



# 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](mailto:eparishcouncil@btconnect.com)

## **COMMUNITY ENGAGEMENT COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 25<sup>th</sup> March 2019 at East Preston Infant School, Lashmar Road, East Preston at 18:45hrs

**PRESENT:** Councillors A Chapman, L Duff (Chairman), B Gale, D Moore and S Toney

**ALSO:** Clerk to the Council, Simon Cross

**ABSENT:** Cllrs C Bowman, P Gander and E Linton

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The meeting opened at 18:50. As Vice-Chairman of the committee, Cllr Duff assumed the chair in Cllr Linton's absence. Cllrs Gale and Moore attended as substitutes with full voting rights.

### **285/19 APOLOGIES AND REASONS FOR ABSENCE**

An apology and a reason for absence were received and accepted from Cllrs Bowman, Gander and Linton (all away).

### **286/19 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS**

No declarations were made.

### **287/19 PUBLIC SESSION**

No members of the public were present.

### **288/19 PLAYSCHEMES**

The following paper was circulated in advance of the meeting:

#### **Playschemes – 19<sup>th</sup> February 2019**

**Committee is asked to review the FITNESS and FUN 2 playscheme run on 19<sup>th</sup> February.**

Following the event, I sent out a SurveyMonkey questionnaire to the parents of the attending children.

This is the feedback received from the seven respondents:

|   |   |
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| Q1. Most importantly, did your child or children enjoy Fitness and Fun 2? | Yes<br>Yes they did<br>She loved it. Bee fit really are great |
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|   | <p>Yes!</p> <p>Yes, entertained for the full 3 hours</p> <p>Yep</p> <p>Yes! Very much</p>   |
| Q2. What did you and your child/ren like about Fitness and Fun 2?   | <p>Variety and having fun</p> <p>The activities &amp; equipment</p> <p>(name) loves games and running around, so to combine it the way Tina and her colleagues do is a big double whammy for us</p> <p>Games, the 'bee fit lady'</p> <p>Physical games and Tina and David were very engaging</p> <p>Kept busy and active</p> <p>There was a good variety of different activities. The kids were happy for the entire time</p> |
| Q3. What did you and your child/ren not like about Fitness and Fun 2?   | <p>Nothing</p> <p>N/a</p> <p>(name)'s never to happy about the long wait between waking up and it starting, also when it comes to the end she can be mildly perturbed</p> <p>Nothing, they enjoy it everytime.</p> <p>Nothing</p> <p>That mummy had to take her home before 1pm ☹</p> <p>Nothing to dislike</p>   |
| Q4. The Parish Council hopes to run two of these playschemes each year. How likely are you to recommend a similar Parish Council event to a friend? | <p>Extremely likely - 6</p> <p>Very likely - 1</p> <p>Moderately likely</p> <p>Slightly likely</p> <p>Not at all likely</p> <p>Unsure</p>   |
| Q5. How did you hear about this event?  | <p>Parish council newsletter</p> <p>Through the school</p> <p>Through school</p> <p>Post at the school &amp; The Parish council Facebook page</p> <p>Parish council</p> <p>My friend is on the parish council, Lisa Duff</p> <p>Through East Preston Infant School</p>  |
| Q6. How easy was the registration process for Fitness and Fun?  | <p>Extremely easy - 4</p> <p>Very easy - 2</p> <p>Moderately easy - 1</p> <p>Slightly easy</p> <p>Not at all easy</p> <p>Unsure</p>   |
| Q7. Tickets were £4 a child. Do you think the event was good value for money?   | <p>Very good value</p> <p>Yeah</p> <p>Too good</p> <p>Yes very happy to pay £4 a child! I would prob not pay anymore for it tho.</p> <p>Yes</p> <p>Yep</p> <p>Yes</p>   |
| Q8. How friendly were the staff?  | <p>Extremely friendly - 7</p> <p>Very friendly</p>  |

|  |   |
|--|---|
|  | Somewhat friendly<br>Slightly friendly<br>Not at all friendly<br>Unsure   |
| Q9. Do you have any comments about the venue? (only six responses)   | No<br>Good venue<br>Good venue, big enough and nice the children got to play games outside too.<br>Good size hall and outside area good for a run around<br>No<br>It worked well as it had outside space as well as a safe indoor space |
| Q10. Is there anything else you'd like to share about Fitness and Fun 2 - good or bad? If you would like a response, please include your email address - thanks. (only four responses) | No<br>Enjoy the event very much and happy to come to each one that is put on<br>If my child is happy then I'm happy ☺<br>I appreciated that we could hand in the slips to the school. Will be coming next time an event is on!          |

