



EAST PRESTON PARISH COUNCIL

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COMMUNITY ENGAGEMENT COMMITTEE

MINUTES: of the Committee Meeting held on Tuesday, 26th May 2020 at 18:30 via the Zoom online meeting application.

PRESENT: Councillors A Chapman, L Duff, P Gander, E Linton (Chairman), D Moore and S Toney

ALSO: Assistant Clerk to the Council, Dawn Reid

Councillor J Gunston

ABSENT: Clerk to the Council, Simon Cross

The meeting opened at 18:30.

Following the Annual Meeting of the Council on 4th May, the membership of this committee was Cllrs Bowman, Chapman, Duff, Gander and Moore with no vacancies. As Chairman and Vice-Chairman of the Council respectively, Cllrs Toney and Linton were entitled to attend and vote at meetings of this committee.

Cllr Linton opened the meeting with a round of introductions.

The Assistant Clerk explained that owing to the COVID-19 pandemic and the inability to hold face-to-face meetings, committee members had been asked to let him know by 19th May, whether or not they wanted to be stand for Chairman or Vice-Chairman of the committee. Committee members were then given the opportunity to vote Yes or No for each candidate by midday on 20th May. Cllr Gunston confirmed he had acted as a Virtual Teller for both elections and confirmed six councillors had voted in both elections.

300/20 APPOINTMENT OF A COMMITTEE CHAIRMAN FOR THE YEAR 2020/21

Cllr Linton was appointed unopposed.

301/20 APPOINTMENT OF A COMMITTEE VICE-CHAIRMAN FOR THE YEAR 2020/21

Cllr Duff was appointed unopposed.

302/20 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Simon Cross, the Clerk. Mrs Reid, Assistant Clerk attended the meeting at short notice to act as clerk.

The committee thanked Mrs Reid for acting as clerk for the meeting.

303/20 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

304/20 PUBLIC SESSION

No members of the public were present.

305/20 TO REVIEW THE TERMS OF REFERENCE FOR THE COMMUNITY ENGAGEMENT COMMITTEE FOR THE FORTH COMING YEAR

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

Terms of Reference

Committee is asked to carry out the annual review of the committee's Terms of Reference.

The current Terms of Reference can be found at Appendix A below. The current Terms of Reference can be found below. These were adopted on 2nd July 2019. The only changes I have made to the existing Terms of Reference are to add in 3.5 and 4.4 as instructed by Full Council last November and, of my own volition, I have merged Section 4 – Attendance at Meetings and Section 5 – Frequency of Meetings into a single Section 4 – Meetings. The changes are highlighted in red.

Simon Cross – **Clerk to the Council**

18th May 2020

The committee ACKNOWLEDGED the changes and AGREED to adopt the Terms of References for the forth coming year, 2020-2021.

306/20 PLAYSCHEMES IN 2020

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

Playschemes – 2020

Committee is asked to receive an update on the pre-school picnic for 7th July 2020.

I have yet to hear back from Happy Days pre-school as to whether or not they would want to be included in a picnic as proposed. I hand-delivered a letter before the end of February.

Central government has indicated Reception and Year 1 children can return to school, although headteachers have expressed strong reservations as to how social distancing can be maintained amongst a demographic known to spread illness with efficient regularity. That would be within the confines of a formal space, whereas the council's proposed picnic would be on the Warren Recreation Ground, where it may be even more difficult to maintain social distancing. Or maybe it would be easier, who knows?

Committee should consider whether to go ahead with this event or postpone it for a year.

Simon Cross – **Clerk to the Council**

18th May 2020

Cllr Linton led on this item. A discussion took place regarding the annual picnic and planned date in July 2020. Due to current COVID-19 health crisis and social distancing, the decision was made to postpone the pre-school picnic until 2021.

The committee VOTED and all AGREED to postpone the pre-school picnic until 2021.

307/20 **COME AND MEET YOUR LOCAL COUNCILLORS**

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

East Preston Festival, June 2020

Committee is asked to consider the rescheduling of the *Come and Meet Your Local Councillors* event, originally scheduled for 11th June 2020.

In the middle of March, the East Preston Festival Committee made the difficult decision to cancel this year's Festival, the first time such a move has ever been necessary. Cancellation was due to the pandemic of course.

The council's only active participation this year was to be the fifth annual *Come and Meet Your Local Councillors* event, which would have taken place on 11th June. This has proven to be a popular event, regardless of the weather, and informative for both residents and council(lors).

Simon Cross – **Clerk to the Council**

19th May 2020

Cllr Linton led on this item. A discussion took place and the committee agreed that this event could go ahead, the committee felt that social distancing could easily be observed. The committee agreed to re-schedule this event to early September.

