



EAST PRESTON PARISH COUNCIL

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MINUTES: of the Proceedings of the Monthly Meeting of East Preston Parish Council held on Monday, 2nd March 2020 at the East Preston Infant School, Lashmar Road, East Preston at 18:30.

PRESENT: Councillors Christine Bowman, Kit Bradshaw, Andrea Chapman, Lisa Duff, Barbara Gale, Pat Gander, John Gunston, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore and Steve Toney (Chairman) and Steve Wilkinson

ALSO: Clerk to the Council, Simon Cross

Adam Swain, WSCC Waste Prevention Team (until 19:30)

Arun District Councillors Ricky Bower (until 19:45) and Terry Chapman (from 18:52 until 19:40)

Sixteen members of the public

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;

BTP – British Transport Police;

CPRE – Campaign for the Protection of Rural England;

JEAAC – Joint Eastern Arun Area Committee;

NHS – National Health Service;

NR – Network Rail;

SLCC – Society of Local Council Clerks;

SSALC – Sussex and Surrey Associations of Local Councils;

SSE – Scottish and Southern Electric

SW – Southern Water;

TfSE – Transport for the South East;

TRO – Traffic Regulation Order;

VHF – East Preston & Kingston Village Hall Foundation;

WSCC – West Sussex County Council.

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The meeting opened at 18:30.

170/20 INTRODUCTIONS

Cllr Toney welcomed those present and led a full round of introductions. Cllr Toney especially welcomed the public and Adam Swain to the meeting.

171/20 APOLOGIES FOR ABSENCE

All Parish Councillors were present.

An apology had been received from County Cllr Roger Elkins and District Cllr Paul Kelly.

172/20 WSCC WASTE PREVENTION AND RECYCLING FOR RESIDENTS IN WEST SUSSEX

The council received an informative and interactive presentation on the above topic from Adam Swain, an Events and Initiative Assistant within the WSCC Waste Prevention Team.

(Several members of the public left at the conclusion of this item.)

173/20 DECLARATION OF INTERESTS

No interests were declared.

174/20 PUBLIC SESSION

Agenda Item 11 – Committees – Mrs W asked whether the company contracted to clean the new Hoist Assisted Toilet would be providing cleaning materials for the hoist and the changing table.

175/20 COUNCIL RESPONSES

Agenda Item 11 – Committees – Cllr McElroy replied users of the Hoist Assisted Toilet invariably carried around their own cleaning supplies and were generally responsible when using the facilities.

176/20 WEST SUSSEX COUNTY COUNCIL

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

West Sussex County Council

County Cllr Elkins called at 11:00 this morning to advise he is no longer able to attend this evening's meeting. About half an hour before that, East Preston resident Mr M had called asking me to raise the following concerns at tonight's meeting on his behalf.

Mr M is concerned at the £4m payoff to Amey Roadstone because of a contractual mess-up. Mr M is concerned this payoff is a waste of council-taxpayers money.

Mr M is also concerned at the money wasted in the dismissal payment made to the former Chief Executive of WSCC.

Cllr Elkins said the WSCC official line on both these matters had been published in local newspapers. He appreciated nobody likes to see money being wasted unnecessarily but sometimes, from a legal perspective, it's better to make a smaller payout upfront than to go through a protracted legal case at the end of which the payout may be significantly larger.

Cllr Elkins said he would send me a written report, but that has not been received at the time of writing.

Simon Cross – **Clerk to the Council**

2nd March 2020

West Sussex County Council

The following report was received twenty-five minutes after the above report had been circulated to councillors. This report was duly circulated too.

County Cllr Elkins wrote:

Hi Simon

Please give my apologies for this evening.

Please see below a brief update report

Many thanks Roger

Briefing on Novel Coronavirus (COVID-19)

Ruth Hutchinson, Interim Director of Public Health for Surrey County Council, and Anna Raleigh, Director of Public Health for West Sussex County Council, have issued a joint statement following the Chief Medical Officer's update.

They said: "We are working closely together and with Public Health England and the NHS to make sure everything possible is being done to protect people in our respective counties and minimise the spread of the virus.

"We're receiving regular updates from colleagues at Public Health England who are already making good progress in contacting anyone who has been in close contact with the individuals to provide them with advice about what to do if they start to feel unwell, and how to manage if they are told to self-isolate.

"This work is a key way of minimising any risk to them and the wider public and while this is fast-moving situation we would like to reassure everyone that our county councils and health colleagues are well-prepared and doing all we can to minimise the chances of further cases.

"Anyone who is not contacted directly by PHE should continue to go about their life as normal but take extra care to follow public health advice on simple steps we can all take to help reduce the risk of infection."

Extra repair teams deployed across the county to tackle potholes

Recent frequent changes between cold temperatures, to mild/wet weather, and back again, has significantly increased the number of potholes on our roads

West Sussex Highways continues to take action against potholes, with 2,479 repairs completed across the county in January – that's an average of more than 110 potholes repaired every working day.

