



# EAST PRESTON PARISH COUNCIL

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## **COMMUNITY ENGAGEMENT COMMITTEE**

- MINUTES:** of the Committee Meeting held on Monday, 19<sup>th</sup> January 2026 at East Preston Infant School, Lashmar Road, East Preston at 18:00
- PRESENT:** Councillors Andrea Chapman, Lisa Duff, Elizabeth Linton (Chairman), David Moore and Steve Toney
- ALSO:** Clerk to the Council, Simon Cross
- ABSENT:** Councillor Helen Hill

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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 18:04.

### **045/26 APOLOGIES AND REASONS FOR ABSENCE**

An apology and a reason for absence were accepted from Cllr Hill (family matter).

### **046/26 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS**

No declarations were made.

### **047/26 PUBLIC SESSION**

No members of the public were present.

### **048/26 WARM WELCOME SPACE 2026**

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

## **Warm Welcome Space 2026**

**Committee is asked to review progress with this initiative.**

The grant received from Arun District Council was for £1,000.

The first session was held on 7<sup>th</sup> January, led by Cllr Linton with Cllr Gunston as a community volunteer. Nineteen residents attended, two for the first time. Before the session, bookings were at about 25. Most of the other sessions will be led by either Cllr Chapman or Cllr Hill, with Cllrs Duff, Linton and Gunston each leading one more session.

As suggested by Cllr Chapman, I have produced a laminated checklist. As suggested by Cllr Linton, I have created a different format of register and both these documents are in use.

As Cllr Linton discovered at the first session, there is a cribbage club at the Legion every other Wednesday. That starts at 14:00, a little too close for digestive comfort after a 13:00 lunch. On cribbage weeks certainly, and probably on all weeks by the time of this meeting, lunch will be served instead at 12:30. Most attendees are in position by then anyway.

Simon Cross – **Clerk to the Council**

12<sup>th</sup> November 2025

Cllr Chapman reported the session on 14<sup>th</sup> January had mainly gone well. Subsequently, she and the Clerk had made some minor alterations to the checklist for each session. On the day of the meeting, the Clerk had emailed all regular attendees that he had email addresses for advising lunch would be served at 12:30 for the rest of the season and suggesting attendees might save their hot drink until after their lunch.

Cllr Linton thanked Cllr Chapman for her efforts and report.

#### **049/26    PLAYSCHEMES**

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

### **2026 Playschemes**

**Committee is asked to continue consideration of any 2026 playschemes.**

At the last meeting, Cllrs Chapman and Duff mentioned four companies the meeting agreed committee members should research for themselves: [Wonder Wheelers Workshop](#), [Ranger Stu](#), [Tom's Talking Reptiles](#) and [Wild Science](#).

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

After some discussion of the options, the meeting AGREED unanimously Cllr Duff should get prices from Wild Science and Tom's Talking Reptiles, with a view to an event on 27<sup>th</sup> or 28<sup>th</sup> October, probably at the Scout Hall. Ideally, the event would be designed to appeal to all ages

The next meeting would make a decision based upon the pricing information. There was £600 in the Playscheme budget line for the coming financial year.

#### **050/26    BEACH CLEANS 2026**

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

### **Beach Cleans**

**Committee is asked to reconsider the need for Beach Cleans.**

Having set beach cleans for 29<sup>th</sup> March and 27<sup>th</sup> September, at the last meeting the committee agreed to approach KEPT (Keep East Preston Tidy) about leading these events with council support. I had an informal conversation with Sue Hickey and she went away to think about it. On 2<sup>nd</sup> January, Sue emailed, "I would be willing to run East Preston Biannual Beach Clean on behalf of KEPT in collaboration with the Parish Council."

More discussion to be had over the coming months.

Committee may wish to discuss what level of involvement the council is offering in this arrangement.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Cllr Linton was hopeful KEPT's involvement would mean there was no need for council officer involvement on the day.

The event would be a collaborative event this year as participants would then be covered by council's insurance – as long as they signed in at the beginning of the event. KEPT had started regular Sunday morning meets, participants in which signed a disclaimer and were not covered by insurance. From 2027 onwards, the committee hoped beach cleans could continue just as part of KEPT's regular Sunday mornings. The notable reduction in litter collected over recent years has lessened the need for a council-led event.

Cllr Moore said he would visit the Council Office on 26<sup>th</sup> March to add bags to litter hoops; Cllrs Duff, Linton and Toney said they would all be available for the Beach Clean on 29<sup>th</sup> March. An arrangement was needed for getting any kit from the office before the day.

The Clerk will have a meeting with Sue Hickey from KEPT well in advance of the day.

