

ANNUAL MEETING OF THE COUNCIL

13TH MAY 2019

SUPPORTING PAPERS

Agenda Item 2

Annual appointment of the Chairman of the Council

At the time of writing, only Cllr Toney has put himself forward to be Chairman. If you would like to stand as Chairman, you can either let me know now or you can declare this at the meeting.

Following council protocol, even if Cllr Toney is the only candidate, there will still be a Yes / No paper ballot. Therefore:

Council is asked to choose a teller for this vote and for that for the Vice-Chairman of the Council below.

Council is asked to appoint a Chairman for the coming council year.

Following the appointment of a Chairman of the Council, it will be necessary for the successful candidate to complete a Declaration of Acceptance of Office.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 3

Annual appointment of the Vice-Chairman of the Council

At the time of writing, only Cllr Linton has put herself forward to be Vice-Chairman. If you would like to stand as Vice-Chairman, you can either let me know now or you can declare this at the meeting.

Following council protocol, even if Cllr Linton is the only candidate, there will still be a Yes / No paper ballot. Therefore:

Council is asked to appoint a Vice-Chairman for the coming council year.

Following the appointment of a Vice-Chairman of the Council, it will be necessary for the successful candidate to complete a Declaration of Acceptance of Office.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 8b

West Sussex County Council – West Sussex Crowd

Council is asked to note, and comment upon if necessary, **the following letter received from Cllr Debbie Kennard:**

Dear Colleagues,

As you may be aware, last summer West Sussex County Council launched West Sussex Crowd - an online crowdfunding initiative enabling communities to make projects happen. So far, 'The Crowd' has provided local groups with a platform to present more than 120 shared ideas unite communities and raise funds to deliver sustainable projects. Here, individuals can run a crowdfunding campaign on behalf of their group, promote it among supporters and residents of direct benefit, plus demonstrate community demand by attracting monetary pledges towards their fundraising target. In addition to this, eligible projects can also pitch for a share of the county council's £280,000 Community Initiative Fund, with grants of up to £5,000 available.

In Year 1, the council gave its backing to a variety of enterprising projects floated on The Crowd, all of which pledge to produce in line with the authority's priorities as set out in [The West Sussex Plan](#).

To date, more than 1,900 backers, made up of local people, businesses and organisations, have accessed the platform and donated across all projects countywide. I'm proud to report that £456,700 to 75 projects have gone on to be successfully funded having achieved their crowdfunding target. Meanwhile, we are encouraged by a further [19 exciting projects currently crowdfunding](#) and would warmly welcome your organisation's involvement and support.

Many Parish and Town Councils have already pledged to projects in their local area. If your organisation is interested in supporting future projects, there are three ways in which you can get involved:

1. **Pledge** – it only takes a few clicks to register a Spacehive account, log-in and start pledging to projects. [Click here to find out more about current crowdfunding campaigns](#). Let us know if you need supporting pledging to a project. Once you've submitted your pledge, your organisation's name, logo and the amount you have pledged will be visible on the project's page. [Click here](#) if you are interested in staying up to date and potentially pledging to projects on a semi-regular basis. Spacehive will then email you with a list of current campaigns approximately three times per year and you can choose which projects to back.
2. **Partner:** If you would like to support projects on a more regular basis, you can become an official supporter with a profile outlining your offer of funding or in-kind support/resources. This [two-page](#) overview provides more information on the reasons why some organisations chose this option. If you are interested in going a step further such as establishing your own community fund on the platform, please let us know and we can discuss this further.
3. **Promote:** Spread the word about live campaigns and the opportunity to crowdfund by reaching out to audiences through your channels or events. If you are interested in promoting the initiative, please let us know and we'll arrange for Spacehive to share some resources with you.

County Local Committees will be allocating funds to projects for the next round during June & July. See [here](#) for more information on how people can get involved. We are also running two free workshops in [Crawley](#) and [Haywards Heath](#) on the 7th of May if you would like to come along and learn more; other workshops are available on request.

We have already seen a range of inspiring projects come to life across the county. With your help, even more projects can come forward and get funded.

Please let us know if you have any questions.

Yours sincerely,



Debbie Kennard

Cabinet Member for Safer, Stronger Communities

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 9a

Arun District Council

Following the District Council elections on 2nd May, your Arun District Councillors for the next four years are: Cllrs Ricky Bower, Terry Chapman and Paul Kelly. The full result is as follows:

Ricky Bower (Conservative Party)	– 1,524 votes
Adrian Burn (Liberal Democrats)	– 634
Terry Chapman (Conservative Party)	– 1,528
Tony Dines (Labour Party)	– 493
Paul Kelly (Conservative Party)	– 1,443
Malcolm Taylor (Liberal Democrats)	– 640

Turnout was down to 34.71% from 72.9% in 2015. Electorate was 6,952.

Simon Cross – **Clerk to the Council**

7th May 2019

Agenda Item 10

Minutes of Monthly Full Council meeting, 1st April

The draft Minutes were circulated to all councillors on 3rd April, asking for comments by 10th April. None were made.

Simon Cross – **Clerk to the Council**

3rd May 2019

Monthly Update Report

1. **Introduction**
2. **Minute 927/18 – Arun and Chichester Citizens Advice**
3. **Minute 006/19 – Arun District Council, Community Safety**
4. **Minute 315/19 – Committees – Amenities Committee**
5. **Minute 315/19 – Committees – Audit & Governance Committee**

1. **Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 1st April 2019.

2. **Minute 927/18 – Arun and Chichester Citizens Advice**

The first outreach session of Arun and Chichester Citizens Advice took place from the Council Office on Tuesday, 23rd April. This did not quite go to plan as I had said the office, on this one occasion, was only available from 11am, as there was a Planning & Licensing Committee meeting scheduled for 10am. I moved the P&L meeting to 09:30am, and that was all fine and dandy, but the first Citizens Advice appointment arrived at 10am, so had to use my office. Not ideal as I was then unable to use my office after the P&L meeting had finished. However, that should be a one-off and it was good to see East Preston residents coming to the Council Office for a Citizens Advice appointment. Appointments have to be made through the Littlehampton Citizens Advice office on 725960.

3. **Minute 006/19 – Arun District Council, Community Safety**

On 10th April, we received the following email:



JOINT ACTION GROUP

WORKING TOGETHER, WITH COMMUNITIES, FOR COMMUNITIES

The Safer Arun Partnership is launching a **Joint Action Group (JAG)** to tackle community based crime and disorder problems. This will involve a wide reaching group of organisations, and will look at how agencies can work together to make our communities safer. JAG is co-chaired by Sussex Police and Arun District Council.

We believe that Parish Councils are perfectly placed to assist the JAG to identify emerging community concerns, problem behaviour, and hotspot locations. Reports of place based disorder will be used to analyse crime trends and to look at proactive initiatives to reduce the impact on local communities.

Where appropriate, Parish Council representatives will be invited to attend JAG meetings to share further intelligence and be part of the discussions to develop action plans.

As the appointed Parish Clerk, you can report issues that are harmful to your community by completing the attached 'Community Concern Reporting Form'. An on-line version of this form will be available via Arun District Council's webpage soon. Please note that this form should not be accessed by members of the public.

