



EAST PRESTON PARISH COUNCIL

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

01903 770050

<http://eastpreston.arun.gov.uk>

Email: eparishcouncil@btconnect.com

COMMUNITY ENGAGEMENT COMMITTEE

MINUTES: of the Committee Meeting held on Thursday, 29th March 2018 at Council Office, 122 Sea Road, East Preston at 10:30hrs

PRESENT: Councillors C Barber, L Duff, E Linton (Chairman) and P Gander (from 10:40)

ALSO: Clerk to the Council, Simon Cross

Alison Roberts, East Preston Parish Council

Mr David Sawers and Mrs Sioned Vos, both East Preston & Kingston Preservation Society (both until 10:45)

The meeting commenced at 10:30. In the absence of a committee chairman, the committee Vice-Chairman Cllr Linton assumed the chairmanship.

Cllr Linton opened the meeting by welcoming all present and leading a round of introductions. Cllr Linton continued by asking the committee to record a vote of thanks to the late Cllr Hazel Tester who had been Chairman of this committee since May 2015 and prior to that Vice-Chairman of this committee since July 2012. Cllr Tester had achieved a lot of good in the village on behalf of the council and the Community Engagement Committee in particular. Councillors present AGREED to the vote of thanks as did the members of the public present.

235/18 APOLOGIES AND REASONS FOR ABSENCE

All committee members were present.

236/18 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

237/18 PUBLIC SESSION

No members of the public were present at this meeting.

Mr David Sawers and Mrs Sioned Vos attended representing the East Preston & Kingston Preservation Society.

238/18 BLUE PLAQUE TO COMMEMORATE ISRAEL ZANGWILL AND EDITH AYRTON

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

Blue plaque to commemorate Israel Zangwill and Edith Ayrton

Committee is asked to consider a suggestion a blue plaque is placed in Sea Lane to commemorate Israel Zangwill and Edith Ayrton.

Israel Zangwill were a couple who lived at Far End in Sea Lane in the first part of the 20th Century. One local resident can still remember going to have tea with Mrs Zangwill when he was about eight, just at the start of the Second World War.

Both were prominent in the women's suffrage movement.

Over the past couple of months there has been some talk within the village of getting a blue plaque commissioned for Far End, especially as this year is the 100th anniversary of the first tranche of British women being given the vote. A plaque currently costs about £1,300 and the East Preston and Kingston Preservation Society has indicated it would contribute towards the costs of the plaque.

Buying and installing the plaque is one consideration but there is also the longer-term consideration of maintaining the plaque in the years to come. Would the council be prepared to take on that responsibility.

I have asked Littlehampton Town Council whether it has a policy on blue plaques, but have received no reply. I will ask Arundel Town Council if it has a policy.

Simon Cross – **Clerk to the Council**

17th March 2018

(Cllr Gander arrived part-way through this item.)

As Chairman of the East Preston & Kingston Preservation Society, Mr Sawers explained the importance of married couple, Israel Zangwill and Edith Ayrton. They had moved into Far End, Sea Lane in 1906 Ms Ayrton left the property at the end of the Second World War, nearly twenty years after the death of Mr Zangwill. Both were leading members of the women's suffrage movement in the early twentieth century and had strong links to better-known people such as the Pankhursts who were believed to have visited the house at some time. Furthermore, Mr Zangwill was well-known as a peace campaigner and highly-regarded novelist and playwright. Mr Sawers strongly recommended any plaque provided should be ceramic rather than cast aluminium; although the initial cost was greater, a ceramic plaque would last longer and not need the same degree of maintenance as an aluminium one.

The committee AGREED in principle to provide some form of plaque to commemorate the couple. The Clerk will contact the current householders officially as any further agreement will be dependent upon their willingness to have the plaque on their property. The council will then need to formulate some form of blue plaques policy. Mr Sawers provided some useful information on this from Brighton & Hove City Council. From within that information, Mr Sawers pointed out the freeholder becomes responsible for the maintenance of the plaque once installed.

