



EAST PRESTON PARISH COUNCIL

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

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FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Proceedings of the Finance and General Purposes (F&GP) Committee held on 18th February 2019 at Council Office, 122 Sea Road, East Preston at 10:00.

PRESENT: Councillors G Mathias, R McElroy (from 10:05), S Toney and S Wilkinson (Chairman)

ALSO: Clerk to the Council, Simon Cross
Assistant Clerk to the Council, Dawn Reid

ABSENT: Councillors E Linton and D Shah

The meeting opened at 10:00. In the absence of the committee chairman, Cllr Shah, the Vice-Chairman, Cllr Wilkinson assumed the chairmanship of the meeting.

147/19 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received from Cllr Linton (unavailable) and Shah (away).

148/19 PERSONAL AND/OR PERSONAL/PECUNIARY INTERESTS

No Interests were declared.

149/19 PUBLIC QUESTION TIME

No members of the public were present.

150/19 MINUTES OF THE MEETING HELD ON 10TH DECEMBER 2018

The draft Minutes had been circulated to all councillors on 18th December asking for suggested amendments by 31st December. None had been forthcoming.

The committee AGREED unanimously the Minutes could be signed as a true record of the meeting held on 10th December. This action was duly completed by Cllr Wilkinson.

151/19 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Nothing was added to the following report which was circulated in advance of the meeting:

Updates from previous meetings

Minute 927/18 – Arun & Chichester Citizens Advice – Full Council approved the budget for the coming financial year including money to help Arun & Chichester Citizens Advice set up an outreach service in the village. I have informed Mr Badioli of this and he has started on the planning.

Minute 928/18 – Council Budget for 2019/20 – Full Council approved the proposed budget of £282,405.20 at its January meeting.

Minute 929/18 – Council Precept for 2019/20 – Full Council also approved the proposed precept of £265,941.80 at its January meeting. Unfortunately, I now realise my desk calculator does not work in the same way as every other calculator I have ever used – if you add on a percentage it doesn't calculate it correctly. So, if you did 100 + 50%, the correct answer would be 150, but my desk calculator makes it 200. It was my desk calculator I unwittingly used to calculate a 7.5% and it actually gave an 8% increase. This was only discovered when I fed the precept info over to Arun District Council. I have ordered a new desk calculator and this type of calculation will be the first I attempt.

Simon Cross – **Clerk to the Council**

12th February 2019

152/19 SOUTH STRAND TOILETS

(Cllr McElroy joined the meeting during this item.)

The following report was circulated in advance of the meeting and covers the next two topics:

South Strand toilets

Committee is asked to agree a proposal to provide ongoing financial support to any body constituted to keep open the South Strand toilets.

Included in the approved budget for 2019/20 is £1,000 as a (maximum?) contribution to keeping the South Strand toilet block open, this in recognition the toilet block is used by some East Preston residents.

The local residents and organisations working together towards a body which can agree a lease with Arun District Council for the future operation of the toilets are initially looking for a financial commitment of ten years, where possible.

As the largest organisation involved, excluding Arun District Council itself, we could be one organisation in a position to make a ten year commitment now. At the last meeting of the interested parties, Cllr Wetherall, Vice-Chairman of Kingston Parish Council suggested Kingston Parish Council was committed to a financial contribution for the next ten years.

Does this committee want to propose to Full Council it makes a ten-year commitment? If so, does it want that commitment to be a flat-rate of £1,000, a sliding contribution (maybe drop £50 per year), £1,000 reviewed annually in line with RPIJ (or equivalent), or some other suggestion.

Presumably, any contribution will need to be on condition the toilets have been open for an acceptable amount of time the previous year and kept in an acceptable condition?

Simon Cross – **Clerk to the Council**

12th February 2019

Cllr Wilkinson, as the council's representative to any body constituted to run the toilet block in the future, reported on the meetings had leading towards the formation of such a group. Kingston Parish Council had committed to £300 per year, this sum based upon £1 per household. At the last meeting of the toilets group, Kingston Cllr Wetherall had said the £300 per year was a commitment for ten years. At that meeting, the West Kingston Residents' Association (WKRA) had said it was willing to contribute £500 a year subject to learning the overall annual costs for the toilet block and Angmering-on-Sea Estate Residents' Association (AoSERA) had committed to £1,500 for the first year. The AoSERA financial commitment beyond the first year needed to be agreed at the Association's Annual General Meeting in May.

The committee AGREED unanimously the council should grant the whole £1,000 to the body which took out a lease with Arun District Council after this council's lease had expired.

The committee also AGREED unanimously to defer any discussion about future financial commitments until after the local elections in May.

153/19 LIKELY END-OF-YEAR OUT-TURN

The Clerk reported there was likely to be £10,000 underspend against budget for the current financial year. This had been helped by income being above budget.