The number of repair teams tackling the issue has also been increased from eight to twelve

Roads are not permanent structures and deteriorate over time from constant use, the weight of vehicles travelling on them and the effects of the weather. With the expansion and contraction caused by temperature change, deterioration will occur, resulting in new potholes.

In 2019, West Sussex Highways repaired 18,514 potholes – that's an average of about 350 every week.

The county council is responsible for maintaining around 2,500 miles of road. Repairing defects, such as potholes, is done on a priority basis, dependent on size and depth.

Our roads are inspected according to their hierarchy, with busy A roads, for example, inspected frequently but quieter routes inspected less often. However, people can help us by reporting concerns about potholes online, where they can also find out how we classify different-sized potholes or call **01243 642105**

Throughout March, libraries will be celebrating all the ways that books, reading and local libraries can help people stay healthy and well.

Special events taking place include: West Sussex MIND - will be advising residents about their new campaign 'Moving Minds' and providing information about the mental health services they offer. All libraries will have displays of books chosen by library staff to lift the readers mood and help them feel better. The genres range from uplifting poetry to non-fiction titles with practical advice for difficult times. All the events during Wellbeing Month (and throughout the rest of the year) are listed on the libraries page of our website.

Simon Cross – **Clerk to the Council**

2nd March 2020

177/20 ARUN DISTRICT COUNCIL

(Throughout this Minute, Cllr Chapman refers to District Cllr T Chapman not Parish Cllr A Chapman.)

Cllr Chapman opened by advising this council ADC had set its budget for the coming financial year, and for the first time in 47 years, since the District Council was created, a deficit budget had been agreed. £631,000 was going to be taken from the council's reserves in order to balance the books for 2020/21. Cllr Chapman said he was very unhappy about this and he could only see the situation worsening in years to come. The current reserves of about £4m was below the level deemed prudent by the Department for Communities and Local Government.

Cllr Chapman said the budget may have been increased by 2.73% but it was possible services would be reduced leaving ADC giving worse value for money than it did currently. Part of the budget was to fund "vanity projects." Cllr Chapman said he had been present at Parish Council meetings during which the council had been accused by a very small number of members of the public of increasing the precept unnecessarily, but Cllr Chapman could see where those financial increases were resulting in a better village for residents, of which he was just one. He feared a descent into chaos at ADC, but as long as town and parish councils continued to provide for their residents, there was hope.

Referring to Mr Swain's presentation, Cllr Chapman said ADC could additionally be liable for fines of up to £50,000 per month if EU recycling targets were not met. It was unclear where leaving the EU left this matter. Cllr Chapman said there was undoubtedly a climate emergency. In the UK the recycling industry was very disparate with different policies and services in different counties, leaving the public confused as to what they could recycle from home.

Cllr Chapman had stepped down from his role as Military Covenant Champion. The role would officially be handed to Cllr David Edwards later in March.

In response to a question about the growth of East Preston beach, Cllr Chapman said the beach was regularly surveyed aerially and was growing by 15% annually. He felt this was a good situation for East Preston as it went someway to countering the worldwide increase in sea-level.

(Mr Swain left during the above and District Cllr Chapman left at the conclusion of his report.)

District Cllr Bower said he felt it was madness the current administration at ADC was spending £40,000 on bringing in a Planning Consultant to review the Planning Department only about two years after a Planning Consultancy had been brought in and had made several recommendations ADC had given due consideration. Every £50,000 increase in the ADC budget was equivalent to a 1p increase in a property's Council Tax. Cllr Bower questioned why this review was necessary now, not just because of how recent the department had been reviewed but also because the current administration had agreed to revert to a committee structure as allowed in the Localism Act of 2011, but which cannot now be changed back to a cabinet structure for six years.

In response to a question about the provision of an M&S Food Hall on the A259, Cllr Bower said he knew of no progress since the scheme was granted Planning Permission.

(District Cllr Bower left at the conclusion of this item.)

