



EAST PRESTON PARISH COUNCIL

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AMENITIES COMMITTEE

MINUTES: of the Proceedings of the Meeting of the Amenities Committee held on 8th July 2019 at East Preston Infant School, Lashmar Road, East Preston at 19.00.

PRESENT: Councillors McElroy (Chair) (from 19:10), S Toney (Vice Chairman) , E Linton, S Wilkinson and D Moore.

ALSO: Assistant Clerk to the Council, Dawn Reid

Clerk to the Council, Simon Cross

Mr B, Kick Cancer (until 19.19)

Mr D B (until 20.30)

ABSENT: Councillor B Gale and Councillor D Shah

The meeting opened at 19:00, Councillor Toney (Vice-Chairman) opened the meeting in councillor McElroy's (Chairman) absence and welcomed the attendees.

594/19 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received and accepted from Councillor Gale (holiday).

Explicit apologies had not been received from Councillor D Shah but the committee was fully aware he was away long-term on family business.

595/19 PERSONAL AND/OR PREJUDICIAL INTERESTS

Councillor Toney asked councillors to declare any Personal/Prejudicial Interest prior to the agenda item being discussed.

596/19 PUBLIC QUESTION TIME

Mr A B attended the meeting to discuss Agenda Item 11b, *To consider a revised proposition of the proposal of a Christmas Wonderland on the Village Green 14th- 21st December 2019*, it was agreed to discuss this item first.

The committee NOTED the information on the proposed event that had been circulated in advance of the meeting.

At the last meeting the committee agreed not to grant the application at that time and expressed concerns regarding the event's timings/dates. The committee agreed Mr B could submit a revised proposal. The proposal is to hold a Kick Cancer Christmas event, a Christmas Wonderland on the Village Green, 14th-21st December 2019.



Kick Cancer
Gratwicke House
10 East Street
Littlehampton
West Sussex
BN17 6AW
Tel. 01903 910154
email spider15854@googlemail.com

Dear Simon

Further to the Council meeting on 20th May, I am in full agreement with the constructive suggestions of the Committee with regard to the time frame of the Kick Cancer Christmas event. I have taken on board the comments of the committee but feel it necessary to keep it to eight days incorporating two weekends so overall income from the event exceeds sponsorship. To reduce the amount of days whilst possible, would reduce the income for the event considerably. As suggested by the Committee Kick Cancer will to hold the event from 12pm to 8pm on the weekends and 4pm to 8pm during the week.

I have had positive response from a number of different people including, interest from potential vendors and many offers of volunteers should we proceed. As well as offers of materials, I have also sourced a storage area for any event equipment should the go ahead be given by the Parish Council.

Santa's Grotto is likely to be a big attraction at this event, this will be inside a large marquee with appropriate backdrops. With a sprinkle of imagination we intend to create a magical grotto. It is intended to have a number of Santas over the suggested time frame. Whilst there is no requirement for Santa to be DBS checked, Kick Cancer will ensure our volunteer Santas are aware of child protection procedure and how we would like them to interact with the children. We will have a DBS checked person in the grotto whilst children are there and will encourage parents and guardians to also interact.

We expect Santa's grotto to be a popular part of the event and we will have a booking system in place to avoid queuing. We will also retain some spare places to try not to disappoint children who are not booked. It is expected that groups of children can visit Santa's grotto for a period of 30 minutes. Their time there will be spent visiting the mini farm (also in the marquee), play some games and write a letter to Santa with Mrs Claus and elves assisting. Santa will make an appearance to tell the children a short story, have a photograph taken with each of the children and give them a small gift appropriate to the child. The children will also have the chance to post their letters to Santa. One child's letter will be picked out at the end of the event to receive a special gift for Christmas.

The mini-farm will consist of a number of different lovable animals which will be allotted pens. All the animals will be cared for throughout the duration of the event. This will include adequate bedding and appropriate food and water. There will also be heaters where needed.

We would like to have a small number of stalls for children and adults to play games on the green along with two or three small children's rides at the event.

As well as outlets for doughnuts, burgers, hot dogs etc. we will invite local restaurants to take part in the festivities offering different ethnic food varieties on different days.

The market will consist of no more than 10 stalls offering an array of goods to the public. One of the intended stalls will be of knitted and crocheted babywear and some fabulous toys. We also anticipate there being a deli counter, different selections of wines for Christmas, leather goods, perfumes/toiletries and more.

We would also like to organise carol singers and a brass band on the weekends. Possibly our local schools may be interested.

It is the intention of Kick Cancer to create a magical Christmas ambience for children, families and the local community.

May I reiterate that Kick Cancer will see that all health and safety and fire safety regulation protocols are in place. The safety of the public is paramount so we plan to have security, this will also include overnight security each night. The event team will be also be instructed in safety protocol.

I am confident that this could be a successful event at the same time helping Kick Cancer in its early stages of starting up.

I would like to thank the committee for the attention they have given this matter.

Kind regards

Tony Brennan

Prior to the discussion the Clerk read out correspondence received from Mr S relating to this agenda item. The correspondence raised concerns regarding the length of the event, the level of noise and the disruption of the event may cause for the surrounding neighbourhood.

The committee gave Mr B the opportunity to respond to the concerns received.

