



EAST PRESTON PARISH COUNCIL

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MINUTES: of the Proceedings of the Monthly Meeting of East Preston Parish Council held on Monday, 7th January 2019 at the East Preston Infant School, Lashmar Road, East Preston at 19:00.

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

ALSO: Clerk to the Council, Simon Cross

District Councillor Terry Chapman (until 20:10)

Ms Georgina Bouette and Mr Matt Rookes, Arun District Council Community Safety Team (both until 19:55)

Four members of the public

ABSENT: Councillors David Moore and Danny Shah

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The following abbreviations may appear in these Minutes:

ADC – Arun District Council;
BTP – British Transport Police;
JEAAC – Joint Eastern Arun Area Committee;
NHS – National Health Service;
CPRE – Campaign for the Protection of Rural England

NR – Network Rail;
SSALC – Sussex and Surrey Associations of Local Councils;
VHF – East Preston & Kingston Village Hall Foundation;
WSCC – West Sussex County Council;

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The meeting opened at 19:02.

001/19 INTRODUCTIONS

Cllr Toney welcomed those present, wished everyone a happy new year, led a round of introductions and explained some items of meeting protocol.

002/19 FORMER COUNCILLOR, DAVID QUICK

Cllr Toney read the following statement:

“Before this evening’s meeting continues, I ask you all to join me in one minute’s silence in memory of former councillor, David Quick, who sadly died on the evening of Saturday, 22nd December after a long period of variable health.

“David joined the council in May 2011 but ill health forced him to resign in January 2012.

“More recently, David was Chairman of the Disability Action Group of East Preston, leading the campaign to raise funds for the kitting out of the soon to be refurbished toilet block in Sea Road. To date, the group has raised over £6,000 towards the project.

“Our thoughts are with David’s family, particularly his wife Jan.

“Please join me now in a minute’s silence in memory of David; please feel free to stand or remain sitting as you prefer.”

This was followed by one minute’s silence in honour of Mr Quick.

003/19 FORMER DISTRICT COUNCILLOR, DENNIS WILDE

Cllr Toney invited District Cllr Chapman to address the meeting.

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

Cllr Chapman remembered former District Councillor Wilde as an intensely private man. Mr Wilde could point to a long commitment to local government, both in his sixteen years of continuous service for East Preston & Kingston on Arun District Council, May 1999 to May 2015, and prior to that representing Ripley on Guildford Borough Council. In the 2011/2012 council year, Mr Wilde had been a popular and highly effective Chairman of Arun District Council, using his quiet sense of humour to the benefit of the council and the District as a whole. Away from the council, Mr Wilde had run a highly successful import and export business.

Cllr Chapman led those present in one minute’s silence in honour of Mr Wilde.

004/19 APOLOGIES FOR ABSENCE

An apology and a reason for absence had been received and were accepted from Cllr Moore and Cllr Shah (both away).

An apology had also been received from County Councillor Elkins and from District Councillor Bower.

005/19 DECLARATION OF INTERESTS

No declarations were made.

006/19 ARUN DISTRICT COUNCIL, COMMUNITY SAFETY

Cllr Toney welcome Ms Georgina Bouette and Mr Matt Rookes to the meeting.

Ms Bouette explained they had been invited to the meeting to talk about anti-social behaviour in the village. Ms Bouette is a Community Manager for ADC and Mr Rookes is an anti-social behaviour caseworker. Mr Rookes is one of two caseworkers in the team, both working closely with Sussex Police out of either Littlehampton or Bognor Regis police stations. The team is responsible for Community Safety in the District and is a vital part of the Safer Arun Partnership which includes other agencies such as WSCC and Sussex Police, in particular Inspector Steve Turner.

There are two recent reports posted to the ADC website that outline performance of the local Community Safety Partnership. These provide a useful overview of what the team has tackled and achieved over the year working with local partners. These can be accessed by searching the ADC website for:

Arun District Council Environment & Leisure Working Group of 9 October 2018: Safer Arun Partnership Annual Review of 2017 – 18

Arun District Council Housing & Customer Services Working Group – 13 December 2018: Community Safety & Housing Partnership Working Review 2016 – 2018

Ms Bouette said the team liked working closely with town and parish councils as these often had good links with the communities they represented. She was looking at reconvening the Joint Action Group.

The team had a number of different intervention methods at their disposal, depending upon the impact of the anti-social behaviour and whether previous methods have not been successful. Interventions often started with a simple home visit, and

where young people are involved this includes their parents in the discussion. The aim was to offer young people every opportunity to change their behaviour, to steer them away from a criminal path. Where there was a large community impact, more stringent measures and injunctions could be put in place.

The team works closely with Arun Community Church (ACC) on outreach projects.

A lot of the team's work was also to try and prevent the exploitation of young people in the local area and to keep those young people safe working with children's social care partners and the police.

Ms Bouette reported there had been an increase in reports of anti-social behaviour in East Preston and Angmering in the past year. However, there are still too few reports being made to Sussex Police and this made it difficult for the Community Safety team to provide the necessary evidence with which to involve Sussex Police. Where there was anecdotal evidence of anti-social behaviour, Mr Rookes would do a letter-drop to local households stressing the importance of reporting issues.

Mr Rookes understood people of all ages were sometimes afraid to report incidents for fear of reprisals. The team's work is carried out in the strictest confidence and this is partly why it is sometimes impossible for reporters to be given any feedback on their reports. Additionally, there was often just not enough time for the time to feed back to the reporter. Ms Bouette said the Joint Action Team would look at providing better, generic feedback to communities to underline the work being done.