Asked if there were other properties in the village that may be suitable for a blue plaque in the future, Mr Sawers and Mrs Vos mentioned the artist Heywood Hardy had lived in Forge House – he had painted the interior of a church in Felpham, Stanley Holloway had lived in a now-demolished property in Angmering Lane and Douglas Furber, co-lyricist of The Lambeth Walk, had lived in Golden Avenue. Members of the Crazy Gang and Arthur Askey had all lived nearby too, if not necessarily in East Preston itself.

(Mr Sawers and Mrs Vos left the meeting at the conclusion of this item.)

239/18 MINUTES OF THE MEETING HELD ON 29TH JANUARY 2018

The draft Minutes were circulated to all councillors on 1st February asking for comments by the 8th February. No suggested amendments were received.

The committee AGREED unanimously the Minutes of the meeting held on 29th January were an accurate report of the meeting and could be signed. Cllr Linton duly signed the Minutes.

240/18 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

The following report by the Clerk was circulated in advance of the meeting:

Matters Arising from previous meetings

Minute 77/18 – Royal British Legion – at its meeting on 5th February, Full Council agreed to this committee's recommendation to spend up to £750 on buying three Royal British Legion Silent Soldiers to display in commemoration of the end of World War I. Mrs Karen Toney, local Royal British Legion co-ordinator in a number of matters has agreed to co-ordinate the purchase of Silent Soldiers for East Preston and is hoping to be fourteen soldiers for the village at a bulk buy price of just £100 each. These would come without any purchaser details so some of the money the council saves will need to be spent on buying transfers to add to its three. A delivery date has not yet been announced.

Minute 78/18 – Community Volunteers – Cllr Barber has provided a good initial draft of wording for an article to be published in the Spring 2018 Newsletter, space permitting. This will be reviewed by the editorial team before the article is published. By the way, whilst the council has neither Chairman nor Vice-Chairman, the editorial team is currently just Cllr Linton and me, so if anyone would like to volunteer...

Minute 79/18 – defibrillator – following the last meeting, I contacted our insurance broker who replied as follows:

Public Liability Insurance cover is provided automatically for any assets that are either owned by the Parish Council or which they are responsible for maintaining. This will therefore apply to the defibrillator and it will be covered at any location under the Parish Council's jurisdiction.

In the event that someone is injured or dies through using the defibrillator and it can be proven that the Parish Council is legally liable for the incident the Inspire/AXA policy will respond to meet any resultant claim.

We recommend that the defibrillator and cabinet are added to the Parish Council's risk assessment programme with regular, visual checks undertaken to make sure that the equipment is working correctly, any instructions for use remain in place and any damage identified is repaired promptly or the equipment removed until fixed. Wherever possible, we also recommend a user training programme is implemented. However, this is not a policy requirement.

Minute 80/18 – Our Lady, Star of the Sea Christmas Day lunch – I made a mistake in the Winter 2018 Newsletter, in the Thanks section, mistakenly thanking the wrong church for having provided a Christmas Lunch opportunity for local residents. In my limited defence, three councillors had also not spotted this mistake when proofreading the newsletter. This led to a slightly awkward week but following a meeting with a very understanding Fr David, I was able to issue an apology in the weekly e-mail to residents and on the council's noticeboards and in a letter for Fr David to read to his congregation or display on a noticeboard as he so wished. Sometimes, as Fr David agreed, you cannot do right for doing wrong.

Minute 82/18 – East Preston Youth Club – Full Council has agreed to release money from earmarked reserves to the Youth Club so it can start running its second night. Work has been taken place at the Conservative Hall to provide storage and make the venue suitable.

Simon Cross – **Clerk to the Council**

17th March 2018

Minute 77/18 – Royal British Legion – Silent Soldiers – the committee confirmed the council's three Silent Soldiers should be located two on the Village Green and one outside the library, within the walled war memorial area. Of the other believed to be being purchased, the Clerk knew the British Legion ones were going to be attached to the side of the Legion building, he did not know about the others.

Minute 78/18 – Community Volunteers – Cllrs Duff and Gander agreed to be part of the council's editorial team for the foreseeable future.