Mr N B assured the committee he could see no problem with disruption as the event would be very well supervised and it would also not be a problem keeping noise levels down. Mr B kindly offered to inform the neighbouring members of the public prior to the event as he had previously done when running the Party on the Green event.

Mr B understands that the number of hours the event runs needs to be reasonable so he has reduced the hours in his proposal as suggested by the committee at the previous meeting. Mr B felt the only way he was able to make money for the charity Kick Cancer was to run the event over the two weeks period.

The committee considered the proposal and expressed their concerns regarding damage to the Village Green surface due to heavy footfall and also safety aspect with the busy roads and parking in the area.

Mr N B assured the committee wooden walk ways would be strategically placed to reduce damage and assured the committee the event is weather dependent and if the weather was bad the event would close. The event would have liability insurance which would be purchased closer to the time, this would cover any damage to the property.

The committee asked Mr B if he had the following in place: Health and Safety reports, Risk Assessments, Insurance, Events Licence documentation and security. Mr B assured the committee all the relevant documentation was in place and he would be able to supply it to the council.

The committee voted and AGREED to grant the event permission to take place, subject to the required documentation being submitted and accepted by the council in advance of the event.

(19.19 Mr B left the meeting)

597/19 MINUTES OF THE AMENITIES MEETING HELD ON 20th May 2019

The draft minutes had been circulated to all Councillors on 4th June 2019 asking for suggested amendments by 10th June 2019. A minor amendment was received from Councillor Wilkinson which has been incorporated in to the minutes

The minutes were accepted by the committee as a true record of the meeting held on 20th May 2019 and were duly signed by Councillor McElroy.

598/19 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

The committee NOTED the following update report produced by the Assistant Clerk which had been circulated in advance to the meeting:

Matters Arising from previous Minutes and not covered on this agenda

Matters Arising from 17th July 2017

Minute 532/17 – WRG – Telescopic Posts – This is on the list for the Council’s handyman to do but he has various health issues he is unable to carry out this work at present. The existing posts are perfectly serviceable. The new posts will eventually replace the older ones and these will be stored away in the Council’s garage as back up.

Matters Arising from 21st January 2019

Minute 069/19 – Noticeboard-Worthing Road - The Council’s handyman has completed the restoration work and the notice board is in place at the left hand side of Bus Shelter on Worthing Road.



Matters Arising from 18th March 2019

Minute 262/19 - Planter outside northern shops in Sea Road – An application has been submitted to WSCC for a licence to erect the bollards. WSCC have said they are very busy at the moment and the application is still awaiting action. Once this has been received the bollards can be fitted, I will then contact WSCC to apply top soil and re seed. A planter could then be added at a later date if wished.

The committee reviewed the report, Minute reference 069/19 was AGREED to be removed as completed.

599/19 PUBLIC TOILETS – SEA ROAD – a) To receive an update on the refurbishment project

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

At the last meeting the committee agreed to delegate the opening of the three tenders to the working party, it was agreed the working party would recommend the chosen contractor to Full Council meeting 3rd June 2019.

The working party met on Thursday 23rd May 2019 to open the three tenders, Councillor's Toney and Linton and Councillor Terry Chapman (ADC) along with Lauren Willard (Architect) and the Assistant Clerk were present at the meeting. Councillor Chapman opened the three tender documents in the presence of the above.

The working party discussed all three tenders in great detail and raised concerns regarding price change sums and VAT.

The sub-committee agreed to recommend Cloud 9 Contractors as their chosen company to the full Council at the meeting 3rd June 2019. Councillor Chapman expressed his views that Cloud 9 Contractors proved to be the most cost effective tender and best value for public money and is an East Preston based company.

Lauren has contacted Cloud 9 informing them their tender had been successful and they have agreed to honour their price until October 2019. I have written to Lauren on 5th June asking if she can confirm she would carry out a final due diligence check on Cloud 9 contractors and asking if we could we arrange to meet soon with Cllrs Toney and McElroy to discuss any contract regarding Cloud 9 contractors. Lauren has confirmed Cloud 9 has said 7th October 2019 as the start date.

A meeting has been arranged for Thursday 4th July to discuss the above.

The Assistant Clerk confirmed a letter has been sent from the council to Cloud 9 Contractors informing them their tender had been successful and engaging their company to carry out the refurbishment project subject to receipt of a final due diligence from the architect.

Councillor McElroy informed the committee he had attended a meeting 4th July 2019 with Lauren Willard (Architect), Councillor Toney and the Assistant Clerk. At the meeting Lauren confirmed Cloud 9 Contractors had revised the start date the start date to Monday 30th September and she confirmed she had carried out a final due diligence check and is happy with Cloud 9 Contractors suitability for the project.

The Assistant Clerk informed the committee the Asbestos Inspection had been carried out on the Toilet Block and the initial feedback is there were no major concerns at this point. Samples have been taken away and a report will be available shortly.

The committee AGREED to form a sub-committee to oversee the projects progress and liaise directly with the project manager.

A vote took place and the committee AGREED Councillors McElroy, Toney and Moore would form the subcommittee. The Assistant Clerk will organise the first meeting in due course.

600/19 PUBLIC TOILETS – SEA ROAD – a) To discuss the appointment of project manager

Councillor McElroy informed the committee at the meeting on 4th July 2019 with Lauren (Architect), Councillor Toney and the Assistant Clerk. Lauren had expressed her wish to continue with the project, in the role of Project Manager. Lauren will confirm this in writing to the committee.