If an incident was in progress, witnesses should not hesitate to call 999 for Sussex Police to attend as soon as possible. For non-urgent reports, witnesses should call 101 or report online via the Sussex Police or CrimeStoppers websites. Cases of anti-social driving should be reported via the Operation Crackdown website.

Ms Bouette advised the team would not usually get involved in neighbour disputes. Where adults were behaving anti-socially, the team had access to a range of other agencies who were able to assess the vulnerability of the adult and whether other agencies needed to be involved. Cases where there might be mental health issues, for example, are passed on to Adult mental health services and / or adult social care at WSCC.

A visible police presence made residents feel safer. Sometimes it was as simple as leaving a marked police car somewhere highly visible that detracted people from anti-social behaviour.

District Cllr Chapman reported the East Preston Youth Club had started running a second night each week, on a Tuesday. This was aimed at the 15+ age group and had been initially successful, but there was a belief people of the appropriate age group were now being scared off attending and the second evening is currently cancelled. Cllr Mathias said the youth workers from ACC were now out and about in the community instead.

In response to a question, Ms Bouette said the team did not attempt to tackle the root causes of anti-social behaviour. The team's immediate task was to stop anti-social behaviour and / or take action to prevent it from escalating. Through annual performance measures, the Arun ASB Team have had 97% success over the last two years in stopping anti-social behaviour by identified perpetrators (adults and young people) in the District. Furthermore, the increased presence of British Transport Police at Angmering Station is attributable to the Community Safety team's intelligence about anti-social behaviour there and close working with the local police Prevention team.

One of the Safer Arun Partnership's priorities is to educate the public and local councillors about the work the Community Safety and wider partnership does and how the public can help. The team used to do educational visits into schools but currently did not have the resources to do so. The team was still going into schools for individual cases and had strong links with local secondary schools in particular.

Mr Rookes ended by reminding the meeting schools also have a dedicated Sussex Police youth officer, in this area PC Claudine Bishop. Cllr Chapman confirmed she had seen PC Bishop meeting children at local schools.

(Ms Bouette, Mr Rookes and [REDACTED] left the meeting at the conclusion of this item.)

007/19 PUBLIC SESSION

Agenda Item 10, Matters from previous Full Council meetings – [REDACTED] wished the council a very happy new year and said she was sorry to have missed the recent Christmas Celebrations event held on 24th November. [REDACTED] said she had heard very good reports of an enjoyable afternoon despite the weather not being the best.

[REDACTED] said the provision of a school bus to bring children from Angmering into East Preston was a priority. Parents parking in North Lane and other roads near to the schools were causing real problems for local residents.

█████ noted the council was setting its budget and precept this evening, but asked again whether something could be done about the bank at the south-western corner of Lashmar Road.

█████ also asked again about the fingerpost on the northern side of the Roundstone Level Crossing and whether the laughable replacement commissioned by Angmering Parish Council could be replaced at this council's expense.

Finally, █████ finished by saying property on the corner of Pinewood Close and North Lane had prickly foliage overhanging the pavement.

█████ added she was saddened by the passing of Mr Quick whom she believed had been working for the village right up until the end.

008/19 COUNCILLOR RESPONSES

The Clerk replied the Amenities Committee could discuss the Lashmar Road bank at its meeting on 21st January – Chairman of the committee, Cllr McElroy, agreed.

The matter of a school bus was really something for County Cllr Roger Elkins to respond to. The Clerk had previously advised the pupils coming from Angmering to East Preston schools did not fit the criteria for a school bus service as the children lived within two miles of their closest suitable school, regardless of whether they used that school or not. Cllr Elkins was possibly best-placed to explain any possible ways around the policy.

The Clerk said he would report the overhanging foliage to WSCC.

009/19 WEST SUSSEX COUNTY COUNCIL (WSCC)

County Cllr Elkins had sent his Apologies for the meeting.

010/19 ARUN DISTRICT COUNCIL (ADC)

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

Cllr Chapman reported he was still confident a Registered Community Benefit Society would be set up in time for a lease to be agreed with ADC to start on 1st April. It was likely ADC would pay the expenses associated with putting the new lease in place.

Cllr Chapman noted the parish council was voting on its budget and precept for the coming financial year. Cllr Chapman said he wanted to stress, both as a resident and as a District Councillor, the parish council provided “very good value for money.” From the Village Orderly litter-picking over the Christmas break to the events the council ran, Cllr Chapman felt this council worked to a level of detail not seen elsewhere. He concluded by saying the council provided “really excellent value for money.”

In response to a question, he said he had not yet been able to have a meeting with the Chairman of the VHF.

As a trustee of the Conservative Hall, Cllr Chapman thanked the council for its grant towards the refurbishment of the hall. The next task was to replace the leaded lights on the northern side of the hall.

Cllr Chapman wished the council “health and happiness in 2019. You do a very important job and long may you do so.”

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

011/19 MINUTES OF THE MEETING HELD ON 3RD DECEMBER 2018

The draft Minutes had been circulated on 5th December asking for comments by 12th December.

1266 The Council **RESOLVED** the Chairman could sign the Minutes as a true record of the meeting held on 5th November.

This action was completed.

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

Monthly Update Report

1. **Introduction**
2. **Minute 423/18 – Clerk’s Report, item 4 – “missing” bus stop in North Lane**
3. **Minute 475/18 – Clerk’s Report, item 6 – Angmering station level crossing**
4. **Minute 812/18 – Audit & Governance Committee – boundary review**
5. **Minute 917/18 – Amenities Committee**

1. **Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 5th November 2018.

2. **Minute 423/18 – Clerk’s Report, item 4 – “missing” bus stop in North Lane**

Further to the information provided in Minute 423/18, I contacted West Sussex County Council which eventually agreed the site on the north side of North Lane was suitable for a bus stop sign. Local residents were consulted and in early October, we were told “a new bus stop post will be installed at this location in the near future.”

