



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 Monday, 24th September 2018 at East Preston Infant School, Lashmar Road, East Preston at 18:45hrs

PRESENT: Councillors C Bowman, L Duff, P Gander, E Linton (Chairman) and S Toney

ALSO: Clerk to the Council, Simon Cross

Mrs Vicki Davey, West Sussex County Council Library Service

Four members of the public

ABSENT: Cllr A Chapman

The meeting opened at 18:45.

679/18 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received and accepted from Cllr Chapman (unwell).

680/18 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

681/18 PUBLIC SESSION

All members present were volunteers for the East Preston Christmas Celebrations and spoke during the item below.

682/18 EAST PRESTON CHRISTMAS CELEBRATIONS – 24TH NOVEMBER 2018

Cllr Linton welcomed the five Christmas volunteers to the meeting. An updated version of the task list for this year's event had been circulated to all committee members in advance of the meeting.

██████████ spoke first, on the subject of Father Christmas and his grotto. Vicki confirmed Father Christmas had been booked to visit East Preston and he was eagerly anticipating his visit. The Clerk confirmed the church hall had been booked both for the Saturday and the Friday evening. ██████████ wanted to know how much money they had to spend on filling the goodie bags. The Clerk said it depended upon what contents were left over from last year and how much was needed to build up the stock of goodie bags. Cllr Duff said she and Cllr Chapman were going to see what was available from last year and take it from there.

The committee AGREED to charge £3 per child for visiting Father Christmas. The council will provide a total of 150 bags. [REDACTED] suggested some new bunting might be needed. [REDACTED] will sort balloons out for decorating the hall. Vicki said the library would happily provide some children's books for the hall. Vicki will ensure these are available for collection from the library sometime during the week leading up to the Saturday.

There was the usual discussion about optimum timings for Father Christmas to meet with children. The meeting did not see any advantage to offering a different price for seeing him in the morning as in the afternoon. It was agreed to be open for Father Christmas business from midday to 1pm and then 2pm to 3:30pm. Last tickets sold as 3:30pm should allow Father Christmas to be out in plenty of time for the children's procession at 4:45pm.

On behalf of the Friends of St Barnabas, [REDACTED] asked whether they were definitely working with the council on the prize draw and if so, where were they going to be located? The Clerk confirmed they were definitely working with the council on the prize draw but he was not sure where the Friends stall was going to be located. [REDACTED] was concerned only one stall should be allowed to set up in the foyer of the Village Hall and the meeting all agreed that. The Clerk said he would confirm location with [REDACTED] on the morning after the meeting. The Friends would split the takings 50-50 with the council as it did last year.

[REDACTED] said she just needed to know as much about the timetable as possible, then she could do the Facebook publicity. [REDACTED] agreed to help Simon with the big publicity boards in Glyn-Jones on the afternoon of Wednesday, 31st October. Nobody could remember how much lantern making cost last year.

Vicki confirmed the dates for the library receiving the Christmas Tree in the week before the event and removing at the beginning of January. [REDACTED] has agreed those dates. The library will liaise directly with both East Preston schools for construction of baubles. Cllr Duff confirmed she and Cllr Chapman had looked through the Brighton Resource Centre and identified some suitable attractions. Vicki asked for the buzzer game not to be included. Cllr Linton will lend her Giant Jenga to the library again. Additionally, Laura will run a craft table again though Vicki was unsure what children would be making this year – last year it had been crowns. Vicki asked for two volunteers to work on the lantern table throughout the event.

([REDACTED] all left the meeting at this point.)

The committee worked through the other parts of the task list. The committee AGREED the Friends of St Barnabas could set up in the foyer of the Village Hall if necessary.

The Clerk was concerned about getting letters out to local businesses. Cllrs Gander and Bowman agreed to help with this on Thursday, 27th September and Cllr Duff would continue on Friday, 28th September. Cllr Linton was willing to do some more on Monday, 1st October if necessary.

The meeting agreed each area leader should draw up a list of what volunteers they would need at which point of the day. Known willing volunteers could then be approached.