The committee VOTED and AGREED to re-schedule the *Come and Meet Your Local Councillors* event, to Thursday 10th September, 10-12am.

308/20 **EAST PRESTON BEACH CLEANS**

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

East Preston Beach Cleans

Committee is asked to consider any matters pertaining to the Beach Clean scheduled for Sunday, 27th September 2020.

Since 2012, the council has organised two Beach Clean a year, one at the beginning of the season and one at the end of the season. This year, these would have been held on 5th April and 27th September.

The 5th April event was cancelled due to COVID-19 lockdown measures meaning gatherings of more than two people were not permitted; even with the best will in the world it would have been difficult to justify the Beach Clean continuing in those circumstances.

With the current relaxation of lockdown measures, the committee may wish to consider agreeing a Go / No-Go date for the Beach Clean scheduled for 27th September.

Simon Cross – **Clerk to the Council**

19th May 2020

Cllr Linton led on this item. A discussion took place and the committee felt that given the current government guidance and relaxation of lockdown measures, the beach clean could go ahead. The committee agreed gloves and masks could be made available and Cllr Toney offered to supply wipes and hand sanitiser.

The committee VOTED and AGREED the Beach Clean will go ahead on 27th September.

309/20 **MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2019**

The draft Minutes of the meeting held on 27th January 2020 had been circulated to all members on 3rd February 2020, asking for suggested amendments by 10th February. None had been received.

The committee AGREED the Chairman could sign the Minutes as a true record of the meeting held on 27th January 2020.

Cllr Linton will duly complete this task.

310/20 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

The following report had been circulated in advance of the meeting. Nothing was added.

Matters Arising from previous meetings

Minute 089/20 – Community Speed Watch – the Obtrada speed surveys in The Street and Vicarage Lane took place during the week beginning 16th March. Mr Harris has received the raw output data and will provide a report to this committee in due course.

Minute 092/20 – V. E. Day Bank Holiday (8th May 2020) - the landlady of the Tudor Tavern, elected to cancel this event as it was perhaps not receiving the support expected. As it happens, the event would not have been able to go ahead during the pandemic.

Minute 095/20 – Village Bus – Angmering Parish Council began consideration of this council's request it too considers buying into an extended No. 12 bus service, discussing the matter at its meeting on 9th March. On 29th April, I received the following update from my Angmering counterpart, Katie Herr, "We were due to have sent out our Neighbourhood Plan Survey by now and had the results pending. Due to COVID-19 we decided not to send the survey out and put it on hold. Because of this I have no clear response from the councillors as they were going to make a decision once receiving back the data from the survey. It was noted by Paul Bicknell to put the needed figure in next years budget – but this was not voted on, just mentioned. I am sorry I do not have a definitive answer for you."

In light of reduced agendas for the time being, Cllr Linton and I agreed the proposal for a Village Bus service did not need further discussion at this time.

Minute 100/20 – Wellbeing in East Preston – Happy to Chat bench – after some negotiation, the signage has been agreed and was ordered during the week beginning 16th March. The signs have arrived but it has not been possible, or advisable, to install these during lockdown as we would not want to be seen to be encouraging interaction against government instruction. However, Cllr Linton has been pleased to note the signs are self-adhesive and has made me agree to go and install the signs with her on the very first day we think it appropriate, in line with current government guidance.

Minute 104/20 – Museum – Mr Standing has written in again to underline his proposal is for an online museum rather than anything physical.

Minute 105/20 – Silent Soldiers – we still have Mark Young's soldier in the office, waiting for him to collect it and relocate it.

Simon Cross – **Clerk to the Council**

19th May 2020

311/20 NEWSLETTER

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

Newsletter

Committee is asked to review content for Newsletter No. 55, Spring 2020.

The Spring 2020 issue was to have been published in the middle of May. Amongst other things it would have carried the Chairman's Annual Report. Other articles would have been publicity for *Come And Meet Your Local Councillors* and the Festival in general; a Correspondence Corner about unsupervised dogs; a further article about the Village Bus and so on.

The Summer 2020 issue would be published in August and would have included promotion of the Food & Drink Festival and responses to the matters raised at *Come And Meet Your Local Councillors* amongst other things.

I would propose either a newsletter to be published sometime between May and August, replacing both of these, or perhaps we just wait until publishing something in August. It would be good to include a full-page article about the East Preston Voluntary Service with quotes from service users and volunteers and maybe photos of them if possible.

Simon Cross – **Clerk to the Council**

19th May 2020

Cllr Linton led on this item. There was some discussion about the Newsletter and it was agreed to begin planning for a Newsletter at the end of July, if it was ready in time.

Cllr Gander offered to write an article on the East Preston Voluntary Service and Cllr Gunston offered to write an environmental article, based around his visit to the recycle centre.