The **Joint Action Group** aims to encourage a co-ordinated multi-agency approach to build stronger and safer communities. Your help is important in achieving positive outcomes and improving public safety.

Please do not hesitate to contact me if you wish to discuss the aims of the Joint Action Group further, or how it can help your community. I would be happy to arrange to meet with you to talk through any questions you may have.

Dax O'Connor | Community Safety Officer (Stronger Communities) | Arun District Council | Civic Centre, Maitlavers Road, Littlehampton, BN17 9LF
Email: dax.oconnor@arund.gov.uk | Phone: 01903 737834 | Mobile: 07824 087841

4. **Minute 315/19 – Committees – Amenities Committee**

At the time of writing, Arun District Council has been keeping the South Strand toilet block open pending the agreement of a new lease with the South Strand Toilets Group. This is generally working well. The Amenities Committee is waiting for a final sum for works it was not able to complete before surrendering the lease. This sum may well be received in time for the committee's meeting on 20th May.

5. **Minute 315/19 – Committees – Audit & Governance Committee**

All councillors have been provided an eastpreston-pc email address via VisionICT. Most councillors have this up and running and all internal communications will be sent to councillors via the new email address from 8th May.

Simon Cross – **Clerk to the Council**

7th May 2019

Agenda Item 13

Committees

Since the last meeting, the following committee meetings have taken place: Finance & General Purposes and Major Events both on 29th April, Personnel on 8th April and Planning & Licensing on 8th and 23rd April.

With the exception of the Personnel Committee meeting, draft Minutes from all these meetings have been circulated by the time of this meeting. Draft Minutes of the Personnel Committee meeting have been circulated to the members of that committee.

Simon Cross – **Clerk to the Council**

1st May 2019

Agenda Item 13a

Amenities Committee

The Sea Road toilet refurbishment work has been deferred to September 2019. The architect has received two tenders to date tenders and is contacting the companies to see if the current tender quotes will be honoured given the new start date.

The subcommittee has met with three CCTV installation companies, Kingswood Security, D-TECT and Security 201 and are awaiting quotes to be supplied to take back to the committee.

Bollards have been purchased for the area by the shops at Sea Road where the traffic cuts the corner. A licence has been applied for to WSCC and when the bollards are in place, we will approach WSCC to re seed the area as promised.

The wooden signs from Two Acres have been removed and one has been restored and the other replaced due to deterioration.

The committee has agreed to implement the JustPark payment scheme to the Village Green car park machine, allowing members of the public the opportunity to make payments via a mobile phone app

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

7th May 2019

Agenda Item 13d

Finance & General Purpose Committee

The committee met on 29th April.

The main business of the meeting was to consider the Grant Aid applications received this financial year. The committee unanimously agreed the following eight organisations should be awarded a donation: 4SIGHT Vision Support, Arun Basic Essential Transport*, East Preston Village Branch – Healthy Walks in Arun; Friends of St Mary's*; Home-Start Arun*; KEPT – Keep East Preston Tidy; St Barnabas House; Victim Support (Sussex Area). No applications were rejected. Those organisations asterisked have certain caveats attached to their grants and details of those caveats may be found in the Minutes of the meeting. The total value of grants awarded was £2,360 if all caveats are met.

The committee also agreed to donate £100 to the Alzheimer's Society in recognition of the training session led by Tim Wilkins on 16th April.

The committee agreed the South Strand Community Toilets group was sufficiently established now it could be given the £1,000 already agreed as a contribution from this year's budget towards the running of the toilet block.

Referring to it by the Audit & Governance Committee, the committee began to think about a Business Plan for the council. Initially, it would like all committee chairs to provide some idea of its projects over the next four years. This will be supplemented with information from the public about what they would like to see in the next four years – an article will be included in the Spring 2019 newsletter later this month.

Simon Cross – **Clerk to the Council**

2nd May 2019

Agenda Item 13e

Major Events Committee

The committee met on 29th April.

The end-of-term party was reviewed positively and some comments of mine were taken on board by the committee, most importantly about clearing the aftermath sooner than we did. The committee agreed to run the event again at the end of this term; avoiding purdah the party will need to be in February or early in March at the latest.

The committee received updates from about the Food & Drink Festival and Christmas Celebrations events.

The committee agreed to proceed with its plans for a Silver Sunday party on 6th October. According to its website, “Silver Sunday is a special day in the national calendar when everyone can come together to celebrate older people: a day in the nation’s hearts where older people feel valued and are given new opportunities to get out of the house, keep their minds and bodies active, learn new skills, make new friends and connect with the communities and generations around them. Join us this year by running an event, spreading the word or joining an activity. Everyone is welcome.”

The committee is currently looking at some sort of afternoon tea with entertainment. All councillors are asked to make a note of the date so they can support the event.

Simon Cross – **Clerk to the Council**

1st May 2019

Agenda Item 13f

Personnel Committee

The committee met on 8th April.

New policies relating to sick leave and bereavement have been drafted by Cllr Gander and are being reviewed by the committee.

After discussing some matters relating to members of the council's staff, the committee discussed the Local Elections. The committee was pleased to note the council would be at full-strength from the very beginning of the new term. The committee saw it as positive there had only been no flood of people wanting to become councillors, hopefully reflecting the village's support of the council. There was a concern raised about a possible conflict between the council's non-political status and councillors being signatories for those seeking election to higher authorities. A proposed change to Standing Orders will be put to this council next month.

The committee agreed the SSALC New Councillor briefing session on 29th July should remain wholly in-house. It was felt councillors attending from other local councils might raise matters of no relevance to East Preston and therefore waste valuable training time. There is also no longer a financial benefit for us in opening the training to other people.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 13g

Planning & Licensing Committee

The committee met on 8th and 23rd. The draft Minutes from both meetings have been circulated to all councillors.

Two building Applications were considered on the 8th. The committee agreed unanimously to object to one in Westfield Avenue.

Three Applications were considered on the 23rd; the committee agreed to object to Applications in Myrtle Grove and Sea Road.

More details are available in the draft Minutes already circulated.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 14a

Working Parties

The new lease to the Angmering-on-Sea Lawn Tennis Club was effective from 1st April. The Leases Working Party has already agreed, though the Audit & Governance Committee, the next lease to review would be that with the East Preston & Kingston Village Hall Foundation.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 15

Annual Parish Meeting

Council is asked to note the draft Minutes from the Annual Parish Meeting which was held on 15th April. These have been circulated electronically to councillors and are reprinted at Appendix A below.

