



EAST PRESTON PARISH COUNCIL

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MINUTES: of the Proceedings of the Monthly Meeting of East Preston Parish Council held on Monday, 5th December 2016 at the East Preston Infant School, Lashmar Road, East Preston

PRESENT: Councillors Christine Barber, Lisa Duff, Joop Duijf (Chairman), Barbara Gale, Pat Gander, Paul Kelly, Elizabeth Linton, Glyn Mathias, Rick McElroy, David Moore, Danny Shah, Hazel Tester and Steve Toney

ALSO: Clerk to the Council, Simon Cross

Arun District Councillors Ricky Bower, Terry Chapman and Mike Clayden (all until 19:30)

Mrs C Amoo (until 20:00), Ms K Frost and Mrs J Wallace

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Cllr Duijf opened the meeting at 19:00. Cllr Duijf reminded those present of some protocols for the meeting.

865/16 APOLOGIES FOR ABSENCE

All councillors were present.

An apology was received from County Cllr Peter Evans.

866/16 DECLARATION OF INTERESTS

Agenda Item 15c – Millennium Wall-hanging Working Party – Cllr McElroy declared a Personal Interest in these items as his wife is a member of the Village Hall Foundation committee; the wall-hanging had previously always been displayed in the Village Hall.

Agenda Item 15c – Millennium Wall-hanging Working Party – Cllrs Gale, Gander and Tester declared a Personal Interest in this item as all are members of Women's Institute branches in the village; the wall-hanging had been created by members of the Women's Institute.

867/16 PUBLIC SESSION

Agenda Item 15a – Christmas Celebrations Working Party – Mrs Celeste Amoo commended the council on its Christmas Celebrations event on 26th November. Mrs Amoo had spoken to many people who had thoroughly enjoyed the event. Mrs Amoo was also pleased to report she had counted eight councillors present, a figure she felt was a record.

Agenda Item 15c – Millennium Wall-hanging Working Party – Mrs Jennifer Wallace reported the Collage Reinstatement Campaign was continuing to collect signatures from people who wished to see the Millennium Wall-hanging reinstated in the Village Hall complex. Previous signatories were still expressing disbelief the wall-hanging had yet to be reinstated. Mrs Wallace reminded the meeting the first bulletpoint on the council’s Code of Conduct, signed by councillors upon taking office, was “holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.” Mrs Wallace ended by questioning if the Village Hall Foundation committee was still intransigent, why could it not so easily put this right for everybody?

868 /16 COUNCILLOR RESPONSES

Agenda Item 15a – Christmas Celebrations Working Party – Cllr McElroy reinforced Mrs Amoo’s comments by saying he had seen many people helping out with the Christmas Celebrations event. He himself had been unable to help due to work and family commitments. Well done to everyone involved.

869/16 WEST SUSSEX COUNTY COUNCIL (WSCC)

County Cllr Evans had sent his apologies for this meeting.

870/16 ARUN DISTRICT COUNCIL (ADC)

District Cllr Chapman reported on the following matters:

The latest phase of the District Council’s 2020 Vision project is the management restructuring as a consequence of which the number of Directors will reduce from four to three in early 2017. These will be Philippa Dart (Director Services), Karl Roberts (Director Place) and Paul Wartens (Director Transformation). The Director Transformation post will cease in early 2018, leaving just two directors. Selections had been held for the new Group Heads reporting to the new substantive Director posts with effect from 1st April. All but one of these new posts had been filled.

A Cabinet meeting was to be held on 12th December. Items of interest to East Preston were a recommendation to extend the council’s contract with Age UK until 31st March 2018, a year’s extension. Implicit in this was services currently centred in Littlehampton would be dispersed to a number of local communities, which would make them more accessible for people without their own transport.

Also of interest to East Preston residents at that meeting was a recommendation to replace existing Designated Public Place Orders with Public Spaces Protection Orders which would enable current controls on removal of alcohol to be maintained as well as adding new powers under the Anti Social Crime and Policing Act 2014. The Act conferred on officers discretionary powers to move on anyone engaged in anti-social behaviour or believed likely to engage in anti-social behaviour. This was following the recent public consultation in which 85% of respondents had been in favour of the Public Spaces Protection Orders for the centres of Bognor Regis and Littlehampton.

Cllr Chapman ended by thanking the council for having arranged so many attractions to celebrate his birthday on 26th November. It had been lovely to be out and about in the village seeing so many residents actively enjoying themselves.

In response to a question from the Clerk, Cllr Chapman advised the meeting the proposed Dog Order for Ferring had been dropped following the same public consultation as the Public Spaces Protection Orders.

District Cllr Bower opened by reporting the good news the Coast 2 Capital Local Enterprise Partnership had recently agreed to contribute to improvements to the A259 between the River Arun and Goring-by-Sea. This had been possible because of Section 106 monies raised from the developments in Roundstone Lane. Cllr Bower was

hopeful work would have started by early 2018. The westbound slip road into East Preston at the junction of the A259 and A280 was part of the improvements.

A new refuse contract had been agreed starting from April 2018. This retained a weekly collection for all putrescible waste and added a kerbside collection service for small electrical goods. Details of the latter service were not yet known.

Cllr Bower reported on the increased housing numbers which are required to be included in the Arun Local Plan. Whilst not negating Neighbourhood Plans, this would have some impact upon Neighbourhood Plans which included housing numbers. (Clerk's note: the East Preston Neighbourhood Plan did not contain any housing numbers.) Cllr Bower said he had been disappointed East Preston had not been represented at a Clerks Meeting held on 29th November.

Cllr Bower believed West Sussex County Council (WSCC) was still set on not considering the Parish Council's proposals for the Roundstone Level Crossing area (Full Council 18th May 2015, Minute 289/15, Resolution 0893) until after the improvements to the A259 had been made. He and Cllr Duijf could apply pressure though to WSCC via the Joint Eastern Arun Area Committee.