154/19 OUR LADY, STAR OF THE SEA

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

Christmas Day lunch

Committee is asked to note the following letter:



CATHOLIC PARISH OF EAST PRESTON WITH ANGMERING
CHURCH OF OUR LADY STAR OF THE SEA

THE PRIEST'S HOUSE, VERMONT DRIVE,
EAST PRESTON, WEST SUSSEX. BN16 1JU

Parish Priest: Fr David Rea

Deacon: A. Veness

Tel: 01903 785091 *e-mail* ourlady.ep@btinternet.com

11th January 2019

**Mr. S. Cross,
Clerk to the Parish Council,
East Preston Parish Council,
122-124 Sea Road,
East Preston.
West Sussex. BN16 1NV**

Dear Mr. Cross,

On behalf of the Catholic Parish of Our Lady Star of the Sea, may I express my sincere thanks to you for your generous assistance towards our Christmas Luncheon, which was held on Christmas Day in our Parish Hall. The luncheon and subsequent activities were enjoyed by thirty four people from the Community, who would have been on their own, or who were unable to prepare a festive lunch. Several lunches were taken out to those, who through illness, were unable to join us,

Please accept my apologies for the late response to your kindness.

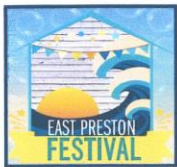
Yours sincerely,



Fr. David Rea

155/19 EAST PRESTON FESTIVAL COMMITTEE

The application form from the East Preston Festival Committee for a grant had been circulated to committee members in advance of the meeting, together with the following covering letter and a list of the organisations awarded Festival Committee grants in 2018.



East Preston Festival 2019
Friday 7th June – Sunday 16th June

Email: eastprestonfestival@hotmail.co.uk



44, Golden Avenue
East Preston
BN16 1QX

4th March 2019

Dear Councillor Toney,

I am writing to you on behalf of the Festival Committee to thank you and all the Parish Councillors for your generous grant of £2,000 to cover our Annual Public Liability Insurance and as sponsorship of the popular, if noisy, Children's Extravaganza.

We are changing one of our entertainers this year and have, new to us, Beefit coming in for 3 hours to organise games, singing and fun for the children, along with Punch and Judy and the ever popular Robbie the Magician.

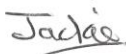
Rachel, from the Village Pre-School very kindly spends her afternoon painting faces.

It's a great start to Festival and encourages families to feel part of our great seaside community, so we are delighted that you feel able to sponsor this event again, and will, of course, put the Parish Council logo by the listing in the programme.

It is only with the help of sponsorship from businesses and the Parish Council that Festival continues to thrive, and enables us to release funds back into the area.

We would like to thank you for your continued support, and to Simon and all the staff in the Parish office who help us in numerous ways.

With many thanks



Jackie Pilcher
Festival Chairman

The committee AGREED unanimously to award the Festival Committee up to £2,000 (the sum in the 2019/20 budget) to cover the Festival Committee's insurance premium and a children's event.

156/19 COUNCIL OFFICE EXTERIOR REDECORATION

The following report was circulated in advance of the meeting and covers the next two topics:

Council Office exterior decoration

Committee is asked to consider quotations received for the redecoration of the front of the Council Office.

The exterior of the Council Office was last decorated in Autumn 2014. It needs to be done again. At the time of writing, we have received two quotes and a third one has been promised me.

Supplier 1 – “to prepare outside paintwork; prime/undercoat outside paintwork; gloss outside paintwork; materials included” - £450. (N.B. this quote is from last March and will probably have increased a little since then)

Supplier 2 – “Thoroughly prepare masonry and woodwork. Apply two coats of exterior masonry paint to relevant areas. Remove all areas of rot and make good. Apply primer, undercoat and gloss to woodwork. Total cost including labour and materials” - £850

Supplier 3 – awaiting

Financial Regulations state quotations are not required for expenditure under £3,000. There is £3,000 in the budget for 2019/20 for Parish Office Maintenance / Improvements. That said, I did wonder whether councillors might be inclined to do this themselves...

Simon Cross – **Clerk to the Council**

12th February 2019

Committee members went outside to assess the work needed. Back inside, the committee AGREED unanimously to accept the second quotation as it appeared to cover a lot more ground.

157/19 CRIMINAL DAMAGE - REWARD

The Clerk reminded the committee Full Council had asked it to consider the value of any reward to be offered to anyone providing information leading to a conviction following the targeted criminal damage that took place on the Village Green in the early hours of 3rd February.

Following the Full Council meeting, the Clerk had contacted the Sussex and Surrey Association of Local Councils to ensure it was legal for a council to offer a reward. Trevor Leggo replied: “Using S137 you can do so provided the reward is proportionate to the cost of the damage. I suggest you speak to CrimeStoppers for advice.” The Clerk had contacted CrimeStoppers but was yet to receive any advice.

The Clerk had mentioned the chance of a reward in an email to residents on 6th February but this did not seem to have brought forward any further information.

The committee AGREED the council should be in a position to offer a reward in the future. The sum of the reward would be agreed electronically by the members of the Finance & General Purposes committee at the time.

158/19 CRIMINAL DAMAGE - CCTV

The Clerk advised the committee there would be up to £7,000 left in the Contingency budget line for the current financial year. As the council's requirement for cctv covering, at least, the Village Green had come after the budgets had been set for 2019/20, he suggested the committee recommend to Full Council any money left on that budget line at the end of the financial year be ring-fenced for cctv. The committee AGREED unanimously.

159/18 ITEMS FOR THE NEXT MEETING (29TH APRIL)

Nothing additional was raised.

The Meeting closed at 10:40.

Chairman: *Councillor Danny Shah* Date: **29th April 2019**