I am pleased to report the post itself was installed on 19th December. Just for info, I let Stagecoach know this. This was just as well, as WSCC had, at that point, not let Stagecoach know and it is Stagecoach which installs the flag.

3. **Minute 475/18 – Clerk’s Report, item 6 – Angmering station level crossing**

Members will remember after the timetable change in May, signage on Platform 1 (eastbound) at Angmering station was moved and eastbound, eight-carriage trains no longer fitted on to the platform, but overhung the level crossing in a way they had no prior to the timetable change. I raised this with Govia Thameslink Railway (GTR), loosely through the Sussex Community Rail Partnership (SCRIP). I was promised action would be taken to resolve this unforeseen problem which meant road traffic was being held up for even longer at the crossing than necessary. I chased my GTR contact at the end of November only to learn he had left. I did contact his replacement but had no reply, at which point I thought the necessary corrective action was unlikely ever to take place.

I was wrong. On Christmas Eve I noticed the sign had been moved and eastbound eight-carriage trains once again fit into the station without overhanging the level crossing, unnecessarily delaying road traffic. This result makes me disproportionately happy!

4. **Minute 812/18 – Audit & Governance Committee – boundary review**

An informal initial meeting with Angmering Parish Council took place on 5th December and is reported in the Clerk’s Report below. The meeting was attended by the Chairmen and Vice-Chairmen of both councils (Cllrs Toney and Linton for East Preston and Cllrs Oldfield and Marsh for Angmering) and the Clerks to both councils (Katie Herr for Angmering).

I explained this council had voted to ask ADC to undertake a boundary review for certain properties in the area informally known as “South Angmering” as for some time now we have been told some people living in that area already feel a closer affinity to East Preston than to Angmering. We know this is not everybody in that area, but feel everyone there should be given an opportunity to comment.

Angmering Parish Council's response was mainly it could not afford to lose the council tax from those properties at this time as projects have been planned including that income. The loss of those properties could jeopardise those projects as other funding would need to be sought and might not be forthcoming.

Subsequently, comment has apparently been made the residents of South Angmering would not want to pay more council tax just to be part of East Preston. For the record, a Band D property in Angmering pays a total of £1,760.09 council tax in the current year, whereas a Band D property in East Preston pays a total of £1,748.04. I am not the world's greatest financial mind, but even I can see there is a £12 difference there in East Preston's favour.

After the meeting, I wrote to Angmering Parish Council just saying this council was sad the meeting could not have found some common ground. Angmering Parish Council's response appears under Agenda Item 17a for this meeting.

I am meeting with Jackie Follis at ADC on 14th January to work out how this council now moves this request forward.

5. Minute 917/18 – Amenities Committee

The Chairman and Vice-Chairman of the Committee saw the responses to the questions asked concerning the carol-singing event on the Village Green proposed for 19th December. They were happy, and Fr Andrew Perry was given permission for the event. On the day though, weather forced the event to take place in The Tudor Tavern instead. Apparently, about forty local residents attended including our own Chairman, Cllr Toney.

Simon Cross – **Clerk to the Council**

29th December 2018

Minute 475/18 – Clerk's Report, item 6 – Angmering station level crossing – Cllr Linton offered a vote of thanks to the Clerk for his determination in resolving this situation which would have gone unnoticed and un-tackled by most people.

013/19 FINANCIAL MATTERS

The Accounts for December 2018 had been distributed to Members in advance of the meeting.

- 1267** The council **RESOLVED** to approve the outstanding Purchase Orders report for 2018/19, value £13,581.35 (excl. VAT).
- 1268** The council **RESOLVED** to approve the Supplier Non BACS Invoices Paid report for November Late Payments 2018, totalling £113.08 (incl. VAT).
- 1269** The council **RESOLVED** to approve the Supplier Non BACS Invoices Paid report for December 2018, totalling £1,362.91 (incl. VAT).
- 1270** The council **RESOLVED** to approve the Supplier BACS Invoices Paid report for December 2018 totalling £13,247.60 (incl. VAT).
- 1271** The council **RESOLVED** to approve the List of Sales Receipts & Bank Receipts by Bank report, showing £281,320.27 (incl. VAT) for the financial year ending 31st March 2019.

The council NOTED the paper Bank Reconciliations to 14th December 2018.

The council NOTED the to-date Income & Expenditure Summary for 2018/19.

The Chairman thanked the council's Book-keeper, Mrs Khoo, for her work on the above reports.

The following report, covering the next two items, had been circulated in advance of the meeting:

Finance & General Purposes Committee – budget and precept for 2019/20

Cllr Shah to introduce this item.

Council is asked to consider the following two recommendations from the Finance & General Purposes Committee:

To set a budget of £282,405.20 for the financial year 2019/20

and

To set a precept of £265,941.80 for the financial year 2019/20

At its meeting on 10th December, the Finance & General Purposes Committee reviewed its own budgets and those of the other budget-holding committees: Amenities, Audit & Governance and Community Engagement/Major Events.

The committee agreed unanimously to recommend to Full Council a budget of **£282,405.20** for the coming financial year. This is an increase of 6.1% on the current year's budget.