Finally, District Cllr Clayden reported traffic to the ADC website had increased by 31% in the past year with a 50% increase in e-form usage. The call centre was still handling 10,000 calls each year. ADC was also looking to host a drop-in training session for people wanting to make greater use of their smartphones and tablets.

(District Cllrs Bower, Chapman and Clayden left the meeting at 19:30)

871/16 MINUTES OF THE MEETING HELD ON 7TH NOVEMBER 2016

The draft Minutes had been circulated on 23rd November asking for comments by 25th November. No comments or suggestions had been received.

1047 The Council **RESOLVED** unanimously the Chairman could sign the Minutes as a true record of the meeting that took place on 7th November 2016.

872/16 UPDATE ON MATTERS IN THE MINUTES OF PREVIOUS MEETINGS

The Clerk had circulated the following report to all members:

Monthly Update Report

1. **Introduction**
2. **Minute 700/16 – Amenities Committee – South Strand toilet block**
3. **Minute 760/16 – Financial Matters**
4. **Minute 766/16 – Response to external meetings and events**

1. **Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 7th November 2016.

2. **Minute 700/16 – Amenities Committee – South Strand toilet block**

This council's letter to Kingston Parish Council was on the Agenda for that council's meeting on 17th November. No response has been received to date.

3. **Minute 760/16 – Financial Matters**

Answers to the two financial questions posed at the last meeting have already been circulated to Cllrs Duijf and Mathias and are reported at Agenda Item 10 below.

4. **Minute 766/16 – Response to external meetings and events**

I have now written to Arun District Council expressing this council's wish for further Planning Training.

Simon Cross – **Clerk to the Council**

28th November 2016

(Community Engagement Committee) Minutes 81/16 and 549/16 – Community Speed Watch – Cllr Kelly reported on the success of the A-boards which the Community Engagement Committee had purchased. Since these boards had been in use, the council's Community Speed Watch team had not encountered a single piece of abuse from the public. So successful had these been, Sussex Police Sgt Pipkin was now advising all Community Speed Watch teams to invest in A-boards too. Cllr Kelly further reported there were now five Community Speed Watch teams within the Arun District whereas there had only been the East Preston team when it was set up in 2013. As this made borrowing the Sussex Police speed gun almost impossible, he thanked the Community Engagement Committee for buying the council a speed gun, enabling the Community Speed Watch team to go out whenever it could.

Minute 754/16 – Public Session – West Sussex County Council – the Clerk reported Mr Whitehouse had informed him County Cllr Evans had confirmed after the meeting on 7th November he would support Mr Whitehouse's private Traffic Regulation Order request for parking restrictions in Station Road. However, as of the afternoon of this meeting, Mr Whitehouse had not received anything in writing from Cllr Evans.

Cllr Duijf added this would be positively viewed by the WSCC Joint Eastern Arun Area Committee Highways & Transport sub-group. The Clerk clarified this would still need Cllr Evans's agreement.

Minute 756/16 – West Sussex County Council – the Clerk reported Mr Wintle had confirmed on the afternoon of this meeting he had not yet received a reply from Cllr Evans to his email of 22nd September.

873/16 FINANCIAL MATTERS

The Accounts for October 2016 had been distributed to Members in advance of the November meeting. The following report was circulated in advance of this meeting:

Incomplete Financial Matters from November 2016 meeting

At the meeting held on 7th November, two questions were asked about the Finance reports which could not be answered there and then and as such, agreement of those reports was deferred until this meeting.

Garage rental – the figure shown on the Outstanding Purchase Orders report is excluding VAT. The figure shown on the Supplier Invoices Paid report includes VAT which the council then claims back quarterly.

SSALC invoice for Planning training – the Sussex and Surrey Associations of Local Councils had erroneously invoiced this council for six councillors having taken part in this training. When questioned, SSALC replied with a list of five names, one of whom was on the list twice. SSALC also replied it believed Cllr Mathias had not attended when in fact he had. SSALC agreed to issue a Credit Note for the two extra spaces, and this has been received.

Simon Cross – **Clerk to the Council**

9th November 2016

- 1048** The council **RESOLVED** unanimously to approve the outstanding Purchase Orders report for 2016/17, value £14,616.54.
- 1049** The council **RESOLVED** unanimously to approve the outstanding Supplier Invoices Late Payments report for September 2016, value £118.49.
- 1050** The council **RESOLVED** unanimously to approve the Supplier Invoices Paid report for October 2016 of £13,998.51 including VAT.
- 1051** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £248,332.19 net for the financial year ending 31st March 2017.

874/16 FINANCIAL MATTERS

The Accounts for November 2016 had been distributed to Members in advance of the November meeting. No questions were forthcoming.

- 1052** The council **RESOLVED** unanimously to approve the outstanding Purchase Orders report for 2016/17, value £10,943.23.
- 1053** The council **RESOLVED** unanimously to approve the Supplier Invoices Paid report for November 2016 of £22,931.40 including VAT.
- 1054** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £250,866.83 net for the financial year ending 31st March 2017.

The council NOTED the paper Bank Reconciliation to 14th November 2016.

The council NOTED the 2016/17 Budget Summary to date without comment.

875/16 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: Amenities on 14th November; Planning & Licensing on 14th and 28th November; and Finance & General Purposes and Audit & Governance both on the 21st November.

Simon Cross – **Clerk to the Council**

28th November 2016

Audit & Governance Committee

The committee met on 21st November. This was the committee's first meeting in the current year and it was agreed the committee should meet more regularly again. Cllr Mathias was re-elected Chairman of the committee and Cllr Shah re-elected Vice-Chairman of the committee.