The Clerk expressed his concern the workload of the event on the council had become too great, in particular the locating and booking of attractions. He felt some of the organisation should be passed to local businesses, especially as they tended to be the lead voices complaining about the lack of attractions outside their particular parade of shops. The Clerk proposed the council retained organisation of much of the event, for example the Village Hall, Conservative Hall, funfair, stalls in Sea Road, the library, Father Christmas and the fireworks display. He said he was mentioning this now so the committee could give it some consideration.

Cllr Gander suggested this was something could initially be mentioned at the Business Breakfast on 3rd October.

683/18 EAST PRESTON FOOD AND DRINK FESTIVAL – 25TH AUGUST 2018

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

East Preston Food & Drink Festival – 25th August 2018

Committee is asked to review this event and to consider whether to run a Food & Drink Festival in 2019.

Members of the Food & Drink Festival Working Party met on 5th September for an initial review of the event which was felt to have been very successful once again. A few improvement opportunities have been identified and if the committee agrees to run the event again next year, the Major Events Committee will pick up on those opportunities.

The committee AGREED unanimously this year's event had been very successful and relatively seamless.

The committee AGREED unanimously to run a Food & Drink Festival again on 24th August 2019.

Cllr Linton led a discussion about how the council should handle any possible cancellation because of bad weather. The committee AGREED unanimously, the event should only be cancelled in the event of high winds being forecast. In such an instance a decision would be taken at 18:00 on the Thursday immediately before the event allowing the council take to contact stallholders and publicise the cancellation to the public. The committee also AGREED unanimously heavy rain was not a reason for cancellation.

684/18 MERCHANT NAVY DAY, 3RD SEPTEMBER 2018

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

Merchant Navy Day, 3rd September 2018

Committee is asked to review this event and to consider participation in 2019.

Public attendance at the event was probably up on last year and those present appreciated the event.

Cllr Linton and I have put in a suggested budget of £50 should the committee wish to mark Merchant Navy Day again next year. Councillors should be aware Merchant Navy Day always falls on 3rd September which in 2019 will also be the 80th anniversary of the start of the Second World War. It is likely central government will ask councils to mark that anniversary too.

The following article was published in the Littlehampton Gazette on 13th September:



Cllr Linton described the event as having been an “outstanding success”. The committee AGREED unanimously to commemorate Merchant Navy Day again in 2019. The committee recognised this would fall on the same day as the 80th anniversary of the start of the Second World War and plans for Merchant Navy Day may have to be amended to take that into account. Cllr Linton encouraged committee members to consider how the council could mark the anniversary of the start of the Second World War.

685/18 EAST PRESTON BEACH CLEAN NO. 12, 30TH SEPTEMBER

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

East Preston Beach Clean No. 12 – 30th September 2018

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

Further to the report for this Agenda Item last meeting, with a small overspend of £4.60, it was possible to be a round twenty new litter hoops with the donation of £140 from the St Mary's Women's Fellowship.

Members of the St Mary's Women's Fellowship joined Cllrs Gander, Linton and Toney on East Preston beach on 31st August for a photocall and the following article was published in the Littlehampton Gazette on 6th September:

Hoop, hoop, hooray for new beach cleaning equipment

Elaine Hammond
news@littlehamptongazette.co.uk
01903 282378

Litter is taken very seriously on East Preston Beach and volunteers work tirelessly to keep the area clean.

For six years, East Preston Parish Council has held twice-yearly beach cleans, and every fortnight, the Arun East U3A Beach Group sets to work clearing up.

But such is the enthusiasm for the projects, the volunteers have always run short on litterbag hoops, borrowed from other places.

Now, thanks to the St Mary the Virgin Women's Fellowship, that should be a problem of the past.

On East Preston Beach on Friday, members of the women's fellowship met with members of the parish council to hand over 20 brand-new litterbag hoops.

Mavis Cook, chairman of the women's fellowship for the past 19 years, said: "The



The women's fellowship presents 20 litterbag hoops to the parish council

theme of our annual service was Mother Earth and we were looking for a local environmental good cause we could help financially.

"Father Andrew Perry suggested the council's beach cleans and we thought the purchase of these hoops was a great idea."

The hoops will certainly help the beach clean teams, making it much easier to carry bags around during the clean-up.

Elizabeth Linton, chairman of the council's community engagement committee, said: "We are delighted to be given these hoops, which will make life a lot easier for the community volunteers who regularly turn up to our beach cleans."