The committee AGREED to appoint Lauren as Project Manager on receipt of the above.

Councillor Linton informed the committee she had received correspondence relating to the Sea Road Toilet Lights. Mr S, a member of the public asked for it to be raised that the external Sea Road Toilet lights are always on.

The Clerk informed the committee the electrician is due to visit again and hoped to rectify the matter.

601/19 PUBLIC TOILETS – SOUTH STRAND b) To receive an update on the South Stand Community Toilet Group

Councillor Wilkinson, the council's official representative to the SSCT group gave the committee a progress update.

The group had received a draft lease from ADC and have asked a solicitor to look over the document. ADC's Estate's Manager is on Annual Leave until 17th July so nothing will progress until after this date. The group are still waiting for a decision from ADC regarding the cleaning contract and there has still been no confirmation on who is responsible for the inspections such as Asbestos and Legionella.

The Clerk informed the committee that Everflow has logged an official complaint with Southern Water asking for them to supply the definitive location of the water meter.

The SSCT group was looking into the process of changing the status to a charity but this process was not simple and would take time.

The committee thanked Councillor Wilkinson for his report.

602/19 SEA ROAD – BEACH ACCESS a) To receive an update on ensuring the future of access to the beach at the bottom of Sea Road

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

At the committee's last meeting it was agreed to continue down the route of Marine and Coastal Access Act 2009 as previously work on and not to continue with the application for 'Public Right of Way' given there is no guarantee of an outcome and the complexities and high costs of the process. As suggested I contacted Wellers Hedley's solicitors the council's Legal Advisor to seek advice on what the council do next and also Geoff Taylor (ADC Foreshore Officer) with regards to replacing the concrete bollards.

The solicitor has responded apologising for the delay in getting back to me which was due to heavy workloads. The solicitor has set aside time to go through the history and they will contact me afterwards. Nothing has been received at the time of writing.

I contacted Geoff Taylor (ADC Foreshore Officer) again to check if he had received any response with his request for support from ADC managerial: Estates/Engineering on this matter. Geoff copied me into an email received from Karl the engineering team:

"Arun District Council have no entitlement or control over this piece of land. The Engineering department have no objection to the exchange of the concrete bollards for plastic counterparts provided that we are issued with a copy of the access key to enable our team to work on the adjacent groyne field."

Geoff ADC Foreshore Officer responded:

"Other than that as Arun don't own or control this part of the beach/foreshore so I'm not sure what else we can offer the Parish Council. From my own personal point of view I can still access the beach with a vehicle by entering via the gap near the old Bella Vista (now apartments) off South Strand or by the removable bollards at the southern end of Sea Lane."

In view of the comments received from the Foreshore officer the committee is recommended to agree for the chairman of the committee and chairman of the council meet with the owner of the Caravan Park to discuss this proposal further.

The committee is asked to note the following correspondence received from a member of the public regarding beach access for buggies, prams and wheelchairs, the Clerk has responded to this email:

Please can you let me know if there are any immediate plans to make access to the beach easier for buggies, prams and wheelchairs. If not, why not? The current discrimination makes enjoyment of East Preston's major attraction impossible and while children can be carried across the stones adults who are wheelchair bound are unable to enjoy the seaside.

*Thank you
AW*

The committee NOTED the above correspondence received from a member of the public on this matter.

The Assistant Clerk informed the committee the solicitor had responded late that day, due to the lateness of the response it will be discussed at a later date.

A discussion took place and the committee AGREED that Councillors McElroy and Toney and the Assistant Clerk would meet to look at the two separate issues and the solicitor's response and decide where to progress from there.

603/19 EAST PRESTON VILLAGE GREEN – a) To receive an update and information relating to the installation of a CCTV scheme to cover the Village Green

Councillor McElroy declared a Prejudicial Interest in this item and left the room.

This Agenda Item was led by Councillor Toney as the committee's Vice-Chairman.

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

The sub-committee has explored different options where to locate the CCTV cameras on the Village Green, to ensure all areas are visible. One option is to use the existing lamp posts at the Willowhayne end of the Village Green and tap in to their power supply. Another option was locating CCTV cameras at the front end of the Village Green and use the existing power supply already on the Village Green.

Since the last report Simon Francis SSE has inspected the electrics on the Village Green and advised: The lamp posts belong to WSCC, therefore the council would need to apply for permission to the Third Party Attachment Department and this department would require further product information.

In preparation I have contacted all three CCTV companies requesting the information.

Simon SSE also recommended that if installing CCTV cameras at the front of the Village Green the existing power supply located at the corner of the Village Green would need upgrading.

Councillor Wilkinson gave the committee an overview of the project's progress so far: Three companies have visited and provided advice and product information to the sub-committee. The sub-committee had been exploring different options to locate the CCTV, to ensure good coverage of the Village Green.

The three options currently being explored:

1. The Council supply its own base and post at the western end of the Village Green to locate the camera
2. Use the existing WSCC lamp posts at the eastern end of the Village Green to locate the camera
3. Use the existing WSCC lamp post on Sea Road at the west of the Village Green to locate the camera

Once the three companies had provided the product information it could be passed to WSCC Third Party Attachment Department. The sub-committee would then consider which option was the best and advise the committee.