Simon Cross – **Clerk to the Council**

28th November 2016

Finance & General Purposes Committee

The committee met on 21st November.

1. 3-year forecasting

The Committee have been discussing the usefulness of a 3-year forecasting budgeting plan. It was agreed that there could be some value in annually setting aside amounts for large expenditure items and projects. The Amenities and Community Engagement Committees will be requested to consider submitting details of such items to the Finance & General Purposes Committee to aid further discussion.

2. Warren Recreation Ground

Having consulted guidance on the Charity Commission's website, separate and more detailed analysis of the expenditure relating to the Warren Recreation Ground will be incorporated into the accounting and reporting system. This will provide greater transparency and completeness.

3. Legal Expenditure

The Committee agreed additional expenditure from the contingency fund in relation to a contract with the Angmering-on-Sea Estate Residents' Association for street-lighting and claiming the land at the southern end of Sea Road.

4. Banking arrangements

The Committee agreed new online banking arrangements with effect from 1st January 2017. Clear and robust procedures and protocols will be in place, with regular reviews to ensure compliance.

5. Committee Budgets

The Committee reviewed the proposed budgets for F & GP and Admin. There were several amendments to amounts and detail and these budgets will again be reviewed at the next Committee meeting in December when the committee will hopefully agree a recommendation to January's Full Council meeting for budget and precept for the coming financial year. Council is reminded this year was the final year Arun District Council paid this council a grant in respect of the Localisation of Council Tax Support. For the current year, the grant was over £4,000 which will not be provided next year.

Cllr Pat Gander – **Chairman of the Finance & General Purposes Committee**

27th November 2016

Nothing was added.

876/16 AMENITIES COMMITTEE – VILLAGE GREEN CAR-PARK

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

Amenities Committee

Council is asked to agree a recommendation to implement a parking scheme in the Village Green car-park following public consultation through the Winter 2017 Newsletter.

For a while now, the Amenities Committee has been trying to address two issues with the Village Green car park: 1. anti-social parking where local residents park for long periods thus blocking spaces for people wanting to use the facilities at the lower end of the village (despite signage stipulating short term parking only and no trade vehicles overnight); 2. the high costs associated with the car park, especially from the Rates.

Cllrs McElroy and Shah, along with the Assistant Clerk met with One Parking to discuss parking enforcement options for the car park in an attempt to address these problems. One Parking proposed to use a solar powered ticket machine which would issue tickets at an hourly rate of 50p during the daytime (8am to 6pm) to a maximum of three hours parking at one time, with no return within an hour and a flat rate of £1 over night (6pm to 8am). The Amenities Committee was keen to keep the disabled bay free of charge with a maximum of three hour parking which would tie-in with the disabled discs. To keep it simple, parking would be charged seven days per week, including Bank Holidays.

The Committee considered two options to fund the system, both based on an initial three year contract. Option 1 was with no upfront to the Council where all the equipment was installed, maintained and managed at no cost but One Parking would take 50% of the takings the first year, then 40% the second year and 30% the third year, to cover their initial risk for set-up costs. Option 2 was for the Parish Council to buy the ticket machine outright at a cost of £4,500+VAT. One Parking would still maintain and manage the system but would only take a 20% cut of the takings over the three years. (The Parish Council would have the power to determine parking charges under both these options.)

Cllr Kelly had made some calculations based on figures provided in the supporting papers and concluded that the Council could recoup at least £19K over 3 years with Option 1 and £23K with Option 2. Members agreed that Option 1 would prove the least risk to the Council as it was hard to forecast at this stage how much revenue could be taken from the car park. The Committee said their original intention was to at least recoup existing running costs for the car park and agreed revenue from Option 1 would cover these costs.

The Committee agreed as there was no upfront charge to the Council with Option 1, it would not be necessary to consider alternative quotes. The Committee also NOTED that One Parking already successfully operated parking and security schemes within the village.

Amenities Members suggested that if Full Council supported this recommendation, an article should be placed in the Winter 2017 Newsletter outlining the Council's intentions to improve parking provision at the southern end of the village.

The Amenities Committee had also asked me to contact SSALC for their advice on this proposal.

Tracy Khoo – **Assistant Clerk to the Council**

25th November 2016

Points which emerged during the discussion about this item included:

- Fines would go to One Parking Solution with 10% coming to the Parish Council;
- One Parking Solution would likely visit the site at least twice a day;
- Overnight charges would be £1 for 6pm to 8am;
- There was a possible technical problem with offering a small amount of free parking.

1055 The council **RESOLVED** not to accept an amendment to charge equally for all spaces rather than provide disabled parking free of charge.

1056 The council **RESOLVED** to publish an article in the Winter 2017 newsletter advising the public the council was “considering a proposal to improve parking provision...”.

In the meantime, the Amenities Committee will talk again with One Parking Solution about the possibilities of a machine which could offer a small amount of free parking. The Amenities Committee was scheduled to meet again in January at which it could decide the content of the article to be included in the Winter 2017 newsletter. It would also consider a suggestion parking permits could be issued to local residents to save them the inconvenience of regularly finding change for the ticket machine; this would be on the understanding a permit did not guarantee someone the right to a parking space.

(Mrs Amoo left the meeting during this item.)

877/16 AUDIT & GOVERNANCE COMMITTEE – COMMITTEE MEMBERSHIP

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

Audit & Governance Committee

Council is asked to agree to a recommendation regarding the membership of this committee.

Over the past few years it has proved increasingly difficult to find councillors willing to be on this committee and accordingly the amount of work for the committee to do has built up.

Currently the committee is a “small” committee, in other words it is up to three councillors. The Chairman and Vice-Chairman of the council automatically have the right to attend meetings and to vote at those meetings.

