



EAST PRESTON PARISH COUNCIL

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- MINUTES:** of the Proceedings of the Monthly Meeting of East Preston Parish Council held at 18:30 on Monday, 7th September 2026 at East Preston Infant School, Lashmar Road, East Preston
- PRESENT:** Councillors Christine Bowman, Andrea Chapman, Lisa Duff, Barbara Gale, John Gunston, Helen Hill, Elizabeth Linton, Glyn Mathias, Steve Toney (Chairman)
- ALSO:** Simon Cross, Clerk to the Council
- Hope Blandamer, West Sussex County Council (until 18:52)
- Cllr Roger Elkins, West Sussex County Council (until 19:14)
- Cllrs Philippa Bower and Ricky Bower, Arun District Council (until 19:14)
- Nicola Harlow and Janine Nicholson, East Preston Festival Committee (until 19:43)
- Sally Ward, East Preston & Kingston Royal British Legion (until 19:14)
- Four members of the public
- Three members of the Warren Recreation Ground Safety Group (all left at 19:47)
- ABSENT:** Councillors Kit Bradshaw, Rick McElroy, David Moore and Steven Wilkinson
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The following acronyms may appear in these Minutes:

ADC – Arun District Council;
AoSERA – Angmering-on-Sea Estate Residents' Association
NHS – National Health Service;
NR – Network Rail;
PCSO – Police Community Support Officer;
SLCC – Society of Local Council Clerks;

TRO – Traffic Regulation Order;
VHF – East Preston & Kingston Village Hall Foundation;
WRA – Willowhayne Residents' Association;
WSCC – West Sussex County Council;
WSALC – West Sussex Association of Local Councils

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The meeting opened at 18:30.

702/26 **INTRODUCTIONS**

Cllr Toney welcomed everyone to the meeting and explained the meeting protocol and safety information before leading a round of introductions.

703/26 WEST SUSSEX COUNTY COUNCIL, EMERGENCY COMMUNITY HUBS

The meeting received a presentation from Hope Blandamer, West Sussex County Council Resilience & Emergencies Team Adviser. Ms Blandamer had contacted the council in July suggesting East Preston might be a perfect location to establish an Emergency Community Hub (CHub). The Clerk had taken Ms Blandamer's correspondence to the Community Engagement Committee which had agreed to invite Ms Blandamer to present her idea to this meeting.

A CHub is a place where a community comes together during times of crisis to support each other, to link in with other local communities and agencies and to coordinate local help. The idea was the development of an idea tried and tested in New Zealand.

The CHub programme currently had six parishes in the county on-board. The programme aimed to build on pre-existing networks within a community. A hub would be a space only opened when needed and could operate from a school, a church, a village hall or a council building. A hub would require maybe five or six lead volunteers who would be responsible for activating it in an emergency.

A hub would be a place where members of the public could seek trusted information which would be provided by other agencies such as the county council, its Fire & Rescue Service or Sussex Police. It would also be a place where local people could volunteer to help and the model includes a Needs & Offers Officer who would be responsible for matching up those in need with the right volunteer.

Once it had been agreed a hub would be created, WSCC would provide a small box of essential items such as a guide book, lanyards for lead volunteers, hi-vis wear and suchlike. WSCC would lead training sessions. All would be provided at no cost to the community.

Cllr Gale said she and her husband were both licensed radio operators. Ms Blandamer said that was fantastic and just the sort of hidden skills the programme hoped to draw out.

Cllr Gunston mentioned the meeting he had had with the National Emergency Trust (see Minute xxx/26 below) and asked whether WSCC was working with the Trust on this. Hope replied the two organisations were not working together specifically on this programme but did work closely together as parts of the Sussex Resilience Forum.

Cllr Toney mentioned the village was host to one of the village's Fire Emergency Support Vehicles.

With no further questions or comments forthcoming, Cllr Toney thanked Ms Blandamer for her presentation.

(Ms Blandamer left at the conclusion of this item.)

704/26 APOLOGIES FOR ABSENCE

An apology and a reason for absence were received from Cllrs Bradshaw, McElroy, Moore and Wilkinson.

2149 The Council **RESOLVED** unanimously to accept the apologies received from Cllrs Bradshaw (away), McElroy and Moore (both ill) and Wilkinson (unavailable).

An apology had also been received from Mrs Mhairi Sharp.

705/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS

No interests were declared.

706/26 PUBLIC SESSION 1

No member of the public accepted the invitation to address the meeting at this point.

707/26 WEST SUSSEX COUNTY COUNCIL – ROYAL BRITISH LEGION

The following report had been circulated ahead of the meeting:

West Sussex County Council – British Legion parking restrictions

Council is asked to consider a request from East Preston & Kingston Royal British Legion for support for additional parking restrictions at the junction of North Lane and The Street.

On 26th August, the council received the following letter:

To the Parish Council

I am writing to request the Parish Council's support in lobbying the Local Authority / Highways and Byways Department for improved safety at the junction of The Street and North Lane.

Visibility at the corner outside the British Legion is severely restricted, creating risk for vulnerable pedestrians and oncoming traffic. A petition has recently been raised, with **over 150 signatures**, calling for **double yellow lines to be extended from The Street into North Lane across the frontage of the British Legion** to prevent obstructive parking and improve sightlines.

We ask the Parish Council to support this request and raise the matter formally with the relevant departments.

Yours sincerely,
Sally Ward (Secretary)
East Preston & Kingston, Royal British Legion

The council has hosted an online petition on behalf of the Legion, and that currently has a further forty-odd signatures. Sally intends to be at the meeting on Monday evening to explain this further. Sally has also written to County Cllr Elkins seeking his support.