#### 051/26 EAST PRESTON FESTIVAL, 5<sup>TH</sup> TO 14<sup>TH</sup> JUNE 2026

The following report was circulated in advance of the meeting:

### East Preston Festival, 5<sup>th</sup> to 14<sup>th</sup> June 2026

The theme for this year's Festival is *East Preston Goes Wild*.

**Committee to asked to consider any matters pertaining to *Come and Meet Your Local Councillors* on Saturday, 6<sup>th</sup> June.** Is the event running between 10:00 and 12:00 again? What furniture do we need to borrow and from where?

**Committee is asked to consider any matters pertaining to mini-golf on the Village Green on 9<sup>th</sup> June.** At the moment, I think we just need to know which councillors will be available to be a presence during the event. I don't believe we need to provide any human resources to help with running the event, but we do need to have a presence. Also, please could we consider whether we need to close the section of Sea Road adjacent to the Village Green and the whole of Willowhayne Crescent for the duration of the event?

**Committee is also asked to consider any further council involvement in the Festival,** for example, are we able to confirm the council will not be taking part in the Carnival Parade on 13<sup>th</sup> June?

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

The committee AGREED unanimously to hold *Come and Meet Your Local Councillors* between 10:00 and 12:00. Cllr Chapman reported Alison was looking at tables to buy for the Food & Drink Festival, and these could be used for *Come and Meet Your Local Councillors* too. If that idea fell through or was not ready in time, the council would borrow some tables and chairs from the Infant School or Scout Hall.

Several suggestions were floated for the name of the mini-golf event, but ultimately the committee CHOSE Putter Madness, as suggested by Cllr Chapman's Artificial Intelligence app. The committee AGREED there was no need to close Sea Road on the afternoon of the event.

Cllr Duff reported there was insufficient councillor interest in taking part in the Festival Carnival Parade this year.

#### 052/26 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.

Oddly not commented up on by the public, the additional Christmas lighting in the trees at the northern shops looked good.

To Cllr Toney, some of the northern shops businessowners have asked whether they could a Christmas tree next Christmas, and staff in One Stop have asked whether there could be some additional lighting in that northernmost corner of the shopping parade where, to be fair, it can be pretty dark when there are no shop lights on.

With regards to a Christmas tree, I asked Cllr Toney to ask the businessowners to come back with a fuller proposal as there is not a lot of room for a tree there. Cllr Linton has seen for herself how dark the northernmost corner is and I have asked our Christmas lighting supplier for a conversation about whether we could wrap some lights around the trees in the bed outside One Stop. Only once I have had that conversation will I know whether there are additional infrastructure requirements or whether there is a streetlight which could be tapped into.

Infrastructure at Two Acres has been installed. As far as Dawn and I can tell, it's ready to use, but we have not yet had Enerveo sign-off. Dawn is chasing this.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Dawn had not heard anything further from Enerveo. Cllr Toney said he was not very impressed by how Enerveo's engineers had left the wire cable-tied to the tree.

The committee AGREED to explore the options for Christmas lighting infrastructure in the flower beds at the very northern end of the northern shops, backing on to 125 North Lane. If infrastructure was possible, the committee AGREED it would like to provide some lighting in the palm trees at this location.

Cllr Tony AGREED to discuss with leading northern business-owners where they wanted to place a Christmas tree. Committee would then discuss the ramifications and possibilities.

### **053/26 YOUTH PROVISION**

The following report was circulated in advance of the meeting:

## **Youth provision**

**Committee is asked to receive any update on work undertaken in conjunction with Angmering and Rustington Parish Councils.**

I have attended two meetings of this group now, the first with Cllr Duff, the second with Cllr Chapman. The group is gaining an understanding of what youth provision is needed in the area, what is available and how any needs can be met.

At the last meeting, East Preston PC was tasked with talking to Helen Holt, the publisher of the *All About* magazines, about perhaps a twice-yearly *All About Youth* version. I have made an initial approach to Helen and she has responded positively wanting a further conversation which we shall have in due course.

Local schoolchildren interviewed by members of the group felt they did not know what activities and events were available to them, hence the above idea.

In response to a question about content provision, Cllr Chapman and the Clerk replied content would be provided by councils, schools, sports clubs and, hopefully, junior journalists.

Cllr Toney suggested the council's future work experience student might be able to write something.

**054/26    NEWSLETTER – WINTER 2026**

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

## **Newsletter – Winter 2026**

### **Committee is asked to consider content for Newsletter No. 77, Winter 2026.**

Signoff date will be 12<sup>th</sup> February, with delivery starting on 23<sup>rd</sup> February. The first draft of any copy should be with me by 30<sup>th</sup> January so we have some idea of space left and some time to make minor changes.

Cllr Gunston and I have written an article about the increase to the precept.