In the Terms of Reference for the Amenities, Audit & Governance and Finance & General Purposes Committees, the Chairmen of those committees are automatically made the council’s representatives (with others) to the council’s tenants and are expected to attend meetings with those tenants or to send the committee Vice-Chairman as appropriate.

The committee suggests to Full Council the Chairmen of the Amenities and the Finance & General Purposes Committees are automatically made members of the Audit & Governance Committee. This should ensure there are enough committee members to have a decent cycle of meetings again. To prevent negativity about committee chairmen just being audited by themselves, the committee also suggests the Audit & Governance committee is expanded to become a “large” committee, i.e. up to five members. This would be in line with all other council committees with the exception of the Personnel Committee.

Simon Cross – **Clerk to the Council**

28th November 2016

- 1057** The council **RESOLVED** to amend the membership of the Audit & Governance Committee so the Chairmen of the Amenities and Finance & General Purposes Committees were automatically members of the Audit & Governance Committee.

878/16 WORKING PARTIES

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

Working Parties

Since the last meeting, the Christmas Celebrations Working Party met on 9th November and the Chairman of the Working Party, Cllr Tester, held a Christmas Celebrations drop-in session on 22nd November.

Simon Cross – **Clerk to the Council**

28th November 2016

Cllr Tester advised the Community Engagement Committee had agreed there would be a Christmas Celebrations event on 25th November 2017. Cllr Tester thanked everyone who had helped on the day, councillors, staff and

community volunteers. Personally, she had walked over seven miles during the day. The continued success of the event depends upon having an increased number of volunteers in the right places at the right times.

Cllr Linton thanked the Collage Reinstatement Campaign for providing comments on the council's lease with the East Preston & Kingston Village Hall Foundation and said she wanted to arrange a further meeting of the Millennium Wall-hanging Working Party soon.

879/16 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, 1st November**
- 5. Sussex Community Rail Partnership Annual Stakeholder meeting, 3rd November**
- 6. Meeting with representatives of St Mary the Virgin church, 10th November**
- 7. Meeting with East Preston Library, 21st November**
- 8. East Preston Christmas Celebrations, 26th November**
- 9. Social media**
- 10. A selection of things we have been asked this month**

11. **November bouquets and complaints**
12. **Leave**
13. **December meetings and events**

1. **Introduction**

This is the report mainly covering November 2016, and covers matters that may not arise elsewhere on the agenda.

2. **Police matters**

At the end of October I reported, via Operation Crackdown, a car which had been parked in the same spot in The Street for several weeks, although I had discovered online it was taxed until the end of the month. Sussex Police replied saying it was taxed and nobody would be done about it; Arun District Council contacted the owner who had apparently lent the car to a friend who could not remember where he had left it (!), and the car was moved the following day.

There has been no other contact with Sussex Police in the past month.

3. **Freedom of Information / Data Protection requests**

No requests received or made.

4. **East Preston Business Community Business Breakfast, 7th November**

This month's Business Breakfast took place at The Sea Horse Café. The meeting was much better attended than last month's, perhaps partly due to my lining up a mystery local businessperson to come along and talk about his or her very specialist business. That person was East Preston-based thatcher, Gavin MacDonald, who gave an entertaining and educational talk about thatching leading to a number of questions from those present. Gavin started in thatching in the late 1970s but now runs his own business supported by one of his sons and an apprentice. In his own words, possibly as a result of Brexit, his order book is not as full as far ahead as it has been in the recent past, but Gavin knows he is still in an enviable position. Left to right in the photograph below are the three main materials used in thatching in this area – straw, the increasingly rare sedge and water reed.



Three other businesses were represented for the first time – professional singer and star of the East Preston Food & Drink Festival, Aurora Chanson; Sharon Garden Design; and S C Electrix.

The next meeting will be on 6th December.

5. Sussex Community Rail Partnership Annual Stakeholder meeting, 3rd November

I attended the annual stakeholder meeting of the Sussex Community Rail Partnership (SCRП) – Arun Line in Pulborough.

There were three main presentations at the event. Firstly, Jamie Dallen gave West Sussex County Council's view of the Govia Thameslink Rail (GTR) public consultation into proposed timetable changes for 2018 onwards. I circulated Jamie's discussion paper to all councillors on Friday, 4th November.

Secondly, Angie Lowen, SCRП Education Officer, presented on the work she has been doing with schools across the county in persuading them to use trains more and in educating children about the need to be safe when using or just crossing railways. I have made both East Preston headteachers aware of this element of the SCRП's work and hopefully some East Preston children will receive some education in this soon.

Finally, Michelle McKinley Bell, the Enterprise and Development Manager of the Aldingbourne Trust talked about the work the trust does with adults with learning difficulties and out in the community. Michelle showed a twelve-minute video explaining the work done by the charity, and this can be found on the front page of the Trust's website – <http://www.aldingbournetrust.co.uk/> - highly recommended viewing. Locally, the Trust maintains the floral displays at Angmering Station as part of its Adopt-A-Station programme, but funding for the programme has been cutback; we may receive a Grant Aid application from the Trust next year to consider helping fund this work.

Network Rail will have a maintenance train based at Horsham from sometime in 2018. This will be taken to railworks and will carry a whole set of equipment so there should no longer be delays because a team does not have a particular piece of kit to hand. The train will also have extending sides which in certain circumstances will provide additional protection for maintenance engineers.

6. Meeting with representatives of St Mary the Virgin church, 10th November

I met with Felicity Myer and Brian Cooke as they wanted to discuss the church's campaign to have tourist signage put up in order to raise the visibility of the church. We were last involved in this back in 2011, at which time this council confirmed to West Sussex County Council it supported the church's request. The church was prepared to pay for some black and white signage as it somehow did not qualify for brown tourist signage despite being a Grade I listed building! Somehow the request was not progressed by the church at that time.