Simon Cross – **Clerk to the Council**

1st September 2026

Mrs Ward introduced herself and explained why the British Legion branch felt there was a need for extended parking restrictions at the junction of The Street with North Lane.

Mrs Ward said she believed additional parking restrictions in this area would benefit everyone in the village.

2150 The Council **RESOLVED** unanimously the council should support the British Legion's bid for extended parking restrictions at the junction of The Street with North Lane.

708/26 WEST SUSSEX COUNTY COUNCIL

(Mrs Lee joined the meeting during this item.)

County Cllr Elkins said he would also support the British Legion's bid but stressed there were numerous Traffic Regulation Order requests across the county and only a finite amount of resources to address them.

Cllr Elkins talked about capped bus fares within the county. The free fares for children in August had seen an increase in bus usage.

Cllr Elkins reported the government's plans for local government reorganisation had once again been put on hold. This had only been announced on the day of the meeting so more information would hopefully become available in due course.

Cllr Elkins also reported the WSCC Library Service offered a number of reading challenges throughout the year, for people of all ages and for fans of different genres. More information could be found at local libraries or online.

Finally, Cllr Elkins reported WSCC had not agreed to the proposals in the recent ADC Local Cycling and Walking Infrastructure Plan (LCWIP) consultation, particularly in respect of Kingston and Ferring parishes.

709/26 PUBLIC SESSION 2

Mrs L asked whether the council could contact the Diocese of Chichester which was implementing a regime of limited what ornaments could be left upon graves in the churchyard at St Mary the Virgin. Mrs L said there were large trees in the churchyard which were at risk of falling whilst ornaments on graves, including baby conifers were no risk to anyone. Mrs L said the ornaments all had to be removed by the end of the month. Cllr Mathias said he believed this was not a new instruction from the Diocese of Chichester but was maybe being more stringently applied than ever before. The council AGREED the Clerk should write to the churchwardens to find out more about this.

Mrs L asked for an update on the playing of cricket on the Warren Recreation Ground and Mr P asked whether the council had information on how many balls had been hit out of the ground during the 2026 season. The Clerk replied the council had a meeting with representatives of East Preston Cricket Club on 8th September and that the club produced a report for the council after each home match within which were details of the number of balls that had gone out of the ground.

710/26 ARUN DISTRICT COUNCIL

District Cllr Ricky Bower followed on from County Cllr Elkins's comment on the LCWIP, advising the ADC Planning Policy Committee had been presented with a revised proposed route through Ferring and Kingston but the map provided had been too small to understand and comment upon.

Cllr Bower also the district's Community Infrastructure Levy list of proposed improvements to support new development across the district. The local NHS had bid to have two entries on the list, both related to the provision of health services at the former Littlehampton Hospital site, be removed from the list. ADC had refused this request. A hospital needed to be recommissioned for the site.

Picking up on Mrs L.'s concerns, Cllr Bower stated ADC was only there to administer the grounds maintenance of the St Mary the Virgin graveyard not to set the rules.

District Cllr Philippa Bower declined the invitation to address the meeting.

(Cllrs Elkins, Bower and Bower and Mrs Ward left the meeting at this point.)

711/26 MINUTES OF THE MONTHLY MEETING HELD ON 3RD AUGUST 2026

The draft Minutes were circulated to all councillors on 4th August asking for suggested amendments by 11th August. None were received.

2151 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting held on 3rd August. Cllr Toney duly did so.

712/26 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 285/21 – Community Infrastructure Levy (CIL) – Sea Road pavement extension**
- 3. Minutes 395/26 to 397/26 – Annual Governance and Accountability Return**
- 4. Minutes 499/26 to 500/26 – West Sussex County Council – Clarence Drive**

1. **Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 3rd August 2026.

2. **Minute 285/21 – Community Infrastructure Levy (CIL) – Sea Road pavement extension**

I submitted our application for an extension to the pavement between the entrance to the Warren Recreation Ground and East Preston & Kingston Village Hall Foundation on 21st July. The system initially came back saying the form had not been accepted but not giving any information on why that may have been nor allowing me to amend the form in order to resubmit it. I flagged this to WSCC Highways where someone came back to me saying I was the second person reporting that on that day. I then went on leave. On 30th July, the council received confirmation the application had been accepted and was in the system with a reference number, 3840027.

Just an excerpt from acknowledgement emails, “The application is very clear and detailed. I do not foresee needing any further information at this stage, but I will come back to you should I require any clarification. The decision on which schemes will progress is not expected to be made until the spring, and we will contact you once the assessment and moderation process has been completed to advise you of the outcome. Schemes approved for progression will move forward to the design or delivery stage, depending on their complexity, required approvals, and the resources available. Typically, detailed design work is undertaken during the financial year following approval, with any resulting highway improvements generally delivered on the network during the subsequent year.”

3. **Minutes 395/26 to 397/26 – Annual Governance and Accountability Return**

The external auditor asked further questions until about the 10th August. We believe we have provided all the necessary information and given all the answers and now await the conclusion of the audit.

4. **Minutes 499/26 to 500/26 – West Sussex County Council – Clarence Drive**

County Cllr Elkins has spoken to his Highways colleagues who feel there is no point in a meeting until the two East Preston schools have Active Travel Plans in place. Highways did not believe either school did. A quick search of the Infant School website confirmed it has an Active Travel Plan. I could not find one on the Junior School website so have asked Headteacher Mr Tidd to confirm. I have kept Cllr Elkins informed.

Simon Cross – **Clerk to the Council**

2nd September 2026

The Clerk had nothing to add to the above report but was willing to answer questions. None were asked.

