



EAST PRESTON PARISH COUNCIL

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MINUTES: of the Proceedings of the Monthly Meeting of East Preston Parish Council held on Monday, 9th April 2018 at the East Preston Infant School, Lashmar Road, East Preston

PRESENT: Councillors Christine Bowman, Lisa Duff, Barbara Gale, Pat Gander, Elizabeth Linton, Glyn Mathias, Rick McElroy (Chairman), David Moore, Danny Shah, Steve Toney and Steve Wilkinson

ALSO: Clerk to the Council, Simon Cross

County Councillor Roger Elkins

District Councillors Ricky Bower and Terry Chapman (both until 19:35)

Four members of the public

ABSENT: Councillor Joop Duijf

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The meeting opened at 19:00. In the absence of a Chairman and Vice-Chairman of the Council, the council had resolved at the last meeting Cllr McElroy should chair this meeting (Minute 169/18, Resolution 1190). Following her recent marriage, Cllr Barber was now Cllr Bowman.

255/18 INTRODUCTIONS

Cllr McElroy welcomed those present, led a round of introductions and explained some items of meeting protocol.

256/18 COUNCILLOR HAZEL TESTER

Cllr McElroy then led two minutes' silence as a mark of respect for Cllr Tester and then read the following statement:

“Before this evening’s meeting continues, I ask you all to join me in two minutes’ silence in memory of Councillor Hazel Tester who sadly died on 7th March aged just 71.

“Hazel joined the council in March 2012 and worked tirelessly for the village. Prior to joining the council Hazel had been a social worker, a nurse and a biker and brought these skills to the council.

“As part of the council, Hazel was immensely proud to have played a major part in reintroducing a Christmas event to the village and also for having led the team which organised the first two East Preston Food & Drink Festivals.

“As well as being Vice-Chairman since 2015, Hazel had been Chairman of the council's Community Engagement and Personnel committees, the latter in particular presenting Hazel with some unexpected challenges.

“As a member of the Planning & Licensing committee, Hazel became a strong champion for the retention of chimneys on the village's more traditional properties.

“Hazel was an enthusiastic supporter of the East Preston Business Community, regularly attending its monthly Business Breakfast meetings to represent the council.

“Following the resignation of Cllr Duijf from the chairmanship of the council, Hazel had readily stepped up to cover the chairmanship until a new Chairman was appointed.

“Away from the council, Hazel was well-known within the WI across the county and beyond, volunteered at St Barnabas House and created the East Preston Friends of St Barnabas, was an enthusiastic beader and beading teacher, loved and collected giraffes, but above all that, a much-loved mother and grandmother.

“Hazel will be greatly missed by the council which sends its best wishes to her family and all who knew and loved her. The council thanks everyone who has already expressed condolences.”

257/18 APOLOGIES FOR ABSENCE

An apology and a reason for absence were accepted from Cllr Duijf (away).

258/18 APPOINTMENT OF A CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR 2017/18

The following paper was circulated in advance of the meeting:

Appointment of a Chairman of the Council

Following Cllr Duijf's resignation as Chairman of the Council, there is a vacancy for this role. Until a new Chairman is appointed, this item will remain on the Agenda for each Full Council meeting.

If you wish to stand for Chairman of the Council at the April meeting, please let me know. This does not prevent you from deciding to stand actually at the meeting. As with co-options, it may be an idea for any candidates for the role of Chairman of the Council to have up to three minutes in which to address the meeting before any vote is taken. Also as in a co-option, any candidate must receive a majority of Yes votes from the councillors present to be eligible.

Any Chairman elected at this meeting will only be in post until the Annual Meeting of the Council on 14th May at which time this post automatically becomes available again.

Simon Cross – **Clerk to the Council**

3rd April 2018

Cllr Toney said he was happy to be considered for the role of Chairman, understanding this appointment was only for a month.

1191 The Council **RESOLVED** unanimously Cllr Toney should be Chairman for the remainder of the 2017/18 council year.

As the Clerk did not have a Declaration of Acceptance of Office form with him and as Cllr McElroy had prepared for the Chairmanship of the meeting, it was **AGREED** he should continue to chair the meeting.

259/18 APPOINTMENT OF A VICE-CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR 2017/18

The following paper was circulated in advance of the meeting:

Appointment of a Vice-Chairman of the Council

There is currently a vacancy for this role. Until a new Vice-Chairman is appointed, this item will remain on the Agenda for each Full Council meeting.

If you wish to stand for Vice-Chairman of the Council at the April meeting, please let me know. This does not prevent you from deciding to stand actually at the meeting. As with co-options, it may be an idea for any candidates for the role of Vice-Chairman of the Council to have up to three minutes in which to address the meeting before any vote is taken. Also as in a co-option, any candidate must receive a majority of Yes votes from the councillors present to be eligible.

Any Vice-Chairman elected at this meeting will only be in post until the Annual Meeting of the Council on 14th May at which time this post automatically becomes available again.

Simon Cross – **Clerk to the Council**

3rd April 2018

Cllr McElroy said he was happy to be considered for the role of Vice-Chairman, understanding this appointment was only for a month.

1192 The Council **RESOLVED** unanimously Cllr McElroy should be Vice-Chairman for the remainder of the 2017/18 council year.

260/18 DECLARATION OF INTERESTS

No declarations were made.

261/18 PUBLIC SESSION

(Items below marked **No Agenda Item** are raised at the discretion of the Chairman.)

At the beginning of this item, Cllr McElroy reminded members of the public they should only refer to items on the meeting's Agenda and should speak for no longer than three minutes. This was enshrined in the council's Standing Orders and published on every council Agenda.

Agenda Item 18 – Clerk's Report – [REDACTED] first referred to Item 6 of the Clerk's Report, *Annual meeting with East Preston Library, 6th March*. [REDACTED] asked if it was possible to get some sort of breakdown of the 20,862 visitors figure, regular visitors compared to those who attended one-off events. The Clerk replied he would ask Mrs Davey, Cluster Manager.

[REDACTED] then referred to item 10 of the Clerk's Report, *Meeting with the Chairman of the East Preston & Kingston Village Hall Foundation, 14th March*. [REDACTED] asked when the usual twice-yearly meeting would take place. The Clerk replied he did not know but assured [REDACTED] this meeting had only been an interim meeting.

262/18 COUNCILLOR RESPONSES

None.