Cllr Linton suggested an article could be added about how the community has all come together, during the COVID-19 health crisis.

Cllr Linton requested all articles should be received by the end of June.

The committee AGREED to plan for a Newsletter for distribution at the end July.

312/20 BLUE PLAQUES

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

Blue plaques

Committee is asked to review suggestions for further blue plaques in the village.

At the November meeting, the committee narrowed the choice down to either Stanley Holloway or Sir Maurice Craig. Further information on both these gentlemen is available in the Blue Plaques folder behind my desk.

If the committee finds it impossible to choose between the two properties perhaps it could decide to install one this financial year and one next financial year. Neither householder has been formally approached, but informally both have expressed their willingness to be involved.

Hopefully photographs of the two relevant properties will be circulated to committee members in advance of the meeting.

Simon Cross – **Clerk to the Council**

19th May 2020

Cllr Linton led on this item. A discussion took place and the committee agreed to install two Blue Plaques, Sir Maurice Craig and Stanley Holloway, one plaque in 2020 and the other in 2021. It was agreed to formally approach the householders and hopefully this will generate more information for authenticity.

The committee **AGREED** to two blue plaques and to officially approach the owners of the properties, occupied by Sir Maurice Craig and Stanley Holloway.

313/20 **ROUNDSTONE LEVEL CROSSING**

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

Roundstone Level Crossing

Committee is asked to receive any update on the subject of hosting a public meeting for major stakeholders to hear the views and frustrations of local residents.

I still have had no response from Stephen Hawkins of Network Rail. Without his agreement to attend, there is little point in progressing the organisation of such a meeting.

Simon Cross – **Clerk to the Council**

19th May 2020

The committee **AGREED** to defer this item to the meeting in July for further consideration.

314/20 **OUTDOOR FILM SHOW**

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

Outdoor film show

Committee is asked to consider the hosting of an outdoor film show.

With much of this year effectively a write-off and with the council unlikely to be able to host many events, Cllr Linton would like to discuss this further in order to give committee members something to look forward to in 2021. First question though, maybe, whether such an event would be within this committee's remit or should it be passed to the Major Events Committee? Questions the committee may wish to consider are: should we? What sort of film? Where? What time of year? Within the Festival or separate?

Simon Cross – **Clerk to the Council**

19th May 2020

Cllr Linton led on this item. A discussion took place and the committee agreed an outdoor film show would be a good community event and agreed to discuss this item further at the next meeting.

The committee **AGREED** to defer this item to the meeting in July for further consideration.

315/20 **COMMUNITY FLOWER DISPLAYS**

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

Community flower displays

Committee is asked to consider community flower displays.

Cllrs Gander and Gunston have suggested this to the committee and will lead the discussion at this meeting.

Cllr Gunston provided the following as a loose starting point:

Notes on Angmering in Bloom as promised.

Judith Cross (committee member) happy to attend a meeting to talk to Parish Council.

Operate as an association rather than a charity - makes admin easier.
Run by committee with Chairman, Treasurer and Secretary - meet monthly
10 volunteers garden once a week on Wednesday morning.

Funding from:-

1. Local businesses - pay £120 - £150 per year and get a plaque (costing £50) in display they sponsor.
2. Local events - Plant sales, bridge day, coffee mornings etc.
3. Donations from Angmering Parish Council.

It's a casual affair - they no longer enter Britain in Bloom competition.
Judith has horticultural background and group needs one or two people like her.
Casual gardeners are great as volunteers but need direction.

They have recently set up website and facebook page.

Simon Cross – **Clerk to the Council**

19th May 2020

Cllrs Gander and Gunston led on this item. Cllrs Gunston informed the committee he had spoken to Judith Cross (Angmering in Bloom committee member) and she had said, the key to success was to engage one or two people with horticultural background and it would be advisable to approach members of the Horticultural Society to seek involvement and interest.

Cllrs Gander and Gunston will contact the secretary of the Horticultural Society, to arrange a meeting to discuss this further and then will report back to the committee.

316/20 ITEMS TO BE REFERRED TO THE NEXT MEETING (27TH JULY)

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

New items to be referred to the next meeting (27th July)

It is hoped to be able to run a full agenda for the meeting in July. Additionally, the publisher of All About East Preston has asked us to consider using the centre two pages of the publication as a newsletter much as Angmering Parish Council has started to do for All About Angmering.

Simon Cross – **Clerk to the Council**

18th May 2020

The committee AGREED to refer the All About East Preston Magazine to the next meeting in July.

Cllr Linton asked the Assistant Clerk to distribute the 'All About Angmering' magazine to the committee, for ideas of what it could include in the publication.

This item will be discussed at the next meeting.

The Meeting closed at 19.10.

Chairman: *Cllr Elizabeth Linton* Date: **27th July 2020**