suggested.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting which had taken place on 9th June and Cllr Linton duly completed this task.

600/25 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

The following report was circulated in advance of the meeting:

Matters Arising from previous meetings

Minute 256/25 – Roundstone Level Crossing – the 4th June meeting of councillors provided some initial feedback which has been forwarded to Bright Plan for its consideration ahead of any meeting with us and neighbouring councils.

Minute 460/25 – East Preston Festival, 6th to 15th June – as previously reported to Full Council, *Come and Meet Your Local Councillors* was affected by a poor weather forecast and took place inside the Council Office rather than out on the forecourt. Five households came to talk to the council, mostly positive comments.

A few days later, Ems Friendly Farm was altogether more successful with children of all ages coming along to enjoy the event.

Minute 462/25 – Tennis Coaching, June 2025 – also part of the Festival, tennis coaching was also successful, nine people taking advantage of the free sessions held on the Warren Recreation Ground.

Minute 463/25 – Smartphone Free Childhood, 26th June 2025 – a report on this can be found in Minute 543/25 of the Full Council meeting held on 7th July. Cllrs Chapman and Duff and I attended and from that we have been able to include an article in the forthcoming Summer 2025 Newsletter.

Minute 466/25 – East Preston Yarnbombers – Remembrance project – as requested, I met with a representative of the Yarnbombers on 25th June to discuss the precise location of the Remembrance installation on the Village Green. The representative was concerned the

council's suggestion to be closer to the western side would not work as well. As the representative promised the installation would be removed by 20th November and therefore not been in the way of East Preston Christmas Celebrations events on 22nd November, I agreed the installation could be in the middle of the Village Green. I informed Cllrs Linton and Toney of this straight after that meeting.

Minute 477/25 – Invite to village organisations – Voluntary Action Arun and Chichester has agreed to attend the Full Council meeting on 1st September so please feel free to mention this to friends you know within village organisations.

For info, 4SIGHT has agreed to attend the full Council meeting scheduled for 6th October.

Both the above meetings with start at 18:30.

Minute 478/25 – British Sign Language (BSL) Tuition – Cllr Hill has begun her BSL course in Angmering.

Minute 479/25 – St George's Day – the council is now in possession of a St George's flag and flying this will be built into our calendar of flags in time for 2026.

Simon Cross – **Clerk to the Council**

14th July 2025

Minute 256/25 – Roundstone Level Crossing – the Clerk clarified he had provided Bright Plan with the feedback from the councillors' meeting on 4th June and Bright Plan's response to this needed to be received before a meeting with just this council and Bright Plan could be held. A subsequent meeting would then be held with Angmering and Kingston Parish Councils.

601/25 PARKED PROJECTS

The following paper was circulated in advance of the meeting:

Parked projects

Committee is asked to note the committee's currently parked projects such as any wellbeing projects, Warm Welcome Space 2026, St John Ambulance First Aid training, Blue Billboard and the WSCC Library Service centenary.

Simon Cross – **Clerk to the Council**

14th July 2025

There were no updates to any of the projects on this list, except Warm Welcome Space, see below.

602/25 WARM WELCOME SPACE 2026

The Clerk said he had started to have a conversation with Chris Wood, churchwarden, but owing to the illness of Reverend Perry, the church was somewhat in a stage of flux at the moment, and as this was not a priority for the church, it was probably best not to discuss it further yet.

The committee AGREED Cllr Linton should approach Kevin Reene, manager of the Royal British Legion club about whether it would be willing to host Warm Welcome Space sessions in 2026, preferably on a Wednesday.

603/25 NEW ITEMS FOR THE NEXT MEETING (22ND SEPTEMBER 2025)

Cllr Hill reported she had attended the initial Rustington Death Café, an informal monthly session for people to discuss "all things death and dying to bring this taboo subject back into community conversations." Cllr Hill found the session very worthwhile and wanted the council to promote the sessions in the community. The committee AGREED the Clerk should approach the organisers and invite them to give a presentation to a future monthly council meeting; the first available slot

was the November meeting. The Clerk suggested the organisers might want to run a trial session in the village, supported by the council.

The Clerk asked what the committee wanted to do for Merchant Navy Day, 3rd September, this year. He reminded the committee Our Lady, Star of the Sea church had cancelled this year's Songs of Praise on the Green because of Reverend Perry's illness. The committee, taking that decision as its starting point, AGREED to raise the Red Ensign on 3rd September but not to hold any kind of ceremony this year. Cllr Moore agreed to let Bryan Osborne know.

The Clerk asked what the committee wanted to do for Emergency Services Day, 9th September, and the committee AGREED it would simply raise the 999 flag without any kind of ceremony.

The Meeting closed at 19:54.

Chairman: Cllr Elizabeth Linton Date: 22nd September 2025

(END)