263/18 WEST SUSSEX COUNTY COUNCIL (WSCC)

County Cllr Elkins began by advising the meeting the planned surface dressing works in The Street and Fairlands this week had been postponed. He had not got to the bottom of the postponement and did not know any new dates for this work. He advised there were likely to be delays on the A24 and A27 for two weeks from 23rd April whilst there are roadworks in Long Furlong as traffic would naturally divert onto these two other roads. The roadworks would only be operational between 09:30 and 16:00, in an attempt to reduce the disruption. Cllr Elkins also said Long Furlong was scheduled for some resurfacing in 2019/2020.

WSCC was supporting a national campaign called Care Aware. WSCC had created a guidance document aimed at the 70% of care home intake involving the family.

The FindItOut Centre at Bognor Regis was holding an event for young people and their families to learn about future employment opportunities in the area. The event was to be held on 24th April.

WSCC had obtained grants for its Bikeability cycle proficiency scheme. Last year, 9,000 children and adults passed through the scheme. This year, the scheme will be extended to include children as young as Year 1.

A consultation designed to ensure the council's budget for non-commercial bus services was being spent on the right services was imminent. Currently, WSCC spent £2½m a year on such services, recouping £1½ in fares. The Clerk asked whether the consultation would give people the opportunity to ask about new services, for example an hourly service to the southern end of the village as such a service would allow some residents to give up their cars. Cllr Elkins had not seen the whole consultation yet but thought it likely there would be some way to record such wishes within the consultation survey. The Clerk agreed to send Cllr Elkins some more information on the wish for a bus service to the southern end of the village.

264/18 ARUN DISTRICT COUNCIL (ADC)

District Cllr Bower told the meeting the Arun Local Plan could be adopted as early as 23rd May, a special council meeting has been scheduled for that purpose. The council was just waiting to receive what it hoped would be the Inspector's final report. [Clerk's Note: council received an email on the morning after this meeting advising the Inspector's final report was now anticipated in July 2018.]

District Cllr Chapman said he was currently working on only one case in the village, that of a property in North Lane suffering some nuisance from a neighbouring property.

Cllr Chapman referred to the Clerk's detailed report on the WSCC Joint Eastern Arun Area Committee (JEAAC) meeting which Cllr Chapman had had the pleasure of chairing. He was pleased the meeting had supported the idea of keeping the westbound slip-road from the junction of the A259 and A280 within the design for the improvements to the A259. The issue was money and Cllr Chapman believed all affected needed to "keep banging on about it" and not let the slip-road disappear. The matter was already on the Agenda for the July JEAAC meeting.

Cllr Chapman, whilst not averse to the idea of unisex toilets himself, was concerned at a policy proposal at ADC for the introduction of unisex toilets across the district. He was aware there were residents of East Preston who would be unhappy at this proposal. There was currently no intention for ADC to hold a public consultation on the proposal. Cllr Chapman felt there was a fundamental public safety issue here which was not being addressed satisfactorily.

Having just written his annual report as Community Military Covenant lead for ADC, Cllr Chapman informed the meeting he had worked on fifteen cases over the past year, two of which had been within East Preston. Matters covered ranged from housing and mobility issues to financial assistance with funeral costs. There were a lot of Forces' charities in the UK, many of which had a speciality, but the Royal British Legion did sterling work linking these all together for the benefit of those who have served in this country's military. Cllr Chapman advised the Ministry of Defence had money set aside to help World War II veterans visit the battlefields of their youth or the cemeteries in which their friends and colleagues may be buried.

Cllr Chapman ended by urging this council to consider how it might mark the end of the First World War, 100 years ago this November. Again, there are Ministry of Defence funds available and Cllr Chapman would help with advice needed. As Vice-Chairman of the Community Engagement Committee, Cllr Linton asked for this matter to be added to the Agenda for that committee's next meeting.

Responding to a question, Cllrs Chapman, Bower and Elkins between them said the February 2018 start date for the A259 improvements had passed because they believed additional survey work was necessary and it was likely visible construction would not take place until the beginning of 2019. ADC has not yet received a Planning Application for the expansion to the road. This may be a further route through which the council could campaign for the inclusion of the slip-road into East Preston.

(Cllrs Bower and Chapman left the meeting at the conclusion of this item.)

265/18 VELO SOUTH

Council NOTED two pieces of correspondence relating to the Velo South cycle race scheduled to take place on 23rd September, 2018. The first piece of correspondence was a lengthy email Ian Thatcher sent to all Town and Parish Councils in West Sussex on 7th March and the second piece was a reply from the Leader of West Sussex County Council, Cllr Louise Goldsmith sent on 15th March.

Cllr Mathias felt Cllr Mrs Goldsmith's response had been pitiful and unhelpful. County Cllr Elkins reminded the meeting the route of Velo South did not come anywhere near East Preston so disruption would be minimal. Cllr Linton did not agree; from previous experience of similar events, disruption can occur many miles away. It was agreed anyone thinking of going out on the day of Velo South should steer well clear.

266/18 MINUTES OF THE MEETING HELD ON 5TH MARCH 2018

The draft Minutes had been circulated on 9th March asking for comments by 16th March. No comments or suggestions had been received from councillors.

1193 The Council **RESOLVED** the Chairman could sign the Minutes as a true record of the meeting that took place on 5th March.

This action was completed.

267/18 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 151/18 – Public Session – Commonwealth Day**
- 3. Minute 154/18 – West Sussex County Council – Sussex Day**
- 4. Minute 161/18 – Amenities Committee – Warren Recreation Ground**
- 5. Minute 165/18 – East Preston Cricket Club – safety netting**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 5th February 2018.

2. Minute 151/18 – Public Session – Commonwealth Day

I contacted the headteachers at East Preston schools asking whether they did anything about Commonwealth Day or the Commonwealth in general. Here are their replies:

“The Infants haven’t ever done anything. I think the Juniors have in the past but they did not do anything last year and are not doing anything this year. If there is something specific the Parish Council would like us to get involved in then please let us know and we will see what we can do.” (Mrs Claire New, East Preston Infants School)

“I echo what Claire has written. We have at times been involved with Commonwealth Day when it fits in with our teaching and learning plan. We would certainly consider being involved in something if the Parish Council suggested it.” (Mrs Kathy Lockyear, East Preston Junior School)

The Community Engagement Committee will discuss further involvement in Commonwealth Day 2019 nearer the time.