178/20 ARUN DISTRICT COUNCIL – PUBLIC SPACES PROTECTION ORDER

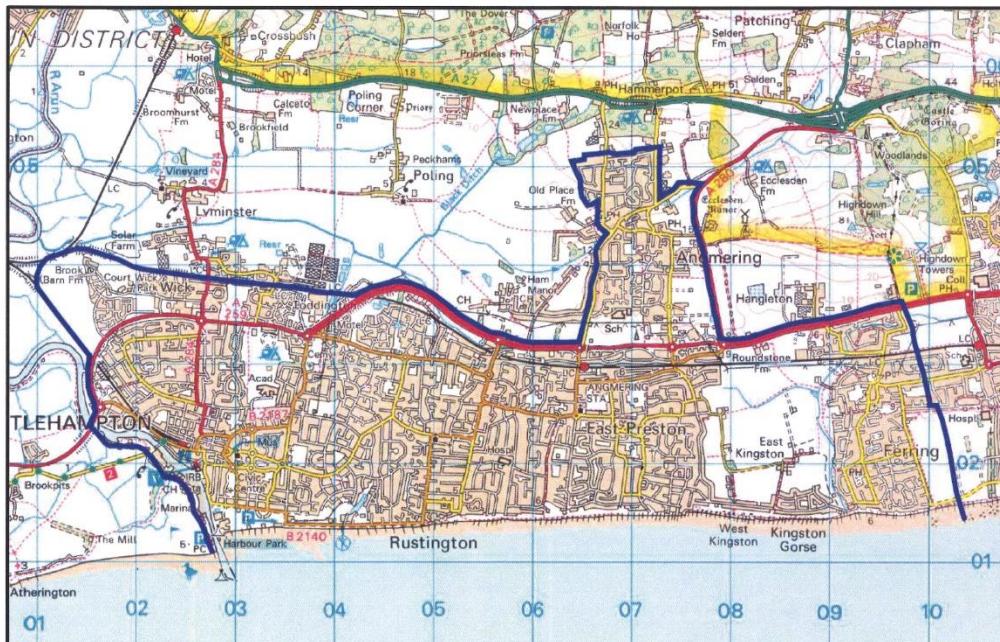
The council NOTED the following report which had been circulated in advance of the meeting:

Arun District Council

The council received the following email today:

"Hopefully you are aware that Arun District Council has agreed to enforce a new public spaces protection order, effective from 1 April 2020. Effectively, the order puts a control on the consumption of alcohol in public spaces within the restricted areas. This means that the Police and officers authorised by the Council can instruct people to stop drinking and may confiscate their containers of alcohol. In addition to the alcohol restriction, all users of the designated public areas are not permitted to act anti-socially."

The email continued by asking for assistance in publicising the Order, and that can all be dealt with within the office. The area is as per the map below:



I think the only difference from the previous iteration of this Order is the inclusion of Angmering.

Simon Cross – **Clerk to the Council**

2nd March 2020

179/20 MINUTES OF THE MEETING HELD ON 3RD FEBRUARY 2020

The draft Minutes were circulated to all councillors on 5th February, asking for comments by 12th February. No amendments were suggested.

- 1402** The Council **RESOLVED** the Chairman could sign the Minutes as a true record of the meeting held on 3rd February.

This action was completed by Cllr Toney.

180/20 UPDATE ON MATTERS IN THE MINUTES OF PREVIOUS MEETINGS

Council NOTED the following report, which had been circulated in advance of the meeting, without comment:

Monthly Update Report

- 1. Introduction**
- 2. Minute 1072/19 – Clerk's Report – Item 5 – mediation meeting with East Preston Cricket Club and residents of Sea Road, 6th November**
- 3. Minute 123/20 – Committees – Community Engagement Committee – village bus service**
- 4. Minute 123/20 – Committees – Community Engagement Committee – Silent Soldiers**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 3rd February 2020.

2. Minute 1072/19 – Clerk’s Report – Item 5 – mediation meeting with East Preston Cricket Club and residents of Sea Road, 6th November

On 5th February, in my Junk folder, I found an email from Nick Handley, Service Co-ordinator of the West Sussex Mediation Service. In response to the resident’s withdrawal from the process, Mr Handley wrote, “I think we have reached the end of the road as to what we can offer. I think you have also probably done everything you could do to resolve this.”

3. Minute 123/20 – Committees – Community Engagement Committee – village bus service

On 24th February, this council sent Angmering Parish Council a letter asking it to consider the village bus proposal. This letter is likely to be considered at Angmering’s March Full Council meeting. The letter asked for an indication of the council’s initial reaction by the end of March.

4. Minute 123/20 – Committees – Community Engagement Committee – Silent Soldiers

With the exception of the Silent Soldiers either side of the War Memorial, the Silent Soldiers on council land have been collected and put into storage. I have been in touch with Mark Young as the one at the entrance to the Warren Recreation Ground belongs to him. He has asked for his back so he can display it permanently on his own property.

Simon Cross – **Clerk to the Council**

24th February 2020

Nothing was added.

181/20 FINANCIAL MATTERS

The Accounts for February 2020 had been distributed to Members in advance of the meeting.

- 1403** The council **RESOLVED** to approve the Outstanding Purchase Orders report for 2019/20, value £3,560.57 (excl. VAT).
- 1404** The council **RESOLVED** to approve the Supplier Non BACS Invoices Paid report for late payments January 2020, totalling £499.77 (incl. VAT).
- 1405** The council **RESOLVED** to approve the Supplier BACS Invoices Paid report for February 2020 totalling £21,667.57 (incl. VAT).
- 1406** The council **RESOLVED** to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £315,634.59 (incl. VAT) for the financial year ending 31st March 2020.

The council NOTED the paper Bank Reconciliations to 14th February 2020. A paper Bank Reconciliation had been completed by Cllr Mathias.

The council NOTED the year-to-date Budget Summary Report for 2019/20.

The Chairman thanked the council’s Book-keeper, Mrs Khoo, for the above reports.

182/20 FINANCIAL MATTERS – BANK SIGNATORIES

Bank signatories

The council is asked to agree to the removal former councillors Shah and Tester from the Deposit Accounts.