The committee thanked Councillor Wilkinson for his update.

604/19 EAST PRESTON VILLAGE GREEN – b) To receive an update on relocating the table football table within the Village Green

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

At last meeting the committee agreed to relocation the football table to the MUGA area, if this is viable with ADC and Councillor Toney suggested the Fire Service may be able to assist with moving the football table.

I contacted Neil O'Connor ADC and he has no objections to the football table being re located to Lashmar Recreation Ground, close to the table-tennis table area. In view of this Neil has said he will amend the current table tennis agreement to include the football table. We are waiting to receive the amended agreement.

The Assistant Clerk advised there are no further updates since the report was circulated.

605/19 EAST PRESTON VILLAGE GREEN – c) To receive an update on signage around the Boules Piste

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

At the last meeting during the public question time Mr M expressed his concerns that the Boules Piste was showing signs of wear due to members of the public using it as a footpath and playing pitch. Mr M asked if the committee was able to request that members of the public keep of the area. The committee suggested putting up a keep off the area sign if the budget allowed.

On considering the best location for a sign so it would not get damaged, the Clerk contacted [REDACTED], about the possibility of painting the notice on the surrounding sleepers. [REDACTED] (edited) reply follows:

“Immediate thoughts are that generally speaking the piste is pretty indestructible. It is designed to be walked on so people walking on it is not a problem providing play isn't in progress in which case they usually get an ear-full.

“Young kiddies playing sand (gravel) castles isn't a problem but the older youth playing football on it or using it as a mountain bike skid track isn't good but this doesn't appear to be happening as much this year so far. We can usually rake out the lumps and bumps when it happens, it's annoying but it is an open public amenity which is bound to attract the attention of the people who like to spoil things as happens with all the other public amenities from time to time.

“I think the existing signage politely covers the do's and don'ts and anymore may appear Draconian [...] The problem with painting notices on the sleepers is that they have been pressure treated with creosote or some form of oil and the paint doesn't stick for long. The white lines were repainted in April and they have already worn away considerably but usually last a season so I don't think that is an option.

“Personally I don't think we have a major problem, the piste it is its ninth year and touch wood so far has stood up well to all the abuse. I now take a view that there are an awful lot of terrains in France that make ours look like a billiard table.”

In light of this, I would recommend the committee accepts [REDACTED] comments and takes no further action at this time except to write to Mr M to explain the committee's decision.

The committee AGREED no further action to be taken as there is no major problem. The Assistant Clerk will write to Mr M informing him of the committee's decision.

606/19 EAST PRESTON VILLAGE GREEN– d) To receive information and discuss the issue with weeds in the flower beds on the Village Green

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

The wildflower beds have been taken over by the same weed which appeared last year. Dave Farrant Tivoli Group Ltd advised the only action is to total weed kill the area before they go to seed:

I have made the decision to spray off all of the meadows we seeded in East Preston at the next opportunity.

The weed has taken over them all and need to kill them off before they go to seed.

We will continue to eradicate the weed until next year with more treatments.

Next year I will prepare and re-seed all the areas as a good will gesture.... if we have managed to remove the weed from the meadow areas.

You might want to let others know and hope the sacrifice this year will enable us to continue the meadows moving forward.

All I can do is apologise and the weed that has got into the meadow areas is really out of my control.

As events are planned on the Village Green over the summer I suggested getting together a group of volunteers to pull out as many weeds as possible. After further correspondence with Dave he expressed the urgent need to weed kill the area and that the volunteers would be wasting their time and also hindering the recovery process. I asked Dave for an overview of his proposal and he responded:

“The meadow areas were sprayed off last Friday.

The next step is when it browns off (normally a couple of weeks) to take the fencing down and cut them along with the grass to keep them tidy.

Leave to see if we get more growth and spray if needed.

Rotovate areas again in the autumn and leave to see if any other weed grows.

Spray again if needed.

Repeat process in the spring.

If successful we then sow the flower seed as normal.

Yes there is a very outside chance the seed was contaminated but vey unlikely as they do have rigid processes.

The most likely answer is that the weed has always been there laying dormant and got disturbed last year during the process.

Unfortunately we will not be able to plant anything in the meadow areas whilst we are treating them.

The team will keep them as tidy looking as possible during this process.

The committee may wish to discuss ideas to make the areas look better whilst the process is taking place.

The committee discussed the above proposal from Dave Farrant Tivoli Group Ltd and expressed its concerns about the area looking poor during the process. The committee AGREED to accept the contractor's advice and proposal and asked that a sign/notice is placed at the flower bed areas informing members of the public of the work under progress.

607/19 EAST PRESTON VILLAGE GREEN– e) To consider a request for a memorial bench on the Village Green

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

The bench is being requested by Dave Spark and Shelley Quirke in memory of Jane Spark and Dave would like the bench to go on the Village Green preferably.

This is the bench Dave would like - <https://www.recycledfurniture.co.uk/Benches-and-Seating/Deluxe-Park-Seat-With-Back> - in green. Measurements, L1500 x W600 x H780.



Although we have used this supplier before, we have not gone for a deluxe bench before (to my knowledge). Committee will need to consider whether it is happy with the proposed design of bench or would prefer to stick to the simpler design such as the bench outside the Council Office.