3. Minute 154/18 – West Sussex County Council – Sussex Day

The Agenda for the Community Engagement Committee meeting on 29th March was too long to include further discussion of the council’s involvement in Sussex Day. The matter is provisionally on the Community Engagement Committee’s Agenda for 31st May.

4. Minute 161/18 – Amenities Committee – Warren Recreation Ground

Following the council’s resolution “to support the East Preston Village Pre-school in providing a secure outdoors area at the Warren Recreation Ground”, I drafted an agreement which was reviewed by representatives from both the Cricket Club and the Pre-school. A few tweaks were made and the agreement was signed by representatives of all three organisations. Work is likely to begin in May.

5. **Minute 165/18 – East Preston Cricket Club – safety netting**

On 6th March, I received the following email from Keith Chamberlain, President and Chairman of the Cricket Club:

“Thank you Simon for your help regarding the cricket club's request for financial assistance and thank you to the Parish Council for supporting the cricket club. It was especially encouraging to hear members' supportive comments, such as Councillor Elizabeth Linton saying that 'it would be a tragedy if cricket ceased to be played at the Warren Recreation Ground'.”

Furthermore, the following letter was received on 29th March:



EAST PRESTON CRICKET CLUB

The Cricket Field, Sea Road, East Preston BN16 1LP
01903-774428 epcc.play-cricket.com

RECEIVED

29 MAR 2018

28 March 2018

East Preston Parish Council
122-124 Sea Road
East Preston
West Sussex
BN16 1NN

Dear Councillors

The Committee of East Preston Cricket Club would like to thank East Preston Parish Council for their £710 contribution towards essential works to the protective boundary netting at the Warren Recreation Ground.

Across the Country participation in cricket is falling, mainly due to the lack of cricket being played in state schools and there being no exposure on free to view TV channels. Local cricket clubs therefore play the major role in providing opportunities for youngsters to participate in one of our top national sports. As the Council will know, East Preston Cricket Club, founded in 1860, provides local children and young adults with opportunities to learn the game of cricket and to play in both recreational and competitive matches. We believe that with the ongoing support of the Parish Council the Cricket Club will continue to provide such opportunities for the youth of East Preston for many years to come.

Yours sincerely

KEITH CHAMBERLAIN
Chairman/President

COLIN SMITH
Secretary

Simon Cross – **Clerk to the Council**

3rd April 2018

In response to a question, the Clerk and Cllr McElroy as Chairman of the Amenities Committee said signage announcing the closure of the South Strand toilets was in hand.

268/18 FINANCIAL MATTERS

The Accounts for March 2018 had been distributed to Members in advance of the meeting.

- 1194** The council **RESOLVED** unanimously to approve the outstanding Purchase Orders report for 2017/18, value £2,495.27 (excl. VAT).
- 1195** The council **RESOLVED** unanimously to approve the Supplier Non BACS Invoices Paid report for March 2018, totalling £1,097.21 (incl. VAT).
- 1196** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid report for March 2018 totalling £30,214.07 (incl. VAT).
- 1197** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £271,357.37 net for the financial year ending 31st March 2018.

The council NOTED the paper Bank Reconciliation to 14th March 2018. Cllr Mathias had completed a paper Bank Reconciliation in advance of the meeting.

The council NOTED the Budget Summary for the financial year to date without comment.

The Chairman thanked the Assistant Clerk for the financial reports.

269/18 REPORTS FROM PARISH COUNCIL COMMITTEES

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

Committees

Since the last meeting, the following committee meetings have taken place: Amenities on 19th March, Audit & Governance on 26th March, Community Engagement on 29th March and Planning & Licensing Committee on 12th and 26th March.

Draft Minutes from these meetings will have been circulated to all councillors by the time of this meeting.

Simon Cross – **Clerk to the Council**

29th March 2018

Amenities Committee

The Amenities Committee met on 19th March and here are some updates from that meeting.

A new **Outdoor Football Table** will be sited on the Village Green in early April. This has kindly been funded by the Film Society.

The **Village Green Parking Scheme** has raised £505.83 (after VAT) from when it started in mid October to 6th March 2017. The Committee has agreed to lift the three hour parking restriction over the Summer period (1st May to 30th September) so people can park as long as they wish. There has definitely been more use of the car park over the last month since the weather has picked up. The Committee also agreed to jointly fund with One Parking, two solar lights for the car park to help people operate the machine and read the signs when dark. Sea Road residents opposite the green are still concerned about inconsiderate parking outside their homes but this should stop once the Summer parking restrictions come into force from May. The Committee has asked for concerned residents to contact WSCC direct if they wish to apply for all year round parking enforcement along this stretch.

The new **MUGA on Lashmar Recreation Ground** is being well used, despite the weather! The removal of the youth shelter has allowed families and children to enjoy the park rather than being intimidated by the groups which regularly hung around the shelter. The Committee and ADC will be reviewing whether a youth shelter is really needed at the location after the Summer holidays. The original shelter was damaged beyond economical repair whilst being removed for the MUGA work and so was disposed of by the contractor.

The **Sea Road Public Toilets Refurbishment Project** is well underway. Four contractors have been sent Tender Packs and the closing date for these to be returned is 6th April. If there are suitable tenders received, the Working Party will put these forward for consideration. The interest in tendering has not been great, it seems many builders are not interested in this type of work or are too busy. The advertising campaign had no response and 14 local building contractors were contacted and only 4 of these were interested in receiving a Tender Pack.

The registration of the Sea Road Beach Access land as a public right of way has been discussed further by the Committee, following a letter from the Council's solicitor outlining concerns over pursuing the registration via this route. The Amenities Committee agreed it would not to go ahead with the registration of the land as a Public Right of Way with WSCC, given the complexities of the process, high costs and the uncertain outcome. It agreed to discuss with the solicitor for the land to be protected under the Marine and Coastal Access Act 2009 and to find out whether the Council could look at putting up signage to say that the area is protected under this Act.

The Committee also agreed to the suggestion of a letter to be sent by the legal adviser to the two neighbouring properties of the beach access to inform them that this area is protected by the Marine and Coastal Access Act 2009 and the Parish Council (as local governing body and acting in the best interests of the villagers) will have overall control of the area. The Committee agreed it would be premature to start re-planning the beach access path until concerns over the land had been resolved.