Although the WSCC officer who was involved in 2011 is still at the council he is no longer working in the same department. He directed me towards a generic "signs" email address from which I received an automatic response saying no new requests were currently being considered but not advising whom I should contact about an old request. I have flagged this to County Cllr Evans and await his response.

7. Meeting with East Preston Library, 21st November

With Cllr Linton representing the Millennium Wall-hanging Working Party, I met with representatives of the East Preston Library to discuss further the siting of the wall-hanging there. The library representatives are happy for the wall-hanging to go there and feel it will have a positive impact upon the library. I now have to draw up an agreement between ourselves and the library before the wall-hanging can be installed. As previously discussed, any agreement will need to be agreed by this council before the wall-hanging can be installed. (Full Council, 5th September, Minute 625/16)

8. East Preston Christmas Celebrations, 26th November

The annual Christmas Celebrations event ran from midday into the evening. Feedback has been greatly down on the last two events but has all been positive.

Thank you Simon, and all your helpers, for a lovely day. My daughter and I really enjoyed the variety of activities, displays and stalls, and the atmosphere in the village was really good. A good start for the Christmas festivities, thank you.

Fantastic fireworks – thank you!

What a wonderful time we had playing there with the LAMB RUSTINGTON UKULELE BAND we loved it and thanks to all who ran it for us all cheers

The fireworks at the end were fab

A big thank you to the Christmas working party for all the hard work and organisation the event was another great success for EP Parish Council. (DS)

Just to say a big thank you to one and all involved with Saturday's Christmas celebrations. Also the Christmas lights around the village are wonderful. Thank you all once again.

A great day. Kids loved it. Looking forward to next year's! Well done

Well done EPPC. A fun day, really well organised. Makes us proud to live in East Preston.

Father Christmas was great. He knew all the latest kids' characters and was able to respond easily to any comments and questions thrown at him by kids. (DP)
A great event for children, but more needed for adults.

9. **Social media**

Facebook posts reaching more than 500 people published since the last supporting papers:

- Public Notice for temporary closure of Angmering station level crossing on 4th December – 1,108 people
- Post of an anonymous letter received by the council, basically stating how life has gone downhill in the village in the past twenty years - 920
- ▲ Thank you post – 893
- ▲ Repost of Clockhouse Deli Gin Festival event – 893
- ▲ Post announcing Colin's Amusements - 747
- Post about stolen child's phone (the stolen phone of a child) - 727
- Missing child's hat (the missing hat of a child) - 711
- Poster for *The 29 Market* – 661
- Post asking people to stop and say hello to an elderly man selling poppies in the rain outside One Stop – 642
- Poster for *The Royal Navy Presentation Team* event at the Look & Sea Centre – 617
- Poster for *An Idle Around Ironbridge* talk at the Look & Sea Centre – 611
- Poster for Falls prevention talk at Darlington Court – 605
- ▲ Repost of Sea Horse Café event details - 527
- ▲ Repost of Clockhouse Bar beer festival event - 518
- Post of East Preston Christmas Celebrations Facebook page – 516
- ▲ Post announcing Cloud 9 sponsorship of the climbing wall - 516
- MailChimp auto-post of council news email of 4th November - 507

† Food & Drink Festival page

▲ East Preston Christmas Celebrations page

(posts up until 26th November)

Commented on a Streetlife post about the Christmas Celebrations which had seemed to get confused between the East Preston Christmas Celebrations and the switching-on of Rustington's Christmas lights.

10. **Things we have been asked this month**

"Can we have an East Preston pantomime?"

"Where can I dispose of broken glass?"

"Why isn't there a community choir in East Preston?"

"How do I get rid of two birds living in my attic?" (Contact the RSPB)

11. **November bouquets and complaints**

(In addition to anything above.)

From nearby residents who have had concerns about the development site in The Ridings and Sea Lane, upon receipt of this council's letter of objections:

"Well done Simon, unsure if reason and logic will win the day tho over ADC"

"Great response Simon, thank you."

"A brief note to thank you for forwarding a copy of the Council's objections to the Planning Application. Can I also thank you for the excellent way in which you wrote that objection - it certainly encapsulated all the various views that I have heard put forward on the subject very clearly and it made as an effective case as was possible I think."

"[...] the Parish Council extensive & very good objection to the Planning Application"

From a resident of North Lane for no particular reason, "Went out for a bite to eat with [x] and [y] last night and we got talking about the Christmas festivities in the village, etc etc and how lucky we are to have such a great advocate for the village on the parish council and we waffled on for ages about you. Saying you're ok. You'll do. You are a star and we think an awful lot of you."

From a resident of Normandy Lane who complained about the surface of the road breaking up, "road mended to perfection been over it in the last few days very good. Thanks"

12. **Leave**

The Council Office will close to the public at the end of Wednesday, 21st December although officers will work on 22nd December. The office will reopen to the public on Tuesday, 3rd January.

13. **December Meetings and Events**

This list may be incomplete and is subject to change.

- | | | |
|------------------|---|--|
| 5 th | - | Full Council (19:00, East Preston Infant School) |
| 6 th | - | East Preston Business Community Business Breakfast (08:00, Kerry's Tea-room) |
| 12 th | - | East Preston Junior School Christmas Show (13:30, Junior School) (LD, BG, EL, JD, SC, TK and partners where appropriate) |
| | - | Planning & Licensing Committee (18:00, East Preston Infant School) |
| | - | Finance & General Purposes Committee (19:00, East Preston Infant School) |
| 16 th | - | Lunch at the Baytree Lunch Club (12:30, Village Hall) (JD and HT only) |
| 28 th | - | Planning & Licensing Committee (18:00, East Preston Infant School) |

Simon Cross – **Clerk to the Council**

28th November 2016

The Chairman thanked the Clerk for his report.