The council is asked to agree the council's banking signatories are Cllrs Steve Toney, Patricia Gander, Glyn Mathias and Steve Wilkinson, with Cllr Elizabeth Linton also a signatory where necessary.

The council is asked to note the council has a new Nationwide Instant Savings Account.

Tracy Khoo – **Book-keeper to the Council**

21st February 2020

1405 The council **RESOLVED** to the removal former councillors Shah and Tester from the Deposit Accounts.

1406 The council **RESOLVED** the council's banking signatories are Cllrs Steve Toney, Patricia Gander, Glyn Mathias and Steve Wilkinson, with Cllr Elizabeth Linton also a signatory where necessary.

183/20 REPORTS FROM PARISH COUNCIL COMMITTEES

The council NOTED the following reports which had been circulated in advance of the meeting:

Committees

Since the last meeting, the following committee meetings have taken place: Finance & General Purposes on 17th February, and Major Events and Planning & Licensing both on 24th February. Draft Minutes from each of these meetings, should have been circulated to all councillors ahead of this evening's meeting.

Simon Cross – **Clerk to the Council**

21st February 2020

Amenities Committee

The committee did not meet in February. Below are updates on some of the projects the committee is currently working on.

Warren Recreation Ground - Work at the South Eastern corner boundary is underway, essential tree work has been carried out and the replacement fencing is being installed. The new fencing is in keeping with the fencing at the Northern boundary. The fencing is stronger and will withstand the elements much better.

I have been in touch with Shaw Healthcare about the boundary fence between The Martlets and the Warren Recreation Ground. This was damaged during Storm Ciara. At the time of writing, I am waiting for a call back from the Estates Manager of Shaw Healthcare.

CCTV - The Working Party reviewed the progress of the project so far and after consultation with Councillor McElroy, who had been specifically co-opted for his professional advice, agreed that the multi camera coverage of the Village Green would be removed from the spec. The WP agreed it would be prudent to include an external camera at the rear of the offices and are awaiting a revised quote from D-TECT, their preferred supplier. The power supply at the North Western corner of the Village Green is being upgraded, SSE will be installing a new manhole cover and frame and upgrading the existing electrics.

Sea Road Toilet Refurbishment Project – The Unisex toilets have been open for approximately 8 weeks and whilst there have been a few snags which were addressed

promptly, they seem to be functioning well and are proving to be an invaluable asset to the Village. Plans for the Official Opening of the toilet block and the new Hoist Assisted Toilet (HAT) are underway.

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

25th February 2020

Finance & General Purposes Committee

The committee met on 17th February. The following are the main points discussed.

East Preston Festival Committee – the committee considered a request for Grant Aid for 2020/21 – the Festival Committee's request is usually considered before the beginning of the financial year as it has for several years now included a request for financial assistance with the committee's insurance payment. No form had been received for that in time for this meeting. The committee agreed to the request for £150 sponsorship if Nick Cook's Circus Fun Day on 13th June.

The committee agreed there were some questions it needed to ask before agreeing any request for help with the committee's insurance payment and to that end, Festival Committee members will be invited to this committee's April meeting.

East Preston Youth Club – the committee also considered a request from the Management Committee of the Youth Club to be given the £10,000 set aside for it in the 2019/20 before the end of the financial year. As the Youth Club is not running as expected at the moment, following anti-social behaviour problems, the committee agreed the £10,000 in the 2019/20 budget should be ring-fenced when it returns to the council's reserves at the end of this financial year. That way the council is not donating the money prematurely but the Youth Club will be able to access the money should it need.

Council Plan – Cllr Wilkinson said he had started to draft a Council Plan. He was still seeking input from committee chairmen and following the meeting he sent a reminder to the relevant councillors.

Financial Regulations – it was agreed the Clerk and book-keeper should meet in early March with Cllr Gunston to tailor the NALC Model Financial Regulations to this council's needs.

Petty Cash – the committee agreed the maximum amount of petty cash that could be held in the office should be increased from £200 to £300. This was the first increase since July 2015.

Simon Cross – **Clerk to the Council**

21st February 2020

Major Events Committee

The committee met on 24th February. Below is a summary of what was discussed.

Funday Sunday V. E. Day Special, 3rd May – as with the two events below, preparation for this event is well underway. Publicity has begun and tickets are already selling. Cllr Chapman has designed a poster. The Village Hall has been booked and Mrs McElroy (Chairman and Booking Secretary) has confirmed nothing will be booked into the Miller Barn after midday on the day of the event, although we will not be using the Miller Barn ourselves; this will just prevent a clash of events in the venue. *Vintage Candy* have again agreed to provide musical entertainment and are busy working on a suitable V. E. Day set. Committee members are undertaking online Food Hygiene training; Cllr Gander and Mrs Roberts are already qualified. We are just awaiting

confirmation from the library tickets can be sold there. The committee agreed to cap ticket sales at 50, any more would be too cramped.

At the committee's next meeting, the committee will consider whether or not to run a second *Funday Sunday* event this year.