South Strand Toilets - The Council had already agreed the toilets would be handed back to Arun District Council at the end of the lease in March 2019 and Arun District Council had been notified in writing accordingly.

The Clerk had recently emailed Arun District Council to confirm future plans for the toilets once they had been handed back and Arun District Council confirmed they would be closed down as part of their public toilets review.

The Committee will need to hand back the toilets in the same condition as when they were taken over and this would probably mean some general re-decoration would be needed. It was agreed that signage should be put up at the toilets from April 2018 to inform the public of the future closure.

Quotes for a **New Village Green Gate and Matting** have been requested and will be taken to the May Amenities Meeting for consideration. It is hoped a new gate will be in place by the end of June latest but will also have to work around the Festival events.

The Committee is looking into permanently siting the **Outdoor Table Tennis Table** on Lashmar Recreation Ground. It would like the table to be moved to around the new MUGA and skate park area, where there is hardstanding for the table to be sited on. Residents have requested the table to be made more accessible as the grass gets very wet and muddy to play on during the Winter months. ADC has been approached for permission to move the table.

Tracy Khoo – **Assistant Clerk to the Council**

28th March 2018

Audit & Governance Committee

The committee met on 26th March.

The committee agreed to have a final meeting with the solicitor working on the new lease with the Angmering-on-Sea Lawn Tennis Club. However, at the time of writing the solicitor has yet to respond to that request. The Chairman of the Tennis Club is fully apprised of the situation.

Further to the suggestion made by the Cricket Club at the last Full Council meeting (and on previous occasions), the committee considered the request to agree that future expenditure on new or replacement safety netting at the Warren Recreation Ground should be split $\frac{1}{3}$ club, $\frac{2}{3}$ council. The committee agreed it could not agree to this as the extent of future expenditure could not be predicted. This was discussed with the club at the twice-yearly meeting held on 29th March and the club, whilst disappointed, understood this position.

The committee is looking into the insurance policy it briefly had at the beginning of October to see whether the squirrel damage suffered by the Village Hall Foundation would have been covered by that policy.

Simon Cross – **Clerk to the Council**

3rd April 2018

Community Engagement Committee

The committee met on 29th March. The draft Minutes from the meeting have been circulated by the Clerk this morning. This report will just cover the committee's new initiatives from that meeting.

The committee has agreed to investigate further the installation of a blue plaque on a property in Sea Lane to commemorate author Israel Zangwill and his author wife, Edith Ayrton. Both were prominent in the women's suffrage movement so this year seems a fitting time to install a blue plaque. The Preservation Society is willing to contribute to a ceramic plaque but cast aluminium plaques are also available. The Society has concerns about the longevity of the aluminium plaques. The first step is to contact the householders officially and see if they agree, in principle, to the suggestion.

The committee agreed it had been very happy with the playscheme run by Bee-Fit on 16th February and has given Bee-Fit first refusal on running a playscheme during the Autumn half-term week.

The committee considered a suggestion from the Infant School it donate a Royal Wedding mug to each pupil. The committee did not feel this expense was justified for this occasion at this time and had not donated anything for Prince William's marriage.

The committee reviewed some information provided on National Health Service Local Community Networks. These are a relatively new initiative for joined-up working between larger councils, different branches of the NHS and the voluntary sector. The aim of the networks is to improve life for anyone living within that network's area. East Preston is part of the REAL Local Community Network, REAL standing for Rustington, East Preston, Angmering and Littlehampton. The committee would like to get more involved in tackling issues such as social exclusion within East Preston and Cllr Gander is currently the lead committee member on this. The Clerk has contacted the REAL administrator asking whether Cllr Gander could attend the next REAL meeting.

A defibrillator familiarisation event is likely to be run on the evening of 24th May at the Village Hall. More details to follow. Running such sessions is part of the council's grant award.

Cllr Elizabeth Linton – **Vice-Chairman of the Community Engagement Committee**

3rd April 2018

Planning & Licensing Committee

The committee met on 12th and 26th March. The draft Minutes from the meetings have been circulated.

Planning Applications considered were:

EP/7/18/PL	Erect two buildings on land to the rear of Beechlands Cottages, Beechlands Close	Committee agreed to object
EP/15/18/A	Illuminated and non-illuminated adverts at Tudor Tavern, Sea Road	Committee agreed not to object
EP/17/18/PL	New toilet block and storage room, East Preston Football Club, Lashmar Road	Committee agreed not to object
EP/26/18/HH	Loft conversion and dormers, 5 The Plantation	Committee agreed to object
EP/29/18/HH	Various alterations to Glenian, The Street	Committee agreed to object

Further information on the reasons for objections can be found in the Minutes from the relevant meeting.

The committee was disappointed Planning Permission has been granted for a cabin which has been installed in the back garden of a property in North Lane and is, according to the applicants' agent, being used as an extension to the main property.

Work has yet to continue on the Tudor Lodge site.

The committee meeting scheduled for 10th April will not take place as there are no Planning Applications to be discussed.

Simon Cross – **Clerk to the Council**

3rd April 2018

A question was raised about the boundary of the Coastal Caravan Park. As Chairman of the Amenities Committee, Cllr McElroy asked for this to be added to the Agenda for the committee's next meeting.

In response to a further question, Cllr McElroy confirmed he could see no reason why the widened gate and matting on the Village Green should not be in place by the end of June, in plenty of time for the Food & Drink Festival on 25th August.

Cllr McElroy explained users of the Village Green car-park were still expected to pay the hourly rate but during the summer there was no three-hour cap on daytime stays in the car-park.

As Vice-Chairman of the Community Engagement Committee, Cllr Linton said the preparation for the council to take part in the East Preston Festival Carnival Parade was progressing. She agreed to send all councillors and update, advising how any councillors not already involved could get involved.

270/18 AUDIT & GOVERNANCE COMMITTEE – COMMITTEE MEMBERSHIP

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

Audit & Governance Committee – committee membership

Council is asked to agree the chairmen of all the council's committees are automatically members of the council's Audit & Governance Committee.

Cllr Mathias to introduce this item.

Currently, the chairmen of the council's Amenities and Finance & General Purposes Committees are automatically members of the Audit & Governance Committee. At its meeting on 26th March, the Audit & Governance Committee agreed to recommend to Full Council, all committee chairmen automatically become members of the Audit & Governance Committee.