"Thank you to all the ladies of the women's fellowship for thinking of us and helping us in this way."

"Can we also take this chance to thank the U3A

beach cleaning team which fortnightly does a fantastic job in keeping East Preston Beach clean and tidy."

The next parish council beach clean will take place on Sunday, September 30, meeting at the bottom of Sea Road, East Preston, between 11am and midday. Most equipment is supplied but people can use their own.

Registration is essential to ensure you are covered by the council's insurance and this can be done on the day.

To pre-register, or for more information, please call 01903 770050 or email eparishcouncil3@btconnect.com.

As well as keeping the beach clear of flotsam and jetsam, the U3A beach group, which was formed in January 2016, studies wildlife in and out of the sea.

Meetings are held every other Thursday at 2.30pm on East Preston Beach. Visit u3asites.org.uk/aruneast for more information.

Cllrs Duff, Gander, Linton and Toney all confirmed they would be at the Council Office by 10:30 on the day to help with the administration of the event.

686/18 PLAYSCHEME – AUTUMN 2018

The following paper was circulated in advance of the meeting:

Playschemes – Autumn 2018

Committee is also asked to give further consideration to the playscheme for the Autumn 2018 half-term. This has been confirmed for Wednesday, 24th October, and will be run by Bee-Fit.

Tina from Bee-Fit is aware of the committee's choice of cartoon characters for the event and Cllrs Chapman and Duff both independently suggested the name *Comic Capers*. Today, I have created a draft poster and booking form. The draft poster is being reviewed by Cllrs Chapman and Duff. The booking form has been simplified from previous occasions, partly so we collect less data in line with the General Data Protection Regulations.

Simon Cross – **Clerk to the Council**

17th September 2018

Cllr Duff confirmed publicity for the event had started in earnest with posters and booking forms available in both East Preston Infant School and Junior School. The Clerk understood the Infant School had also emailed the poster and booking form around to parents.

Cllr Duff will liaise with Cllrs Chapman, Gander and Linton about the refreshments provision on the day.

Cllrs Gander and Linton will need to be at the school from 09:30 onwards on the day. The Clerk will be there to open up, and will confirm that timing with Tina from Bee-fit. Attendees should only arrive from about 09:50 but are likely to be there earlier. Councillors will need to check attendees off the register list and collect money from anyone who may turn up speculatively (unlikely). Councillors will also need to be around to answer any questions from parents and guardians, and to ensure Tina finishes at about 13:00.

687/18 REMEMBRANCE SUNDAY, 11TH NOVEMBER 2018

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

Remembrance Day – 11th November 2018

Committee is asked to continue consideration of any commemoration of the end of the First World War this council may wish.

Cllr Toney will be able to provide any ideas from the Royal British Legion branch.

Simon Cross – **Clerk to the Council**

14th September 2018

The Clerk said he had received an email from a resident on the morning of the meeting asking whether the council had planned anything additional for this Remembrance Sunday. The Clerk had replied the council was planning a Business As Usual Remembrance Sunday and that both St Mary the Virgin church and the local Royal British Legion branch were planning Business As Usual too. Cllr Toney confirmed that was his understanding from the Chairman of the Legion too. Cllr Toney also reported the council had been invited to attend the Lighting of the Beacon by Littlehampton Town Council and it would help to promote this event around the village.

688/18 EAST PRESTON CHRISTMAS LIGHTING

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

East Preston Christmas Lighting

Committee is asked to consider quotations received for the testing of and installation of the Christmas Lighting scheme for this year.

Tracy has contacted three companies and received quotes back from two of them.

Company 1 - £3,392.11 excluding VAT

Company 2 - £6,450.00 excluding VAT

Company 1 is familiar with the work and the village. Company 2 is based in the village but not familiar with the work as far as we can tell.

Council included £4,500 in this year's budget for this work.

Simon Cross – **Clerk to the Council**

14th September 2018

The committee AGREED unanimously to contract Company 1 for the installation of the Christmas Lighting.

The Clerk then revealed Company 1 was SSE and Company 2 was J Electrical.

689/18 END-OF-TERM CELEBRATION, 14TH APRIL 2019

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

End-of-term celebration

Committee is asked to continue consideration of the format for the end-of-term event in May 2019.