East Preston Food & Drink Festival, 29th August – the committee considered the applications received and agreed a total of thirty-four businesses to attend. Twenty-six will be on the Village Green whilst the other eight will form a more obvious “marketplace” in the car-park for products to be taken home. The thirty-four are again a mix of old favourites and first-timers. The thirty-four will now be contacted and asked to confirm their attendance.

East Preston Christmas Celebrations, 21st November – booking forms for the Village Hall inside, the Village Hall car-park and stalls in Sea Road will be released on 27th February. Venues have been booked. The committee is still considering whether or not to resite the French Market in the area immediately south of the junction of Fairlands and Sea Road. Local shopfront businesses will be contacted earlier this year and will be given a deadline for contacting the council with any plans they have, giving the council enough time to manage any administrative tasks related to those plans, such as road closures.

Simon Cross – **Clerk to the Council**

25th February 2020

Planning & Licensing Committee

The committee met on 24th February. One member of the public attended.

Three Planning Applications were considered. No objections were raised to Applications for Orchard Road and South Strand. Consideration of an Application for South View was deferred pending further information.

One Licensing Application was also considered, this for a Late Night Refreshment Licence for Perfect Pizza in Willowhayne Crescent. The committee was concerned at the disruption a delivery service operating until 03:00 on two nights a week would cause. There was also concern about delivery vehicles buzzing around the village at times of the night when local residents may not expect there to be traffic about. For these reasons, the committee agreed to raise objections to this application.

Simon Cross – **Clerk to the Council**

25th February 2020

Additionally:

Amenities Committee – Cllr McElroy said the CCTV working party had received new advice and would be considering that in due course.

Audit & Governance Committee – Cllr Mathias confirmed the committee would be meeting on 9th March at 19:00.

Community Engagement Committee – Cllr Linton confirmed the committee would be meeting on 23rd March at 19:00.

Finance & General Purposes Committee – Cllr McElroy led the council through the above report.

Major Events Committee – Cllr Linton advised tickets were now on sale for *Funday Sunday* on 3rd May. She asked everyone present to book or at least tell their friends about the event.

The committee had agreed the stallholders to be offered space at this year's Food & Drink Festival (29th August) and was waiting to hear back their confirmations. The event would be a bit bigger this year with a “marketplace” area on the Village Green car-park.

Finally, Cllr Linton confirmed planning for East Preston Christmas Celebrations (21st November) were going swimmingly.

Planning & Licensing Committee – in addition to the Clerk’s report above, Cllr Mathias noted Cllr Bowman was attending the ADC Development Control Committee on 4th March in support of this council’s objections to a development in Beechlands Close.

There was no update from the Personnel Committee.

184/20 REPORTS FROM PARISH COUNCIL WORKING PARTIES

Cllr Mathias reported the Leases Working Party would be meeting towards the end of the Audit & Governance Committee meeting on 9th March.

185/20 WARREN RECREATION GROUND – PLAYING OF CRICKET

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

Warren Recreation Ground - correspondence

The council is asked to consider the following letter:

Councillor S. Tovey,
Chairman of the Council,
East Preston Parish Council,
122, Sea Road,
East Preston,
West Sussex.
BN16 1NN.

■ Sea Road,
East Preston,
West Sussex,
BN16 1LP
15th January 2020.

Dear Councillor Tovey,

Ref: Meeting with Mediators 6th November 2019.

You will recall that the mediators failed to offer a resolution to the dispute regarding the playing of cricket on the Warren recreation Ground other than to suggest that the matter be put to the full Council for further discussion. Would it be possible to advise me on what stage the discussions have reached?

As it is the Council that bears the responsibility for deciding on what activities can take place on the Warren Recreation Ground I refer once again to the legal advice given by the National Association of Local Councils to The Sussex Association of Local Councils in its letter of 30th July 2003 which states quite clearly the rule to be followed to ensure that neighbours are not put at risk by such activities.

‘It is the responsibility of a landowner to use his land in a way that does not prevent the reasonable enjoyment by his neighbours of their own land. This rule applies to local authorities who own land to the same extent as private landowners.’

If the Council should choose to adopt the suggestion by neighbours that balls hit out of the ground should not be counted in the scoring, as happens on a number of other grounds, I am sure it would be considered a reasonable compromise and the affiliated cricket associations could then be advised that the decision has been taken due to numerous concerns over safety and the threat posed to the Council’s duty of care obligations.

I look forward to your response in due course.

Yours sincerely,

T.B.Lemin.

CC. Simon Cross.

Simon Cross – **Clerk to the Council**

24th February 2020

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FINAL

Chairman’s Initials: ST

The letter's author chose not to say anything at this time.

With no other comments forthcoming, the Clerk reported the council was arranging its pre-season meeting with the Club, but a date had yet to be agreed.