Simon Cross – **Clerk to the Council**

3rd April 2018

Cllr Mathias explained the committee had realised it was relevant for all committee chairs to attend Audit & Governance Committee meetings as matters discussed would frequently affect those committees as well as the general running of the council.

1198 The Council **RESOLVED** unanimously all committee Chairmen should automatically be part of the council's Audit & Governance Committee.

It was **AGREED** automatic membership of the Audit & Governance Committee did not preclude councillors from belonging to a maximum of three of the other committees simultaneously.

271/18 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

The Food & Drink Festival Working Party met on 9th March to sift through the applications and to create the best-balanced event possible from those businesses. All the successful applicants have been contacted, have started to pay and none has said they are no longer available or interested.

The Christmas Celebrations Working Party met briefly straight after the above meeting and agreed all is proceeding nicely.

The Leases Working Party met as part of the Audit & Governance Committee meeting on 26th March.

The Website Working Party has met with Maureen Chaffe to discuss various matters relating to the website. Mrs Chaffe is due to provide a draft version soon.

Simon Cross – **Clerk to the Council**

3rd April 2018

Cllr Linton advised preparations for both the Christmas Celebrations event on 24th November and the Food & Drink Festival on 25th August were proceeding nicely.

Cllr Mathias reported the Leases Working Party had been concerned by some correspondence between the council's solicitor and the Angmering-on-Sea Lawn Tennis Club's solicitor which did not seem to have been answered by the council's solicitor. The Leases Working Party had asked for a meeting with the council's solicitor. This was still being arranged.

Cllr Wilkinson confirmed the Clerk's update on the Website Working Party.

272/18 CLERK'S REPORT

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

Clerk's Report

- 1. Introduction**
- 2. Tributes to Cllr Hazel Tester**
- 3. Police matters**
- 4. Freedom of Information / Data Protection requests**
- 5. West Sussex County Council Pensions briefing, 28th February**
- 6. Annual meeting with East Preston library, 6th March**
- 7. West Sussex County Council Joint Eastern Arun Area Committee, 6th March**
- 8. East Preston Business Community Business Breakfast, 7th March**
- 9. Commonwealth Day, 12th March**
- 10. Meeting with the Chairman of the East Preston & Kingston Village Hall Foundation, 14th March**
- 11. Twice-yearly meeting with East Preston Cricket Club, 29th March**
- 12. East Preston Business Community Business Breakfast, 3rd April**
- 13. Social Media**
- 14. MailChimp stats**
- 15. A selection of things we have been asked since the last meeting**
- 16. Recent bouquets and complaints**
- 17. Leave**
- 18. May meetings and events**

1. Introduction

This is the report mainly covering the end of February 2018 and March 2018, and covers matters that may not arise elsewhere on the agenda.

2. Tributes to Cllr Hazel Tester

Following the news of Cllr Tester's death, the following people sent the council written condolences (this list may not be quite exhaustive):

Shaun Adams, Celeste and Paul Amoo, Daphne and David Beale, Tim Bigger, Kim and Bob Billingham, Ann Bird, Sue Bowley, Philip Cundall, Jules and Pete Dallimore, Vicki Davey, Carol and Neil Ellis, Julian Ellis, Maureen and David Fraser, Ian Green, Sam Hargroves, Margaret Harwood, Rachel Hawkins, John Heaver, Mark Holmes, Anne Holness, Petrina Kingham, Kirsty Lilleystone, David Macdonald, Fiona MacLeod, Janine Nicholson, Catherine Pendrill-Cosier, Nadine Phibbs, June Phillips, Jackie Pilcher, Yvonne Price, Scott Ramsey, Godfrey Samuel, Pat Storey, Graham and Liz Street, Mike and Liz Taggart, Christine Taylor, Sioned and Peter Vos, Peter Vincent.

Within those emails tributes included:

"Members of Kingston Parish Council were saddened to learn that Cllr Hazel Tester has passed away. Hazel was very much respected for the work she did on behalf of East Preston Parish Council and will be greatly missed."

"[We] are very sorry to hear this news. Hazel was an amazing lady and a tremendous asset to the village. And that's before you get onto the fearless expression of opinions, standing for no nonsense.... and the fingernails. We love those photos you've put on the Newsletter. We'll all miss her."

"Deepest sympathy to Hazel's family, friends and Parish colleagues." (Vicki Davey, Cluster Manager, East Preston Library)

"A lovely collection of photos of Hazel. They are as we remember her, always taking part and always with the long and colourful nails!"

"Hazel was a special lady involved with so many projects."

"I have just been told of the sad news about Hazel Tester and I would like to pass on my personal condolences and also those of the Festival Committee." (Jackie Pilcher, Chairman, East Preston Festival Committee)

"What awful news. I only know her a little through the St Barnabas Group. She made quite an impact."

"That is very sad news, please pass on my and Alison's condolences to the family and the council." (Andy Cooper, Rustington Parish and Arun District Councillor)

"Business Breakfasts will not be the same without Toots." (Tim Bigger, East Preston Business Community)

"So very sorry to hear the news about Hazel. She was such a caring, concerned person, who always greeted us with a lovely smile. She contributed so much to village life, both on and off the Council, and will be sorely missed. Please give our condolences to her family."

"I was very sorry to read the sad news about Hazel. She was a lovely, warm, kind and very funny lady. She will be very much missed in the village."

"Sorry to hear about Hazel I knew her from the W. I. and she did work hard for the village she will be missed."

"So very sad to hear about Hazel of whom I knew better from W.I. Wonderful photos of her. She always called a spade a spade and those wonderful fingernails."

"I have just read of Hazel Tester's death. She was a great champion of E.P."

"She will certainly be missed..."

"I have just read of the sad loss of Hazel. Please pass on my personal condolences and those of Angmering-on-Sea LTC to her family and to all her colleagues at the Parish Council." (Ian Robinson, Chairman, Angmering-on-Sea Lawn Tennis Club)

3. Police matters

No direct contact with Sussex Police this month. We did put out a request for information on behalf of a resident of Sea Road who had caught on cctv a man trying to break into a car in her drive. From this we also learnt of a car being stolen from Manor Road on a different night.

4. Freedom of Information / Data Protection requests

No new requests received this month.