241/18 **PARISH COUNCIL WEBSITE**

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

East Preston Parish Council website

Committee is asked to receive a brief update on the development of the council's new website.

The Website Working Party has met a couple of times with Mrs Maureen Chaffe in the past few weeks. Mrs Chaffe is working on the design and content of the new website as should be in a position to have something for us to look at soon.

The news section will include details of new Planning Applications received in the village and this will help keep that section fresh.

Simon Cross – **Clerk to the Council**

17th March 2018

Little was added.

242/18 PLAYSCHEMES – FEBRUARY AND AUTUMN 2018

The following paper was circulated in advance of the meeting:

Playschemes

Committee is asked to receive a brief verbal report on the Fitness and Run playscheme held on Friday, 16th February.

From a council perspective, the event was attended at varying times by Cllrs Duff, Linton and Tester. I also attended. The event was attended by fifteen children with their accompanying adults. Feedback received has already been circulated to Full Council in the Clerk's Report to the March Full Council meeting. I do not intend to republish it here. It is slightly disappointing only three adults went online to give feedback but good that no negative feedback has been received in any format.

Committee is also asked to give further consideration to a playscheme for the Autumn 2018 half-term.

Tina from Bee-Fit is very willing to run further play events for the council if we would like her to.

The council has money in its budget specifically for providing playschemes in the Spring and Autumn half-terms.

Simon Cross – **Clerk to the Council**

17th March 2018

Cllr Duff reported how well the event had gone and what positive feedback had been received. Fifteen children had attended. Bee-Fit had run a very informal but well-organised, fun event and had already expressed interest in running a playscheme event in the Autumn half-term.

The committee AGREED to run a further playscheme during the Autumn half-term, week beginning 22nd October. The Clerk will contact the school and Bee-Fit for their availability. Cllr Duff is unavailable that week but Cllrs Barber, Gander and Linton all expressed willingness to be involved.

243/18 COMMONWEALTH DAY, 12TH MARCH 2018

The following paper was circulated in advance of the meeting:

Commonwealth Day – 12th March 2018

Committee is asked to review council involvement in this year's Commonwealth Day.

On 12th March, Cllr Barber led a number of councillors in marking Commonwealth Day by raising the Commonwealth Flag at the war memorial. Thanks to Cllr Toney for raising the flag and to Trevor Mills for being a community volunteer and reading the Commonwealth Affirmation.

At the Full Council meeting on 5th March, the council received some praise for being a part of Commonwealth Day but also criticism for not doing enough to mark Commonwealth Day. Committee may also wish to consider this further as the year rolls around to next year's Commonwealth Day.

Simon Cross – **Clerk to the Council**

17th March 2018

The committee AGREED the council should continue to support Commonwealth Day as there was potentially more public interest than had yet been garnered. Perhaps a newsletter article nearer the time asking for some suggestions on how the village could celebrate Commonwealth Day would give some indication of the value the village set on the idea. It was AGREED the council should let the pre-schools and schools know well in advance so they could decide whether or not this was something they wanted to build into their schedule.

244/18 EAST PRESTON FESTIVAL, JUNE 2018

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

East Preston Festival Committee

Committee is asked to continue consideration of its East Preston Festival events for 2018.

At the November meeting, the committee agreed to run another Come and Meet Your Local Councillors event on the Thursday of Festival week, 7th June and secure a visit from Owls About Town and take part in the Festival Carnival Procession on 9th June. Owls About Town has agreed to come along on Tuesday, 5th June and event forms have been submitted to the Festival Committee as has a Carnival Procession entry form.

Simon Cross – **Clerk to the Council**

17th March 2018

The committee AGREED a separate meeting needed to be held to discuss and agree plans for taking part in the Festival Carnival Procession. Some props had already been gathered and Cllr Gander suggested committee members search eBay for a wealth of other possible props. Likely participants so far were Cllrs Duff, Gander and Linton and officers Mrs Khoo and Mrs Roberts. There was a suggestion an article could be put into the newsletter looking for local residents who would like to take part in the Festival Carnival Procession but have no group with which to take part. This idea would be discussed further.