713/26 **FINANCIAL MATTERS**

The Accounts for August 2026 had been distributed to Members in advance of the meeting.

2152 The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2026/27, value £2,086.00 (exc. VAT).

2153 The council **RESOLVED** unanimously to approve the Regular Monthly Payments reports for August 2026 totalling £1,398.09 (inc. VAT).

2154 The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for August 2026 totalling £5,756.29 (inc. VAT).

2155 The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report for financial year to date totalling £2,831.62 (inc. VAT) for August 2026 (Year to Date, £190,284.45).

The council NOTED the Bank Reconciliations to 14th August 2026.

The council NOTED the Budget Summary for 2026/27 to date including earmarked reserves.

Cllr Toney thanked the council's bookkeeper, Adrian Vyse, for preparing the above reports.

714/26 REPORTS FROM PARISH COUNCIL COMMITTEES

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

Committees

Since the July Full Council meeting the following committees have met: Amenities, Audit & Governance, Community Engagement, Finance & General Purposes, Major Events, Personnel and Planning & Licensing. Draft Minutes have been circulated to all councillors with the exception of the Personnel Committee meeting.

Simon Cross – **Clerk to the Council**

28th August 2026

Amenities Committee

Cllr McElroy is chairman of this committee.

The committee met on 10th August.

Sea Road toilets – Cubicle 2 was closed for a short time whilst work was carried out to replace the toilet's flush handle. The hazard markings have been repainted at the toilet's entrance points.

Sea Lane bollards – Following a report submitted to West Sussex County Council Highways, stating the bollards were loose, WSCC Highways made the decision for safety reasons, to remove the bollards. This has created access for vehicles all way to the beach and has left the greensward vulnerable to unwanted vehicles. WSCC Highways advised it will be replacing the bollards but has given no idea of a timescale for this despite us chasing.

Station Road Bus Shelter – Part of the bus shelter's window frame and several of the slats were replaced and repainted following recent damage caused by vandals. At the time of writing this report there has been no further damage to the bus shelter.

War Memorial – The committee has asked East Preston Men In Sheds (EPMIS), if it is able to design a temporary display structure in which to display the memorial wreaths. The wreaths are usually tied together but after a while they become tangled up and look untidy. The committee agreed that the memorial wreaths should be removed approximately six months after remembrance Sunday.

The committee's next meeting remains scheduled for 9th November 2026.

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

1st September 2026

Audit & Governance Committee

Cllr Mathias is incumbent chairman of this committee.

The committee met on 13th July.

Cllr Mathias was elected Chairman and Cllr McElroy was elected Vice-Chairman.

On behalf of the council, the committee undertook various tasks, as follows:

- The internal auditor report for the year ending 31st March 2026;
- The annual review of governance documents such as Standing Orders, Financial Regulations; Risk Register; council fees;
- The annual review of the council's insurance policy.

The committee agreed Cllrs Mathias and McElroy should meet with the council's internal auditor during their interim audit, likely to be in October. Subsequently, the council has been advised Tracey Euesden will take over from Andy Beams as the council's internal auditor, casting a fresh pair of eyes over the council.

The committee's next meeting is scheduled for 23rd November.

Simon Cross – **Clerk to the Council**

20th July 2026

Community Engagement Committee

The committee met on 20th July.

Some of the matters discussed were:

Playscheme, 27th October – the family-friendly visit from Wild Science is scheduled for 27th October at the Scout Hall. There will be no charge for attendees.

East Preston Festival, June 2027 – the committee agreed to investigate a suggestion for a croquet taster session as a family-friendly event on the Tuesday afternoon.

St Mary the Virgin Christmas Tree Festival, 11th to 13th December – the committee agreed to donate £100 for its tree this year. Cllrs Chapman and Duff are looking to decorate the tree highlighting the council's achievements over the past four years.

East Preston Environmental Group – the council facilitated a meeting between this group and a selection of other groups in the village. A report by Cllrs Linton and Gunston can be found at Agenda Item 18c below.

East Preston Christmas Celebrations 2025 fireworks – the fireworks have kindly been adopted by East Preston Sports & Social Club. When let off, buckets in support of the council Chairman's Charity of the year will be available for donations.

Warm Welcome Space 2027 – Cllr Linton agreed to have initial conversations with the Royal British Legion about sessions in 2027.

The committee's next meeting will be on 21st September.

Simon Cross – **Clerk to the Council**

1st September 2026

Finance & General Purposes Committee

Cllr McElroy is the chairman of this committee.

The committee met on 17th August.

The committee considered a formal governance complaint submitted by a group of residents. The residents were invited and duly attended the meeting and presented a summary of their complaint to the meeting. The committee agreed it would provide a response before the end of August, which it duly did on 28th August.

The committee considered a grant application from East Preston Sports & Social Club. Ahead of the meeting, it had asked a question of the chairman of that organisation but no reply has yet been received. The committee deferred a decision on the grant application and has invited the club's chairman to attend the committee's November meeting.

Following the discussion held at the August Full Council meeting, the committee, on behalf of the Leases Working Party, agreed the content of a further letter to be sent to East Preston & Kingston Bowls Club. This was sent a day or so after the meeting.

The committee agreed to delegate £50,000 of budget to the Flat & Frontage Working Party for use on 118 and 120 Sea Road.

The draft Minutes from the meeting were circulated to all councillors on 19th August.

The committee's next meeting is scheduled for 19th November.

Simon Cross – **Clerk to the Council**

28th August 2026

Flat & Frontage Committee

Cllr Toney is the chairman of the committee.