The committee agreed the feedback was generally good. Cllr Duff said those present at Fitness and Fun 2 had certainly seemed to be “having a really good time.” Cllr Duff agreed with Mrs Reid’s comments maybe parents could be better involved, and recalled the first scheme Bee-Fit had run for the council during which parents were involved in the Hungry Hippos game. There had been one injury on the day, but this had been a little boy falling over his own feet, and although he had had to have a cut glued, Cllr Duff had subsequently confirmed with the boy’s family all was well. The incident had been recorded in the Bee-Fit accident book. The committee AGREED the maximum number of children present should probably be 35. Cllrs Chapman and Duff will have a chat with Tina Le Merle before the next playscheme about greater parental involvement.

The committee discussed whether or not to have a theme for the scheme on 6<sup>th</sup> August. There was some thinking most children had something at home they could wear, but it might restrict Bee-Fit trying to fit in with a theme. The committee AGREED not to have a mandatory theme, but this would also be discussed with Tina at some point. The committee was aware publicity would need to start early to attract bookings before the school closed for the summer.

#### **289/19    KEPT (KEEP EAST PRESTON TIDY) – STREET CLEAN**

Cllrs Duff and Chapman had both taken part in this event on 24<sup>th</sup> March and had felt it was generally well organised although it did feel as if a lot of attendees were heading off in the same direction. The committee AGREED the organisers should be thanked by the council and also alternative start locations could be suggested as these might encourage participants from closer to those locations to tackle the litter in those areas. Other suggested start points included the fire station, Lashmar Rec, Village Green and the Marjorie Bridger (Scout) Hall.

#### **290/19    EAST PRESTON BEACH CLEAN NO. 13, 14<sup>TH</sup> APRIL**

At the last meeting Cllrs Toney, Linton, Duff and Gander all confirmed they would be present. The Clerk asked they meet at the Council Office at 10:30 on the day to carry kit down to the beach. Also, the Clerk would check Seaview Stores was happy to supply teas and coffees to participants. Publicity and pre-registration had started.

#### **291/19    EAST PRESTON FESTIVAL 2019 – COME AND MEET YOUR LOCAL COUNCILLORS, 13<sup>TH</sup> JUNE**

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

### **East Preston Festival 2019**

**Committee is asked to continue planning the Come and Meet Your Local Councillors event on 13<sup>th</sup> June.**

**Committee is also asked to consider tying the event into Alzheimer’s Cupcake Day - <https://cupcakeday.alzheimers.org.uk/>.**

The Clerk said no councillor had yet advised him they would be unavailable on the day. Tables and chairs will probably be borrowed from The Clockhouse again, though the Clerk needed to confirm this. The event will run from 10:30 to 12:30 but councillors should be around from 09:45 to help set up. Help will also be needed until 13:00 probably to dismantle after the event.

The committee AGREED it would be a good idea to tie in with Alzheimer's Cupcake Day. Cllr Chapman said she would happily bake the cupcakes. The council will fund the ingredients necessary. Attendees will be asked to make a (voluntary) donation for the cupcake and the funds raised will be sent to the Alzheimer's Society.

#### **292/19     FREE TENNIS COACHING ON THE WARREN RECREATION GROUND**

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

### **Tennis coaching at the Warren Recreation Ground**

**Committee is asked to consider a publicity strategy for this year's free-to-participate tennis lessons again on the Warren Recreation Ground.**

I have agreed the following session dates with Cllr Linton and Andrew Cook, Head Coach at Angmering-on-Sea Lawn Tennis Club – Friday mornings 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> July.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

Perhaps an intergenerational photo opportunity with Andrew Cook could be arranged? This could then be used on posters. As this event will be free for participants, it was possible the Junior School would help with publicity as it had helped publicise the Village Spring Clean.

#### **293/19     FRIENDS OF ST MARY'S – CHRISTMAS TREE FESTIVAL 2019**

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

### **Friends of St Mary's Christmas Tree Festival**

**Committee is asked to consider the council's participation in the Christmas Tree Festival in December.**

At the previous two Christmas Tree Festival, the council accepted the invitation to be featured prominently with one of the two larger trees behind the altar. There is a financial implication, about £50 for the tree itself, and we can cover that in the budget easily enough. There may be a further financial implication in buying decorations for the tree and a human resources implication in decorating and later stripping the tree.