Everything was running to plan for the other two events – Owls About Town on 5th June and Come and Meet Your Local Councillors on 7th June.

245/18 EAST PRESTON FOOD AND DRINK FESTIVAL – 25TH AUGUST 2018

(Mrs Roberts joined the meeting at this point.)

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

East Preston Food & Drink Festival – 25th August 2018

Committee is also asked to consider progress on this event.

On 9th March, members of the Food & Drink Festival Working Party met to consider the applications received and agreed the best possible mix of stalls from those businesses interested. Alison has contacted these and at the time of writing, none has come back saying they can no longer be involved.

Simon Cross – **Clerk to the Council**

17th March 2018

Mrs Roberts confirmed none of the businesses approached to take part had replied saying they could not.

The Clerk advised the meeting a waiting list had been started in case any business did turn around and advise us it was unable to attend. Vacancies will be filled with the most suitable replacement business on the waiting list, not whichever business happens to have been on the waiting list the longest. #

Mrs Roberts was collating quotes for the provision of marshalling and First Aid services.

Tanya Fooks was again working on the flyers for the event. This year, these would be sponsored by The Clockhouse Bar and Deli.

The Clerk had spoken to Sarah Fowler of Canine Design. Mrs Fowler had suggested the council should make dog-owners aware of the health risks to which they could be exposing their dogs if their dogs were allowed to eat scraps off the ground at the event. Most people know chocolate is harmful to dogs but fewer people know onions, for example, are also poisonous to dogs. The committee AGREED pre-publicity should include suitable advice for dog-owners but should also mention how dogs can frighten young children and the event was aimed at families. Signage about dog behaviour should be placed around the Village Green a few days ahead of the event as a reminder to dog-owners. Mrs Fowler had said she would happily review any draft wording for articles or signage.

For children's entertainment, a Punch & Judy show was booked. The Clerk will contact Philippa Bower about providing a face-painting service.

246/18 EAST PRESTON CHRISTMAS CELEBRATIONS – 24TH NOVEMBER 2018

Mrs Roberts advised all indoor stalls at the Village Hall had been booked. In the Village Hall car-park four stalls had been paid for and a further three were interested. Five charity stalls had booked to be in Sea Road.

There was some discussion about whether the Conservative Hall should include or be wholly turned over to more stalls. The committee AGREED the Conservative Hall should remain an entertainment venue. Mrs Roberts was working on booking acts to perform there.

(Mrs Roberts left the meeting at the conclusion of this item.)

247/18 EAST PRESTON BEACH CLEAN NO. 11, 8TH APRIL

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

Beach Clean No. 11 – 8th April 2018

Committee is asked to consider matters relating to the next Beach Clean event.

My big concern is council staffing of the event. Cllrs Duijf and Tester usually helped out for the whole of the event, helping transport kit from the Council Office to the registration point and helping with the registration and the distribution and collection of kit throughout the event. I need personal reassurance there will be at least two councillors available throughout the event to work with me.

Simon Cross – **Clerk to the Council**

17th March 2018

Cllr Linton provided additional background to the format of the event. Cllrs Gander and Duff said they would be there, Cllr Barber said she would be there if she was available.

248/18 EAST PRESTON INFANT SCHOOL – ROYAL WEDDING

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

East Preston Infant School – Royal Wedding

Committee is asked to consider a request from East Preston Infant School to mark the wedding of Prince Harry and Meghan Markle.

On 19th February, the council received the following email:

Hello you,

We will be having a street party for Prince Harry's wedding and I was wondering if the Parish Council have thought about giving the children a memento of the occasion as they have done in the past? I know they would be very much appreciated.

Claire New - Headteacher

The last such gesture from the Parish Council was in 2012 when it bought a Queen's Diamond Jubilee mug for every child at the Infant and Junior Schools. At that point, they cost £1.95 and were printed with a jaunty Queen's Diamond Jubilee design on one side and East Preston wording on the reverse. There are still a few available in the Council Office if anyone would like to buy one.

The council purchased 501 mugs and with boxes and a screen print charge, spent just over £1,100 on this. There is no money in the 2018/19 budget for this but the committee could ask council to release money from the contingency budget line.

