



EAST PRESTON PARISH COUNCIL

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COMMUNITY ENGAGEMENT COMMITTEE

- MINUTES:** of the Committee Meeting held on Monday, 8th June 2026 at Council Office, 122 Sea Road, East Preston at 19:00
- PRESENT:** Councillors Andrea Chapman, Lisa Duff, Helen Hill, Elizabeth Linton (Chairman) and Steve Toney
- ALSO:** Clerk to the Council, Simon Cross
- Ocean Jackson

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 18:58.

Cllr Linton welcomed everyone to the meeting especially Ocean Jackson who had undertaken work experience at the council in the previous week.

Following the Annual Meeting of the Council on 11th May, the membership of the committee remained Cllrs Chapman, Duff, Hill and Moore. As Chairman and Vice-Chairman of the Council respectively, Cllrs Toney and Linton were entitled to attend and vote at meetings of this committee.

On 28th May, the Clerk had asked members of the committee to let him know whether they wished to stand for Chairman and/or Vice-Chairman of the committee. Cllrs Linton and Duff had replied they were willing to stand for Chairman and Vice-Chairman respectively.

The committee AGREED Cllr Chapman could act as second teller alongside the Clerk.

426/26 APPOINTMENT OF A COMMITTEE CHAIRMAN FOR THE YEAR 2026/27

Cllr Linton was appointed unopposed.

Cllr Chapman confirmed all five councillors present had voted.

427/26 APPOINTMENT OF A COMMITTEE VICE-CHAIRMAN FOR THE YEAR 2026/27

Cllr Duff was appointed unopposed.

Cllr Chapman confirmed all five councillors present had voted.

428/26 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were accepted from Cllr Moore (a prior commitment).

429/26 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

430/26 PUBLIC SESSION

Ocean chose not to comment at this time.

431/26 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, it was agreed Cllr Duff should talk further with [Tom's Talking Reptiles](#) with a view to offering something on 27th or 28th October. Cllr Toney was going to find out whether the Scout Hall could be available on either of those days.

Simon Cross – **Clerk to the Council**

29th May 2026

Cllr Duff reported Tom's Talking Reptiles was fully booked for the week of October half-term. Cllr Duff had contacted Weird Science which was willing to offer a two-hour drop-in session on either 27th or 28th October for £439 (excl. VAT). There was some discussion about whether it would be better to have two one-hour sessions with attendees booking for one or other session through the office. It was decided attendance would be better spread out if attendees could drop in at any time over the two hours. Committee AGREED unanimously the event should run 10:00 until 12:00.

The committee AGREED Cllr Duff should leave the decision to the Weird Science team. Cllr Toney confirmed the Scout Hall was available either day and he would book it once Weird Science had made its decision.

432/26 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.

Beach Clean on Sunday, 29th March, was successful with more attendees than there have been for a while. However, or maybe because of that, Sue Hickey does not feel KEPT is capable of yet running future beach cleans without council involvement and support. I have asked Sue to talk to me about this more.

Simon Cross – **Clerk to the Council**

29th May 2026

The Clerk reported he (and Ocean) had met with Sue Hickey on 4th June. Sue has expressed concern KEPT had a very small core of members, about 5, some of whom were not keen on beach cleans. If the council could continue to store the equipment it currently stored and could supply at least two councillors per beach clean, Sue was happy to do all the organisation and admin and publicity for beach cleans. Sue said the council was applauded by the village for its beach clean initiatives. The committee AGREED it would continue to store equipment and to provide at least a couple of councillors to support each event on the day. Cllrs Chapman, Duff, Linton and Toney all said they could be available for the beach clean already scheduled for Sunday, 27th September.

433/26 EAST PRESTON FESTIVAL, 5TH TO 14TH JUNE 2026

The following report was circulated in advance of the meeting:

East Preston Festival, 5th to 14th June 2026

The council is hosting three activities this year.

Friday 5th, Tuesday 9th and Friday 12th June, **free tennis coaching** at the Warren Recreation Ground.

Saturday, 6th June, ***Come and Meet Your Local Councillors on Saturday, 6th June.***

Tuesday, 9th June, ***Putter Madness*** running from 16:00 to 19:00.

The committee is asked to review the *Come and Meet Your Local Councillors* event.

Committee is asked to consider any matters pertaining to mini-golf on the Village Green on 9th June. Cllr Linton has asked councillors to attend the event if they can, just as a presence.