Simon Cross – **Clerk to the Council**

21<sup>st</sup> January 2019

The committee AGREED the council should take part again. The committee liked the suggestion the theme for the tree could be the ways in which the council supports and promotes the wellbeing of its residents.

#### **294/19     MINUTES OF THE MEETING HELD ON 28<sup>TH</sup> JANUARY 2019**

The draft Minutes of the meeting held on 29<sup>th</sup> January had been circulated to all members on 31<sup>st</sup> January asking for suggested amendments by 7<sup>th</sup> February. Some amendments suggested by Cllr Gander, specifically to Minute 093/19, were implemented.

The committee AGREED the Minutes could be signed as a true record of the meeting which had taken place on 28<sup>th</sup> January and this action was duly completed by Cllr Duff.

#### **295/19     UPDATE ON MATTERS FROM PREVIOUS MEETINGS**

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

## Matters Arising from previous meetings

**Minute 093/19 – Wellbeing – WSCC Public Health – Healthy Lifestyles Team** – Dr Bailey has provided a draft Five Ways to Health article for inclusion in the Spring 2019 Newsletter. I forwarded this to Cllrs Duff and Gander for their consideration. A meeting between the three of us is probably needed to tie this down further.

Cllr Gander has now attended a meeting of the Local Community Network and her report from that meeting is copied below and will also be included in the supporting papers for the Full Council meeting on 1<sup>st</sup> April.

**Minute 096/19 – East Preston Festival 2019** – the relevant paperwork was completed and returned to the Festival Committee on 30<sup>th</sup> January.

**Minute 102/19 – Newsletter** – delivery of the newsletter seems to have been the most successful for a while with not one person complaining of non-receipt.

**Minute 106/19 – Meeting with neighbouring parish councils** – Cllr Linton attended the meeting in Rustington on 5<sup>th</sup> February and her report was circulated to Full Council in the Supporting Papers for the March meeting. The next meeting will be on 21<sup>st</sup> May and with a September date already agreed, there is nothing further for this committee in reference to this matter.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

Nothing was added.

## **296/19    NEWSLETTER**

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

### Newsletter

#### **Committee is asked to consider content for Newsletter No. 51, Spring 2019.**

The Spring 2019 issue will be published towards the end of May. I have asked Bob Billingham if he could come along on 13<sup>th</sup> May and take a new class photo of all councillors as it will be the first newsletter following the local election.

This is an updated list of articles for inclusion:

end-of-year / end-of-term report from the Chairman (which we shall write together);  
a new term “what do you want from us?” article;  
annual list of councillors (with class photo);  
final update on South Strand toilets;  
tennis coaching;  
Five Ways to Wellbeing;  
Village Life (diary);  
Thanks;  
Something from East Preston Business Community;  
Car-parking at the southern end of Sea Road

Assistance in writing any of these articles would be appreciated. It’s difficult to predict whether or not this will be a 4-page or 6-page issue. Best to aim for four if possible.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

The committee AGREED publicity for the August playscheme should be included.

The Clerk said he had received an email from a couple of residents who helped clear grass cuttings around the village. Part of their email was to query why more people in the village did not do the same, just outside their own properties even. The Clerk had suggested to them perhaps an article of them explaining their motivation could be included in the newsletter. They were interested and the committee AGREED this would be a good idea.

The Clerk believed it was likely the newsletter would go to six sides and the committee ACCEPTED this.



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

## Wellbeing in East Preston

**Committee is asked to receive an update on council involvement in NHS Local Community Networks.** As mentioned above Cllr Gander did attend an LCN meeting on 14<sup>th</sup> March. Her report follows:

### **Arun (Rustington, East Preston, Angmering, Littlehampton (REAL) Local Community Partnership Board Meeting on 14<sup>th</sup> March 2019.**

I attended this meeting held at Angmering Medical Centre. The Board had representatives from many agencies, councils and the voluntary sector, including GP Primary Care, Citizens Advice, Age UK, MIND, WSCC Public Health and Sussex Community Foundation Trust.

An LCN is best described as a network of health, council, voluntary sector leaders, working with local communities to create a shared ambition and more integrated approach to organising and improving the health and wellbeing of their whole local population. Items discussed included:

#### **Frailty**

Among other initiatives, Sussex Partnership is working on a Falls Project, identifying people who are at risk of falls and putting in place preventative support. The community are also identifying and supporting vulnerable or terminally ill people prior to them reaching crisis point.