As requested by the committee at its last meeting, I have booked the Village Hall complex for Sunday, 14th April for the afternoon and evening.

Consideration needs to be given to the format and timing of the event. On my provisional list of people to invite, there are 134 names. That suggests the event will need to be a stand-up event, primarily. Alternatively, we could look at the Junior School's new hall, which has a larger capacity but I am unsure of facilities there yet.

Current councillors have already been asked to keep the date free.

Simon Cross – **Clerk to the Council**

14th September 2018

The committee discussed the event in some detail. The committee AGREED to host a canapés and drinks event between 18:00 and 20:00, still on Sunday, 14th April. The committee AGREED the Village Hall booking could be cancelled as it would not be big enough without unintentionally splitting the event between the two rooms. The committee AGREED the Clerk should provisionally book the Infant School hall and the Junior School hall and a decision would be made later in the year. Cllrs Duff and Toney had both seen the newly enlarged hall at the Junior School.

The committee would look at options for the provision of the canapés, desiring to buy local if possible. The committee was concerned £700 would not be enough now it was known how many people needed to be invited.

690/18 MINUTES OF THE MEETING HELD ON 30TH JULY 2018

The draft Minutes of the meeting held on 30th July had been circulated to all members on 2nd August asking for suggested amendments by 9th August. None were received.

The committee AGREED the Minutes could be signed as a true record of the meeting which had taken place on 30th July and this action was duly completed by Cllr Linton.

691/18 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

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

Matters Arising from previous meetings

After the meeting, Cllr Chapman said she was happy to join the committee and Full Council elected Cllr Chapman to the committee at its meeting on 3rd September (Minute 629/18).

Minute 402/18 – defibrillator – Mrs Sally Holmes, one of the two First Responders who carried out the defibrillator familiarisation session on 24th May was made Rustington Parishioner of the Year 2018 on 9th September.

Minute 549/18 – East Preston Food and Drink Festival – 25th August 2018 – the new gate was installed in time for the event, and committee members had expressed their thanks already to the Amenities Committee. County Councillor Kennard did not attend the event. Mae Coupar did help out throughout the day. Cllrs Duff and Bowman did mark out the Village Green on the 24th August. Various councillors distributed flyers in different areas of the village.

Minute 555/18 – East Preston Food and Drink Festival and East Preston Christmas Celebrations – administration – Full Council agreed to the proposal to create a Major Events committee. The committee will not have a budget until the new financial year, but moves are afoot to start meetings in October.

Minute 557/18 – East Preston Festival, June 2018 – a donation of £50 has been sent to Owls About Town. On 13th September, council received the following email from Andy & Zsi Kendall, proprietors of Owls About Town, “Good afternoon all. We just like to say thank you very much for your kind donation to OAT. It was a lovely evening and we look forward to coming along next year ... if we're invited! Best wishes, Andy & Zsi”

Minute 558/18 – East Preston Festival, June 2019 – I have had no further response from the alpaca farm.

Minute 559/18 – East Preston Festival, June 2018 – Come and Meet Your Local Councillors Discussion Points – I have agreed with the Chairman of this committee the matters raised at the above event and deferred until September will need to be deferred to the November meeting owing to the length of this meeting's Agenda.

Minute 561/18 – defibrillator – I wrote to the 91-year-old resident with information sourced by Cllr Bowman saying a responder's first objective is to save a life. The resident accepted this although she still felt it was disappointing her Do Not Resuscitate card may be ignored by someone unfamiliar with it.

Minute 572/18 – Give Way signage in North Lane – this item too will have to be deferred until the November meeting owing to the length of this meeting's Agenda.

Minute 574/18 – Next meeting (24th September) – any of the items listed in the Minute but not shown on this meeting's Agenda are deferred until November.

Simon Cross – **Clerk to the Council**

12th September 2018

Minute 561/18 – defibrillator – Cllr Gander reminded the meeting the defibrillator protocol still needed to be reviewed by the Clerk and signed off by the committee.

692/18 COMMITTEE BUDGET FOR 2019/2020 FINANCIAL YEAR

Draft budget sheets for the coming financial year had been circulated in advance of the meeting.