The committee did not meet in July or August.

The Finance & General Purposes Committee, as reported above, has redirected the money budgeted for works on 118 and 120 Sea Road to this committee. Electronically, the committee members voted upon quotations received for replacement windows and an order was placed on 20th August. Lead time is about six weeks. Other works required to make the flat (120) ready for rental are electrics, blocking off a doorway on the ground floor to make the flat self-contained, wall ties, a small amount of roofing, gardening and decorating.

Simon Cross – **Clerk to the Council**

1st September 2026

Major Events Committee

Cllr Linton is the chairman of the committee.

The committee met on 17th August.

The committee considered forthcoming events as follows:

East Preston Food & Drink Festival, 29th August – all on track, with Cllr Chapman the lead councillor for this event. Children's entertainment and live music have been booked.

Bingo afternoon, 4th October – Cllr Duff and the Clerk have met and finalised some of the details for the event. All ages will be welcome to attend with prizes different depending upon whether the winner is under- of over-18. No prizes will be cash.

East Preston Christmas Celebrations, 22nd November – also all on track although a bit behind schedule because of the change in format.

The committee's next meeting is scheduled for 17th August.

Subsequently, the Food & Drink Festival did take place on 29th August. Cllrs Chapman and Linton had met with Alison on Wednesday, 26th August for a go / no-go meeting and, having checked several different weather forecasts, had decided the weather was ok to proceed with the event on the Village Green. However, the weather forecast kept worsening and by Saturday morning it was clear the winds would be too high for gazebos to be safe. Just before 08:00, the decision was taken to move the event to the Village Hall, our back-up plan. Alison and Dawn called around stallholders whilst I removed all no longer relevant signage from Sea Road and the Village Green. Cllr Chapman, assisted by Cllrs Duff and Bowman, set up the Village Hall and worked out where stallholders needed to go – they even managed to find space for a seating area in both rooms. Cllr Linton worked out some new signage to direct people from the Village Green to the Village Hall.

The event ran well until about 15:45, at which point it was decided we would end the event at 16:00 rather than 17:00 as footfall had tailed off. A few punters arrived after 16:00, were disappointed but understanding.

Sometime between 11:00 and 17:30, one of the portable toilets on the Village Green fell over – pushed or the wind? We'll never know.

Cllrs Toney, Gunston, Bradshaw and Mathias all also helped out during the day.

Cllr Chapman wrote afterwards, "I would just like to thank everyone for all their hard work on Saturday it was truly a team effort and I think it went really well." and Cllr Linton wrote afterwards, "Many congratulations to a super team effort yesterday. It certainly wasn't one of our easiest events and the teamwork to transform everything last minute to such a wonderful successful village event deserves high praise. As chair of Major Events, I'm truly proud and grateful to you all. Well done and I hope you enjoy a couple of days rest as you deserve it."

Simon Cross – **Clerk to the Council**

1st September 2026

Personnel Committee

Cllr Duff is the chairman of the committee.

The committee did met on 20th July.

Cllrs Duff and Gunston have worked on updating the council's contracts with its staff. These are now being reviewed by each member of staff.

The committee reviewed the work experience student experience from June. The committee felt the experience had been positive on both sides and the council should consider future applications as and when they arise.

The committee considered the council's staffing profile and this will be discussed at the end of this meeting.

The committee's next meeting is scheduled for 12th October.

Simon Cross – **Clerk to the Council**

2nd September 2026

Planning & Licensing Committee

The committee met on 27th July and 10th and 24th August.

On 27th July, the committee considered one application – for a property in Tamarisk Way. The committee agreed it had no objections to the proposal.

Later in the meeting, the committee considered the Community Infrastructure Levy (CIL) money that has come to the council, currently just under £15,000. This is money which has been raised from property developments in the village; as you can imagine, the amount of money raised for East Preston is very little compared to somewhere subject to a lot of development. Each year, the council has to confirm its ideas for spending the money in the village. Suggestions for how to spend the money have to be approved by ADC. For some time, the council has wanted to contribute some towards the extension of the pavement between the entrance to the Warren Recreation Ground and the East Preston & Kingston Village Hall. More recently, the council has put forward a suggestion to spend some of the money on works to 118 Sea Road to convert it into a community facility of some sort. On behalf of the council, the committee agreed up to £5,000 of CIL money should be directed to the pavement extension project.

The committee only had one application to discuss on 10th August to which it agreed it had no objections; this was another property in Tamarisk Way. The committee undertook the annual review of the committee's Terms of Reference; two new Terms of Reference were added, one related to CIL funds, and one related to Traffic Regulation Orders where a response is needed before the next monthly council meeting.

Following receipt of suggestions from ADC, Cllr Bowman and Mrs Vos undertook further formatting changes of the draft revised East Preston Neighbourhood Plan. This version was submitted to ADC on 17th August and acknowledged by ADC within a couple of days.

On 24th August, the committee considered two applications. It raised objections to an application in Worthing Road and no objections to one in Lavinia Way.

Simon Cross – **Clerk to the Council**

25th August 2026

Amenities – the Assistant Clerk had been advised WSCC would reinstate the bollards at the bottom of Sea Lane during the week beginning 14th September.

Community Engagement – Cllr Linton said she had had initial conversations with two representatives of the British Legion and it seemed likely Warm Welcome Space for 2027 would revert to a Monday. Monday had been the preferred date for attendees and also avoided the clash with the U3A cribbage club which had affected the 2026 season. This would be discussed further at the committee's next meeting.

Flat & Frontage – Cllr Gunston confirmed the replacement windows had been ordered and we were waiting for an installation date.