The Minutes are approved and signed at next year's Annual Parish Meeting.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 16

Clerk's Report

1. **Introduction**
2. **Police matters**
3. **Freedom of Information / Data Protection requests**
4. **Scam Prevention presentation, 1st April**
5. **SLCC Sussex branch AGM, 2nd April**
6. **SLCC Sussex Branch, Arun & Chichester Clerks' Networking Lunch, 2nd April**
7. **SSALC Clerk's Networking Day, 4th April**
8. **End-of-term reception, 12th April**
9. **East Preston Beach Clean no. 13, 14th April**
10. **Alzheimer's Society Dementia Friends Session, 16th April**
11. **East Preston Community Speed Watch meeting, 17th April**
12. **East Preston & Kingston Preservation Society AGM, 17th April**
13. **Mediation meeting with East Preston Cricket Club and residents of Sea Road, 24th April**
14. **Sussex Community Rail Partnership meeting, 26th April**
15. **East Preston Business Community Business Breakfast, 2nd May**
16. **Social media**
17. **MailChimp stats**
18. **A selection of things we have been asked since the last meeting**
19. **Recent bouquets and complaints**
20. **Leave**
21. **May meetings and events**

1. **Introduction**

This is the report mainly covering April 2019 and matters which may not arise elsewhere on the agenda.

2. **Police matters**

No new matters have been referred directly to the police this month. An East Preston resident raised a concern about bird-scarers in Kingston. I referred this to Sussex Police and received a response the bird-scarers were legitimate and no further police action would be taken.

3. **Freedom of Information / Data Protection requests**

The council received no Freedom of Information or Data Protection requests during the month of April.

4. **Scam Prevention presentation, 1st April**

All councillors, except the unavailable Cllr Shah, and twenty-eight members of the public attended this presentation, together with Dawn and me.

The presentation was given by PCSO Richard Moorey who has been giving this presentation for a while now, and does so in an entertaining way whilst getting across his tough message.

Feedback from councillors and members of the public has all been positive. One lady said she was seeing PCSO Moorey's talk for the fourth time and she had finally persuaded her husband to come with her. Another lady told me afterwards of how difficult a time she had had preventing her mother from giving money to a wide range of scammers.

A resident wrote in the afternoon after the presentation, "We would just like to thank you for organising the talk yesterday evening. It was useful to have the information set out as a reminder to everyone to be very aware of the increasing number of scams. The presenter did a really good job."

On behalf of the council, I have written to PCSO Moorey to thank him for his presentation.



Police Community Support Officer Richard Moorey presenting to councillors and members of the public

5. SLCC Sussex branch AGM, 2nd April

I attended this meeting in Billingshurst. About twenty other Clerks attended, almost all from West Sussex, together with Trevor Leggo representing SSALC and Sarah Jeffries, current President of the Society of Local Council Clerks.

Topics discussed included job evaluation, to ensure that staff were on the correct salary scales, cost of degree qualification, and the ongoing difficulty of recruitment of trained, competent clerks across the sector.

6. SLCC Sussex Branch, Arun & Chichester Clerks' Networking Lunch, 2nd April

Dawn attended this meeting alone as I was at the meeting above. Her report is as follows:

Clerks Networking Meeting 2nd April 2019 (Hosted by Berstead)

The meeting was well attended given it had coincided with the SLCC Sussex Branch AGM (see above). The following topics were discussed:

Litter Picks

Discussions included: Insurance, Risk Assessments, Protective Clothing, Register of Attendance. ADC are able to loan equipment and provide bag collection. Sharing good practice - KEPT (Keep East Preston Tidy group) Litter Picks could be linked in to the National Litter Pick. Possible freebies - Keep Britain Tidy Bags. Also advertise in local free mags.

Grant Funding

Identify the key use and which group of the public it would affect to then look at areas of funding streams. Public Works Loan Board – 50% match funding. SALC website.

New Salary Bandings

Councils either adopted SALC's banding scale or Independent Pay Scales. Generally, pay Increases were linked to cost of living, appraisals and promotion. Bersted are using a 2-stage approach to their salary review to phase in the new banding.

GDPR and Collaborative Platforms - Website Accessibility Code (deferred to the next meeting)

A discussion took place on GDPR – Subject Access Data Request and the implications of Councilors using their personal email addresses. It was agreed it was best practice to use a generic council email address.

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

7. SSALC Clerk's Networking Day, 4th April

Dawn attended this meeting alone as I was on leave. The event was held at the Amex Stadium, Brighton. Her report is as follows:

Clerks Networking Day - 4th April 2019

The networking day was well attended with a good representation of Clerks and Assistant clerks from across the County. Presentations were given on the following topics:

- Accessibility Regulations – Website
- Managing Councillors Expectations
- Conflict/Bullying
- Introduction to Personal Development Plans

- Tackling Loneliness in Your Community

Sonia Mangan of Age UK, Horsham District gave a brief insight in to living with loneliness and social isolation and its effects on people of all ages.

Various exhibitors including Healthmatic Ltd, Zurich Insurance Plc, Amethyst Horticulture Ltd, Norris & Fisher Insurance Broker Ltd, Microshade, Fenland Leisure Products, Cemetery Development Services Ltd ran stalls offering advice and information about their products.

The day was very well organised and ran and provided relevant up to date information. There was an opportunity to network with neighbouring Clerks during refreshment breaks.

Dawn Reid – Assistant Clerk to the Council

8. **End-of-term reception, 12th April**

Feedback from the event was very positive, and the following comments have been received in writing:

“What a pleasant evening enjoyed by all it seems, thank you EP Parish Council and for your hard work looking after our community. It was fun to dress up although, personally, had I realised the cat had so many kittens I might have chosen a different dress! And you scrubbed up well too Simon!”

“Just to say thank you for the Council Party the other evening. We really enjoyed it and thought it was a great success.”

“Just to say how much we enjoyed the gathering on Friday night. It was a great evening and a chance to meet new people and compare notes! We were most impressed with the Infants school library facilities. The children certainly have a very impressive building. Please pass on our thanks to the Parish Councillors.”

“Thank you for inviting me to the Friday evening reception for the Great & the Good, it was a lovely evening and nice to be able to chat to people without having a mission of some sort. And, of course, it is nice to be appreciated! Please also convey my thanks to the councillors and everyone involved in organising it.”

“Please pass on our thanks to all involved for a lovely evening last Friday, it was good to meet so many people who make a difference to our village.”

“Thank you so much for a lovely evening. We both really enjoyed it. A great chance to meet up with friends and parishioners. Lovely food, nice wine, good company. Says it all. Thank you.”

“Hi Simon, thank you for inviting us to the party which was a pleasant evening. Obviously you and your team had worked hard to make sure it was a success.”

“Just wanted to say thanks from Anna and I for the invite on Friday. It was a really good evening and well attended I thought. Just shows what can be achieved in a council where everyone is working together!”

“Just wanted to say thank you very much for inviting me to your 'do' last Friday. It was very enjoyable and great to chat to some people I rarely see. Delicious canapes too!”

“We would like to thank the Parish Council for organising the lovely party on Friday. Great food, chats and atmosphere. Perhaps the residents of East Preston should be arranging a party to thank their Parish Council. “Thank you””

“Just a note to say ‘thank you’ for a lovely evening last Friday. It was great to see so many faces and friends from the community and celebrate our village.”

“Than you to you, the councillors and all concerned for your kind invitation to drinks last Friday evening; very enjoyable and we renewed contact with a few long lost friends we hadn’t seen for years.”

There are other similar comments in the guest book attendees signed.

9. East Preston Beach Clean no. 13, 14th April

I attended this event which was also supported by Cllrs Toney, Linton, Chapman, Duff, Gander, Shah and Wilkinson.