Headlines changes from last year are as follows:

Admin budget – c.£25,000 increase in staffing costs following the recognition the amount of work being done by council officers was way above what it should be; the staffing profile of the council has been increased, as agreed at October's Full Council meeting (Minute 718/18, Resolution 1249);

Amenities budget – £4,300 expenditure saved by the handing back of the South Strand toilet block to ADC; new £1,000 budget line to contribute towards keeping the South Strand toilet block open for the benefit of East Preston residents;

Audit & Governance budget – initial £1,250 budget;

Community Engagement budget – expected website expenditure down from £4,000 to £1,000 now new website has been built and paid for; school crossing patrol charges down from £5,000 to £3,000 as it seems impossible to find someone willing to do the job; £1,000 for a beginning-of-term survey of the village, if required; £100 for some way of marking the 80th anniversary of the beginning of World War II; £1,583 for Citizens Advice to run an outreach service in the village;

Finance & General Purposes budget – Councillor Allowances to increase by about £4,000 on the assumption all councillors in post after May's local elections will be considered elected and therefore eligible to claim the Allowance – only three current councillors are still eligible to claim; £1,500 to pay for the Local Election.

The committee also agreed unanimously to recommend to Full Council a precept of **£265,941.80**. As reported last month, the council's Tax Base has increased slightly from 2,761 to 2,797 – this is the total number of taxable properties in the village expressed as the number of Band D properties in the village. The proposed precept is an increase for a Band D property from £87.95 to £95.10, an increase of £7.15 or 7½%. (The Consumer Prices Index increase for November 2018 – the most recently published figure – was 2.2% which the council would need just to keep its spending power the same for the coming financial year.)

This is still a deficit budget, but the precept increase reduces the amount of reserves needed to support this budget compared to increasing the precept in line with the budget.

This precept increase is higher than hoped or desired but is in recognition of the council's increased workload over recent years without a parallel increase in staffing.

It should also be noted the average precept increase last year for town and parish councils was something like 6% whereas this council kept its precept increase to 3%.

Simon Cross – **Clerk to the Council**

29th December 2018

014/19 FINANCE & GENERAL PURPOSES COMMITTEE – BUDGET FOR 2019/20

The council NOTED the above report.

1272 The council **RESOLVED** to set the budget for the financial year 2019/20 to £282,405.20.

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

**Finance & General Purposes Committee – budget
and precept for 2019/20**

In the e-newsletter to residents sent out on 2nd January, I included details of the proposed precept increase, asking for comments. At the time of writing (14:45 on 7th Jan), 529 recipients (67.6%) have opened the e-newsletter.

The following is the only comment to have been received to date:

AL	Thanks for this Simon. We continue to appreciate the thorough and useful updates from the PC. As to the budget. The explanation is unconvincing to those who struggle to stay within our own personal budgets. Rather than plan activities and then fund accordingly, we should maintain a budget that increases to no greater extent than inflation and then cut our coat accordingly. With kind regards for the New Year.
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Simon Cross – **Clerk to the Council**

7th January 2019

The Clerk advised, as far as it was possible to tell, subscribers to the council's e-mailing list represented a pretty good cross-section of the population.

1273 The council **RESOLVED** to set the precept for the financial year 2019/20 to £265,941.80.

016/19 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: Audit & Governance and Finance & General Purposes both on 10th December, Community Engagement on the 17th December and Planning & Licensing on 10th and 28th December.

Draft Minutes from all these meetings are likely to have been circulated by the time of this meeting.

Simon Cross – **Clerk to the Council**

19th December 2018

Audit & Governance Committee

In addition to the proposal shown below, the committee considered the letter received in mid-November about the playing of cricket on the Warren Recreation Ground. The committee agreed the matter should be offered to the West Sussex Mediation Service (WSMS) to help if it felt it could.

Nick Handley, who recently presented to the council on the work of the WSMS, said the organisation would be happy to get involved.

Mr Chamberlain, Chairman and President of the East Preston Cricket Club has confirmed the club is willing to take part.

I have met with Mr Lemin, on 18th December, to explain the committee's wish with him and he has taken away some WSMS leaflets to discuss this with his neighbours. I expect a response from him imminently.

Simon Cross – **Assistant Clerk to the Council**

19th December 2018

Community Engagement Committee

The committee held an extra meeting solely to review the Christmas Celebrations event that had taken place on 24th November and the playscheme scheduled to take place on 19th February.

The detail of the discussions around the Christmas Celebrations event can be found in the draft Minutes of the meeting – these were circulated to all councillors on 19th December. The committee agreed to run a Christmas Celebrations event in 2019, and the date chosen was the 23rd November. The French Market is able to attend on the 23rd November and has been booked in to do so. The committee agreed the council could scale back some of its involvement by not struggling to arrange entertainments for the shopping areas – the committee felt this was something local businesses could take on.

The committee agreed the playscheme in February should not have a specific theme. Advertising has started but will get underway properly straight after the Christmas break. The committee would like to book the Guide Hall for the August playscheme, but availability may be a problem.

Simon Cross – **Clerk to the Council**

19th December 2018

Finance & General Purposes Committee

The committee had a meeting on 10th December.

The committee met with Luca Badioli, the Chief Executive of Arun and Chichester Citizens Advice, and agreed to financially support the trial of an outreach service in the Council Office for East Preston residents.

Simon Cross – **Clerk to the Council**

12th December 2018

Personnel Committee

The committee has not met since the last Full Council meeting. However, Cllr Gander will provide an update on the recruitment of a new Assistant Clerk to the Council.

Simon Cross – **Clerk to the Council**

10th December 2018

Planning & Licensing Committee

The committee met on 10th and 28th December. The draft Minutes from these meetings will have been circulated by the time of this meeting.