Major Events – Cllr Linton advised the committee meeting scheduled for 19th October had been put back to 26th October to allow the Clerk a full week of leave. All committee members had already been informed.

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

715/26 EAST PRESTON COMMUNITY BOARDWALK

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

East Preston Community Boardwalk

Council is asked to reconsider the offer from Sea Road Beach Access Ltd to donate the boardwalk to the council.

As discussed at the August meeting, at its April meeting, council resolved to accept the gift of the East Preston Community Boardwalk. Since then, six councillors have asked for the council to consider reversing its decision to accept the donation of the East Preston Community Boardwalk from Sea Road Beach Access Ltd.. More on this can be found in Minute 608/26 from that meeting.

At that meeting, Cllr Hill mentioned Matt Stanley as being a useful contact at ADC. On the morning after the meeting, I confirmed my belief Matt Stanley is an ADC councillor and I emailed him to ask whether it was all right for Cllr Hill to contact him. No reply. Subsequently, I have contacted Joe Russell-Wells, ADC Group Head of Environment and Climate Change as his team deals with the foreshore, but he too had not replied.

Also at the August meeting, Cllr Wilkinson suggested the council contact the Public Rights of Way (PROW) team at WSCC. Cllr Wilkinson provided a draft email and I duly sent that to the PROW team. I have had an initial response asking for some photographs of the boardwalk and I have provided those.

Because of the above actions, council agreed to defer any decision on reversing the April resolution to accept the gift.

Mr Allen has asked for the following to be placed before the council for its consideration:

East Preston Community Boardwalk

Background

East Preston Community Boardwalk was built by Sea Road Beach Access Ltd (SRBA).

SRBA has ceased trading and is being dissolved by Companies House.

The SRBA bank account has been closed and the Public Liability insurance policy was terminated on 31 July 2026.

The effect of this is detailed in [Bona vacantia dissolved companies \(BVC1\)](#) (click on link):

"... assets owned by a company when it is dissolved automatically pass to the Crown.

Liabilities of a company do not pass to the Crown on dissolution.

The boardwalk is currently not insured for Public Liability.

Meeting of East Preston Parish Council held on 13th April 2026

Item 243/26:

2094 The council RESOLVED to accept the offer from Sea Road Beach Access Ltd. to donate the East Preston Community Boardwalk to the council.

If EPPC reverse the decision of 13 April 2026 the boardwalk will pass to the Crown and **the boardwalk will never be able to be insured.**

Proposal

In order to avoid the boardwalk becoming uninsurable I suggest that EPPC enact resolution 2094 and instruct the Parish Clerk to arrange for the boardwalk to be insured for Public Liability in the short term.

This will remove the risk of the boardwalk never being insured and East Preston residents and others will be insured when on the boardwalk.

EPPC could then consider encouraging the setting up of another organisation to take responsibility for the boardwalk, in a similar way to South Strand Community Toilets.

Roy Allen BSc(Eng) MIET

Tuesday, 1 September 2026

Council is asked to accept the gift of the East Preston Community Boardwalk and to insure it as soon as practical.

Depending upon the outcome of the above resolution, **Council is asked to reverse its decision to accept the gift of the East Preston Community Boardwalk.**

Simon Cross – **Clerk to the Council**

1st September 2026

Cllr Hill reported she had failed in her attempts to talk with Cllr Matt Stanley at ADC. She had been more successful in a conversation with RoSPA where the person she spoke to confirmed the drawings were probably sufficient to confirm the soundness of the design but a Risk Assessment could be commissioned for about £1,500.

Mr Allen said he had asked Adur District Council to provide its risk assessment for the boardwalk at Shoreham Beach and had been advised there was no risk assessment.

The Clerk confirmed he too had failed to elicit a response from District Cllr Stanley. He reminded the council he had spoken to Karl McLaughlin in about 2023 on the subject of ADC boardwalks but those conversations had ended when Mr Allen progressed his proposals for a boardwalk. Mr McLaughlin was no longer at ADC but the Clerk had approached his manager for help with casting an expert eye over the boardwalk. Cllr Wilkinson had drafted a letter which the Clerk had sent to the Public Rights of Way (PROW) team at WSCC pretty much asking the same question. He had received an initial response in answer to which he provided some photographs and a location plan.

Mr Allen again explained how the asset would revert to the Crown once Sea Road Beach Access Ltd. was formally wound up by Companies House, after which it could not be insured.

Cllr Bowman asked whether it would be possible for a community group to be formed to maintain the boardwalk, such as existed for South Strand toilets. Mr Allen replied such a group was effectively maintaining the boardwalk already.

The question was asked whether the council insuring the boardwalk implied the council accepted ownership. Cllr Gunston said this was essential information. He stated again he believed the boardwalk to be a fabulous asset to the village but not something for which the council needed to be responsible. Mr Allen said as long as the boardwalk was covered by the council's insurance he would be the only person with any personal liability as he had been the designer.

Mrs H said the boardwalk was indeed a huge asset for the village. She agreed with Mr Allen the council's resolution from April 2026 implied the council was now the owner of the boardwalk although no agreement or paperwork had been signed.

2156 The council **RESOLVED** to accept the gift of the East Preston Community Boardwalk and to insure it as soon as practical.

Five councillors voted in favour, three against and one abstained.

(Mr Allen left the meeting at the conclusion of this item.)

716/26 MAJOR EVENTS COMMITTEE – EVENT SECURITY EQUIPMENT

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

Major Events Committee – event equipment

Council is asked to consider and approve expenditure of approximately £800 to buy safety barriers and related equipment for use at events.