Once again, just over forty members of the public also joined in, ages ranging from young to children to those in their eighties. As always, where a member of the public’s email address is known to the council, I sent a thank you email the morning after. One of the participants replied, “I was so pleased to be able to help in such a small way yesterday as am usually hiking somewhere in Sussex on a Sunday. It is good that there is so much less rubbish now than a few years ago but, as someone who “found” this wonderful village nearly twenty years ago, I can never be thankful enough for finding such a beautiful place to spend my retirement years in. Anything I can do to help preserve this special place, I am more than happy to do. Regards and thanks for going beyond the call of duty!”

The next Beach Clean is scheduled for Sunday, 29th September.



Most of the litter collected during the Beach Clean no. 13. Cllr Linton's bicycle was not part of the litter. This photograph also shows the new larger bins provided by Arun District Council this year.

10. Alzheimer's Society Dementia Friends Session, 16th April

Along with about eight councillors, one councillor-to-be, one other council officer and some councillors' spouses and children, I attended this event at East Preston Infant School.

The session was led by Tim Wilkins, Alzheimer's Society Service User Involvement Officer – West Sussex. Tim stressed this was not so much a training session as an information session. The group talked openly about its perceptions and knowledge of dementia. Those present all seem to have come away pleased they had attended.

At its meeting on 29th April, the Finance & General Purposes Committee agreed unanimously to donate £100 from the Grant Aid budget line for 2019-20 to the Alzheimer's Society in recognition of the information provided by Tim.

11. East Preston Community Speed Watch meeting, 17th April

Keith Harris, local Community Speed Watch co-ordinator, called this meeting of residents currently active in the village's Community Speed Watch group. I attended together with Cllrs Shah and Toney and five other members of the public. The meeting looked at availability for the next couple of months as Keith is keen to get two patrols out a week. The team also looked at prioritising the current Sussex Police-approved list of sites and tried to agree whether there were times of day that needed to be covered more than other times of the day, per site. The meeting ended with some more general bits of Community Speed Watch conversation.

The meeting lasted about an hour and there was agreement it had been useful and should take place again in a couple of months.

12. East Preston & Kingston Preservation Society AGM, 17th April

Unofficially, I attended this as the AGM was followed by a talk, *A Sussex Scrapbook*, by a friend of mine, Chris Horlock. The AGM part was concise, with Chairman David Sawers providing an update on preservation-related matters to the fifty or so members present. Treasurer Graham Lewis confirmed finances were stable and there was again no need to increase membership from the bargain rate of just £5 a year per person. According to the Secretary, Margaret Gilbert, and Membership Secretary, Shirley Mumford, Membership was remained closer to 250 than to 200.

13. Mediation meeting with East Preston Cricket Club and residents of Sea Road, 24th April

Cllr Toney and I attended this meeting on behalf of the council. The meeting was led by officials from the West Sussex Mediation Service. There were two owners of properties adjacent to the Warren Recreation Ground and two representatives from East Preston Cricket Club. The bulk of the meeting was confidential but the council was given the homework of obtaining an up-to-date RoSPA report on the playing of cricket on the Warren Recreation Ground. WSMS will host a further meeting in "two to three months."

14. Sussex Community Rail Partnership meeting, 26th April

I attended this meeting in Shoreham Port's Nautilus House in Southwick.

The group is chaired by Victoria Garcia, surprisingly representing Brighton & Hove Bus Company! No major news from the meeting. I passed on the council's thanks to Deirdre Carolin who leads a small team of retired teachers in making art displays at Angmering station, usually inside the booking office or on the westbound platform. The group is called Sidetracked. Recent travellers will have noticed the fish (fishes?) which have arrived at the western end of that platform in front of a new, large flower bed which is about to come to life. After some delicate negotiation, the group persuaded Parker Building Supplies to crane soil over the fence as a lorry would only have been able to deliver to the eastbound platform.

I was able to help a WSCC officer who was speaking on behalf of a community group improving the flowerbed immediately outside Durrington-on-Sea station. The group had effectively hit a wall as they needed about £100 worth of soil and bedding plants, but had no means to pay for this. I suggested asking local garden centres until one was willing to sponsor the bed, something nobody else seemed to have thought of.

The Communications Manager for Shoreham Port, Emily Kenneally, offered attendees and their colleagues the charge of a free boat trip around the harbour, and that is what seven of us (at the time of writing) will be doing on the afternoon of 1st July.

The next meeting will be at the Brighton & Hove bus depot and will include an hour's tour of the depot.



Group photograph tweeted by Shoreham Port. Chairman of the line group, Victoria Garcia is front right, beside Rowena Tyler who, when working for Action in Rural Sussex, helped create the East Preston Neighbourhood Plan. Front left is Deirdre Carolin who leads the Angmering Station Sidetracked community group.

15. **East Preston Business Community Business Breakfast, 2nd May**

The council was represented at this meeting by Cllrs Toney and Linton, Dawn and myself. The council came out of the meeting pretty well, with praise heaped upon the council by a local business-owner who said the council was always approachable and willing to help, unlike the experience she had received at her home council which did not even seem to know where to report potholes and was certainly unwilling to report on her behalf.

Other council matters we tackled included the A259 slip-road, Roundstone Level Crossing in general and vehicular sightlines from Willowhayne Crescent and Sea Road.

The next Business Breakfast is on 6th June.

16. **Social media**

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

- ▲ Post announcing the arrival of a pizza van in the village on Friday nights – 2,193 people
- Photos of the Joint Services Explosive Ordnance Disposal team attending an unexploded World War 2 incendiary device found off East Preston beach – 1,784
- ▲ Photos of the Classic Ices East Preston-based business – 1,370

- Request for information relating to a car windscreen being smashed in Sea Lane over the Easter weekend – 1,312
- Littlehampton Gazette article about the above World War 2 incendiary device – 1,292
- Cat missing from Angmering – 1,254
- Thank-you photo from Beach Clean No. 13 – 699
- Repost of WSCC advert for School Crossing Patrollers, including East Preston – 697
- ▲ Simple infographic explaining how to support a friend's small business on social media - 672
- Photo of Polling Station signs reminding people 2nd May was polling day - 649
- Link to Coastal West Sussex MIND Mental Health Awareness week info – 605
- Link to the new East Preston Festival website - 529
- Announcement about the start of Citizens Advice sessions in the Council Office – 506
- MailChimp repost of East Preston Parish Council news, 17th April - 506
- Lost rear bike light - 502

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 2nd May)

Before Cllr Linton asks, I can confirm the missing cat was found safe and sound.

The number of people currently like the council on Facebook is 1,211, an increase of twelve over the last report.

No posts placed on Nextdoor.

17. **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 – 27th March – sent to 793, opened by 519 to date (65.5%)

Parish Council news – 3rd April – sent to 792, opened by 534 to date (67.5%)

Parish Council news – 9th April – sent to 792, opened by 545 to date (68.9%)

Parish Council news – 17th April – sent to 792, opened by 518 to date (65.5%)

Parish Council news – 1st May – sent to 794, opened by 530 to date (66.9%)

18. Things we have been asked since the last meeting

“Could the street cleaning van come around a few days after the grass verge-cutters rather than a few days before? It seems such a waste of his time and my council tax.” (question asked of ADC Cleansing, reply awaited)

“Would you like a bookcase?”