Simon Cross – **Clerk to the Council**

29th May 2026

Cllr Linton reported first on the tennis coaching. Two of the three people booked to attend the Friday, 5th June session had initially gone to the club rather than the Warren Recreation Ground. Cllr Linton had confirmed the Festival programme does clearly show the venue as Warren Recreation Ground and had asked the club to confirm that with anyone who booked for future sessions.

Councillors agreed *Come and Meet Your Local Councillors* had gone well, with some residents booking slots to talk about more serious matters and others simply dropping by to thank the council for all it does for the village. The Clerk confirmed he would attempt to write an article for the Summer 2026 newsletter covering matters raised by the attendees.

Cllr Linton reminded councillors of the Putter Madness event. Owing to variable weather forecasts, she and the Clerk would liaise before midday on the day to confirm whether or not the event should go ahead. The supplier knew this.

434/26 ST MARY THE VIRGIN CHRISTMAS TREE FESTIVAL, 11TH TO 13TH DECEMBER 2026

The following report was circulated in advance of the meeting:

St Mary the Virgin Christmas Tree Festival, 11th to 13th December

Committee is asked to consider the council having a tree in this year's Christmas Tree Festival.

Cllrs Chapman and Duff are the lead councillors for this item.

No other updates on this item at the time of writing.

Simon Cross – **Clerk to the Council**

Cllrs Chapman and Duff reported the Clerk had suggested the tree could feature something around all the organisations and charities the council had supported during the current four-year term. The committee AGREED this was a suitable theme for the council's tree this year.

435/26 **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.

I hope to be able to provide a full verbal update to the meeting.

Simon Cross – **Clerk to the Council**

29th May 2026

The Clerk had chased Festive Lighting for an update, in particular confirmation all would be good with Christmas lighting in Two Acres from this year onwards. The Assistant Clerk was chasing SSE / Enerveo for ideas on how we could provide power to the dark corner at the northern end of the northern shops.

436/26 **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.

This initiative is moving ahead and an initial advert was placed in the relevant All About magazines in the June issue, page 23 for *All About East Preston*. This is a call-out to local organisations to provide information on what they can offer anyone up to the age of 18. Some editorial is being written to be included in a future newsletter and e-newsletter. As mentioned previously, the output will be a website (hopefully) full of information relevant to the age group.

Simon Cross – **Clerk to the Council**

29th May 2026

The Clerk reported the three parish councils had each posted a call for information on social media in the week before the meeting. An advert had also been published in the June *All About* magazines and councillors said they had seen this.

437/26 **NEWSLETTER – SUMMER 2026**

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

Newsletter – Summer 2026

Committee is asked to consider content for Newsletter No. 79, Summer 2026.

The Spring newsletter is usually delivered during the first half of August.

This issue always carries promotion for the Food & Drink Festival and, depending upon how many questions have been asked, feedback from *Come and Meet Your Local Councillors*.

I have asked our work experience student to write an article about what interesting things she learnt about the council whilst here.

What else might we include?

Simon Cross – **Clerk to the Council**

1st June 2026

The Clerk confirmed Ocean had written an article about her experience of working with the council; this would take up about a page. The Food & Drink Festival would take up the whole of the front page. Cllr Chapman suggested an article about activities in the village during the school holidays. Cllr Duff suggested the Festival Committee could do a follow-up article with some photographs from Festival week. The Clerk said the bingo and Weird Science events could be publicised. The Clerk thought the cut-off date would be mid-July for delivery during the first two weeks of August, thus it might be a bit late for activities in the village during the school holidays.

438/26 **BLUE PLAQUES**

The following report was circulated in advance of the meeting:

Blue plaques

Committee is asked to continue consideration of the case for Miss Winifred Scott, a former resident of Sea Lane.

The last meeting agreed I should seek the view of the Preservation Society on this suggestion. I duly contacted Mrs Vos, Chairman, on 24th March. No direct written response from Mrs Vos, but Graham Lewis of the Preservation Society stopped me in Waitrose to express his excitement. Local historian, Richard Standing, emailed, "I have been contacted about Miss Scott and the proposed plaque. I trust some effort and mayhap expense has been expended on trying to find more specifically what act or acts of bravery she was given her awards for. I could only find out the generalities. Not wanting the possible expense in further research. Just to make sure what it is the plaque commemorates." This is something a committee member may wish to look into further whilst drafting the wording for the plaque.