880/16 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:

East Preston Festival Committee Donations Evening, 18th October

Conservative Hall

By invitation of the East Preston Festival Committee I was invited to be present at this year's Open Meeting for the distribution of the profits of the 2016 Festival.

After a warm welcome by Kerry, the new Chair(man/woman), as I was early, I watched many future receivers of a cheque to be handed out later on to come in.

So who passed the entrance as a Council representative? Simon was the first to arrive (early as well) and furthermore Danny and Tracy also as a receiver for the Youth Club of one of the many cheques handed out during the evening.

Tea and coffee and not to forget biscuits were on offer to calm down the nerves of many if they would get a cheque and of course for how much.

The majority of representatives of the charities and other organizations for a good cause gave a short explanation what they are doing and for what the money was going to be spent on.

New members of the Committee were introduced and the chair was happy to announce that all vacancies were fulfilled. It also needs to be noted that volunteers are always welcome to make the workload a bit lighter for the Committee.

Not all moneys were distributed as the committee want to make reservation for as mentioned as a major project in the coming years.

A note for your diary: the 2017 Festival will take place from Friday 2nd June until Sunday 11th June.

Cllr Joop Duijf – **Chairman of the Council**

19th September 2016

Angmering School Year 11 Presentation evening, 3rd November

Angmering

East Preston Parish Council was invited to celebrate the achievements of Year 11 Class of 2011. Cllr Hazel Tester and myself thought it was a good idea to attend the celebration evening and mix with the younger generation. Not only that it is becoming a tradition to join them on this very important event finishing their education, GCSE courses, at Angmering School. We were introduced to the 'new' head teacher Simon Liley and several other tutors and were guided to our reserved seats. Many parents were there to support their child(ren) and being proud of their achievements.

Miss Potter explained the award giving. The presentation of the exam certificates was done by their Group tutors. During these presentations the highlights of their achievements were mentioned and their subsequent further studies were emphasized.

The many subjects taught are Art, Business Studies, Computer Science, ICT, Dance, Drama, Child Development, Food Technology, Engineering, Graphics, Product Design, Textiles, English, Geography, History, Mathematics, Method Mathematics and Applied Mathematics, Media Film and TV Studies, Modern Foreign Languages, Music, Science, Biology, Sport and Statistics.

Wouldn't you want to go back to school?

Cllr Joop Duijf – **Chairman of the Council**

8th November 2016

Southern Water stakeholder meeting, 4th November

Amex Stadium, Brighton

Southern Water is in the process to adjust its Business Plan for 2015 - 2020 and beyond and wants to hear what the stakeholders want to be included in the Plan. The workshop is held in various locations in their customer supply region.

There were about 70 participants from all kind of organisations like the Environment Agency, Borough Councils, Parish Councils, Town Councils, County Councils (WSCC: Kevin Macknay, Simon Oakley, Peter Evans), Flood Action groups, City Councils, National Farmers Union, Sussex Countryside Trust, Sussex Inshore Fisheries and Conservation Authority, Natural England, Portsmouth Water, Arun District Council, Sussex Wildlife Trust, Sussex Chamber of Commerce and many more. An interesting mixture I have to say.

The sessions are divided in supplying information on the current situation and followed by discussions by the stakeholders what the priorities are between 2020 - 2025.

An overview of The Business Plan was presented for 2015 - 20, the progress in meeting the promises and performance update. Customer priorities - feedback from recent customer insight work followed by discussions what the stakeholders priorities for Southern Water services between 2020 - 2025 are and how to report on performance. The next item was focus on sewer flooding: roles and responsibilities, causes of sewer flooding and options to reduce the risk and impact of sewer flooding.

Next session is the focus on water resources: water resource management planning, increasing resilience to drought and options to secure sustainable supplies of drinking water in the future.

After lunch there was a choice for Planning for future growth, the one I attended, Bathing Water Quality and Water resources.

Southern Water roughly serves Kent, East and West Sussex, Hampshire and Isle of Wight. However, services supplied differ ranging from water supply and wastewater, wastewater treatment areas only and water supply only areas. Several companies are involved such as Wessex Water, South East Water, Portsmouth Water, Affinity Water and several more.

Some statistics:

- 83 water treatment works
- 195 service reservoirs
- 13,837 km of water mains
- 2 million people served
- 521 million litres of water averaged daily supply
- 1.1 million properties
- 945,168 metered properties
- 2,375 pumping stations
- 366 wastewater treatment works
- 39,600 km of sewers

Southern Water (SW) listens to stakeholders and acts on feedback. Help review, shape and improve services and activities. Inform development of future plans. SW has a duty to consult the public as part of the development of the Water Resources Management Plan (WRMP).

Summer 2017 will see Public consultation on the Drought Plan, more Stakeholders workshops and early 2018 there will be a Public consultation on the draft Business Plan and WRMP. The final business plan is due for autumn 2018 and by late 2018 early 2019 Defra's approval of the WRMP and by the end of 2019 Ofwat's final determination on the Business Plan.

The Business Plan is focusing on 'a constant supply of high quality drinking water, removing wastewater effectively, looking of the environment, responsive customer service, better information and advice and last but not least affordable bills'.