The committee voted and AGREED to grant the request for a memorial bench in memory of Jane Spark to be placed on the Village Green. It was suggested Councillor Toney and the Assistant Clerk visit the area and to locate a suitable site.

608/19 EAST PRESTON VILLAGE GREEN - f) To consider charging for bookings of Events on the Village Green

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

At the committee's last meeting it agreed to defer this item to the next meeting 8th July 2019 for discussion.

This item initially arose at the committee's meeting in March, whilst considering applications to hold Party on the Green and an art show on the Village Green. The committee agreed to begin consideration of whether or not hirers should be charge a hire fee for commercial events.

Simon is concerned about how tightly the council defines a commercial event. For example, attendees to and participants in the Classic Car Show do not pay to attend or to take part. The main organiser, as such, does not make any money but simply enjoys running an event he himself is interested in and which entertains a lot of village residents. There are beneficiaries though such as The Clockhouse with its bar, and The Baytree Club with its food outlet.

A lengthy discussion took place regarding charging for events and the current systems already in place. The committee AGREED there needed to be guidelines in place for event bookings. The committee asked the Assistant Clerk to make enquiries to other councils to see what guidelines they use to help choose events. The guidelines would need to be a flow-chart format. The Assistant Clerk will report back to the next meeting 9th September.

609/19 REQUEST TO HOLD EVENTS ON THE VILLAGE GREEN a) To consider a proposal of a Children's Fun Fair on the Village Green 20th July – 21st July 2019

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

This proposal was brought to the last meeting 20th May for consideration. The committee agreed not to grant the application at that time due to short notice. The Committee suggested another request could be submitted giving greater notice. Mr N B has re submitted the following proposal:

A Children's Fun Fair on the Village Green Saturday 20th July- Sunday 21st July 2019. Nic & Ben's mini children's funfair which includes tractor ride on, teacups ride, mini dodgem cars, bouncy castle, inflatable slide, and catering units (including popcorn, slushies, pick n mix, mini doughnuts, burgers and hotdogs)

Mr N B has said he would be on standby with advertising so would be able to act straight away with publicity ads etc.

The committee discussed the proposal and AGREED not to grant the application due to it being too close to the event date. Owing to the committee's cycle of meetings, there was again insufficient time for this event. The Council suggested another request could be submitted for 2020.

610/19 BANK AT THE JUNCTION OF LASHMAR ROAD AND NORTH LANE a) To receive an update on clearing the bank area at the south-western corner of Lashmar Road

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

At the last meeting it was agreed I would arrange for Dave Farrant Tivoli Group Ltd to visit the area to see if it was something his team would be able to help with.

Dave visited and suggested: Initially he would have to carry out a Risk Assessment of the area but he felt he was able to provide a quote. As you look from the road to the left it is very overgrown and is covered with brambles. Dave can quote for cutting back the brambles, applying a total weed kill, clearing and tidying the area and planting suitable shrubs given the restriction of light from the overgrown tree. The tree is very overgrown and there is a section of the bark which has been remove/stripped all way round the trunk. This may cause the tree permanent damage and may require some additional work (any tree work would have to be agreed with WSCC).

Dave would like the committee to clarify if this is the work they are looking to do to the area? Or if not to clarify exactly what they would like done and he suggested following any work a maintenance plan should be put in place.

Members of the committee are asked to meet on the corner at 6.45pm to view the site.

Councillors visited the site prior to the meeting to see the extent of the overgrown area. The committee discussed a proposal and AGREED initially to clear the area all way back to the western extent of the bank. Once the area is cleared the committee will then decide what action they could take next.

611/19 TREES a) - To note the information from WSCC on Ash Tree Disease

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



Ash tree disease impacts West Sussex

Ash dieback (ADB) is a devastating disease that has the potential to kill over 95% of West Sussex ash trees over the next 10 - 20 years. As nearly 21% of all broadleaved trees in West Sussex are ash, this would have a major impact on the county's landscape, wildlife and habitats.

Although there is no treatment, a small percentage of ash may be resistant to, or tolerant of, the infection. Survivors can be used for breeding tolerant ash trees for the future.

The County Council is working with district and borough councils, other organisations, and land owners to take a coordinated approach to mitigate potential health and safety risks. There is likely to be selective felling of ash trees and reactive work this summer.