Cllr Linton led the committee through the highlights and also asked some questions on specific budget lines. A few lines were altered resulting in a combined budget for 2019/2020 for Community Engagement and Major Events committees of £27,190, a reduction of £3,760 or 12% on the current year's budget.

The committee again began to discuss the possibility of employing a Community Warden. Cllrs Duff and Linton had recently attended an NHS meeting in Billingshurst at which a Community Warden had been present. The committee AGREED the council should find out more about how well Community Wardens are working elsewhere in the county. The committee AGREED not to include funding for a Community Warden in the 2019/2020 budget as there will be a major impact on the council's budget from the new staffing structure being proposed by the Personnel Committee.

In view of the earlier discussion about the costs of an end-of-term party, the committee AGREED it would be wise to set aside money each year in a term towards that term's end-of-term party.

The committee will have a second opportunity to finalise its budgets at its November meeting.

693/18 MAJOR EVENTS COMMITTEE – TERMS OF REFERENCE

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

Major Events Committee – Terms of Reference

Committee is asked to agree Terms of Reference for adoption by Full Council.

Committee is asked to agree Terms of Reference for adoption by Full Council.

I have created draft Terms of Reference and these can be found at **Appendix B** below. These were circulated to committee members on 5th September for initial comments. No comments received have led to any amendment to the draft Terms of Reference proposed.

Simon Cross – **Clerk to the Council**

12th September 2018

The committee AGREED to recommend the initial Terms of Reference for the Major Events Committee to Full Council unchanged.

694/18 NHS – LOCAL COMMUNITY NETWORKS (LCNs)

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

Wellbeing – National Health Service – Local Community Networks

Committee is asked to consider further council involvement in NHS Local Community Networks (LCNs).

Cllr Gander to lead on this item. Councillors are asked to read the report included in the Clerk's Report to September Full Council to remind themselves of the meeting Cllr Gander and I had with Tina Favier at the end of July.

Simon Cross – **Clerk to the Council**

17th September 2018

Cllr Gander advised she and the Clerk were attending a follow-on meeting on 9th October with Michaela Hawkes and Dr. Mark Lee. Social prescribing is starting in this area imminently. Concern was expressed members of the public will not know to ask to see their social prescriber. Cllr Gander explained members of the public would be referred to the social prescriber by a medical professional rather than needing to ask to see one him or herself.

Cllr Gander believed she and the Clerk needed to have some idea of what it was they were going to offer on behalf of the council at the meeting on 9th October. The committee felt they needed to underline this council's commitment to improving the wellbeing and social inclusion of the local community through events and support of local organisations doing good work in the community. Cllr Gander was still keen to speak to a very useful wellbeing contact at Crawley Borough Council but they kept missing each other.

The Clerk remembered he had been in touch with Luca Badioli, Chief Executive Officer of Arun and Chichester Citizens Advice, with the idea the Bureau used the Council Office for occasional or monthly outreach sessions. Mr Badioli had replied, "I am currently looking at and discussing with our funders the service we deliver to the community including further outreach services." There may be a budgetary impact of this.

The REAL (Rustington, East Preston, Angmering and Littlehampton) LCN was co-hosting with the local Clinical Commissioning Group a public meeting on 20th October at the Windmill Theatre. The committee intended to be present at the meeting which was expected to be very well attended.

695/18 INTERGENERATIONAL MUSIC THERAPY SESSIONS

It had not been possible to move this topic forward and the committee AGREED to Cllr Gander's suggestion Cllr Chapman be asked to lead on this instead.

696/18 OFFICIAL GUIDE 2019/2020

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

Official Guide 2019/2020

Committee is asked to review progress and to agree the workload distribution for the creation of the guide.

I have met with Ted Field who is undertaking the selling of the advertising on behalf of the publisher, Local Authority Publishing.

Consideration needs to be given to the other content of the Guide. Were any major organisations missing from the last edition we think we would like to include this time? Was there any major useful information missing? Was there anything in the last edition we think we could do without this time?

Who is going to do all the writing and proofreading and such tasks?