“Where can I found out about the candidates in the local election?”

“Who should I vote for?” (not a question we can answer in the office)

“Could you open the South Strand toilets for us?” (not these days, no, only ADC can open them currently)

19. Recent bouquets and complaints

(In addition to anything reported above)

A resident of South Strand stopped me early one morning (just as the sun was rising) and asked a question about the groynes directly south of South Strand. I referred the matter to the Foreshore Officer at ADC and let the resident know his response. The resident replied, “Thank you for the update, it is greatly appreciated. Once again, sorry to trouble you before you even got into the office this morning!”

From the Chairman of the East Preston & Kingston Village Hall Foundation, “Thanks to your efforts with the mailing we now have a full committee and are able to carry on with running the hall in the proper way. Thank you so much.”

From a resident who attended the Annual Parish Meeting, “So pleased to have made it to the Parish Council meeting, I met some more local folk, and lovely to see round the super new school extension. I'm interested to learn of the Disability Action Group and hope to make it to their meeting. I do appreciate these news letters - so good for keeping us in touch with what's going on - it's really useful.”

A resident of Hillview Crescent got in touch wanting to acquire a poppy wreath to lay at the Monte Cassino Society Memorial at the National Memorial Arboretum in memory of her uncle who died at Monte Cassino 75 years ago. I was able to put her in touch with Karen Toney. “Just to say a big thank you regarding your help with the above..Karen has been in touch and she has some spare Wreaths plus a poppy posy, so we are meeting up so I can choose.”

Thanks from ADC for the quick despatch of councillors Code of Conduct declarations and Register of Interest forms, “Wow!! I’m impressed!! Thanks Simon!”

20. Leave

Alison is off on 30th May. No other leave has been booked currently, although I will be out for some of the 9th.

21. May Meetings and Events

This list may be incomplete and is subject to change.

2 nd	East Preston Business Community Business Breakfast (08:00, The Seahorse Café)
7 th	SLCC Arun Clerks meeting (12:30, Bersted) (SC and DR only)

8 th	Wildflower meadow planting (15:45, Village Green)
13 th	Meeting with Police & Crime Commissioner and Chief Inspector of Sussex Police (14:00, Lewes) (Chairman and SC only) Annual Full Council (19:00, East Preston Infant School)
15 th	Arun Dementia Action Alliance (12:00, Darlington Court) (CB only)
16 th	VAAC Risk Assessment training (10:00) (DR only) NHS East Arun Area Health Services Advisory Group (11:00, Littlehampton TC) (PG only) (cancelled)
20 th	Planning & Licensing Committee (18:00, East Preston Infant School) Amenities Committee (19:00, East Preston Infant School)
21 st	Eastern Parishes meeting (10:00, Rustington) (Chairman and Vice-Chairman only)
22 nd	Internal Audit (11:00, Council Office)
23 rd	WSCC Joint Eastern Arun Area Committee, Highways & Transport sub-group (14:00, Rustington) (EL only)
28 th	Community Engagement Committee (10:00, Council Office)

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 May 2019

Agenda Items 17a-h

Other meetings and events – Part 1

Council is asked to note the following reports:

Littlehampton and District Neighbourhood Watch Association, Annual General Meeting, 17th April

Sussex Police HQ, Lewes

The meeting started at 19.08 and was opened by David Leightley – Chairperson who immediately reiterated the concerns regarding more committee members to share the current workload.

A Memo of Understanding (M of U) was discussed, which had been set up between Sussex Police and Neighbourhood Watches throughout the county and a supplement was produced last year offering more assistance to the police and for the police to be able to attend Neighbourhood Watch Meetings and Events throughout the year. An amendment to the M of U can be made by either party at any time.

The Neighbourhood Watch would also like to encourage a database of volunteers to assist in activities where help is required, e.g. leaflet dropping, e mails, door to door calls, etc.

Inspector Steve Turner from Sussex Police was introduced, and he ran through questions which had previously been received from the public.

- Q. Concerns regarding the general public reporting incidents and not being taken seriously by the police.

- A The response Team deal with the incident initially and unfortunately generally more information/evidence is required.

If there is sufficient evidence that the issue is passed to the Prevention Team and Inspector Turner gave assurance that all problems raised are looked at within 24-48 hours and then these can be cascaded down to different groups, including the Neighbourhood Watch for assistance.

Reporting is the key and on line is recorded quicker than 101. This moved onto the next question.

- a) Response Team – uniformed officers – respond to emergencies
- b) Prevention Team – look into long term solutions to issues, they look at trends (used to be called Neighbourhood Watch Team)
- c) Investigation Team – look into things in depth

Q. How quickly are 101 issues responded to?

- A. Information is received through different channels, e.g. online, 101 and 999. If the issue is URGENT then it should be through 999. Not e mails. All crimes reported by phone are prioritised using THRIVE risk assessment concept (Threat, Harm, Risk, Investigation Opportunities, Vulnerability of the victim and the Engagement level required to resolve the issue)

Q. Rise in Council Tax for the Police

- A. Inspector Turner reinforced the increase of police officers in Sussex as discussed in depth by our visit from Sussex Police at the end of February. Over the next year there will be over 100 new recruitments in Sussex – recruitment drives beginning now. Over the next 4 years 800 new police officers will be recruited in Sussex.

Town centre issues discussed and the police are using a ‘stepped’ approach to youths and homeless and business wardens have been involved and the following approach is taken.

- a) A Warning Letter is raised
- b) A Community Protection Notice
- c) Power of Arrest

Emphasis to the public to continue to report and finally the police consider it important to maintain and improve relationships with key members of the Neighbourhood Watch.

Refreshments were served.

It was identified that the Neighbourhood Watch does have a couple of thousand pounds of funds available for signage and name badges reinforcing the need for new members, however, only 9 new co-ordinator member packs are currently available in the U.K.!!

Encourage members to join ‘Our Watch’ Scheme so that they receive alerts. People can sign up on the internet via the Neighbourhood Watch Website and this is encouraged as we have an elderly population. Reminder that to progress through to becoming a co-ordinator Security and Disclosure Checks would all need to be undertaken.

Meeting closed 21.04

Cllrs Christine Bowman and Andrea Chapman

1st May 2019

Dementia Carers' Café, 18th April

Darlington Court, Rustington

This is a new initiative which is proposed to be held on a monthly basis. Councillor Bowman and I attended the second meeting.

The meeting was a very informal event and attended by the Manager of the nursing home, a support worker from the Laurels Day Centre, a complementary therapist and two carers.

The therapist explained that she visits patients at Darlington Court on a weekly basis. She sees them in their own rooms offering a range of therapies, including hand massage, colour and music therapy.

She explained that patients with dementia respond very well to sensory and musical therapy and may often communicate better through these mediums. They enjoy the peaceful ambience created by gentle music and aromatherapy oils.