For the 2015 - 20 business plan the promises include:

- . no restrictions on water use, unless there are at least two dry winters in a row
- . reduce the amount of water used by 15 litres per person per day
- . no 'serious pollution incidents' affecting local rivers, streams and beaches caused by SW's operations by 2020
- . improve the standard of bathing waters
- . making efficiency savings to keep customers' bills as low as possible

Some examples based on stakeholders comments

- commitment to a 25% reduction in sewer flooding
- 'Pain in the Drain' campaign is targeting blockage hotspots
- introduction of a social tariff for vulnerable customers

Some highlights from 2015-16

- an average household, water and sewerage services cost less than £1.14 per day
- 99% bathing waters meet European standards - best ever record in England
- first in UK to introduce universal metering which cut water use by up to 16.5%
- top performer amongst water and sewerage companies on leakage - target exceeded by 4 million litres per day

Customers' long term priorities

- . effective customer service and engagement
- . constant supply of high quality drinking water
- . protecting nature and the environment
- . investing in infrastructure for future generations

Sewer Flooding

The responsibilities are:

- surface water flooding
 - . Lead local flood authorities (county councils or unitary authorities)
- private drainage (surface water)
 - . home owners responsibility
- highway drainage
 - . Lead local flood authorities (county councils or unitary authorities)
- river and coastal flooding
 - . the Environment Agency
 - . Lead local flood authorities (county councils or unitary authorities)
 - . Internal drainage boards
 - . Riparian owners
- groundwater flooding
- private drainage (foul)
 - . home owners in principal
- Public foul sewers
 - . water and sewerage companies manage the risks of flooding from foul or combined sewers serving buildings and yards
- Public surface water sewers
 - . water and sewerage companies manage the risks of flooding from public surface water sewers (where these exists) serving buildings and yards

The 21st Century Drainage Programme involves

- developing a drainage strategy for the future
- smart innovative and targeted investment
- promote stormwater management
- sustainable drainage systems
- increased partnership working high profile public campaigns

and Defra Flood Resilience Review

- improved understanding of risk
- testing resilience
- increasing resilience

Causes of sewer flooding are mainly caused by blockages (86% (wipes are the major culprits)

Some Sewer flooding options

- . better response to emergencies
 - more staff and emergency equipment
 - proactive responses to developing storms
- . more CCTV and sewer jetting
 - more work to find and remove blockages
 - focus on known hotspots
- . better monitoring and data
 - gathering more 'real time data'
 - quicker response

SW is investigating to prevent sewer flooding in many ways like replacing with larger pipes, repairing or lining sewers and storing of stormwater to mention a few.

It is important to educate the users:

- no fats and oils and greases
- no wet wipes

To find an answer to many (possible) problems analysis is ongoing in

- . population growth
- . property growth
- . industrial growth
- . toilet flushing
- . personal washing
- . clothes washing
- . dishwashing
- . garden watering
- . miscellaneous in- and outdoor use

Discussed and investigated are several types of supply options

- . new surface water reservoirs
- . desalination
- . water re-use
- . transfers from other water companies

Some interesting need-to-know issues:

- SW has statutory obligations to provide water and wastewater services
 - . new connections cannot be refused
 - . unable to object to new developments
- duty to ensure the service provided for existing customers does not deteriorate as a result of new homes being built
- not a statutory consultee on individual planning applications
- Local and Neighbourhood Plans play an important role in planning for the future

Developers should consult SW to ensure:

- . water supply and sewerage infrastructure are available to meet needs of the proposed development
- . an adequate supply of mains water can be provided
- . public sewers with adequate capacity are available or can be provided or alternative arrangements can be made

Interesting to know is S98 Requisition of a Public Sewer, which more or less tells us the following.

Under Section 98 of The Water Industry Act 1991 it is the duty of Southern Water to provide a public sewer for domestic purposes if required to do so by certain person(s) (the requisitioner).

The requisitioner will be for these requisitioned sewers (and this not always needs to be the nearest sewer).

Southern Water is responsible for the design and construction, including the acquisition of appropriate easements or right over the land in which it will be laid. After construction SW will be responsible for maintaining the sewers or lateral drains as public apparatus.

The progress consists of five key stages (of which some might be skipped)

- . Initial feasibility and preliminary estimate
- . detailed design, including land negotiations
- . signing of the S98 agreement
- . construction
- . reconciliation of the final account based on the actual cost of completing the works.

It is interesting to read how this procedure works and will give you a better understanding of the procedure.

Those interested: www.southernwater.co.uk/Media/Default/PDFs/SewerReqNotes.pdf

Cllr Joop Duijf – **Chairman of the Council**

8th November 2016

Littlehampton Child Contact Centre 10th Anniversary, 8th November

Littlehampton

Invitation received from Littlehampton Child Contact Centre (LCCC) to the 10th anniversary celebration and AGM (Annual General Meeting) on 8th November 2016.

After a warm welcome at the Littlehampton Baptist Church the AGM took place and in addition to the usual items on these agendas a brief history of Child Contact Centres was given and long-service certificates were presented.

Judge Helen Lusty gave a presentation of a fictitious case from her experience at the Family Court. This was very well done and made the attendees laugh despite the fact that these cases are very sad as young children are as to speak the victims of separation or divorce by their parents. All those cases are around the difficulty to see their mother or father mostly because of the 'unwillingness' by one parent to allow this for whatever reason.

The meeting ended with a light buffet and lots to talk about.

I would recommend that if parents are in those particular circumstances to contact the Centre: It certainly is for the well-being of the child. The Centre is run by qualified volunteers and there are no costs involved, donations are welcome by the way.

The Centre is a child focused environment where the needs of the children are always put first. The first Contact Centre started 25 years ago and are all over the country. The centres are a safe, friendly and neutral place where the children of separated families are able to spend time with one or both parents and even other family members.

For more information contact LCCC:
ltonchildcontactcentre@gmail.com or have a look at their website
www.littlehamptonchildcontactcentre.org
07467 195755

Cllr Joop Duijf – **Chairman of the Council**

9th November 2016

Remembrance Sunday, 13th November

East Preston

As usual councillors were invited by The Royal British Legion to join on Remembrance Sunday to remember our fallen armed forces members especially those in the first and second World War but also those in more recent events. Some current and past councillors joined the Remembrance Day activities.