Simon Cross – **Clerk to the Council**

12th September 2018

The Clerk reported he had last week contacted all the organisations which had had editorial copy in the 2017/2018 Official Guide. The responses so far were as follows:

Organisation	Wants to be in new Guide	Copy provided?
East Preston Parish Council	✓	
East Preston Village Website	✓	✓
East Preston Festival	✓	
East Preston Film Society	✓	
St Mary the Virgin Church	✓	
Our Lady, Star of the Sea Church		
East Preston Library	✓	✓
East Preston Business Community	✓	✓
Children & Family Centre		
East Preston Junior School		
East Preston Infant School	✓	
East Preston Twinning Association	about to disband	
Friends of Langmeads	probably	
East Preston & Kingston Preservation Society	✓	
East Preston & Kingston Village Hall		
Disability Action Group	✓	✓
Angmering-on-Sea Lawn Tennis Club	✓	✓
SENCAT		

Additionally, the Clerk had contacted the following three clubs:

Organisation	Wants to be in new Guide	Copy provided?
East Preston & Kingston Bowls Club	✓	✓
East Preston Cricket Club		
East Preston Football Club		

Cllr Toney said he would speak to Neil Walker about including the East Preston branch of the Royal British Legion.

The Committee AGREED to review the Parish Council pages of the Guide and let the Clerk know of any suggested changes. The Committee would also let the Clerk know if there was any information they felt should be included in the Guide that was not currently. Suggestions would be appreciated by the middle of October. Additional copy would depend upon the space available.

As he had done for the 2017/2018 edition, the Clerk would circulate the Social Life page from the current guide in an email to residents asking for any suggested updates, removals and additions.

697/18 COMMUNITY SPEED WATCH

The Clerk reported he had had a meeting with Mr Keith Harris on Friday, 21st September at which Mr Harris had said he was confident all was moving forwards if not always at quite the pace he had initially hoped. The only problem seemed to be getting the relevant Sussex Police officer to join Mr Harris and the Clerk for a meeting. The officer was Chichester-based and the Clerk had offered to go to Chichester to meet him but the officer only seemed willing to come out and give roadside training. Mr Harris had reluctantly accepted this situation and was prepared to ask the officer the relevant questions when he was here for roadside training.

The Clerk and Mr Harris were next going to meet with the co-ordinator of the current Angmering Community Speed Watch team, Tony Cross.

698/18 BLUE PLAQUE TO COMMEMORATE ISRAEL ZANGWILL AND EDITH AYRTON

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

Blue plaque to commemorate Israel Zangwill and Edith Ayrton

Committee is asked to consider further any matters relating to the installation of a blue plaque, to be placed in Sea Lane, to commemorate Israel Zangwill and Edith Ayrton.

Full Council agreed at its September meeting to contribute £500 towards the costs of purchase and installation of a blue plaque to be placed on Far End in Sea Lane (Minute 628/18). The daughter-in-law of the honourees, Mrs Shirley Zangwill, has generously donated a further £150 towards the cost of the purchase of the plaque.

I placed the order for the plaque today at a cost of £315.25 with a further £16 delivery charge – these prices both exclude VAT as we claim that back. Therefore, council will have spent £331.25 just to get the plaque in its hands. I have spoken with Sean Drew at DART as someone I trust to carry out the installation appropriately and professionally. He is happy to discuss further nearer the time.

The owners of Far End have agreed the terms of the agreement between them and the council for siting the plaque on their property. I have given them blank copies and am awaiting their signed copies back. Cllr Linton reviewed the draft agreement.

Committee needs to consider too the unveiling of the plaque as it is the first in the village. I have been in touch with David Sawers, Chairman of the East Preston & Kingston Preservation Society, and he in turn has been in touch with his Worthing counterpart who has suggested a curtain be attached by Blutak to the wall of the property. Worthing is prepared to lend this council a suitable curtain.

Simon Cross – **Clerk to the Council**

14th September 2018

The Clerk had asked the supplier for a likely delivery date but had received no response as yet. It was likely any unveiling would now take place in November. This would have to be on a Saturday owing to the limited availability of the householders. Shirley Zangwill was not available on the 3rd November, the Clerk was not available on the 10th November and the 24th November was East Preston Christmas Celebrations so the committee pencilled in Saturday, 17th November at 2pm for the unveiling. The committee agreed to provide some refreshments in the Council Office beforehand.