5. West Sussex County Council Pensions briefing, 28th February

The administration of the West Sussex County Council Pension Fund is sub-contracted to Capita and Clare Chambers, Pensions Operational Delivery Manager, invited "employers" within the scheme to the first of what she hopes will become six-monthly briefings. East Preston Parish Council is one of a number of Town and Parish Council which are affiliated to the West Sussex County Council Pension Fund. Possibly because of the threat of more snow, not everyone scheduled to attend this meeting in Billingshurst went, but other councils represented were Billingshurst Parish Council, Littlehampton Town Council, Bognor Regis Town Council, Petworth Town Council, Rudgwick Parish Council and Southwater Parish Council. Those present were a mix of council's which run their own payroll or those like us whose payroll is managed by the County Council. It was interesting to hear the County Council had recently refused to take on payroll for Rudgwick Parish Council as it considers

it is managing enough payrolls already. There could be a financial impact for Rudgwick residents as a result of this.

Whilst there is not a huge amount to report back on this occasion, mainly because of my lack of understanding of the subject, the meeting was useful. Those present agreed a six-monthly meeting would be very useful and I am sure my understanding will grow over time and I will be able to feed back more for you. In the meantime, I have asked Clare whether it would be possible for her team to carry out a simple audit to ensure we are where we should be with our pension management. Clare has agreed to this but not until May.

6. Annual meeting with East Preston library, 6th March

Since the council agreed to house the Millennium Wall-hanging temporarily in East Preston Library in April 2017, there has been an agreement with the library to have an annual meeting to review the situation. This seemed to be a good opportunity to cover some other ground too.

I met with Vicki Davey, Cluster Manager with responsibility for East Preston's library amongst several others. Mrs Davey had spoken with Mrs Jennifer Wallace of the Collage Reinstatement Campaign and had received and read the letter Mrs Wallace had read to last month's Full Council meeting. (Minute 151/18) The Library Service remains happy to house the wall-hanging until the Parish Council recalls it. Mrs Davey did not, therefore, feel it appropriate to comment further on the wall-hanging's presence in the library. Footfall in the period 1st April, 2017 to 19th February 2018 was 20,862 visitors. A relatively cursory glance at the wall-hanging did not reveal any need to do additional cleaning at this time nor any obvious sign of fading.

The proposed spruce up in conjunction with the council and community volunteers has had to slip as WSCC was unable to provide any human resources or materials. I asked whether redecorating would be allowed if the paint could be sponsored somehow and Vicki said she would find out. The event will probably now take part over one or two Saturday afternoons in May. Community Engagement is managing this council's side of this event.

During this year's Festival the library will be running a new colouring competition in addition to its usual Friday coffee morning.

Vicki confirmed the library will happily take part in this year's East Preston Christmas Celebrations. Asked whether there was a quantifiable benefit to the library from the event, Vicki said nothing quantifiable but subliminally the event keeps the library in many people's minds.

Vicki also confirmed there was no problem with the council having Commonwealth Day and Merchant Navy Day events in front of the library, and the library will get involved when possible.

Although this has taken a bit of bedding in, West Sussex toy libraries have been moved from Children & Family Centres into libraries and this is working well in East Preston.

Vicki asked for some help with publicising some relatively new events at the library and I said the council would always be happy to help where it could. The council will also help publicise the library's need for IT buddy volunteers.

Finally, we stepped outside to discuss where the Royal British Legion Silent Soldier should be positioned. Vicki had concerns about it being located on the grassed area both from a vandalism and a maintenance perspective. I have subsequently discussed with Cllr Toney, Mrs Davey's suggestion the Silent Soldier should be located within the walled area around the war memorial itself. Unofficially, Cllr Toney did not think the Royal British Legion would have a problem with that location.

7. West Sussex County Council Joint Eastern Arun Area Committee, 6th March

Cllr Toney represented the council at this meeting in Arundel and I went along as moral support.

We arrived at 6pm for the crowdfunding presentation which was a drop-in session really where council representatives and reps from some local groups were able to talk to County Council offices and those from SpaceHive the County Council's chosen supplier of a crowdfunding platform.

ABOUT SPACEHIVE

Spacehive is an award-winning crowdfunding platform for projects that make local places better.

The platform aims to make it as easy as possible for you to improve your local area by attracting the support and funding you need to deliver your projects.

Spacehive partners with a range of local authorities and grant making organisations, so you can pitch for funding from grant-makers and the "crowd" at the same time. These partners have over £2 million on the platform that can be accessed by people running campaigns.

You'll find some of our favourite projects overleaf.

To find out more visit www.spacehive.com



<p>POETRY JUKEBOX, BELFAST</p> <ul style="list-style-type: none"> The installation of a poetry jukebox for the public to listen to powerful positive poetry Engagement with local poets to bring their work to the streets <p>£1,393 raised 98 backers</p>	
<p>WELL ST MARKET, LONDON</p> <ul style="list-style-type: none"> Re-opening a historical market, complete with music stages, teenage markets and a fashion hub The focal point of local regeneration and community engagement strategies <p>£81,768 raised 298 backers</p>	
<p>HEATON PARK ORCHARD, MANCHESTER</p> <ul style="list-style-type: none"> A vibrant community orchard filled with nut trees, herbs and shrubs and a functioning bee hive Training for disadvantaged young people to learn about growing and using fruit <p>£12,195 raised 83 backers</p>	
<p>CRYSTAL PALACE LIBRARY OF THINGS, LONDON</p> <ul style="list-style-type: none"> A new hub for lending 'useful things', like tools and musical instruments, and space to learn how to use them Inspiring the community to waste less and share more <p>£9,375 raised 291 backers</p>	

The County Council currently has three streams of grant funding available but from April these will be amalgamated into a single stream. What Spacehive offers above other crowdfunding platforms is it will actively seek grants from organisations that may be looking to donate to projects with a degree of visible community support. Spacehive takes 5% of any money raised for projects which go ahead. Steve and I spent some time talking to Nick Burrell, but until the system is up and running we will not know how easy or effective it will be.

The meeting itself was chaired by District Cllr Chapman.

During the public session, Tony Cross noted this meeting was now the only opportunity for communities to meet with Sussex Police. Acting Inspector Daniel West responded he would always facilitate a police presence at other meetings and events, where operationally possible. Al West said public engagement was an important part of police work.

Mayor of Arundel, Cllr Angela Standing, spoke in favour of a proposed 20mph speed limit in Arundel and Tortington. There was a plea to include Ford Road in the scheme as travel can sometimes travel at 80 or 90mph along that road. Later in the meeting, the proposed 20mph speed limit was approved. However, the WSCC officer responsible said it would not be possible to impose a similar limit on to the Ford Road as traffic did travel above the existing speed limit and would most likely not respect a new limit.