186/20 CLERK'S REPORT

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

Clerk's Report

- 1. Introduction**
- 2. Police matters**
- 3. Freedom of Information / Data Protection requests**
- 4. East Preston Business Community Business Breakfast, 5th February**
- 5. Sussex Community Rail Partnership meeting, 6th February**
- 6. ADC Community Infrastructure Levy (CIL) presentation, 7th February**
- 7. Meeting with ADC anti-social behaviour officer, 20th February**
- 8. Social media**
- 9. MailChimp stats**
- 10. A selection of things we have been asked since the last meeting**
- 11. Recent bouquets and complaints**
- 12. Leave**
- 13. March meetings and events**

1. Introduction

This is the report mainly covering February 2020 and matters which may not arise elsewhere on the agenda.

2. Police matters

On 18th February, we reported to Sussex Police graffiti in the bus shelter outside Milliers Court. The graffiti was wholly inside the shelter and, in the main, was just the names of two girls. I also sent photographs to the ADC anti-social behaviour team as someone there may be familiar with the two names. After the photos had been reviewed by Sussex Police, PCSO Towers emailed, "Sorry to see that you have experienced issues with youths vandalising a bus stop in the local area. I have advised my team who will patrol the area when they are able to. I have checked our systems for the names that you have provided to us and unfortunately without further information I have been unable to identify any suspects. In addition to this I have copied in the local officer for his awareness. If you have any further issues please do not hesitate to contact us."

The ADC anti-social behaviour officer said he would look through ADC records for any occurrences of the names.

3. Freedom of Information / Data Protection requests

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

4. East Preston Business Community Business Breakfast, 5th February

The first Business Breakfast of 2020 and the first at The Seahorse Café since the change of ownership in November.

Despite some apologies received on the day, the meeting was reasonably well-attended with about ten businesses present. The main discussion was on the end of the tax year and ideas the new government may implement in the current year.

There was also a suggestion from one local shopfront business a meeting be held at which members of the public could say whether or not they would prefer to pay for use of the car-park or whether they would prefer to pay an additional £1 per year on their council tax and have the car-park return to free-to-use. This suggestion will be considered by the Amenities Committee.

The next Business Breakfast will be on 4th March at The Seahorse Café.

5. Sussex Community Rail Partnership meeting, 6th February

Ultimately I was unable to attend this meeting owing to other work commitments and trying to get ready to go on leave.

Prior to the meeting, attendees were circulated with station usage figures. It may interest members to know Angmering station was deemed to have served 826,622 passengers during the 2018-19 year. This was an increase of 3.2% on the previous year but is still short of the peak year of 2013-14 when 883,150 passengers were served. This increase was one of the smallest on the West Sussex Coastal Line but then again, the increase in 2017-18 was the third largest of the thirteen stations covered by the report.

6. ADC Community Infrastructure Levy (CIL) presentation, 7th February

I attended this meeting at the Civic Centre alongside Clerks for most other local councils in the Arun District.

Planning Applications decided after 1st April will have a CIL liability. The Charging Schedule was approved on 15th January and can be found at www.arun.gov.uk/cil. East Preston is considered part of Zone 4, described as “Within the urban boundaries in the Coastal Area - being that area to the south of the A259”. For residential sites of 10 properties or fewer, excluding flats, the CIL payable will be £100/m²; flats have a CIL liability of £0/m². Of any CIL raised in East Preston, this council will receive 25% because it has a made Neighbourhood Plan. Of the remaining 75%, 5% is an administration fee and the 70% is allocated to infrastructure projects in the district that support development – for example, schools, roads, cycle paths, greenspace and leisure.

Where CIL is passed to local councils it must be spent within five years on “the provision, improvement, replacement, operation or maintenance of infrastructure or anything else that is concerned with addressing the demands that development places on an area.”

CIL is collected on commencement of the development of the site – be that digging for foundations or demolition of an existing property and so on. A developer can apply to pay in instalments.

Each year, a council will need to prepare a CIL monitoring report by the end of December following the end of the council year – i.e. the first report will only need to have been prepared sometime between 1st April and 31st December that year.

7. Meeting with ADC anti-social behaviour officer, 20th February

I had my first eight-weekly meeting with ADC anti-social behaviour officer, Matt Rookes, on Thursday, 20th February. Cllr Chapman would also have attended but was unavailable.

As stated above, Mr Rookes said he would follow-up on the names in the bus shelter to see if they were anywhere within ADC's database.

Mr Rookes said most of the youths disrupting the operations of the East Preston Youth Club had now been involved in multi-agency meetings which may also have included representation from other departments at ADC, Sussex Police and WSCC Social Services and schools. Mr Rookes was hopeful all youths involved would have had such a meeting by the beginning of March.

We also discussed a concern raised by a resident of St Mary's Drive who had called this council about single-serving bottles of wine being dumped along the footpath between the library and North Lane. The resident believed these were being shoplifted from One Stop and he knew people who had seen youths undertaking such thefts; these youths were then believed to be drinking the bottles along the footpath mentioned. The resident felt these bottles could be better placed behind the counter at One Stop, making them less vulnerable to theft. On behalf of the resident, I reported this concern both to the anti-social behaviour team and the Licensing team at ADC.