699/18 ROYAL BRITISH LEGION SILENT SOLDIERS

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

Royal British Legion, Silent Soldiers

Committee is asked to consider what to do with its Silent Soldiers at the end of this year.

The council purchased three Silent Soldiers which have been installed across the village – entrance to Warren Recreation Ground, Village Green and one outside the library. Additionally, MY Locksmiths sponsored the other one outside the library. Seaview Stores sponsored the other on the Village Green and the one in South Strand, but I have no recollection who sponsored the purchase of the one in Two Acres.

There was a loose timetable put upon the Silent Soldiers suggesting they should be removed by the end of this calendar year, however, there was also a statement that as the Silent Soldiers are now owned by the council, the council could decide to keep them on display for longer.

Simon Cross – **Clerk to the Council**

17th September 2018

Cllr Toney advised the official Royal British Legion policy is the Silent Soldiers should be removed on 31st December of this year. However, the Silent Soldiers were the council's property so it could decide what it should do with them. The committee AGREED to leave the Silent Soldiers in place for a further year; this would also enable the committee to see what other town and parish councils did.

700/18 MEETING WITH NEIGHBOURING PARISH COUNCILS

Cllrs Linton and Toney agreed to set a date for an initial meeting with whichever representatives from other councils were interested.

701/18 STREET CLEAN

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

East Preston Street Clean

Committee is asked to continue consideration of a Street Clean / I Love East Preston event.

This suggestion was made in an email from Mrs Celeste Amoo, dated 14th May and circulated to committee members in advance of the last meeting. This event could also incorporate the village hedge trim suggested by a resident at the Come and Meet Your Local Councillors event on 7th June.

Simon Cross – **Clerk to the Council**

12th September 2018

Owing to the late hour, the committee AGREED to defer this item to the next meeting.

702/18 COMMUNITY VOLUNTEERS

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

Community Volunteers

Committee is asked to consider further the introduction of Community Volunteers.

Following the article published in the Spring 2018 Newsletter and the Library Clean on 21st May, eight people have come forward willing to be Community Volunteers.

Simon Cross – **Clerk to the Council**

12th September 2018

The Clerk said he had not yet been in touch with the community volunteers but he was fairly certain most were looking at volunteering during ad-hoc events rather than on a regular basis. Cllr Linton agreed to contact one former councillor who may be interested in doing something a bit more regular.

Once committee members / area leads had drawn up their volunteer requirements for East Preston Christmas Celebrations, those who had responded to the call for volunteers would be given the chance to volunteer for actions during that day. Area leads could then, time permitting, have an informal chat about how much more time those volunteers would be willing to offer the council and within which parameters.

703/18 EAST PRESTON BUSINESS COMMUNITY

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

East Preston Business Community

Committee is asked to continue consideration of a suggestion related to the East Preston Business Community (EPBC).

At the last meeting, the committee considered an email received from Tim Bigger, publisher of the EPBC directory and website. The committee agreed in principle to Tim's suggestion that a couple of times a year, a council newsletter includes a single side of A4 listing the companies within the EPBC – this would be in place of the paper directory.

The costs for a 4pp newsletter are £576.45 and for a 6pp newsletter are £690, a difference of £113.55.

The delivery costs for both a 4pp or 6pp newsletter are £340.56.

The additional side of A4, twice a year, can be managed within the committee's current budget line with the remainder of the budget line there to cover delivery of something extra such as the Official Guide 2019/2020.

Simon Cross – **Clerk to the Council**

17th September 2018

The Clerk reported the Mr Bigger wanted a half-page for the Business Community in the Autumn 2018 Newsletter. As the additional costs associated with producing a six-sided newsletter were contained within the proposed budget for 2019/2020, the committee AGREED to include an extra page twice a year. The extra side would itself be useful for the council.

704/18 NEXT MEETING (26TH NOVEMBER)

In addition to any matter arising from the above, the Clerk asked the committee to consider the following at its next meeting:

Street Clean event

Council involvement with the Sussex Community Rail Partnership and in particular the Angmering Station Partnership

Dementia Awareness events

Silver Sunday 2019 (probably 6th October)

The Meeting closed at 21:18hrs.

Chairman: *CLlr Elizabeth Linton* Date: **26th November 2018**
Cllr Elizabeth Linton