The last meeting also asked for this expenditure, just under £600 to be requested of Full Council. I have added that to the July agenda.

Simon Cross – **Clerk to the Council**

1st June 2026

In view of Mr Standing's concerns, the committee AGREED unanimously to ask Cllr Moore to investigate further after the excellent information he had uncovered about Sjt Davis following a proposal to add him to the East Preston war memorial.

439/26 **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.

Some committee members met and agreed to include a questionnaire in a forthcoming newsletter. I know no more than that.

Simon Cross – **Clerk to the Council**

29th May 2026

Cllr Chapman said following a meeting with Cllrs Hill and Linton, she had drafted a questionnaire for inclusion in a future newsletter. The committee was unsure whether this should be a separate sheet or tear-off page. The Clerk said there should be a link to an online version for those who would prefer that. The Clerk would obtain a price for a separate page on non-glossy paper being printed and inserted into the newsletter; this may also impact upon the delivery cost. Cllr Chapman would circulate the questionnaire again for comment.

440/26 EAST PRESTON ENVIRONMENTAL INITIATIVES GROUP

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

East Preston Environmental Initiatives Group

Committee is asked to consider arranging a meeting of local groups which might have an environmental leaning.

At the last meeting the committee agreed to organise a one-off meeting on 15th June. I offered Michał Zarzecki that date and he replied it clashed “with other plans of some of the members who would like to attend. Particularly, we were told that the timing coincides with the peak of EP in Bloom’s activities and scheduled commitments. Would a later date be possible?”

On 17th April, I offered him 27th July or 3rd August. I have chased him today and he has said the August date would be preferable. He has proposed an agenda:

1. Introduction from the Chair of the PC – 5/10’

2. Introduction of each group - 30’

Group’s mission, vision, audience;

Recent or major projects and outcomes;

Plans for the future (2026-2027?)

3. Networking - 15’

Time to break the ice and meet individual members of the Groups

4. Workshop: what we need/ exploring synergies - 30’

I like Tina’s idea of the Resource Marketplace.

Groups post on two walls/flipcharts ‘What we have’ and ‘What we need’. The idea is to match-make needs to resources across the wider group. I like the walk-around exercise format. Let’s discuss how this could work on the floor.

A leader of each Group presents what they learned from the exercise with tangible benefits/ideas provided by the group.

Closing remarks - 5’

Looking at this, the council would be present mostly as a facilitator.

Simon Cross – **Clerk to the Council**

1st June 2026

The committee AGREED members could be present to support Michał’s meeting on 3rd August. Committee saw its role as facilitation rather than leading.

441/26 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.

Cllr Hill is the lead on this project and has been talking individually to members of the public who have expressed interest in this idea. Cllr Hill will update us further at the meeting.

Simon Cross – **Clerk to the Council**

1st June 2026

Cllr Hill had spoken to those members of the public interested in the group. Cllr Hill proposed a meeting at 14:00 in the Council Office on Wednesday, 24th June. Cllr Linton said she would be able to attend too. Cllr Hill would now invite those interested.

442/26 COMMUNITY SPEEDWATCH – SPEED INDICATION DEVICES

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

Community Speed Watch

The 20MPH Working Party was disbanded by council on 1st June following a lack of councillors willing to be part of the working party (Minute 401/26).

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

Discussion on this to reopen in light of the above.

Simon Cross – **Clerk to the Council**

2nd June 2026

The committee AGREED to contact WSCC Highways for criteria on where the council would be allowed to place a couple of Speed Indication Devices. The committee SUGGESTED North Lane, Sea Road and Worting Road as possible locations. Depending upon how much the price of devices has increased and installation charges, the Clerk thought the council might be able to afford two devices at the current time.

443/26 DEFIBRILLATORS

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

Defibrillators

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

I think I am waiting for feedback from the Station Master on the draft Memorandum of Understanding which Cllr Toney shared with him.

Simon Cross – **Clerk to the Council**

1st June 2026

Cllr Toney said the draft agreement was awaiting review and agreement by senior management at West Sussex Fire & Rescue Service.

444/26 EAST PRESTON SPORTS CLUBS

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

East Preston sports clubs

The council attempted to arrange a further meeting for a date in April, but take up was low; at that time, the cricket club was unsure of its relationship with the council and declined to commit.