The Manager explained that the café will offer a drop-in service providing a valuable resource to carers in the community. Not only will there be information on access to the services on offer to support patients and their carers, but the centre will be a place to chat and exchange ideas.

The two carers who attended have recently moved to the area and have been finding it difficult to assimilate information on support services for their parents and themselves as carers. They agreed that this new service will be a valuable resource for the community.

Cllrs Christine Bowman and Patricia Gander

28th April 2019

Agenda Items 19a-g

Committees for 2019/20

Each year, council reviews the membership of its committees, giving councillors the opportunity to use their skills on different committees. In January 2013, council **"RESOLVED** that with effect from May 2013, in order to effect greater rotation of councillors between committees, the Chairman of the Council and the incumbent chairmen of the Committees will have a greater say in which councillors sit on which committees; this understanding to be in place until at least the end of the current municipal term, i.e. May 2015." (Minute 013/13, Resolution 0635) There has, to date, been no move to revoke this policy.

All councillors were sent a form on 8th April. All councillors have returned their form with the exception of Cllr Gunston who, at the time of writing, is considering his options.

The incumbent chairmen of each committee and the Chairman of the Council have been contacted with the details of councillors willing to sit on those committees.

Council is asked to agree the committee membership as noted below:

Amenities	Gale, McElroy, Moore, Shah, Toney and Wilkinson	full
Audit & Governance	see note below	to be confirmed
Comm. Engagement	Barber, Chapman, Duff, Gander, Linton and Moore	full
Finance & GP	McElroy, Mathias, Shah and Wilkinson	one vacancy
Major Events	Barber, Chapman, Duff, Gander, Linton and Toney	one vacancy
Personnel	Duff, Gale, Gander, Linton, Moore (substitute) and Toney	full
Plan. & Licensing	Bowman, Linton, Mathias, Moore, Toney and Wilkinson	one vacancy

At the April 2018 meeting, it was resolved the Chairmen of the above committees should automatically be members of the Audit & Governance Committee. Therefore, membership of that committee will be finalised at the June or maybe July Full Council meeting. Cllrs Gander, Mathias, McElroy, Shah and Wilkinson have all expressed a willingness to be a member of this committee should they not automatically become a member through chairing one of the other committees.

Any Chairman and Vice-Chairman of the Council elected tonight are automatically members of the Personnel Committee and they are also entitled to attend and vote at meetings of the other committees. The above permits all committees to function within their Terms of Reference.

The number of vacant spaces on any committee will depend upon any election of a Chairman and Vice-Chairman of the Council for the year.

Simon Cross – **Clerk to the Council**

7th May 2019

Agenda Items 20a

Working parties for 2019/20

Each year, council reviews the membership of its working parties, giving councillors the opportunity to use their skills on different working parties.

All councillors were sent a form on 8th April, asking for completed forms to be returned by 23rd April.

Council is asked to agree the working party membership as noted below:

Leases	Mathias, Moore and Toney
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Any Chairman and Vice-Chairman of the Council elected tonight are entitled to attend and vote at meetings of the council's working parties. The above permits all working parties to function within their Terms of Reference.

Agenda Item 21

Freedom of Information Panel

The council has a Freedom of Information Panel to consider Freedom of Information requests received from the public.

Council is asked to agree the panel's membership for the coming year as Cllrs Gander, Linton, Mathias, Shah and Toney.

Simon Cross – **Clerk to the Council**

3rd May 2019

Agenda Item 22

East Preston & Kingston Village Hall Foundation

The council can have a member sit on the committee of the East Preston & Kingston Village Hall Foundation.

Council is asked to agree Cllr Bowman is the council's representative to the East Preston & Kingston Village Hall Foundation. Cllr Bowman is the sole candidate for this post.

The mechanics of this appointment will need to be agreed with the committee of the Village Hall Foundation.

N.B. the six-monthly tenancy meetings with the Foundation would still be attended by the Chairman of the Council and the Chairmen of the Amenities, Audit & Governance and Finance & General Purposes Committees.

Simon Cross – **Clerk to the Council**

7th May 2019

Annual Parish Meeting

Council is asked to note the draft Minutes from the Annual Parish Meeting which was held on 15th April.

ANNUAL PARISH MEETING - EAST PRESTON

15th April 2019

The Annual Parish Meeting at East Preston duly convened and held this day at the East Preston Infant School, Lashmar Road, East Preston.

Present: Parish Councillors Andrea Chapman, Lisa Duff, Barbara Gale, Pat Gander, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore, Danny Shah, Steve Toney (in the Chair) and Steve Wilkinson

West Sussex County Councillor Roger Elkins (East Kingston and Ferring) (until 19:47)

Chief Inspector Kris Ottery, Sussex Police, Arun and Chichester District Commander (until 19:27)

Members of the Public: Ten members of the public

Clerk to the Council: Simon Cross

Assistant Clerk to the Council: Dawn Reid

Apologies: Parish Councillor Christine Bowman; Celeste Amoo

The Chairman of the Council, Councillor Steve Toney, opened the meeting at 19:00, and thanked and welcomed those attending.

APM2019/01 - To receive a presentation from Chief Inspector Kris Ottery, Sussex Police

Sussex Police Chief Inspector Kris Ottery, introduced himself as the District Commander for the Arun & Chichester area, an area that stretched from Emsworth to Ferring, Haslemere to Selsey.

Prior to the meeting, CI Ottery had been for a wander around the village and said he found it to be “a lovely village.”

Throughout his career he has always worked in the Arun & Chichester District. Policing meant a great deal to him.

Those present were aware of the recent increase in investment to support policing, something he personally welcomed.

His team included uniformed response officers based in Bognor Regis and Chichester with support from neighbouring officers in Durrington. There was a prevention arm to his team, officers plus Police Community Support Officers (PCSOs), civilian support and an enforcement team. The prevention team’s focus was on public engagement.

CI Ottery gave some figures on what has been going on in East Preston & Kingston. In 2018, there were 247 reported crimes. He then provided figures by category; not all of the incidents resulted in a “crime”, which is why the figures do not add up to 247.

- 107 anti-social behaviour crimes
- 90 anti-social behaviour nuisances, tree damage, bus shelter damage, bin fires
- 56 violent crimes in public, mainly youths assaulting each other or shoplifters assaulting those who intervene or within families
- 55 cases of domestic abuse
- 50 criminal damage
- 41 thefts, mainly from shops
- 16 burglaries, half the 2017 figure
- 16 vehicle crimes, keyings, tyre deflations, stones put through windows
- 0 serious sexual assaults

During the year there had been a small series of burglaries in East Preston, Kingston and Ferring. The perpetrator had been traced to Worthing and arrested in a cross-border operation.

There is a Sussex Police officer dedicated to tackling anti-social behaviour within the district and working closely with Arun District Council. A great number of interventions were carried out and most anti-social behaviour did not escalate into adult criminality.

The main focus of the precept uplift (i.e. increased investment) were the missing persons team and the child sexual exploitation team. Resourcing priorities are on gathering intelligence.

CI Ottery's team had already expanded by four police officers in the Neighbourhood / Prevention arm. Sussex Police was already recruiting an additional 100 PCSOs, and some of those would come to Arun and Chichester.