The final matter in the public session was Terry Ellis asking for bus stops to be provided in Station Road, Angmering. WSCC has said there is land available and ADC and Angmering PC are supportive but there is no money available.

Al West presented the meeting with the latest crime statistics. These showed a 10% increase over the past twelve months on the previous twelve months. Although these was bad, the average national increase was 14%. Because the force is working with limited resources, Al West stressed the importance of incidents being reported as those reports will drive how the resources are utilised. There are approximately thirty Police Community Support Officers (PCSOs) working the whole Arun and Chichester Districts, in three teams, each with two Police Constables and one Sergeant.

Cllr Elkins mentioned HM Inspector of Forces had criticised the poor performance of the 101 service in Sussex. Al West replied, where residents are finding calling 101 ineffective, Al West reminded us non-urgent reports can always be emailed to arun@sussex.pnn.police.uk

The Arun & Chichester Prevention Team (formerly Neighbourhood Policing Team) was currently working on the following big projects: youth anti-social behaviour especially in Littlehampton and Bognor Regis town centres; cuckooing; scams; and modern slavery where people find themselves doing work with little or no pay and unable to leave. I have already included a poster about cuckooing in an email to residents.

Drs Mark Lee and Tina Favier gave a presentation on NHS Local Community Networks (LCNs). This is an initiative bringing together several different strands of the NHS locally together with local councils, voluntary sector providers and the like with the aim of creating more effective, joined-up services and community support. LCNs was already on the Agenda for the March Community Engagement Committee meeting.

Cllr Dr James Walsh presented the Minutes from the Highways and Transport Sub Group meeting held on 8th February. The meeting agreed to continue to push WSCC to implement the westbound slip-road from the A259 Littlehampton Road into the B2140 Old Worthing Road. I am not quite sure how this matter plays out from here.

Amongst the Community Initiative Funding grants awarded was one to 1st East Preston Scouts towards the costs of a storage container.

No matters were raised by Town and Parish Council representatives and the meeting ended just before 9pm. The next meeting will be on Tuesday, 19th June in Littlehampton.

8. East Preston Business Community Business Breakfast, 7th March

Cllr Shah and I attended this meeting, held at The Seahorse. Nine businesses were represented at what was rather a sombre meeting as all missed Hazel's presence. Hazel had been attending and contributing to Business Breakfasts for several years.

In an effort to keep things light, David Macdonald told us a bit about the history of his house in Homelands Avenue, which was the second original club house for tennis in the village. David talked a little about the importance of tennis in the village in the 1920s and 1930s and the big-name players who played at Angmering-on-Sea. Tennis was originally played in South Strand then moved to what is now the Village Green in about 1920. Tennis then moved to its current location in 1930 leaving the Village Green land unused and unloved (and ripe for development) until East Preston Rural District Council turned it into the Village Green in the 1960s.

Ferring Street Veterinary Surgery opened in Sea Road on 26th February. Grub and Gumption in Sea Road was scheduled to open in March and Salt at the very bottom of Sea Road was scheduled to open in April. Grub and Gumption has already agreed to host the May Business Breakfast.

Bob Billingham talked a little about his planned project to carry out an annual photographic audit of East Preston businesses and their proprietors. Through this he hopes to be able to build a comprehensive record of East Preston businesses for and in the future.

The next meeting will be on 3rd April at Ristorante Al Mare.

9. Commonwealth Day, 12th March

Together with Cllrs Barber, Gale, Gander, Mathias and Toney, I attended the council's Commonwealth Day event outside the library. A small number of members of the public joined us to hear Trevor Mills read the Commonwealth Affirmation whilst Cllr Toney raised the Commonwealth flag. Cllr Toney let the flag fly until the afternoon on the 13th.



10. Meeting with the Chairman of the East Preston & Kingston Village Hall Foundation, 14th March

In the absence of a Chairman and a Vice-Chairman, it has not been possible to arrange the usual six-monthly meeting with the East Preston & Kingston Village Hall Foundation. Therefore, I have had an informal meeting with the Chairman of the Foundation, John Melser.

There is reference in the Village Hall Minutes from November 1987 to the Parish Council re-adopting the Fives Court and being responsible for its maintenance. The Minute refers to two council representatives, Mr Woodrow-Clark and Mr Paul, although it is unclear whether Paul is a surname or forename. I need to find time to visit the West Sussex Record Office to find out whether this re-adoption is recorded anywhere in the contemporary council Minutes.

The southernmost dormer on the Miller Barn has a damp problem and the Foundation is seeking quotations to rectify this situation.

The Foundation's CCTV set-up is going to be extended. If the council would like to add a camera to cover the toilet block, this would probably cost about £400.

The Foundation committee is happy with the Millennium Wall-hanging being in the library and has no plans to discuss any reinstatement in the Village Hall.

Mr Melser accepted an invitation to talk to a future East Preston Business Community Business Breakfast in order to promote use of the Village Hall complex.

11. Twice-yearly meeting with East Preston Cricket Club, 29th March

Cllrs Mathias, McElroy, Shah and Toney and I attended this meeting in the Council Office. The Cricket Club was represented by Keith Chamberlain (President / Chairman), Andy Reeves (Treasurer) and Colin Smith (Secretary).

Nothing major was discussed of which the council is not already aware.

12. East Preston Business Community Business Breakfast, 3rd April

Cllrs Gander and Linton and I attended this meeting, held at Ristorante Al Mare. Possibly because this was the first day back after Easter, only five businesses were represented but that did include one new business to the village, *Clothing Alterations & Soft Furnishings By Louise*. Discussion was lively both from the point of view of promoting council events and initiatives and also from the point of view of how can we enhance the current East Preston Business Community format.

The May Business Breakfast will be at *Grub & gumption* on 1st May and will include a talk on social media by Scott Ramsey and the previously-mentioned talk by the Chairman of the Village Hall Foundation.