Additionally, Cllr Mathias attended the ADC Development Control Committee meeting on Wednesday, 12th December to speak on the council's behalf about Planning Application EP/137/18/PL. This Application proposed new parking arrangements for the Tudor Lodge development in Sea Road, using the private road in front of Palm Court Cottages to access the parking area. Although it had been pointed out to ADC the road was private and no access agreement had been reached with the developer, ADC was not prepared to get involved in that civil matter and was proposing acceptance be given to the parking scheme using the private road in front of Palm Court Cottages. One resident in particular refused to take this lying down and contacted the developer direct. Her pleas were heard and substitute plans were submitted which showed vehicles accessing the parking area through the same site entrance used by larger construction vehicles. This was still somewhat up in the air on the morning of the meeting, as the Planning Officer could not confirm the Conditions attached to the proposed Planning Permission would refer to the substitute diagram. Once at the meeting, Cllr Mathias reviewed the Update Report, felt it sufficiently addressed the matter, left a note for the Chairman of the Committee (District Cllr R Bower) and elected not to speak. The lead resident confirmed the following morning the meeting had given her the outcome for which she had hoped.

Simon Cross – **Clerk to the Council**

28th December 2018

Chairman of the Amenities Committee, Cllr McElroy, reported solar spotlights had been purchased for the Multi-Use Games Area at Lashmar Rec. Work was continuing as to how to install these.

Cllr Linton, Chairman of the Major Events Committee, reported the committee had agreed to run an East Preston Christmas Celebrations event again on 23rd November.

Chairman of the Personnel Committee, Cllr Gander, reported the council had appointed a new Assistant Clerk to the Council, Mrs Dawn Reid, due to start on Monday, 21st January. Mrs Reid would initially be working twenty hours per week. Cllr Gander reported the interview panel felt Mrs Reid had excellent administrative skills and expected her to fit into the role well. Locum Assistant Clerk, Andy Beams, will continue with the council until the end of the month and has been a valuable resource.

Cllr Mathias, Chairman of the Planning & Licensing Committee, said the forthcoming committee meeting on 14th January could be interesting as it would be considering Applications for the sail loft at the bottom of Sea Road, the site of Gladwyn in The Street, and the plot of land behind Beechlands Cottages in Beechlands Close. Each of these was interesting in a different way.

017/19 AUDIT & GOVERNANCE COMMITTEE – MILLENNIUM WALL-HANGING

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

Audit & Governance Committee – Millennium Wall-hanging

Cllr Mathias to introduce this item.

Council is asked to agree a recommendation the council extends the temporary period of display of the Millennium Wall-hanging in East Preston library for at least another twelve months and does not discuss this matter further except when invited to a tripartite meeting with the East Preston & Kingston Village Hall Foundation and the Collage Reinstatement Campaign.

At its meeting on Monday, 10th December, the Audit & Governance Committee considered the letter received from the Chairman of the East Preston & Kingston Village Hall Foundation on 3rd October and previously presented to Full Council on 5th November. (Minute 816/18) The committee considered the letter in light of comments made by members of the public during the Full Council meeting on 3rd December. (Minute 910/18)

The committee agreed to recommend to Full Council the Millennium Wall-hanging remains temporarily in the library for at least a further year and during that period, there is no further discussion at Full Council meetings on the subject of the location of the wall-hanging. The committee does not believe the library is such a bad place for the wall-hanging and previous legal advice has suggested the council does not have any right to force the

Village Hall Foundation to reinstate the wall-hanging in the Village Hall. As part of its recommendation to Full Council, the committee did agree the council would attend a tripartite meeting with the Village Hall Foundation and the Collage Reinstatement Campaign should such a meeting be called by either party.

Simon Cross – **Clerk to the Council**

17th December 2018

Cllr Mathias advised the committee felt there was not a lot of point in continuing to discuss the wall-hanging and hear the public's views whilst there was no movement likely on any side. Cllr McElroy said all three parties involved – council, VHF committee and Collage Reinstatement Campaign – needed to talk together in order to make any progress on this.

- 1274** The council **RESOLVED** unanimously to agree the council extends the temporary period of display of the Millennium Wall-hanging in East Preston library for at least another twelve months and does not discuss this matter further except when invited to a tripartite meeting with the East Preston & Kingston Village Hall Foundation and the Collage Reinstatement Campaign.

018/19 AUDIT & GOVERNANCE COMMITTEE – BOUNDARY REVIEW

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

Audit & Governance Committee – boundary review

Council is asked to note a letter from Angmering Parish Council concerning the boundary review for certain Angmering properties south of the A259.



Established 1894

Angmering Parish Council

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Website: www.angmeringparishcouncil.gov.uk

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

17th December 2018

Boundary Change Review

Dear Simon,

Thank you for your letter dated 6th December 2018.

The letter was sent to all Angmering Parish Councillors along with our District Councillors.

It was unanimously agreed by all at our Parish Council meeting on 10th December to oppose with all possible means any change to the boundaries of Angmering Parish.

Yours sincerely

Katie Herr
Clerk to the Council

Angmering Parish Council

Simon Cross – **Clerk to the Council**

19th December 2018

The council will continue in its bid to have ADC carry out a boundary review of the properties in question.

019/19 SOUTH STRAND PUBLIC TOILETS

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

South Strand Public Toilets

Council is asked to nominate an initial representative of this council to whatever group or body is constituted to run the South Strand toilet block in the future.

Members will already be aware this council has elected not to renew its lease with ADC for the South Strand toilet block once the current lease expires on 31st March, 2019. The toilet block is outside the council boundary of East Preston and this village has borne the expenditure of running the toilet block for the past twenty-five years.

District Cllr Chapman has been working hard to find an alternative way of keeping the toilet block open, and this will almost certainly involve the setting-up of a management body. Assuming the budget proposed above has been agreed, this council has set aside money to contribute towards the running costs of the toilet block. As such, this council should have some representation on whatever body or group is formed to manage the toilet block.

Any councillor wishing to take on this role, please let me know.