We marched at around 10:30 from the British Legion to St Mary's Church preceded by the Band and Colours. The Church was packed this year and we were welcomed by music by (Henry) Walford Davies - *Solemn Melody*.

The Colours were presented at the Altar and Wreaths laid. Subsequently readings, hymns and prayers followed during the service. Afterwards many positively commented on the Service being different from previous years.

After Service we all marched back to the War Memorial for a short service and laying of wreaths. It was good to see many people to join this service.

Wreaths were amongst others laid by Sir Peter Bottomley MP, Terry Chapman on behalf of Arun District, myself on behalf East Preston Parish Council, Geraldine Walker chairman Kingston Parish Council, the Royal British Legion Women's Section, Royal Sussex, Merchant Navy, Red Cross and many more.

Afterwards many retired to and mingled in the British Legion.

Cllr Joop Duijf – **Chairman of the Council**

17th November 2016

On a very bright sunny day the residents of East Preston met outside the British Legion for the Remembrance Sunday parade. The band heading the procession started the marching to the tune of *Sussex by the Sea*. Sir Peter Bottomley MP, Terry Chapman Arun District Councillor and Joop Duijf, Chairman of the Parish Council, joined other dignitaries in attendance with their wreaths. Members of many of the local organisations also followed and we were marched by the army Warrant Officer to St Mary's Church where the service was held.

After the service the procession went to the East Preston War Memorial outside the library where the names of the fallen were read out and two minutes silence observed. The wreaths were placed around the memorial and a short prayer said before we all dispersed.

Cllr Elizabeth Linton

27th November 2016

West Sussex County Council Joint Eastern Arun Area Committee Highways & Transport sub-group, 15th November

St Mary the Virgin, East Preston

The Joint Eastern Arun Area Committee (JEAAC) Highways and Transport Working Group (/H&T) was as usual held at the Woodland Centre, Rustington, two weeks before JEAAC itself.

The minutes dated 23rd August were passed without any amendments.

The situation around **Cluttering of Pavements/Highways** was explained by Ben Whiffin (WSCC (West Sussex County Council) Highways Lead Specialist). Problems had arisen amongst in Rustington with business paraphernalia being put out of the footway, potentially causing injuries and inconvenience.

He explained that this could be dealt with either under Section 137 of the Highways Act 1980 or by the District Council under planning laws.

WSCC has a scheme where permission could be granted for tables to be allowed on the highway for instance, for which a license would be issued.

Unlicensed offenders would in first instance be spoken to which usually resulted in the problem being addressed. An important matter is that the rules are applied consistently. There has also been a consultation that suggested the role of policing could be devolved to parish & town councils.

Improvement Schemes Updates

a) A259 improvements consultation update - the start of this scheme would not now depend on the A284 (Lyminster bypass) improvement and would be dealt with on its own. The detailed design work would start in the 2017/18 financial year with construction expected to start in 2018/19.

b) Angmering Traffic Management Scheme

A stage 2 safety audit was being carried out with a view to undertaking the formal consultation as soon as possible being most likely early 2017.

c) Windmill Bridge Signage

It was concluded that there was very little further that could be done to correct the problems here. It was concluded to consider the effect of the new Leisure Centre planning approval.

North Littlehampton Infrastructure Schemes Update

Discussed was mainly the traffic on Toddington Lane in particular at the railway crossing. Lighting and flooding were mentioned and again the issue about the chicane which is believed to be giving priority the wrong way around. It certainly is something that is not common and what one does not expect. The last thing has not been said about this.

Yellow boxes on Angmering Station roundabout

It is usual to have such boxes only in conjunction with traffic signals. It will be on the agenda again when some problem identification has been done. It also was discussed the possibility of white lines to improve the traffic flow.

Footpath/Cycleway on North Side of A259

There is a problem with the surface of the new path because of weeds coming through especially Mare's Tails spreading rapidly. Work will be done to resolve the issue.

BMW Site - inadequate staff parking

The new BMW facility had been allowed to be built with inadequate parking for staff, resulting in inconsiderate on-road parking in nearby residential areas. Planning not at its best I would think.

In the same line in Linden Road, Littlehampton of a development of 10 flats being built with only 8 parking spaces. Some similarities here with the proposed development of the Tudor Cottage at the corner of Sea Road and South Strand?

Windmill Roundabout - New Leisure Facilities

There is a received detailed planning permission for 9 x 5-a-side football pitches, hotel, restaurant etc which had an extra 240 car parking spaces. This all will certainly have an impact at the roundabout and so probably inevitable changes in the configuration at the junction. It is believed by H&T that the road inside the side is not going to be sufficient to take the extra traffic safely. However, County Highways has no jurisdiction over this, but the developers should be persuaded to address these findings. It basically is a planning matter rather than a highways one.

Parish/Town Council Issues

Nothing of importance to report except Station Road (Rustington) relating to East Preston

The Worthing Road Lay-by in Littlehampton, being used for car sales, will be recommended for a two-hour parking limit. Which will mean users of the recreation ground might be able to park nearby.

A resident has applied for a private TRO which will have a different route to deal with.

I welcome any suggestions regarding H&T issues which could be taken forward to H&T.

Cllr Joop Duijf – **Chairman of the Council**

25th November 2016

881/16 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

Nothing was added.

882/16 NEW ITEMS FOR THE NEXT MEETING (9TH JANUARY)

Nothing new was suggested.

The Chairman closed the meeting wishing all councillors, officers and public a Happy Christmas.

The meeting concluded at 20:10.

Chairman:Cllr Joop Duijf..... Date: **9th January 2017**

END