Bailey Hackett has completed the proposed article on Southsea Bakery's Mya de Hoedt and how she found setting up a small business in the village. I have arranged to photograph the pair of them on the morning of 31<sup>st</sup> January.

Juliet Lockwood and I have written an article on hearing loss in later life, with a view to setting up a village support group (see below).

I have an article about the friendship which has arisen following a random request in an e-newsletter for a Danish-speaker to help translate a resident's mother's 1930s holiday diary.

Cllr Chapman has asked for space for an article about photographs for a future calendar.

An article has been submitted by the local residents looking to set up a verge-mowing team in the village.

Full Council has agreed an article should be included on the subject of 20mph across the village.

What else might we include?

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

The Clerk said he had received a first draft late that afternoon. This included an initial five articles. He believed it might be possible to fill eight pages. Cllr Chapman said she would write an article thanking contributors to the 2026 calendar.

**055/26    BLUE PLAQUES**

The following report was circulated in advance of the meeting:

## **Blue plaques**

### **Committee is asked to consider the case for Miss Winifred Scott, a former resident of Sea Lane.**

An essay by local historian, Richard Standing, has been circulated electronically to all committee members.

Miss Scott lived in the same Sea Lane house in the village from 1922/3 until her death in 1962. By then, she had already shown great bravery during World War I, being Mentioned in Dispatches by Field Marshall Sir Douglas Haig and receiving the Belgian Croix de Guerre. Richard Standing remembers going to see Miss Scott with his mother.

Miss Scott had built and lived in Greencroft, which is at the western end of Two Acres on the north side. The property is set back from the road but perhaps no further than the distance between Forge Cottage and the pavement in The Street.



The committee does not have any money in the 2026/27 budget for blue plaques. The council last purchased a blue plaque in 2022, a 13” diameter cast aluminium one for Heywood Hardy. Previously we had bought 14” plaques, but such would not have fitted on Forge Cottage. Excluding VAT, the 2022 plaque cost £330 plus £24.50 delivery.

Is the committee happy we should approach the current householder with an initial enquiry?

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

The committee AGREED unanimously an initial approach should be made to Mrs Wilkinson, the current owner-occupant of Greencroft.

#### 056/26 CENTRE FOR AGEING BETTER

The following report was circulated in advance of the meeting:

### **Centre for Ageing Better – Age-friendly Town and Parish Guide**

**Committee is asked to consider any matters arising from the Age-friendly Town and Parish Guide.**

On 9<sup>th</sup> December, I circulated to all committee members a link to the Age-friendly Town and Parish Guide produced by the Centre for Ageing Better in conjunction with the National Association of Local Councils and the Society of Local Council Clerks. The document is designed “To support councils in their journey toward becoming age-friendly communities.”

A conversation on this could take up a whole evening but, initially, Cllr Linton would like to gauge interest in having that longer conversation.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Cllr Linton said the document confirmed many age-friendly activities were already offered in the village.

The committee AGREED to the Clerk's suggestion available councillors should spend a couple of hours going through all the suggestions in the document noting which were already available, which the council could progress and which were of no interest. Cllrs Linton and Moore said they would definitely attend such a meeting. The committee also AGREED with the Clerk's comment many East Preston residents would not be keen to be reminded of their age.

**057/26    2026 EAST PRESTON CALENDAR**

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

**East Preston 2026 Calendar**

**Committee is asked to close the production of a 2026 East Preston calendar.**

Cllrs Chapman and Duff are leads on this initiative.

The calendar went on sale on 28<sup>th</sup> October. 100 were produced. One has been kept as an archive copy. 94 have been sold and most of the money has been banked.

This was definitely the best East Preston calendar to date.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Cllr Linton thanked Cllrs Chapman and Duff for their contributions to this successful project. Cllr Linton said she was pleased the right number of calendars seemed to have been ordered this time. Cllr Toney said a neighbouring council was having to sell off its excess 2026 calendars half-price.

**058/26    HEARING IMPAIRMENT**

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

**Hearing impairment**

**Committee is asked to continue consideration of supporting the setting up of a support group in the village for those with hearing impairment and their allies.**

On 29<sup>th</sup> October, Cllrs Linton and Hill and I met with a resident of Manor Road to discuss her issues with hearing loss later in life. A resident of Arun Court had been due to attend too, but it was raining so heavily she chose to stay home.

At this committee's last meeting, it agreed it was happy for Cllr Hill to lead on a project to set up something for those with hearing loss if she wanted.

As mentioned earlier in these supporting papers, I have written an article with Juliet Lockwood for publication in the Winter 2026 Newsletter. This ends with a request for anyone interested to contact the Council Office. Once we know the level of interest, we can consider the way forward.