I have discussed this with Cllr Linton and we are proposing a further meeting be called for 28th September at 19:00.

Cllr Linton to lead on this item.

Simon Cross – **Clerk to the Council**

1st June 2026

The committee AGREED a meeting should be called for the proposed date of 28th September.

445/26 ROUNDSTONE LEVEL CROSSING

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

Roundstone Level Crossing

Committee is asked to consider its position regarding the Roundstone Level Crossing traffic consultancy.

Cllr Linton to lead on this item.

Simon Cross – **Clerk to the Council**

1st June 2026

After some discussion about the committee's disappointment with the plans produced in 2025, which the Clerk had recirculated on the morning of the meeting, the committee AGREED to think about pursuing a refuge on the south side of Roundstone Level Crossing, as suggested in the 2015 proposals, as a Community Highways Scheme. The committee also AGREED the council should ask County Cllr Elkins, as former cabinet member for Highways & Transport, to think about the needs of parents and children walking between schools in both East Preston and Angmering.

446/26 MAJOR EVENTS – EAST PRESTON CHRISTMAS CELEBRATIONS

As most members of this committee were also members of the Major Events Committee, Cllr Linton took the opportunity, ahead of the next item, to update the committee on the plans for East Preston Christmas Celebrations this year. The proposal had been to erect a series of marquees in the Village Hall car-park to facilitate a Christmas market-type event on Saturday, 21st November. Logistically, it would not be possible for the marquee company to erect the marquees on the Friday without disrupting long-standing bookings such as The Baytree Community Lunch Club. Following a meeting between Cllr Linton and the Chairman of the Village Hall Foundation, Toni McElroy, it was proposed to move the event from the Saturday to Sunday, 22nd November, enabling the marquee company to do its work on the Saturday. The marquee company had agreed to this. Mrs McElroy saw no problem but had asked her committee members for input.

447/26 EAST PRESTON CHRISTMAS CELEBRATIONS FIREWORKS

In light of the possible change of date, the committee asked whether the football club would be willing to organise a fireworks display event for that evening. The Clerk would enquire of the chairman of the club, Tim Teasel.

448/26 GIVE YOUR STUFF AWAY DAY

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

Give Your Stuff Away Day

Committee is asked to consider a public suggestion for a Give Your Stuff Away Day.

Ann Bird suggested this to the council - <https://greeningsteyning.org/project/gysad/>. "I know some people might say it could conflict with garage trail idea, but I think it could work the other way – get people into regular decluttering and the idea of walking round the village for stuff, and maybe sellers could have a donation tin for the festival...?"

Simon Cross – **Clerk to the Council**

1st June 2026

Councillors generally thought this was a good idea. It was suggested this might be an event for the Environmental Group to organise as good publicity for itself. This would be flagged back to Michal.

449/26 MINUTES OF THE MEETING HELD ON 23RD MARCH

The draft Minutes of the meeting held on 23rd March had been circulated to all members on 24th March asking for suggested amendments by 31st March. 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 23rd March and Cllr Linton duly completed this task.

450/26 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

The following report was circulated in advance of the meeting:

Matters Arising from previous meetings

Minute 220/26 – Newsletter – Spring 2026 – the newsletter was signed off by Cllr Linton late evening on 30th April and was sent to print on 5th May – the delay was the bank holiday weekend.

Minute 228/26 – corporate stationery – the corporate stationery arrived here at 26th March, at which point I noticed the web address was wrong. It was correct on the old stationery but the designer had erroneously changed it on the new. I let ADC know and the whole order was corrected and reprinted at no further charge to the council.

Simon Cross – **Clerk to the Council**

1st June 2026

Nothing was added.

451/26 TERMS OF REFERENCE

The committee was unable to undertake the annual review of its Terms of Reference. This was because the Clerk had noticed a discrepancy between the Terms of Reference for all of the council's committees and the council's Standing

Orders. He planned to refer this to the council's Personnel Committee following which he will bring the Terms of Reference back for annual review.

452/26 **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**

1st June 2026

Cllr Duff said she would investigate first aid training sessions again.

453/26 **NEW ITEMS FOR THE NEXT MEETING (20TH JULY 2026)**

The Clerk suggested the committee should start to discuss any Warm Welcome Space offering for 2027 at the next meeting.

The Meeting closed at 20:07.

Chairman: Cllr Elizabeth Linton Date: 20th July 2026

(END)