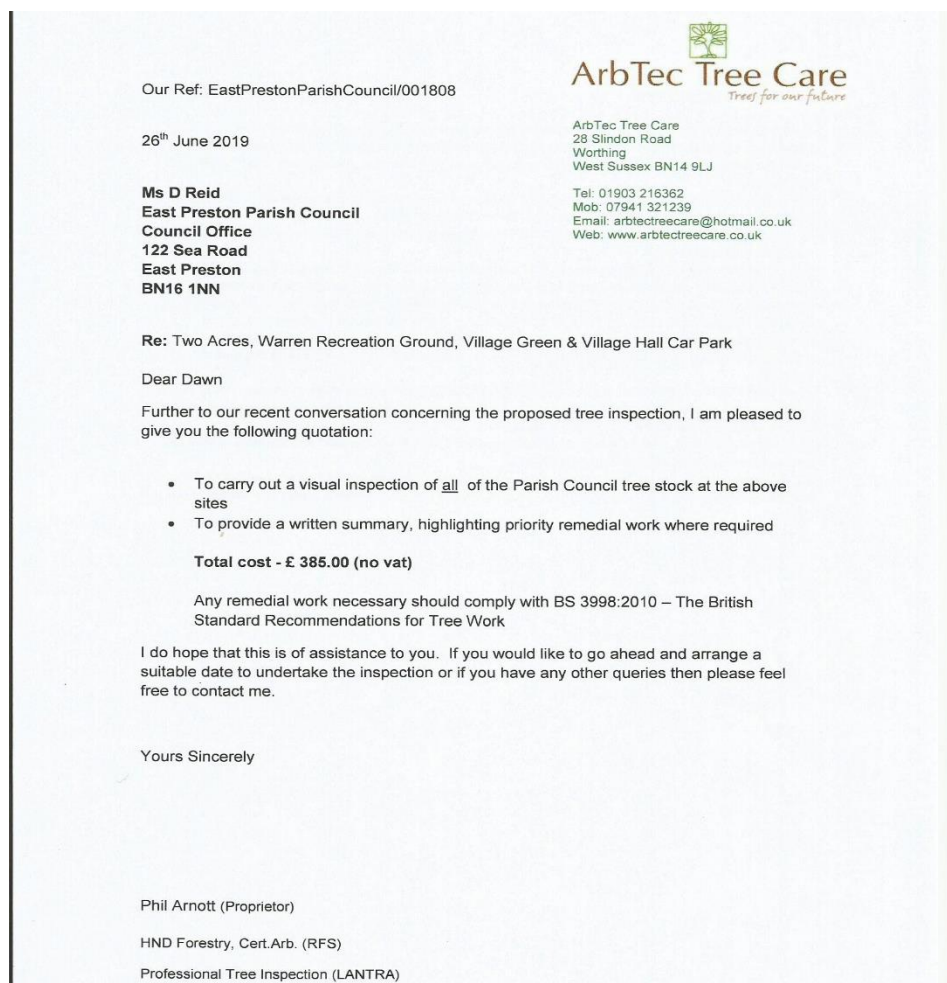
According to the Annual Tree Survey carried out in 2018 there is one ash tree in the Village located at Warren Recreation Ground. Tom Lepere, The Urban Surgeons has inspected the tree and reported he is happy to say there is no sign of dieback on the ash tree.

The committee NOTED the report and was happy the Ash Tree was disease free.

612/19 TREES b) - To agree to undertake the Annual Tree Inspection for 2019

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

The 2018 Annual Tree Inspection was carried out in July by Phil Arnott ArbTec Tree Care. The 2019 inspection due date is approaching, Phil advised me he normally staggers the inspections, this is due to trees in leaf and not in leaf so he has recommended the next inspection should take place in the winter 2019. Phil has provided the following quote for the committee to consider.



The committee discussed the Annual Tree Inspection and the information received from ArbTec Tree Care. After consideration the committee AGREED to accept ArcTec Tree Care's quote and carrying out the Annual Tree Inspection in the winter 2019.

613/19 TREES c) - To receive an update on the David Quick memorial Tree

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

At the last meeting the committee agreed to plant the memorial tree at the Northern end of the Warren Recreation Ground, if suitable, if not then Two Acres. On inspection there was already a tree at the Northern end in the middle of the circular bench. The Chairman (Steve Toney) and the Assistant Clerk visited Two Acres, the committee's second choice to

find a suitable place. The most suitable area is the first flower bed, as there are already two trees there an additional tree would work very well. The area gets plenty of natural sunlight so the tree would have a good chance of survival. I have visited the area with Jan and she is happy for the memorial tree to be planted at Two Acres.

The committee NOTED the update.

614/19 TREES d) – To consider the purchase of a replacement tree in Russells Close

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

As reported to Full Council on 1st July, the council was contacted on 7th June concerning a tree believed to have been removed, by a resident, from a grass verge in Russells Close. This was reported to WSCC and the local Highway Steward visited the property. The resident said the tree was removed because “it had died and fallen.” As this was one person’s word against another’s, the Highway Steward understandably felt he could pursue this no further. Out of interest, I then asked whether WSCC would add the site to a list of future plantings. The response from a different WSCC officer was, “sorry no replanting unless the Parish want to pay for a tree.”

I also asked WSCC whether it undertook an annual inspection of trees adjacent to the public highway. The answer from Ben Whiffin, Area Highway Manager, was “It depends on type of tree and location – if you let me have the location I can double check.”

Committee is asked to consider liaising with WSCC on the purchase of a replacement tree at this location. If the committee agrees, we can find out a price and take that to Full Council in August or September; a tree could be funded from the council’s contingency budget line. A standard tree request through WSCC costs £150, so no reason to expect a different price for this tree.

The committee considered the above report and AGREED to liaise with WSCC on the purchase of a replacement tree at this location.

Councillor McElroy reported the Fig Tree outside Sea Road Toilets is overgrown and requires cutting back.

The Assistant Clerk will contact a tree surgeon to carry out the work.

615/19 FLOWER PLANTING CONTRACT a) To review the Annual Flower Planting Contract

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

At the committee’s last meeting it agreed to defer this item to the next meeting to allow time to receive the quote from Ferring Nurseries. It was also discussed the possibility of using an annual rolling contract and to look for examples of this.