Sussex Police was concerned about drug gangs operating in the county, exploiting children and also "cuckooing" in vulnerable people's homes. In this area, this was mainly a problem in Littlehampton and Bognor Regis. CI Ottery was hopeful if it was stamped upon quickly enough and often enough in those towns, it would not spread to the outlying villages. Early intervention was essential.

CI Ottery asked those present to keep on reporting suspicious goings-on. The better the information gained, the easier it was to pursue cases and nip criminal activity in the bud.

CI Ottery then answered questions from the floor.

Was there evidence drug abuse was a factor in any of the other lines of crime? Yes, drug abuse was a bit of theme throughout all crimes. Anyone arrested was now searched as a matter of course, and that was how most drug possession crimes were found. That said, drug abuse crime levels were still low in this area. In domestic abuse cases, it was more likely alcohol was a factor than drugs.

How many incidents are actually attended? Impossible to say, but CI Ottery said he was confident the incidents that needed to be attended were. He held a morning meeting and if there was a case which had not been attended he felt should have been, he would have that attended.

Referring to county drug lines, was it true Angmering station was well used? CI Ottery replied there were cuckoo houses in Bognor Regis, Littlehampton and Rustington and, as rail was a popular method of travel, Angmering station will undoubtedly have been used. Use of hire cars was increasing and gradually replacing rail travel as it could be more covert. Drug offences in East Preston were not especially related to county drug lines drug dealing.

What could be done about vehicles speeding along Vicarage Lane, mainly after dark? There were reduced road policing teams and these were supplemented by the Sussex Police-supported Community Speed Watch volunteers. However, they were not allowed on duty after dark. The road policing teams did not have the resources available to attend every "accident waiting to happen" site, just on the off chance of catching someone speeding. Mobile Speed Indication Devices (SIDs) were sometimes effective in such locations. Displaying posters designed by local schoolchildren was another suggestion.

Could the mobile camera van be located in Vicarage Lane? There were ten mobile camera vans covering the whole county. Deployment was generally based upon collision data.

With no further questions forthcoming, CI Ottery left the meeting at the conclusion of this item.

APM2019/02 - To receive a report from the West Sussex County councillor representing East Preston.

County Cllr Roger Elkins started by saying it was great news all current councillors had been re-elected for the coming term. Cllr Elkins believed this was because residents appreciated the amount of work done by the council. In particular, he personally wanted to thank Cllr Toney and Mr Cross for how well they keep him informed of local matters of concern.

Since last year's meeting, building works on the Infant School had completed and wasn't this now a fantastic extended facility. Staying with the school's extended facilities, Cllr Elkins said he had attended a great Parish Council end-of-term party the previous Friday, in the wonderful setting of the rainforest-themed library.

Cllr Elkins referred to grants West Sussex County Council made to community groups, most recently in East Preston to the 1st East Preston Scouts to provide improved storage. This was recognition of the great work the Scouts do in the community.

Tree works in advance of the dualling of part of the A259 had taken place ahead of the nesting season. Compulsory Purchase Orders were now being processed to buy the necessary land for the dualling. The construction phase was expected to last for eighteen months, starting at the end of 2019.

Following a challenge to the chosen route for the A27 Arundel Bypass, a further public consultation exercise was to be undertaken, and then once a final choice has been made, a further consultation on just that choice will take place. The money was still available for this project and it was now likely to start in 2022.

West Sussex Fire & Rescue Services was still recruiting. A recently recruited on-call fire fighter lived in East Preston.

Cllr Elkins had met various sets of residents affected by parking concerns in and around the lower end of Sea Road. Various petitions had been signed and submitted through the County Council's Traffic Regulation Order process. Cllr Elkins hoped a scheme could be agreed which would successfully address a range of issues.

The County Council was looking at making libraries into community hubs. This was being trialled in Worthing, and Cllr Elkins expected this to be viewed positively by relevant members of the public.

Cllr Elkins then responded to the following questions.

Was any thought given to making it simpler for traffic to and from East Preston wishing to travel north-south across the A259? Cllr Elkins believed there were no changes planned except for traffic to continue to use the existing roundabouts. This decision had been taken after analysis of traffic flow calculations.

Were these traffic flow calculations modelled on the age profile of this area? Cllr Elkins was not able to answer that question definitively but there were guidelines for safe access.

Was a westbound slip-road off the A259 into East Preston still on the table? No, it was not part of the current design. There were various problems with the proposal and its difficulty in meeting Highways England standards. Cllr Elkins said he understood the concerns, but the focus for now had to be on getting the A259 improvements delivered as there may be some knock-on positive benefits in this matter. Cllr Elkins said he did not know who had "cut out" the slip-road from the project.

Had the traffic flow data been revisited at all, as it was at least two years out-of-date and everyone accepted traffic volumes had increased tremendously in the meantime? Cllr Elkins believed the peak build-up at certain times of the day had not changed. It was possible the rush hour backlogs will clear with dualling.

APM2019/03 - To receive a report from the Arun District councillors representing East Preston.

None of the three Arun District Councillors representing East Preston & Kingston – Cllrs Ricky Bower, Terry Chapman and Mike Clayden – were present.

APM2019/04 - To confirm the Minutes of the last Annual Parish Meeting held on 21st May 2018

The Minutes of the Annual Parish Meeting held on 21st May 2018 were signed by the Chairman as a correct record. There were no objections.

These Minutes had previously been noted by the Parish Council at its meeting held on 4th June 2018, Parish Council Minute 422/18.

Cllr Elkins left the meeting at this point.

APM2019/05 - To receive the Annual Report of the East Preston Parish Council

Cllr Toney's report had been made available to all attendees before the start of the meeting. Cllr Toney asked if anyone present needed him to read it; nobody said they did.

The report, which was to be included in the Spring 2019 Newsletter, read:

"Here is the council's Annual Report for the past financial year.

"I was elected Chairman just over a year ago, at the beginning of April 2018. Where to start recognizing what the council has done over the past year? It might be easiest to give a brief overview of each of the council's seven committees and what they have been up to.

"The Amenities Committee looks after the council's open spaces, the Warren Recreation, Two Acres and the Village Green. In addition to keeping those areas looking clean and tidy and well-planted where appropriate, the committee is also responsible for the additional wild-flower meadow at the top of Sea Lane. The committee was the driving force for the provision of the Multi Use Games Area on Lashmar Road. Opening this officially in August was the culmination of project first made public in the newsletter in early 2013. Lots of hurdles were overcome to bring this asset to the village. Thank you to the members of the public who helped with some funding of this project. The committee has also progressed the refurbishment of the Sea Road toilet block, which will hopefully start at the end of this summer.