#### **Children and Young People Mental Health**

There is work in progress to increase liaison between GPs and Schools. It has been recognised that there are a lot of services available, provided by many, but these may not be co-ordinated, and stakeholders are not aware of the full range on offer. A stakeholder event is planned later in the summer to design a 'map' of services to address this issue.

MIND charity has just gained 3-year funding from the Big Lottery for the Families in Mind project which supports parents of young children who may be struggling with isolation or other mental health problems.

#### **Integrated Prevention and Earliest Help Services (IPEH)**

This service run by WSCC delivers a 'whole family' approach ensuring that children's needs and welfare are being met and maintained as well as those of the family. This is done by working with the family, local communities and others already supporting them.

#### **Primary Care**

GPs have been given a new NHS contract which makes a big commitment to investment in the future – the biggest for 15 years. Practices will work together, forming primary care networks of between 30 – 50,000 patients. These PCNs will be the delivery mechanism for a multi-disciplinary approach to healthcare. The biggest investment is in people and practices will be able to recruit more staff to better manage patient demand, including pharmacists, physician associates, physiotherapists, social prescribers and paramedics. These new networks will be live from 1/7/2019. Negotiations are ongoing on the formation of the local PCNs.

#### **REAL Patients Group**

The next public event is on 23<sup>rd</sup> March at the Windmill Theatre in Littlehampton

#### **ECHO**

**echo** improves the coordination and delivery of end of life care across Coastal West Sussex by linking key services via a 24/7 telephone coordination hub staffed by trained nurses.

For patients with a terminal illness, or are approaching the end of life, **echo** acts as a single point of contact to offer advice and support at what can often be a difficult time for the patient and family.

Councillor Pat Gander

Unfortunately, Cllr Gander is unable to attend this committee meeting.

**Committee is asked to consider intergenerational events.**

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

As Cllr Gander was not present, the committee could discuss the Local Community Networks report no further.

**298/19     DEATH OF A SENIOR PERSON OF STATE**

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

**Death of a senior person of state**

**Committee is asked to continue consideration of a policy for actions to be taken upon the death of a senior person of state.**

At the time of writing Cllr Linton and I have been unable to meet to progress this matter.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

The Clerk reported there had been no progress on this item. The advance purchase of some condolence books will be considered at the next meeting.

**299/19     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 on the creation of the guide.**

The publisher is still selling advertising space. Until we are advised it is ready for our copy, there is nothing else we can do at this time.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

There was no update.

**300/19     COMMUNITY SPEED WATCH**

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

**Community Speed Watch**

**Committee is asked to receive an update on Community Speed Watch in the village.**

Following the last meeting, I contacted Keith Harris and asked him about providing some more detail in reports to this committee. Keith replied on 11<sup>th</sup> February, "Yes fine – do you want me to present the data in person? The basic data is limited and, without context and qualification, could be very misleading. It may be that just an initial presentation of the data would suffice and then in future meetings a brief written summary would do."

As he and Cllrs Linton and Gander are unavailable for the meeting on 25<sup>th</sup> March, I have invited him to attend on 28<sup>th</sup> May, and he has accepted, unforeseen circumstances permitting.

Simon Cross – **Clerk to the Council**

13<sup>th</sup> March 2019

The committee was happy it would meet with Mr Harris at the next meeting.

**301/19     DEMENTIA AWARENESS EVENTS**

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

## Dementia Awareness

**Committee is asked to consider the hosting of some Dementia Awareness events.** Further discussion on this matter can probably be deferred until after the session being held on Tuesday, 16<sup>th</sup> April for councillors. Local businesses subscribed to the council's e-newsletter for businesses have been given the opportunity to attend on 16<sup>th</sup> April too.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> March 2019

The committee AGREED to invite representatives from neighbouring councils – Angmering, Ferring, Kingston and Rustington to attend.

As there had currently been no take-up from local businesses, the committee AGREED a quote from Cllr Duff, about the value of the training, be included in further correspondence to the local businesses.

### **302/19    NEXT MEETING (28<sup>TH</sup> MAY)**

Cllr Duff advised she may be on holiday.

*The Meeting closed at 19:45hrs.*

Chairman: *Cllr Elizabeth Linton*    Date: **28<sup>th</sup> May 2019**