I have contacted Courtenay Ferring Nurseries asking for a quote. Nothing has been received at the time of writing.

I made enquiries at the Clerks networking meeting regarding rolling contracts. None of the attendees use or had examples and of rolling contracts. I have also contacted Bognor Regis and Rustington councils, Bognor Regis has responded and they have their own Town Force Team so do not need contractors. Rustington has not responded.

Since writing the above report the Assistant Clerk has received correspondence from Courtenay Luscombe , Ferring Nursery. Courtenay has provided a quote for 2020/21 including an increase of 5% on the previous year quote.

The committee noted there had been no price increase on the previous year’s quote and discussed the quote for 2020/21. The committee voted and AGREED to extend the contract with Ferring Nurseries for a further year.

616/19 FLOWER PLANTING CONTRACT b) - To consider tendering for a five year Flower Planting Contract

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

As an alternative to the idea of a rolling contract as mentioned above, the committee is asked to consider tendering for a five-year flower-planting contract. Because of the value of this contract it will need to be advertised via the government’s Contracts Finder process. A neighbouring local council recently advertised similarly and did not find any increased interest.

If council thinks this is a good idea, it will need to recommend this to Full Council for its agreement.

The committee discussed the process of tendering for a five year contract and asked the Assistant Clerk to look into the time scales required for the process and report back to the next meeting 9th September 2019.

617/19 NATIVE PLANTING POLICY a) To consider the introduction of a native planting policy for council land in the village:

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

Mr D contacted the council on 14th June in response to the lead article in the Spring 2019 Newsletter. Other comments received will first be considered by the Community Engagement Committee and then allocated to an appropriate committee, but Mr D's proposal is very obviously an Amenities Committee matter, it can come here direct. Mr D wrote:

“While wearing my biologist’s hat I have for several years spent countless hours striving to support and advise nature conservation teams working to improve habitats for declining species. Recently I have done a lot of work with volunteers restoring cemeteries and other formerly overgrown green spaces in Worthing. [...] We have made a lot of progress together, which you can see if ever you have occasion to visit Heene and Broadwater Cemeteries. Another project I work on is the Cortis Avenue Wildlife Garden, just to the south of Broadwater Cemetery. The attached documents were written by me as educational resources in connection with these and other projects, and will give you an idea of the philosophy behind the projects, and what our objectives are. They may seem quite hard-hitting, but of course we are in an extinction crisis, and need to change entrenched mindsets. The main objective is what I would like the parish council to champion in East Preston, namely the planting of native trees, shrubs, bulbs, and wild flowers in all communal green spaces, and the encouragement of residents to do likewise in their gardens. If gardens and public green spaces were planted and managed as extensions of the countryside, then East Preston would become a haven for birds, small mammals, amphibians, reptiles, butterflies, bees and other invertebrates, whose numbers are now critically endangered, but which were once common in semi-rural villages like ours. It is depressing to realise that a baby born in East Preston in 2019 may never see or hear Turtle Doves, Willow Tits, or Lesser-Spotted Woodpeckers.

“I would like to ask that green space objectives involving natural planting and management become official policy in East Preston. We can’t of course tell householders what to plant in their gardens, and I wouldn’t want to alienate residents, but an official policy could be established for communal land, and a policy of encouragement and support agreed for private land where the owners are in favour of the objective of natural planting. I would be willing to offer advice if requested. Experience tells me that a few enthusiastic pioneers can influence a lot of neighbours. Such an approach has already happened on the Willowhayne estate where I live, at my prompting, and with the support of the Willowhayne directors. On the 11th I took a party of Willowhayne residents around their estate to show how comprehensively wildlife had been shut out by the way communal and private green spaces had been managed, and compared them with a visit to my own garden, which is teeming with wildlife. The walk had a big impact and I was left with promises by residents that ways would change. I hope that East Preston Parish Council will be prepared to adopt a similar position.”

Committee members wishing to see the documents referred to by Mr D should know these are available upon request from the office and are entitled: *Conifers in Urban Gardens*, *Gardening for Wildlife* and *Natural Gardening with Native Species*. Under separate cover, Mr D has also provided *Fungi in the Urban Garden* and *Is Landscaping Relevant to an Urban Garden?*.

The Clerk reminded the committee the Village Preservation Society was generally consulted with relating matters. Councillor Linton offered to contact Mr D to discuss this item further.

(20.30 Mr B D left the meeting)

618/19 MATTERS RELATING TO COUNCIL OFFICE, 122 SEA ROAD – a) The construction of a shed in the back garden of the property

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

I have asked Mark the handyman to measure the area to establish what size shed is required. Once the size of the shed has been established I will provide the committee with three quotes. Committee members are again urged to visit the back garden of the office to familiarise themselves with the space in question.

Councillor McElroy visited the site and informed the committee the area will require preparation work prior to a shed being constructed, new fencing panels, gravel boards, clearing and levelling.

The committee AGREED to the construction of a shed but accepted this would be low priority.

619/19 2019/20 BUDGETS

The committee NOTED the year-to-date budget sheets which had been circulated in advance of the meeting. Nothing appeared to be untoward.

620/19 EAST PRESTON VILLAGE CAR PARK a) - To receive an update on the introduction of the JustPark payment scheme.