At its meeting on 17th August, the committee considered a suggestion the council buys 20 x crowd control barriers, cones of two different sizes, 50 in total, some rope and 30 metal fencing pins. These would be used during council events which may require an element of crowd control. Currently, the council hires these items from Littlehampton Town Council; the hire charge is insignificant, but the delivery charge is current £220 a time. Now the council has access to a second shed, buying the above kit for about £800 would pay for itself by the fourth event. This kit could also be hired to village organisations and businesses for a minimal fee.

Simon Cross – **Clerk to the Council**

1st September 2026

On behalf of the East Preston Festival Committee, Mrs H said it would happily hire the equipment from the council as this would save the committee much in delivery costs, money which could then be distributed to worthy causes around the village.

2157 The council **RESOLVED** unanimously to approve expenditure of approximately £800 to buy safety barriers and related equipment for use at events.

This would be funded from the council's contingency budget line for the current year.

(Both representatives of East Preston Festival Committee all left the meeting at the conclusion of this item.)

717/26 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

None of the council's working parties met in July or August.

Simon Cross – **Clerk to the Council**

2nd September 2026

Devolution and Local Government Reorganisation **(Devo WP)**

The committee is currently dormant awaiting further central government news on local government reorganisation (LGR).

Simon Cross – **Clerk to the Council**

1st September 2026

Leases Working Party (LWP)

This working party is currently without a chairman.

As part of the Finance & General Purposes Committee meeting held on 17th August, those members of the Leases Working Party present considered the council's next move in the negotiations with East Preston & Kingston Bowls Club and a letter was duly sent to the bowls club chairman on 20th August.

Simon Cross – **Clerk to the Council**

1st September 2026

Nothing was added.

718/26 SUSSEX POLICE

No report had been received.

719/26 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. Chestnut Tree House Hospice, Open Gardens, 7th August**
- 6. Community Speedwatch (CSW), 18th August**
- 7. East Preston Food & Drink Festival, 29th August - feedback**
- 8. Social media**
- 9. MailChimp stats**
- 10. A selection of things we have been asked since the last meeting**
- 11. Recent bouquets and complaints**
- 12. Leave**
- 13. September meetings and events**

1. Introduction

This is the report mainly covering August 2026 and matters which may not arise elsewhere on the agenda.

2. Police matters

Not necessarily a police matter, but I did make PCSO Raj aware of an occasional rough sleeper on the Warren Recreation Ground, over towards the tennis court. I had first reported the man via the Streetlink website which is how ADC asks for rough sleepers to be reported. When PCSO Raj visited, he did not see the man.

Mid-afternoon on 11th August, we had four people call into the Council Office to report mysterious red string across the beach huts and car-park at the eastern end of South Strand, from where it also crossed footpaths and climbed up and over some houses. Reporters were dramatically

concerned the string could decapitate an unknowing cyclist or pedestrian. Based on that, I called this into Sussex Police asking for the local neighbourhood team to come and investigate. Concurrently, Dawn left a message for the company which manages Angmering-on-Sea Estate. I then went and had a look for myself. I could see nothing going across footpaths or beach huts. There was one strand which appeared to emanate from the easternmost house on the north side of the car-park. It immediately dropped to ground level across the car-park, not even a trip hazard, and crossed to the south-western corner of the car-park where it swooped up and over Seacot and across a few houses to the west. By the footpath down the side of The Lawns, I could see it no more. Back in the office, I updated Sussex Police.

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

New cases raised relating to Nursery Close and Willowhayne Crescent.

On 13th August, following contact I initiated with Worthing Homes, in turn initiated by some residents unhappy with anti-social behaviour from Worthing Homes tenants, Worthing Homes hosted a meeting in Council Office 2. Although the room was hot and I had to explain it was not yet at its best, the meeting room served its purpose and, I understand, the meeting was successful. Once I had given the safety speech, I withdrew. Thanks to The Lighthouse for providing some hot drinks containers for use by the meeting.

4. **Freedom of Information (FoI) / Data Protection requests**

Two new requests received during August, all related to the playing of cricket on the Warren Recreation Ground. Replies have been sent.

5. **Chestnut Tree House Hospice, Open Gardens, 7th August**

The council was invited to attend this event, which was also on 8th August, in recognition of Chestnut Tree House Hospice being the Chairman's Charity for the current year. I attended with Cllrs Hill and Linton. Cllr Toney had aimed to attend but work had prevented him from doing so.

The venue has ten different garden areas, not all of which were open to the public at the time we were there as some were in use privately by families. Between us we visited seven of the gardens with names such as The Woodland Walk, Sensory Garden, Playground and Memory Garden.

Literally pulling into the car-park less than a minute behind us was Sam Hart of Ian Hart Funeral Service Ltd.. This was fewer than 48 hours since the Village Hall AGM and Sam immediately asked what was going on. We simply told him the venue had re-opened pending decisions upon its future management.

Cllrs Hill and Linton may have more to say about the event.

6. **Community Speedwatch (CSW), 18th August**

Gavin Bernard and I completed a Community Speedwatch shift in Worthing Road for an hour from 08:00.

The very first car through was clocked doing 42mph. During the remainder of the shift we caught three other cars driving above the Sussex Police threshold. These four have now been reported to Sussex Police and, assuming this is their first offence, will be sent a letter giving details of where they were caught and at what speed.

So far this year, the group has reported 43 vehicles to Sussex Police.