The Licensing team visited One Stop, and emailed me on 7th February, "I attended the One Stop premises on Wednesday and had a look at the way they are displaying their alcohol. I have no issues with the layout and after speaking to the manager am more than confident that he has a good knowledge of the Licensing Act and what is required of him. The main issue appears to be litter related. There is nothing that I can do to assist further. I have updated [the resident] by leaving a message on his phone message bank." Mr Rookes said he would liaise with the Licensing Officer and investigate further with One Stop.

Currently, the next bi-monthly meeting is scheduled for Wednesday, 15th April.

8. Social media

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

- Poster for Show the Love service at St Mary the Virgin – 726 people
- Publicity for the St Barnabas House Hospice Outreach Project vehicle being in the village – 555
- Poster advertising The Cinnamon Trust – The National Charity for elderly and terminally ill people and their pets - 543

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 24th February)

The number of people currently liking the council on Facebook is 1,290, a decrease of one over the last report.

9. 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 – 29th January – sent to 812, opened by 515 (63.5%)

Parish Council news – 5th February – sent to 812, opened by 522 (64.3%)

Parish Council news – 20th February – sent to 813, opened by 508 (62.9%)

10. Things we have been asked since the last meeting

Nothing unusual or noteworthy this past month.

11. Recent bouquets and complaints

(In addition to anything reported above)

From a resident of Normandy Drive, in response to the e-newsletter of 29th January, "Thank you Simon for an interesting news letter. I've responded to the police survey, and hope to attend some of the events including the council meeting."

From a local business in response to the same e-newsletter, "Brilliant newsletter. Thank you ☺"

From a resident of St Mary's Drive, receiving the e-newsletter for the first time, "I find this very informative and useful. Thank you very much."

From a resident of Willowhayne Close, "I have been meaning to say for some time so why not now I don't think you fully understand the high regard and level of respect people in the village have for you."

From a resident of Normandy Drive, in response to the e-newsletter of 5th February, "We wish you a well deserved break on your leave."

From a resident wanting to know where the defibrillators are in East Preston, "That is just what I need, you are so good xx"

Thanks from the East Preston Film Society for recognition in the Winter 2020 Newsletter.

From a local resident who had lost some keys, although we were not responsible for her finding them again, "My thanks for your concern and also to the lady who kindly took my details when I called in."

A resident of Arun Court called in to complain about the Warren Recreation Ground being too muddy for her dog.

12. Leave

I am on leave from after the Business Breakfast on Wednesday, 5th March for the rest of that week. I will be back in on Monday, 9th March. Alison is on leave on the 10th March. Dawn is planning to be on leave towards the end of the month. Weekday Steve will be on leave from 23rd to 30th March.

13. March Meetings and Events

This list may be incomplete and is subject to change.

- 2nd Full Council (18:30, East Preston Infant School)
- 4th East Preston Business Community Business Breakfast (08:00, The Seahorse Café)
- 9th Planning & Licensing Committee (18:00, East Preston Infant School)
Audit & Governance Committee (19:00, East Preston Infant School)
- 16th Amenities Committee (19:00, East Preston Infant School)
- 18th Meeting with East Preston & Kingston Village Hall Foundation (11:00, Village Hall)
- 23rd Planning & Licensing Committee (18:00, East Preston Infant School)
Community Engagement Committee (19:00, East Preston Infant School)
- 26th Community Speed Watch team meeting (18:00, East Preston Fire Station) (DM, ST and SC only)
Friends of St Mary's Annual General Meeting (19:00, St Mary the Virgin)

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**

25th February 2020

Item 5 – Sussex Community Rail Partnership meeting, 6th February – Cllr Linton expressed surprise at the number of passengers recorded against Angmering Station.

Cllr Gander asked whether there was any news on the projects the council had suggested to Govia Thameslink Railways last summer. The Clerk reported he had received no updates on this.

Cllr Moore said he thought the train timetables were due to change again.

Item 6 – ADC Community Infrastructure Levy (CIL) presentation, 7th February – In response to a question from Cllr Gunston, the Clerk advised the Community Infrastructure Levy was new to ADC from 1st April 2020. There was a chance East Preston would benefit but as there was little space left to develop, the possible rewards would be small.

Cllr Toney thanked the Clerk for his report.

(Mr and Mrs L left the meeting at the conclusion of this item.)

187/20 EXTERNAL MEETINGS AND EVENTS

The council NOTED the following reports which had been circulated in advance of the meeting:

Other meetings and events – Part 1

Council is asked to note the following reports:

Eastern Parishes Meeting, 4th February

Rustington Parish Council

Councillors from Angmering, East Preston Kingston and Rustington attended. Apologies were received from Ferring.

Chair Cllr Walker opened the meeting, minutes from previous meeting approved and signed.

The Youth provision was on the agenda, both East Preston and Rustington are using Arun Church Youth team and they are having issues with certain people and are awaiting resolution. Angmering are standing alone and using the services of both of their Church leaders.

Angmering are installing No L.G.V. signs on the village boundaries to try and discourage heavy vehicles from using the village as a “rat run”. This is not compulsory.