Simon Cross – **Clerk to the Council**

29th December 2018

Cllr Wilkinson volunteered on the understanding should there be any conflict of interest between the council and the Angmering-on-Sea Estate Residents' Association, of which he is a board member, he would step down from representing the council first.

- 1275** The council **RESOLVED** unanimously Cllr Wilkinson should be the council's initial representative to any group constituted to run the South Strand toilet block from 1st April 2019.

020/19 CPRE – GATWICK AIRPORT

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

Campaign for the Protection of Rural England (CPRE) – London Gatwick Airport

Council is asked to consider supporting the campaign's objections to the provision of a third runway at London Gatwick Airport.

On 18th December, I sent councillors a leaflet produced by the CPRE. That leaflet had been circulated with the following email:

Dear Councillors

I am sending you this email to ensure that you are aware of plans by Gatwick Airport to expand its capacity from **one** to potentially **three runways**.

The Airport has just released a Masterplan which is out for consultation until 10th January. You can find the Masterplan online at: <https://www.gatwickairport.com/business-community/growing-gatwick/long-term-plans/>.

The airport is consulting on three scenarios:

1. Increasing capacity on its current runway
2. using the standby/emergency runway in combination with the current runway
3. safeguarding land to meet it's long term ambition of an additional runway, in combination with the above.

This means that Gatwick could become a three runway airport.

We believe that the impact of this on the Sussex countryside would be very significant, not just the additional noise and light pollution from an increased number of flights, but also a rise in local air pollution and congestion from increased passenger and freight movements. Councils would be expected to plan for additional housing and infrastructure to accommodate new workers, despite the fact that many districts are already facing a massive hike in housing targets from Government.

The most recent national 'State of Nature' Report (2016) shows more than half (56%) of UK species studied are already in decline, while more than one in ten species are under threat of disappearing from our shores altogether. We must get the right balance between economic growth and protecting the natural environment.

We have **OBJECTED** to the Gatwick Masterplan. Your council may also want **add your voice** and respond to the consultation. More information about how to respond can be found on the attached leaflet.

You may also want to let local people know about the consultation so they also have the opportunity to respond.

Thank you.

Kia Trainor
Director, CPRE Sussex

Does this council want to support the comments above from the CPRE.

Simon Cross – **Clerk to the Council**

29th December 2018

Councillors admitted they felt the report was confusing and not helpful in making a decision. Aside from that, opinion was strongly divided as to the benefits and detriments of Gatwick becoming a three runway airport.

1276 The council **RESOLVED** not to support the CPRE's objections to the provision of a third runway at London Gatwick Airport.

([REDACTED] left the meeting at the conclusion of this item.)

021/19 REPORTS FROM PARISH COUNCIL WORKING PARTIES

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

Working Parties

The Leases Working Party has not met explicitly since the last meeting, although its area of responsibility was covered by the Audit & Governance Committee meeting on 10th December.

The new lease to the Angmering-on-Sea Lawn Tennis Club remains caught in a legal complication and we are waiting for our solicitor and the club's solicitor to work through this. The complication relates to the land's status as an Asset of Community Value. We are awaiting the latest update from our solicitors.

Simon Cross – **Clerk to the Council**

2nd January 2019

Cllr Mathias reported the Leases Working Party was still waiting for news about the Angmering-on-Sea Lawn Tennis Club lease.

022/19 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. **SLCC Sussex, Arun Clerks' Networking Lunch, 4th December**
5. **East Preston Business Community Business Breakfast, 5th December**
6. **Social Media**
7. **MailChimp stats**
8. **A selection of things we have been asked since the last meeting**
9. **Recent bouquets and complaints**
10. **Leave**
11. **January meetings and events**

1. Introduction

This is the report mainly covering December 2018 and matters which may not arise elsewhere on the agenda.

2. Police matters

On 17th December, I reported vandalism and criminal damage to the North Lane / Roundstone Crescent bus shelter. A group of youths were reported to have kicked a hole in the roof, most likely from the inside. Sussex Police had been called whilst the vandalism was in progress on the evening of Thursday, 13th December. Sussex Police did visit at the time, but the group had moved on by the time police arrived. A resident from near the bus shelter called into the Council Office on the morning of 17th December and said he did not believe the bus shelter was still needed in that location and had become a draw for young ne'er-do-wells to hang around. I also reported this incident to the anti-social behaviour team at Arun District Council.

On 21st December, I helped a local resident contact both Sussex Police and the ADC anti-social behaviour team after she was verbally abused by a local resident making all sorts of outrageous claims. These claims were both made face-to-face to the lady and later to a friend of the lady and have no basis in truth at all. The person making the claims has displayed similar anti-social behaviour towards other residents in the past, including the most recent former Chairman of the Council, but nothing for the past year.

On the nights of both the 26th and 28th December, the table football table was vandalised. I shall report this to Sussex Police in due course. On the first occasion, one of the players was stolen again. On the second occasion, more extensive damage was done. Mark the handyman will assess this when he returns from holiday.

3. Freedom of Information / Data Protection requests

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

4. SLCC Sussex, Arun Clerks' Networking Lunch, 4th December

I was unable to attend this month, but Andy did go and here is his report:

There were approximately a dozen attendees for the meeting held at Bersted Parish Council. Val Knight, Clerk to Kingston and Clymping Parish Councils, travelled with me.

Along with some general discussion, specific topics covered were:

Role and effectiveness of ADALC – there was a general feeling among attendees that ADALC was not particularly effective, and that it did not work well in conjunction with WSALC.

Insurance - a number of attendees were currently obtaining quotes for renewal of insurance premiums. Many were in three year deals which were expiring over the coming months. Most popular companies being considered were Zurich and Came & Co.