"Talking of the newsletter, the Community Engagement Committee oversaw production of the 50th quarterly edition of the newsletter. This is a great way for us to keep in touch with you, both telling you what we have been up to and asking your opinion on some of the ideas we have. During the year, some of the committee's workload was split off to a new Major Events Committee – more on that later. The Community Engagement Committee remained responsible for last year's Food & Drink Festival, Christmas Celebrations and events during the main East Preston Festival. The committee also provided a defibrillator for the southern part of the village and a familiarization event for members of the public. Free tennis coaching was provided again for three summer afternoons, in conjunction with the Angmering-on-Sea Lawn Tennis Club, and will be provided again on Friday mornings this year. The committee offered the public cakes and an ear at the Come and Meet Your Local Councillors event in Festival week, as well as bringing Owls About Town back to the village that week. Two successful playschemes were offered by the committee during the year, the February one attracting a record thirty children. The committee also arranged the spruce up of the library building on behalf of West Sussex County Council. The committee continues to follow its aim of improving the wellbeing of as many East Preston residents as possible.

"The council set up a Major Events Committee part-way through the year and that will run the Food & Drink Festival and Christmas Celebrations events in future. This committee oversaw last week's end-of-term party at which we thanked nearly 100 local volunteers, without whom the village would be a poorer place. New this year will be a Silver Sunday event in October, supporting the Age UK initiative of the same name.

"The Finance & General Purposes Committee keeps a close eye on the council's finances. The council remains financially stable and healthy and able to carry out its plans. Thank you for trusting us in this particular way.

"The Planning & Licensing Committee reviews numerous Planning Applications in the village and occasional Licensing Applications, our responses being considered by Arun District Council before it makes its decisions. Where possible, we try to comment upon Planning Applications in line with the East Preston Neighbourhood Plan and sometime Arun District Council agrees with us, sometimes not.

"The Personnel Committee looks after not just the requirements of the staff but also the councillors. When the council set up this committee in about 2008, it was ahead of most councils in doing so. Making this committee responsible also for councillors' needs, such as training, was definitely seen as revolutionary. Now many councils have similar committees looking after their staff and councillors. The committee's biggest task for the year was appointing a new

Assistant Clerk to the Council, and that was successfully completed in December following over seventy applications being received.

“Finally, the Audit & Governance Committee ensures the council is running legally and responsibly both in its dealings with you as village residents, but also with its tenants such as the Bowls Club, Tennis Club, Cricket Club and Village Hall.

“Over the year, the council held eleven monthly Full Council meetings, supported by about fifty committee meetings. Councillors attended numerous meetings and events with other agencies such as the NHS Clinical Commissioning Group, the Sussex Community Rail Partnership, West Sussex and Arun Associations of Local Councils, The Baytree Lunch Club, The Martlets care home, Sussex Police, Arun Dementia Action Alliance, Friends of Zachary Merton Hospital, Voluntary Action Arun and Chichester – the list goes on. Knowledge gained at these meetings informs the council’s decisions and direction.

“The council also hosted a successful evening with Katy Bourne, Sussex Police & Crime Commissioner, to try and address some of the concerns residents have about crime and anti-social behaviour in the village. We have also brought Chief Inspector Ottery to the village to talk to you earlier this evening. At monthly Full Council meetings now, we try to have a guest speaker and in recent months we have heard from Arun District Council’s Community Safety team, the West Sussex Mediation Service and British Transport Police.

“Although this report only covers the past financial year, it would be naïve not to recognise this report also mentions the end of the current four-year term for the council. On 7th May 2015, just seven councillors were elected in an Uncontested Election. Over the following few months, those seven councillors and the council’s officers worked hard to build the council up to full strength. “For various reasons, over the four years Joop Duijf, Paul Kelly and Rob Ellis all resigned and very sadly Hazel Tester passed away in March 2018, still very much missed. I thank each of them for their contribution but, more importantly, I thank all the current councillors for their hard work on behalf of the village over the past term – in addition to successes mentioned above, I would like to add an improved and tidied Warren Recreation Ground; a car-park at the Village Green which, whilst the introduction of charging was controversial, is paying for itself now and raising funds for other village projects; a quiz afternoon tea to mark the Queen’s 90th birthday; support for the Christmas Day lunch at Our Lady, Star of the Sea; support for the St Mary the Virgin Christmas Tree Festival; twice-yearly beach cleans and recent support of the Keep East Preston Tidy campaign; Community Speed Watch and support of the East Preston Business Community. I could easily go on, but hopefully you will recognise the council’s hand in at least some of the above achievements and will have your own favourites.

“I thank all my fellow councillors and the council’s officers who work almost tirelessly it seems for the benefit of the village. They are all quiet, low-profile people, but I know they like to be thanked if you see them out and about! I would also like to thank the Clerk for all his work above and beyond the call of duty.

“Most importantly though, thank you to all of you who regularly show your faith in and support for the council. We hope to serve you by continuing to improve the village where we can. Thank you.”

APM2019/06 - To consider any written resolutions received by the council no later than 10th April 2019

The Clerk to the Council confirmed no such resolutions had been received.

APM2019/07 – Public question time.

Cllr Toney opened the meeting up to members of the public to have their say on any matter affecting East Preston.

Mr Vos asked whether sponsorship had been found for the South Strand toilet block. Cllr Toney handed this question over to Cllr Wilkinson who was the council’s official representative to the South Strand Community Toilets group. Cllr Wilkinson provided a short update on the current situation which had seen a smaller working party develop from larger meetings with interested parties which had started back in August 2018. The group was in the process of being registered with the Financial Conduct Authority (FCA). Pledges had been received varying from £5 to £1,500 a year. The lease from Arun District Council (ADC) to the Parish Council had expired on 31st March. ADC was continuing to keep the toilet block open on the understanding the South Strand Community Toilets group would be in a position to agree a lease in a matter of months. The group was confident it would be able to secure the funding to keep the toilet block open. In response to a suggestion the group became a charity so donations could receive additional Gift Aid funding, Cllr Wilkinson said that would likely be considered in due course.

Mrs Wallace asked whether the council had a contingency plan should the committee of the East Preston & Kingston Village Hall Foundation be unable to find sufficient committee members to run. Mr Cross responded the Chairman of the Village Hall Foundation believed sufficient members had been found to keep the committee running. The council did not have a contingency plan for the situation suggested by Mrs Wallace.

Mrs Wallace also asked whether the Twinning Association Charter, which formerly hung in the Warren Room, had been located. Mr Cross said he did not believe it had. He had worked with the former Chairman of the Twinning Association and a local resident who was gathering together the Twinning Association's history to deposit at the West Sussex Records Office, but nothing had yet come to light. He knew the Bookings Secretary, Mrs Toni McElroy, had looked thoroughly through the Village Hall, including the loft space, but the charter had not come to light. The charter had presumably gone missing at the time the Village Hall committee gave the Millennium Wall-hanging to the council and various East Preston Festival artefacts back to the Festival Committee. It was reasonable to think the charter had been returned to someone in the Twinning Association. Someone somewhere knew where it was. Mr Cross had suggested to the lady compiling the Association's history, an article be published in the Littlehampton Gazette, perhaps with a picture of the charter in Brou. This suggestion had been received positively.

Mrs Fraser offered the council the thanks of the residents of East Preston for all the work it does. Cllr Toney thanked Mrs Fraser.

With no further questions forthcoming, Cllr Toney closed the meeting at 19:55 and invited those present to join the council for a drink and less formal conversation.

Chairman: Date: (date) 2020
Cllr Steve Toney