Simon Cross – **Clerk to the Council**

17th March 2018

The committee AGREED it could not afford to support such a suggestion on this occasion.

249/18 NHS – LOCAL COMMUNITY NETWORKS (LCNs)

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

National Health Service – Local Community Networks

Committee is asked to consider NHS Local Community Networks (LCNs).

On 26th February, I circulated to all committee members a presentation on Local Community Networks in readiness for further discussion at this meeting. Please could you bring that presentation with you if necessary.

Simon Cross – **Clerk to the Council**

17th March 2018

Cllr Gander explained the thinking behind Local Community Networks, different agencies working together to improve life within local communities and to try and prevent social isolation and similar concerns. East Preston fell within the REAL (Rustington, East Preston, Angmering and Littlehampton) LCN. Three main concerns had been identified – a frail and ageing community, obesity in adults, and lowered attainment, lowered weight gain and reduced immunisation rates in under-5s in the area.

This council was already making inroads into social exclusion by running free-to-attend events, subsidising playschemes, publicising the new East Preston walking group events and such like. Perhaps more could be made about the health and social benefits in publicity for these events.

The committee AGREED the Clerk should try to get Cllr Gander an invite to a future REAL LCN meeting.

The committee also AGREED to investigate further the idea of running an occasional Posh Club event for local residents providing an afternoon tea, entertainment and, above all, company. Cllr Gander agreed to get in touch with the national organisers of Posh Clubs to see if they could share some information with us. The Clerk said he was aware of some community volunteers who would be interested in this sort of event.

250/18 CHRISTMAS LIGHTING 2018

Assistant Clerk Mrs Khoo had hoped to join the meeting to discuss options for additional Christmas lighting for this coming Christmas. However, information she had hoped to have been provided in time for the meeting had yet to be provided.

The committee AGREED further discussions on this could take place electronically if necessary.

251/18 DEFIBRILLATOR

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

Defibrillator

Committee is asked to consider matters related to the implementation of a defibrillator outside the Council Office.

Cllr Gander will lead on this item.

The Booking Secretary at the Village Hall has confirmed the hall is currently free every Thursday evening except the 2nd of any month. Consideration should be given towards the setting up of a familiarisation session.

Simon Cross – **Clerk to the Council**

17th March 2018

The Clerk reported the council's chosen installer was waiting for confirmation from his insurance company he was covered to install the defibrillator. He had made this request of his insurance company as suggested to the council by Community Heartbeat Trust.

Cllr Gander reminded the committee, the council had said it would provide familiarisation sessions as part of its grant application. The committee AGREED to try and hold its first session on 24th May. The Village Hall would be the preferred venue.

252/18 LIBRARY CLEAN

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

Library Clean

Committee is asked to give further consideration to the Library Clean event.

The library service is happy for some painting to take place alongside any cleaning as long as the paint is provided by someone else. Either this council can supply a couple of tins of paint or it could seek sponsorship for some.

Committee is asked to think of some Saturday afternoon dates in May or June to oversee this work.

Simon Cross – **Clerk to the Council**

17th March 2018

The committee AGREED the council could provide a couple of pots of paint if that helped. The committee AGREED to host this event on Sunday, 20th May – two sessions, 11am to 1pm and 2:30pm to 5pm. The Clerk would contact the library for confirmation it is ok with that date and then contact some suitable community volunteers.

253/18 COMMUNITY SPEED WATCH

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

Community Speed Watch

Committee is asked to note the following stats produced by the Community Speed Watch team:

The Community Speed Watch team has not been able to patrol since late November due to resourcing issues. This council has now issued three articles seeking new volunteers and some have come forward. On-site training now seems to be a problem.

Simon Cross – **Clerk to the Council**

17th March 2018

254/18 NEXT MEETING

The committee AGREED to Cllr Linton's request to reschedule the next meeting to Thursday, 31st May at 10am.

Posh Club and school crossing patrol were suggested items for the meeting's agenda.

The Meeting closed at 12:36hrs.

Chairman: Cllr Elizabeth Linton Date: **31st May 2018**