Investments – councils with surplus funds were looking for options for short term investment. Attendees shared their experiences of account types used, and the CCLA funds were proving popular alongside the traditional high street banks. The importance of the council having an investment policy in place was noted.

Mobile phone signals – I raised this on behalf of residents of East Preston, but no other council had made a collective attempt to contact either Ofcom or the mobile phone companies regarding the lack of signal. Individuals had themselves contacted various providers due to their own poor service, and had been provided with signal boosters for their own premises.

Budgets and precept setting – a general discussion took place regarding what level of increases were anticipated when setting the precept for 2019/20. Most attendees were expecting an increase of up to 5%.

Flu jabs – a clerk (who had previously worked for both District and County Councils) questioned whether any other Clerk's council paid for them to have a flu jab. None did, but there was some thoughts that perhaps councils should be encouraged to do so, as many do with eye tests, for example.

The January meeting will be on the 8th, but I am unable to attend.

Andy Beams – **Locum Assistant Clerk to the Council**

5. **East Preston Business Community Business Breakfast, 5th December**

I attended another good and well-attended meeting at The Seahorse Café.

Eleven local businesses were represented. Cutting Edge Aesthetics attended for the first time, represented by Julie Thom.

After all the usual business, the freeform part of the meeting had a lively discussion about whether or not an East Preston loyalty card for residents would be a good thing. There were very mixed opinions on display. The meeting agreed to spend more time looking into this and to continue the discussion at the next meeting, which will be during the first week of February.

Thanks to Rachel for use of The Seahorse.

Rachel, Kerry and Lottie and Piers have all said they would be happy to continue hosting. A schedule of meetings has been circulated to members of the Community Engagement Committee.

6. **Social media**

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

- Signal failure resulting in both level crossing keeping their gates down longer than usual – 2,605 people
- Found school blazer and keys – 1,493
- Poster for sale of Mike Payne artwork – 1,337
- Post publicising the Christmas Day Lunch at Our Lady, Star of the Sea – 1,223
- WSCC public notice of planned Angmering Station level crossing closure – 1,086
- ADC poster of bin collections over the festive period - 867
- Found set of keys – 819
- Found set of football boots and shin pads – 760
- * Found child's backpack, eventually claimed from the Council Office - 609
- Promotion of the Metropolitan Police *Little Book of Big Scams* - 585

- Post of litter cleared off the beach by a resident, publicity for Keep East Preston Tidy - 572
- Poster for East Preston Football Club race night – 526
- Poster for St Barnabas volunteer recruitment open day - 507
- Royal British Legion carol concert - 502

† Food & Drink Festival page

▲ East Preston Business Community page

* East Preston Christmas Celebrations page

(posts up to and including 29th December)

The number of people currently like the council on Facebook is 1,167, an increase of seven over last report.

No posts placed on Nextdoor.

7. 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 – 30th November – sent to 778, opened by 516 to date (66.3%)

Parish Council news – 4th December – sent to 777, opened by 515 to date (66.4%)

Parish Council news – 18th December – sent to 780, opened by 484 to date (62.1%)

8. Things we have been asked since the last meeting

"I've just moved into the village, and I've been left very large wheelie-bins. Are you able to provide me with some smaller, more manageable bins?"

"What time do the carols tonight start please? I have forgotten!"

"Has anyone else complained about the loud banging sound I can hear in my house?"

9. Recent bouquets and complaints

(In addition to anything reported above)

From a resident of Hillview Crescent, "Thank you for including a minute's silence in memory of Clive, at this evening's meeting, a thoughtful gesture! I'm sure Peter, his brother, will be most appreciative."

From a resident who had collected some litter on the beach and then asked the council to publish the photograph on its Facebook page, "Fingers crossed other people help in keeping our lovely beach clean. Well done on organising the 2 beach cleans each year!"

A resident called in for us to certificate her foreign pension, a service most councils offer their residents. This resident thanked the council's officers for all their work for the village.

From a resident of Palm Court Cottages in relation to Planning Application, EP/136/18/HH, "Thank you for all your support."

A resident of Warren Crescent was a little confused about where the Station Road road closure was to be. After I had re-explained it to him, he emailed, "Thank you Simon - that's crystal clear now."

A resident of Oakley Gardens purchased a memorial bench which was installed at the bottom of Sea Lane mid-December. He wrote, "Very happy with the bench - looks great! Will be cherished for many years - thanks to you and Tracy for all your help".

From former residents of Woodbridge Park, "Many thanks for keeping us informed on local news."

A resident of Sea Road called in to make a donation to the Sea Road toilets project and said, "Thank you so much for everything you do. I see you around all the time and you're always at everything."

10. **Leave**

I am off on Thursday, 17th January.

Andy's last day will be Tuesday, 29th January.

11. **January Meetings and Events**

This list may be incomplete and is subject to change.

7 th	Full Council (19:00, East Preston Infant School)
10 th	NHS Local Community Network Partnership Board meeting (PG only)
14 th	Meeting with ADC about boundary review (SC only) Planning & Licensing Committee (18:00, East Preston Infant School) Twice-yearly meeting with Angmering-on-Sea Lawn Tennis Club (19:00, East Preston Infant School)
15 th	St Barnabas Hospice Outreach Project vehicle in Village Green car-park (10:00 – 14:00)
16 th	East Preston Youth Club Management Committee meeting (11:00, Council Office)
21 st	Personnel Committee (17:30, East Preston Infant School) Amenities Committee (19:00, East Preston Infant School)
24 th	SSALC Elections Briefing (10:00, Lewes)
28 th	Planning & Licensing Committee (18:00, East Preston Infant School) Community Engagement Committee (19:00, East Preston Infant School)
29 th	REAL Patients Group meeting (PG only)

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**

29th December 2018

The Chairman thanked the Clerk for his report.