7. **East Preston Food & Drink Festival, 29th August - feedback**

Here is some online and in person feedback:

Special Thanks To [East Preston Parish Council](#) For Organising The 2026 Food & Drink Festival. And Special Thanks To East Preston & Kingston Village Hall For Hosting It Due To The Poor Weather 🌧️❤️🌧️ I Popped Down This Morning Just After They Opened For Business & It Was Already Teeming With Villagers ❤️ So Many Fantastic Things To Try ❤️

Well done to everyone who worked so hard to relocate the food and drink festival today to the village hall. How typical that after months of dry weather, today it decided to turn wet and windy! Lovely to see so many people supporting the local businesses.

They all did well moving at short notice

It was a great afternoon. Hope all the stallholders did well 👍

It was great to see so many supporting this event .well done to all concerned 👍

First event since we moved into the area. Great food and lovely friendly atmosphere 😊

Fantastic effort by all! Great stalls and public turn out xx

Well done, parish council and everyone involved !!

We had a lovely time there. Thanks for organising such a fab event 👍

Well done to everyone involved !! Hope it went really well despite the weather

It was a lovely afternoon! Thank you to everyone who organised and for all of the stall holders and food vendors! Delicious!

We thoroughly enjoyed it, thanks to all that organised, helped out and the stall holders.

Yes great afternoon. Thank you for organising and to the stall holders too. See you next year 🎉

Thank you EPPC for your hard work in organising this.

It was a great day, despite the weather. The loaded fries were exceptional!

I thought it worked really well. Somehow you could see everything, it felt more intimate! You should keep it there.

We just wanted to thank you and your team for another great Food Festival. It was such a shame about the weather, but we are so lucky to have our hall that events can be moved to. Well done all.

Such a shame the weather scuppered the food festival, but it looks like you still had a great turn out. The loaded fries and mini pancakes were delicious. Also picked up some lovely local honey 😊

Alison is in touch with stallholders. Nothing negative so far although one stallholder was quite rude to councillors and officers before the event even opened to the public.

8. **Social Media**

Only one of the council's Facebook posts reached more than 500 people in the past month:

- Photograph of Stagecoach bus notice regarding temporary closure of North Lane – 4,514 people
- Short-notice notification of temporary closure of North Lane – 4,203

- Notice the Food & Drink Festival was being moved at very short notice – 4,127

(posts up to and including 1st September)

The number of Followers is currently 2,048, an increase of 18 on the last report.

9. **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 July – sent to 953 subscribers

Parish Council news – 9th July – sent to 952

Parish Council news – 21st July – sent to 952

Parish Council news – 29th July – sent to 952

Parish Council news – 7th August – sent to 956

Parish Council news – 19th August – sent to 959

Parish Council news – 27th August – sent to 958

As announced previously, the MailChimp software continues to record the open information differently to before and now apparently unreliably. I will continue to monitor this, but until this is fixed, I will not be able to provide a figure for the percentage of recipients who opened the email.

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

I live next to the fire station which needs to repair its fence, who should I contact?

I suggested an email to the general Fire & Rescue Service email address in the first place.

11. **Recent bouquets and complaints**

(In addition to anything reported above)

The council received a formal governance complaint towards the end of July. In line with the council's complaints policy, the authors were invited to attend the Finance & General Purposes Committee meeting on 17th August at which they presented a statement abbreviating their complaint. The committee agreed to provide a written response by the end of August, and this was sent to the authors on 28th August. The authors have expressed their disappointment in the council's response.

Mrs Jo Rickard, much-loved Reception and Music teacher at East Preston Infant School left at the end of the summer term after eleven years. The council bought Jo a small book of poetry for teachers, a coaster and a card. Jo called in at the Council Office on 29th July and thanked the council for the gifts and the lovely words in the card. Although Jo will move away, probably by the end of the year, she promised to visit the village often and even has a week of supply work arranged at the Infant School in October.

From a resident who came to see me with a list of ten matters to be discussed, "My apologies, I should have thanked you for your time and for being so very helpful and informative yesterday."

From a resident of Meadow Park who questioned traffic and parking in Vicarage Lane, "I really appreciate your swift and full reply. I wish everyone could be as efficient as you are! Thank you and your colleagues for your continued hard work on behalf of East Preston that helps to make it such a lovely place to live."

From a resident of The Ridings, "I have not needed to attend any meetings recently of the "East Preston Grumblers Club" as I think you have all been doing a great job!"

12. **Leave**

The only leave booked at the time of writing is Caspar, off until 10th. Weekend Stephen will be taking off the Saturdays in September and October to use up some leave.

13. **September Meetings and Events**

This list may be incomplete and is subject to change. Where committee meetings fall on the same day, the timings of these meetings may also be subject to change.

- 7th Full Council (18:30, East Preston Infant School)
- 8th Meeting with East Preston Cricket Club (tbc)
- 10th Visit to Chestnut Tree House Hospice (14:00, Chestnut Tree House Hospice) (AC, HH, EL and SC only)
- 12th East Preston Repair Café (10:00, East Preston Infant School)
- 14th Planning & Licensing Committee (18:00, East Preston Infant School)
Warren Recreation Ground Annual General Meeting (19:00, East Preston Infant School)
- 21st Community Engagement Committee (19:00, Council Office)
- 27th East Preston Beach Clean 27 (11:00, bottom of Sea Road)
- 28th Planning & Licensing Committee (18:00, Council Office)
Meeting with East Preston sports clubs (19:00, venue tbc)
- 29th Stagecoach Customer Service Bus visiting (East Preston Village Green, time tbc)

Simon Cross – **Clerk to the Council**

2nd September 2026

Item 2 – Police matters – in response to a question from Cllr Linton, the Clerk advised nothing further had been forthcoming about the red string mystery. He restated, despite concerns raised by members of the public, there had never been any threat of decapitation and the string had not been behind the beach chalets at all.