Simon Cross – **Clerk to the Council**

13<sup>th</sup> January 2026

In the absence of Cllr Hill, the Clerk reminded the meeting there had been two local residents who had approached the council about some form of hearing impairment group in the village. On the day, Cllrs Linton and Hill had met with one, the other had been unable to attend because of the poor weather. However, she had attended the Warm Welcome Space session on 14<sup>th</sup> January, as had Cllr Hill and the Clerk had introduced them to each other.

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.**

No updates since the September meeting, i.e.:

The Community Highways Scheme proposal for a 20mph speed limit in Clarence Drive was rejected by WSCC Highways. One of the reasons given was, “GPS speed data for Clarence Drive shows an average speed of 15mph, with a slight reduction to 14.1mph between 2pm and 4pm. This indicates strong compliance with the existing 30mph limit and does not support the need for a 20mph restriction.”

Meanwhile, Full Council has asked this committee to undertake a survey on whether or not the village supports a village-wide 20mph zone.

**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**

12<sup>th</sup> November 2025

## **059/26 COMMUNITY SPEEDWATCH – 20MPH WORKING PARTY**

The article asking residents for their views on a 20mph one across the village was currently scheduled to be the front page of the Winter 2026 Newsletter.

## **060/26 COMMUNITY SPEEDWATCH – SPEED INDICATION DEVICES**

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

## **061/26 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.**

No update. This matter is waiting for me to draft a Memorandum of Understanding between the council and the Fire & Rescue Service.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

The Clerk reported a resident of Orchard Road had been into the Council Office on the day of the meeting chasing on this matter, saying the northern end of the village was always treated poorly compared to the southern end of the village.

Cllr Chapman reported Angmering Parish Council was offering defibrillator familiarisation sessions to its residents.

## **062/26 CORPORATE STATIONERY**

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

# **Corporate stationery**

**Committee is asked to consider whether or not to update the council's corporate stationery.**

At the September meeting, the committee agreed to modernise the council's corporate stationery.

ADC has offered a few simple design changes which have been circulated electronically with the pack for this meeting.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Cllr Linton's contact had provided a selection of eight designs which she shared with the committee. Cllr Linton felt the designs were bold and modern. Committee members generally said they preferred the more restrained update offered by the ADC designs. Cllrs Chapman and Duff said they liked the blue background and asked whether it would be possible to see that with a yellow line along the bottom, to reflect the village colours of blue and yellow. The Clerk would pursue this.

The Clerk would write to Cllr Linton's contact thanking him for his designs.

## **063/26 MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> NOVEMBER**

The draft Minutes of the meeting held on 17<sup>th</sup> November had been circulated to all members on 20<sup>th</sup> November asking for suggested amendments by 27<sup>th</sup> November. 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 17<sup>th</sup> November and Cllr Linton duly completed this task.

## **064/26 UPDATE ON MATTERS FROM PREVIOUS MEETINGS**

The following report was circulated in advance of the meeting:

### **Matters Arising from previous meetings**

**Minute 907/25 – Remembrance Sunday, 9<sup>th</sup> November** – I have contacted the Legion's Ritchie Leccia twice asking him to suggest some meeting dates soon so our two organisations can plan early for this year's Remembrance Sunday. No response as yet. This matter will now mainly be discussed at the Major Events Committee.

**Minute 742/25 – Newsletter – Autumn 2025** – at the last meeting, Cllr Linton has flagged a number of inserts were included in her copy, something she thought the council had decided against.

I duly looked back and have no record of any agreement made with Applegate as only Cllrs Linton and Hill met with Dana from Applegate, our distribution company. However, my recollection is the agreement made with Dana was only to ensure no party political material was circulated with any parish council document.

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

No other matters were raised.

## **065/26 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, St John Ambulance First Aid training, and Blue Billboard.**

Simon Cross – **Clerk to the Council**

14<sup>th</sup> January 2026

Referring back to Cllr Chapman's comment about defibrillator familiarisation sessions, Cllr Linton reminded the committee First Aid sessions for residents were still a parked project.

### **066/26 NEW ITEMS FOR THE NEXT MEETING (23<sup>RD</sup> MARCH 2026)**

Nothing was suggested.

The Clerk reported the council had been contacted by a man who already ran one secure dog walking field and was looking for land within East Preston which may be suitable for a further such project. The Clerk had initially replied explaining the parish council did not allow its land to be used for regular commercial activities. He had further explained the other greenspaces in the village were owned by ADC and there was no privately-owned greenspace in East Preston but there was in the neighbouring parishes of Angmering and Kingston. He had finished his reply offering to mention the man's quest to councillors. The committee AGREED there was nothing they could add to the Clerk's response.

*The Meeting closed at 19:07.*

Chairman: **Cllr Elizabeth Linton** Date: **23<sup>rd</sup> March 2026**

(END)