13. Social media

These are the Facebook posts published since the last supporting papers which reached more than 500 people:

- ▲ Post announcing the opening of *Grub and gumption* – 9,331 people
- Post of found bag, later successfully reunited with its owners - 1,434
- Link to Littlehampton Gazette article about Peter Field – 1,103
- Post on behalf of the family of Peter Field, giving details of his funeral – 1,001
- Repost of photographs of thieves acting locally from a dog-grooming van – 846
- ▲ Post of *Clothing Alterations & Soft Furnishings By Louise* flyer - 762
- Beach Clean No. 11 poster - 639

- Post on behalf of a resident of video cctv footage of someone stealing his bike cover - 612
- 27th February snow photos – 513
- MailChimp repost of East Preston Parish Council news – 8th March - 504

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 3rd April)

The number of people currently following the council on Facebook is 1,072, an increase of two over last month.

No posts placed on Nextdoor.

14. **MailChimp stats**

Since the last papers were issued, the council has sent out the following emails to local residents on the council's main e-mailing list:

Parish Council news – 1st March – sent to 742, opened by 484 to date (65.4%)

Parish Council news – 8th March – sent to 742, opened by 466 to date (62.8%)

Parish Council news – 16th March – sent to 745, opened by 451 to date (60.5%)

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

“Have you a picture of what the full image is of the East Preston flag? I have seen it mentioned several times before but apart from the image below I have no idea what it looks like.” (We do not believe there is such a thing, but would be happy to learn more.)

16. **Recent bouquets and complaints**

(In addition to anything reported above)

In addition to those mentioned in last month's report, two separate residents of Strand Court, South Strand called into the Council Office to thank the council for its opposition to the proposed redevelopment of the Tudor Lodge site which has now been given Planning Permission by the Planning Inspectorate.

A resident of Golden Avenue, the Kingston part, called in to say how much he valued and enjoyed the e-news emails this council sends out.

From a resident of Elm Avenue who called in with concerns over a footpath, “It was great to meet you yesterday and I am impressed with your quick response. Thank you very much for following up my concerns.”

“You have written a lovely piece for Hazel, thank you.”

“A fitting tribute for a lovely lady.”

“Lovely words and photos in the email and sure it must have been hard to do.”

“What a lovely tribute.”

“Thank you for your kind and most thoughtful email about Hazel.”

“That was a really lovely tribute to Hazel, loved the photo's and the one of the nails!”

“It's a lovely tribute and not an easy thing to do. Well done. You're obviously a natural ...”

“Lovely words and pictures of Hazel, well done Simon.”

“Thank you for that photographic tribute to Hazel, Simon. You really captured her spirit.”

17. **Leave**

Alison will be on leave for the week beginning 9th April and I am off on the 19th April.

18. **April Meetings and Events**

This list may be incomplete and is subject to change.

8 th	East Preston Beach Clean, No. 11 (11:00, bottom of Sea Road)
9 th	Full Council (19:00, East Preston Infant School)
10 th	Planning & Licensing Committee (no longer required)
16 th	Arun District Council, General Data Protection Regulations briefing (10:00, Civic Centre, Littlehampton) (SC only) Personnel Committee (time and venue tbc)
23 rd	Planning & Licensing Committee (18:00, East Preston Infant School)
26 th	Kingston Parish Council 20 th Anniversary (19:30, Our Lady, Star of the Sea) (BG only)

N.B. where committee meetings fall on the same day, the timings of these meetings may be subject to change.

Simon Cross – **Clerk to the Council**

3rd April 2018

The Chairman thanked the Clerk for his report.

Item 15 – Things we have been asked... - Cllr Linton asked for the matter of an East Preston flag to be added to the agenda for the committee's next meeting, which is scheduled for 31st May.

Item 3 – Sussex Police - Cllr Shah asked whether the council had been contacted by Sussex Police about helping to identify the man in the CCTV footage. The Clerk replied it had not.

273/18 **CO-OPTION OF NEW COUNCILLORS**

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

Co-option of new councillors

Officially, the council currently has a single vacancy, that created by the death of Cllr Tester. Unofficially, the council knows there will soon be a second vacancy as Cllr Duijf announced in January he would resign from the council at the end of April. Cllr Duijf called is back in the country and called in today and confirmed he will resign in writing this month.

The first vacancy has not yet been advertised as it is accepted practice not to advertise a vacancy until after the funeral of a deceased councillor. I have contacted Arun District Councils Electoral Services Department for advice on whether or not we could advertise the two vacancies together. This is not possible as the first vacancy cannot wait for the second vacancy to become official before it is advertised and we cannot advertise the second vacancy until Cllr Duijf has officially resigned.

I expect to be able to publish the official notice for Cllr Tester's vacancy on Monday, 9th April. That notice will give members of the public two weeks in which to ask for a by-election if they feel so minded. Assuming a by-election is not called, the council will be able to proceed with a co-option exercise. All current councillors have experienced the co-option process so I will not go into detail on that here but will provide a further update at the next meeting. Assuming candidates come forward, I imagine the council will be able to co-opt two new councillors at the July meeting at the latest.

I have written this quite late in the day so if it makes no sense, ask me and I'll clarify.

Simon Cross – **Clerk to the Council**

3rd April 2018

The Clerk confirmed he had published the Notice of Vacancy that day in the Council Office window, on the council's website and it would be included in the next e-newsletter to residents and in the council's noticeboards

in due course. As it was unlikely a by-election would be called, an article would also be included in the Spring 2018 Newsletter which was to be published in May.

274/18 NEW ITEMS FOR THE NEXT MEETING (14TH MAY)

Nothing new was suggested.

Cllr Toney advised the meeting Paul Kelly had resigned as co-ordinator of the village’s Community Speed Watch team because of the demands of the General Data Protection Regulations. Community Engagement would discuss this matter.

275/18 CHAIRMAN OF THE MAY MEETING

The following paper was circulated in advance of the meeting:

Chairman for the May Full Council meeting

Council is asked to appoint a Chairman for the May Full Council meeting.

Unless a councillor stands and is elected as Chairman at the April meeting, the council will need to agree a Chairman to chair the May meeting. It may be this councillor only chairs the first couple of Agenda items as a councillor may be elected to the Chairman’s role full-time at the beginning of the May meeting and he or she would take over the Chairmanship from that point.

Simon Cross – **Clerk to the Council**

3rd April 2018

As Cllr Toney had become Chairman of the Council, he would open the May meeting. [Clerk’s Note: Should nobody become permanent Chairman, Cllr Gander was first councillor to volunteer to chair the May meeting.]

The meeting concluded at 20:02

Chairman: Date: **14th May 2018**

END