720/26 **EXTERNAL MEETINGS AND EVENTS**

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

Other meetings and events – Part 1

Council is asked to note any reports from Members attending other meetings and events.

National Emergencies Trust, 5th August

118 Sea Road, East Preston

I attended this meeting with Simon, Dane from *The Great Dane* and Tim, Chairman of the Football Club. The meeting was called by local resident, Mhairi Sharp, the Chief Executive of the National Emergencies Trust (revisit Newsletter No. 61, Winter 2022 for more information). The trust was set up to be a single, overarching charity working in the case of national emergencies and disasters.

The trust can work as a corporate memory, a central repository for similar disasters that may happen in communities with little else in common.

Those present were there as “community leaders,” a title which can mean many things to many people.

Mhairi was accompanied by two colleagues, Anna and Jules. The three gave us a quick overview of the work they do to convene responders and distribute funds in the event of local emergencies. During the COVID pandemic for example they collected over £100m and distributed this to 13 million individuals through 85,000 local agencies.

They are currently working on a number of projects including community resilience, hence our meeting. They are producing a digital toolkit for local communities based on best practice. The toolkit will be suitable for any cause of disaster, any size of community. We all gave some feedback on the plans and expressed our interest in remaining involved with the project which will be launched in mid-October.

Mhairi is keen for East Preston to become a flagship for the programme. His Royal Highness, The Prince of Wales is a patron and will be involved in the campaign launch. This also has the backing of Andy Burnham - so who knows we may have some celebrities visiting soon!

Mhairi is aware of the WSCC Community Emergency Hubs presentation to be given at the September monthly meeting and hopes to be able to attend to see whether there are crossovers in the two projects.

🌐: <https://nationalemergenciestrust.org.uk/home>

Cllr John Gunston

6th August 2026

East Preston and Kingston Village Hall Foundation Annual General Meeting, 5th August

East Preston and Kingston Village Hall

Cllr Chapman attended this meeting as the council's representative to the Village Hall.

Simon Cross – **Clerk to the Council**

1st September 2026

East Preston Environment Group Sync and Think, 24th August

East Preston Royal British Legion

Present:

Chair: Cllr Elizabeth Linton

Host: Michał Zarzecki, East Preston Environment Group

Groups represented: EP in Bloom, Friends of Langmeads, Preservation Society, Guides and Brownies, KEPT (Keep East Preston Tidy), Floral Club, Horticultural Society, DAG, Repair Café and Men in Sheds.

The meeting opened at 19:00 and Cllr Linton explained that as chair of the council's Community Engagement Committee she was asked to chair this meeting. The council, through the committee,

had been approached by the East Preston Environment Group and asked to facilitate this meeting of local organisations the group wanted to liaise with on environmental opportunities.

Michael was introduced and asked to explain to those assembled the idea of the East Preston Environment Group and how he sees it progressing. All groups then introduced themselves explaining their set ups and current situation and issues.

This was followed by a break for tea, coffee and biscuits during which those present were asked to consider the following questions:

1. What skills, expertise or resources can you offer others?
2. What challenges are you currently facing?
3. Where could another local group lend a helping hand?
4. Are there opportunities to work together on projects, events or initiatives that would benefit our whole community?

The responses are summarised below.

Issues

1. Storage - For many groups including Bloomers, Men in Shed
2. Committee members - Most groups have too few. Pres. soc. wants membership sec.
3. Recruitment - Mentioned by Men in Sheds
4. Manpower - Friends of Langmeads (ageing group), Horticultural Soc (pay someone to set up and take down tables), Bloomers (for heavy work).

Skills

1. Bloomers - Have been successful with bids for funding.
2. Men in Sheds - Woodworking skills - cost of wood an issue.
3. Guides - Girl power available on Monday evenings. Parents may become involved on larger projects.
4. Floral Club - produced A6 flyer to attract members.

Suggestions

1. KEPT - Issue welcome pack via estate agents to people moving into village.
2. DAG - List of volunteers for all groups to use.
3. Men in Sheds - Use Hugo Fox as website tool.
4. Friends of Langmeads - Invite Scouts to next meeting. Have provided Manpower in past.

Possible future projects

1. Parish Council - Allotments.
2. Bloomers - Angmering station and allotment.
3. Friends of Langmeads and Bloomers - Work together to create wildflower beds.
4. Preservation Society - Set up history resource.
5. Parish Council - Set up village website for groups.

The meeting ended at 20:45.

Due to some confusion at the school, the meeting was moved – half an hour before it started – to upstairs at the British Legion. Our sincere thanks to the Legion for helping in this way.

Cllrs Elizabeth Linton – **Chairman of the Community Engagement Committee** – and John Gunston

28th August 2026

Cllr Chapman said she had nothing to report about the East Preston & Kingston Village Hall Foundation Annual General Meeting.

721/26 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

Cllr Gunston confirmed the Clerk would let Mhairi Sharp, the Chief Executive of the National Emergency Trust know about this evening's presentation about Emergency Community Hubs as she had wanted to attend the meeting but had been unable to do so.

722/26 NEW ITEMS FOR THE NEXT MEETING (5TH OCTOBER 2026)

Nothing to report.

723/26 EXCLUSION OF THE PUBLIC AND PRESS

The six remaining members left the meeting without the need for a council resolution.

724/26 CONFIDENTIAL – PERSONNEL COMMITTEE: STAFFING

2158- The council AGREED unanimously to changes and actions related to the council's staffing structure.
2161

The meeting ended at 20:00.

Chairman: **Cllr Steve Toney** Date: **5th October 2026**

END