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

The introduction of the JustPark payment scheme was advertised in the Parish Council Newsletter 30th May 2019 and the app went live 1st June 2019. The signs are in place informing members of the public how to use the app. Feedback from Gavin (One Park Solutions) is that the scheme is working well and members of the public are already using the app to pay for their parking.

The committee received the above report and was pleased the JustPark payment app was being used and working well.

621/19 EAST PRESTON VILLAGE CAR PARK b) - Parking in the Village Green Car Park.

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

Now the summer is upon us, the council is receiving comments and suggestions from members of the public and local businesses about how best we should manage parking in the village. For example, at Full Council, a resident of Normandy Drive suggested the car-park be free to use between 6pm and 8am except for commercial vehicles which would still be required to purchase a ticket.

A resident of Sea Road has again suggested the council introduces a residents parking permit allowing a certain amount of free parking for residents. He does not believe this would be an administrative nightmare as he believes every household should automatically be issued with a single permit.

Committee is asked to consider these suggestions and the general matter of the Village Green car-park.

In wider terms of inconsiderate parking around the village, the editorial team is thinking of publishing an article on this in the summer 2019 Newsletter.

The committee NOTED the above correspondence and concerns received from members of the public. Following a discussion on the matter the committee AGREED to leave the Village Green Car Park parking arrangements as they are at present and to revisit this in due course.

622/19 CORRESPONDENCE a) - To consider concerns about misuse of the Village Green.

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

As loosely referred to in the Clerk's Report to the June Full Council meeting, the subject of public urination has been brought to the council's attention again. Only one incident but it caused some upset on both sides.

The incident in question took place on Saturday, 18th May, sometime between 11pm and midnight. A local wheelchair-bound resident admits he was urinating in the north-western corner of the Village Green car-park. He had been drinking in The Clockhouse, which is his preferred pub. Whilst other premises are open, such as the Reema, he uses those facilities, if the premises is not busy-busy.

Another local resident, walking her dogs at the end of the evening, noticed what was going on.

What happened next is subject to dispute, includes accusations of threats and verbal abuse on both sides, and led to police reports from both parties. In the days following, both parties were visited by Sussex Police.

To aid some conversation on this matter by this committee, I asked Sussex Police to give me a legal view on the public urination side of the case. Getting an answer was not easy and took a fortnight. The answer received from PC Sarah Masters is as follows:

Unfortunately I would be unable to comment directly on the incident itself as I was not involved in the investigation or in speaking to either party when the matter was concluded.

The most relevant legislation would likely fall under Section 5(1) of the Public Order Act 1986 which states that:

“a person is guilty of an offence if he/she:

(a) uses threatening or abusive words or behaviour or disorderly behaviour, or

(b) displays any writing, sign or other visible representation which is threatening or abusive within the hearing or sight of a person likely to be caused harassment, alarm or distress thereby”

Obviously reported incidents are investigated under their own merit as no two situations are the same and there may be underlying contributing factors.

I hope this helps.

Kind regards,

Sarah

For the record, I never asked for a comment on the incident itself, I just asked for the police's view on public urination. The answer focusses on the verbal abuse side of the case.

Committee is asked to consider whether, in these particular circumstances, discreet public urination by one member of the public is acceptable or offensive. In my twelve years in post, the council has received no comments from other residents about this person's public urination.

The Clerk explained the situation further and the committee gave this its consideration. Whilst the committee was sympathetic to the gentleman's situation, it did not feel it could condone his occasional urination anywhere on council land. This could set a precedent it would be difficult to control. The committee AGREED the Assistant Clerk should write to the gentleman expressing the committee's view and reminding him there were portable urinal products on the market for just such situations.

623/19 CORRESPONDENCE b) – To note correspondence received relating to the toilet provision in the Village

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

Cllr Wilkinson has received direct correspondence from [REDACTED] about toilet provision within the village. Cllr Wilkinson currently still has that correspondence and I don't have a copy, but hope to have a copy by the time of the meeting so at least I can read it out and committee members can start to think about the content before discussing it at its meeting in September.

Part of [REDACTED] letter is the suggestion for a sign, perhaps at the corner of Sea Road and Seaview Road, indicating the public toilet blocks in Sea Road and South Strand.

Cllr Wilkinson read the whole of [REDACTED] correspondence to the committee. The committee discussed the concerns expressed and were in FAVOUR of a sign, close to the junction of Sea Road and South Strand, to indicate where the nearest public toilets are. The committee asked the Assistant Clerk to investigate and to report back to the next meeting. It was likely the sign would need WSCC approval.

624/19 URGENT MATTERS ARISING (FOR INFORMATION ONLY)

The Clerk informed the committee a Legionella survey had been organised for the Sea Road Toilets.

625/19 ITEMS TO BE REFERRED TO THE NEXT AMENITIES AGENDA – 9th SEPTEMBER 2019

Councillor Linton expressed concerns regarding managing the length of the Amenities meetings, as an example other committees have separated into two committees to become more manageable.

The Clerk suggested Councillor Linton and the Assistant Clerk could meet to look at ideas of managing the length of the meetings and bring any suggestions to the next meeting 9th September 2019.

The meeting concluded at 21:00 hrs.

Chairman: *Cllr Rick McElroy* Date: 9th September 2019