The date of the next meeting was set for 16th June.

Prior to the main meeting, Simon, Cllr Linton and myself, together with three representatives from Rustington Parish Council, had a detailed talk to the Chairman and Vice-Chairman of Angmering Parish Council about the proposed bus service linking the 2 villages together with Rustington. I got the feeling that there will be little or no take up. They were given suitable information and Simon is providing a detailed letter for them to take back to their council.

Cllr Steve Toney – **Chairman of the Council**

20th February 2020

WSCC Joint Eastern Arun Area Committee, Highways & Transport sub-group, 6th February

Millennium Chamber, Littlehampton

Those present included Cllr James Walsh (Chair) West Sussex County Council and also from WSCC Ben Whiffin, Mark Martin, David Lambert and Cllr Deborah Urquart. Parish Councillors present were John Oldfield (Angmering), Alison Cooper (Rustington), Geraldine Walker (Kingston) and myself. Also in attendance were Grant Roberts (Arun District Council), Caroline Gosford (ADC Senior Regeneration Manager) and Carol Hatton (Clerk, Lyminster and Crossbush).

The items that may be of interest to East Preston residents are as follows:

Caroline Gosford explained the proposed pedestrianisation of Littlehampton which will, hopefully, start soon as a substantial amount of funding has already been raised.

The Lyminster by-pass, north of the railway crossing, is delayed awaiting the outcome of Compulsory Purchase Orders and if there is an appeal work may not start until March 2021 at the earliest.

The A259 is awaiting a decision from the Secretary of State regarding the public enquiry. This is due in April so a start date could be in August 2020.

It was acknowledged the road surface by Haskins is in need of a complete renewal but it is not cost effective to do it now as the whole area will be included in the A259 project anyway. However, some interim surface repair will be carried out. Apparently, 350 potholes are repaired every week in Sussex!!

I was able to tell the meeting about the development of the No 12 bus route which was proposed to extend into East Preston and Angmering and this will now be put to Angmering Parish Council to consider.

The Traffic Regulation Orders for East Preston will become public once agreed by our local WSCC member, Roger Elkins, in April.

There was a request for another capacity study of the A259 which will go on the agenda of the main JEAAC meeting which is being held on 17th March.

The next meetings of JEAAC(H&T) will be on 7th May and 8th October 2020.

Cllr Elizabeth Linton – **Vice-Chairman of the Council**

7th February 2020

Twice-yearly meeting with East Preston and Kingston Bowls Club, 18th February

East Preston & Kingston Bowls Club, Sea Lane

Cllrs Toney, Mathias and McElroy and I attended this meeting on behalf of the council.

The club was represented by Janet Pidgeon (President and Chairman), Jonathan Colebrook-Taylor (Secretary) and Ian Campbell (Treasurer).

The club has a wholly new committee following its AGM at the end of 2019. Membership is steady at approximately 100 men and 70-80 women. The AGM agreed to increase subs this year, but the committee does not expect that to have a negative impact upon membership numbers.

The new committee is continuing the good work of its predecessors in tightening up on some procedural matters at the club.

The committee was concerned about the drains getting blocked and the council agreed the club could make an initial contact with Southern Water for that organisation to visit and inspect the drains if willing. If not, the council would approach Southern Water in support of the club. The club is also concerned about the lack of lighting along the driveway and the council agreed it is happy for the club to investigate alternative lighting options. The club also remains concerned about the trees overhanging the clubhouse. The council restated its willingness to arrange a three-way meeting to include the householder if the club wanted.

The club would also like to square up the south-eastern corner of the clubhouse and incorporate an external porch to protect people waiting to get into the club. The council representatives had no concerns, in principle, about the proposal and asked to see drawings it could agree through the process. We advised the club to seek guidance on the latest legal requirements for such changes, particularly with regards to accessibility.

The council suggested the club install a fire alarm system and undertook some fire warden training. The council also mentioned the holding of occasional Sporting Memories events, an idea to be discussed by the Community Engagement Committee later in March. The club replied it would be happy to consider the idea further when more information was known. The club said it did not really experience any anti-social behaviour from anyone using (or misusing) the Warren Recreation Ground.

As per the agreement reached last year, neither organisation felt there was a current need for two meetings per year, so there will not be a second meeting this year unless one or other party feels there is a need.

In closing the meeting, Mrs Pidgeon said the club would try to invite the council along for an evening in late Spring, early Summer, to try their hand at bowls. Suggested dates will be circulated in due course.

Simon Cross – **Clerk to the Council**

19th February 2020

Cllr Linton reported the Clerk to Lyminster & Crossbush Parish Council, Mrs Carol Hatton, had said there were instances of cars travelling at 100mph on the Lyminster Road.

188/20 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

No comments were made.

189/20 NEW ITEMS FOR THE NEXT MEETING (6TH APRIL 2020)

Nothing was suggested.

The meeting concluded at 19:59.

Chairman: Councillor Steve Toney Date: 4th May 2020

END