023/19 **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 Infant School, Nativity Play, 12th December

The show was delightful, and all pupils were involved to some degree in the event. The school was able to take full advantage of the increased space in the school hall, following the recent extensions. I was so impressed with the organisation and enthusiasm of the staff in co-ordinating such a lovely occasion, which was no mean feat as some of the children are only 4 years old.

The children so obviously enjoyed dressing up, singing the songs and carols and being part of the show, which embodied the spirit of Christmas. Many parents and grandparents were present, and the general atmosphere was one of joy and pride that the children did so well.

I loved it!

Cllr Patricia Gander

20th December 2018

NHS East Arun Health Services Advisory Group, 13th
December

Civic Centre, Littlehampton

The chair advised of several new appointments at Coastal Sussex CCG. Items on the agenda were:

Improved Access at GP Surgeries

As previously advised, all practices now have access to appointments each day until 8.00 p.m. and at weekends. These are specifically for patients presenting with a new problem. Patients will be seen at a central hub. Receptionists from each individual surgery can book appointments into these extra clinics. It was agreed that there is some confusion about access to these clinics and work will be undertaken to enhance awareness to all patients.

From 1st February 2019 additional capacity is planned to cope with additional demand throughout the day. There will be 2 hubs – one in Littlehampton and one in the East Preston/Angmering area. These additional appointments will be for ‘on the day’ problems, freeing up GPs to have more time for patients with ongoing complex problems

Concern was raised about ‘closed lists’. Dr Kimber from Park Surgery explained that most practices had temporarily ‘capped’ their patient lists. Any new patients to the area would still be able to register but would be allocated to a Practice. The reason for the cap is to stop internal movement between practices already resident in the area..... i.e. if a lot of patients moved from one practice to another, this could destabilise a practice and lead to its closure. It is accepted that this is limiting patient choice, but the main aim is to ensure patient safety.

Local Community Development.

Julie Hodson has been appointed the Local Community Network Lead. She will be co-ordinating work across the whole of West Sussex. Already introduced in other areas of West Sussex, it is planned that social prescribing will be introduced at the 6 practices in Arun East from 1st April 2019.

I am in direct communication with Julie and have been advised that I will be invited to attend the LCN Partnership Board meeting in January, representing EPPC.

Estates

The local GPs commissioned a new feasibility study on the estate in the Arun East area, which was published in September 2018. The report stated that there is scope for more effective use of the existing estate and going forward primary care needs to work better with the mental health and community trusts – perhaps working in a more modern way with a hub of combined services.

Much concern was raised about the large number of new houses being built with no additional GP practices. Dr Kimber explained that the national NHS plan is for practices to merge/collaborate with 30 – 50,000 patients which will allow practices to share community nursing, mental health and expand diagnostic care. It is hoped that this increased access to a wider range of services will decrease pressure on hospitals.

Cllr Patricia Gander

20th December 2018

Arun District Association of Local Councils (ADALC), 19th
December

Bognor Regis

Both Cllr Toney and I originally understood this meeting to be scheduled for 12th December. This was even stated in the draft Minutes of the previous meeting circulated in October. Therefore it was a bit of a surprise on 11th December to receive an Agenda for the meeting to

be held on 19th December. The source of the Agenda knew nothing about a change of date and the current Chairman of the Association said he knew nothing about the meeting originally being scheduled for 12th December even though I was able to point to the draft Minutes circulated in October. Those same Minutes were circulated with the Agenda but with the date of the next meeting changed to "tbc".

Cllr Toney and I agreed his time would be better spent supporting the church carol-singing event and his apologies were sent to ADALC for this meeting.

Simon Cross – **Clerk to the Council**

20th December 2018

Baytree Club Christmas Lunch, 21st December

East Preston & Kingston Village Hall

Well, what a treat. We arrived at the correct time, 12 o'clock, and were shown to our table. There was some crackers and red or white wine awaiting us. We had a lovely full Christmas Turkey dinner and all the trimmings, followed by either Christmas pudding and custard or some lovely individual trifles and cream.

We then had a nice cup of coffee and some After Eight mints.

The organizing and preparation for such an event where you are entertaining around 70(ish) people is very well thought out.

Liz and I were given a small gift which again is very thoughtful and very much appreciated. After dinner we were entertained by a ukulele band with some traditional songs and some not!! A lot of the guests joined in with the sing-song.

I would like to thank the organisers on behalf of Liz and myself for a very enjoyable dinner.

Yes, we are available next year.

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

2nd January 2019

St Mary the Virgin Carols on the Green, 19th December

Tudor Tavern, East Preston

Father Andrew had organised this Carol concert which was supposed to have been around the Christmas tree on the Village Green, but due to the weather not being as good as he had hoped the venue changed to the Tudor Tavern!

Well, for a first carol concert outside the Church it was very well attended by about 30 in our bar area plus a further 15 in the non-singing bar. Father Andrew was in particularly good form with his joke-telling and explaining the Christmas theme. We had a very good choice of traditional hymns to which we sang around 10 all chosen by the congregation. It was then suggested that we had all sung very well and if you would like to show your appreciation to the landlord by consuming some of his goods from behind the bar, that was the word of the Lord.

Father Andrew was delighted with the turn-out and we will all be looking forward to next year's celebrations.

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

2nd January 2019

024/19 RESPONSE TO EXTERNAL MEETINGS AND EVENTS

Nothing was added.

025/19 NEW ITEMS FOR THE NEXT MEETING (4TH FEBRUARY 2019)

Cllr Chapman asked whether anyone had any news on whether or not the new school for Angmering, mentioned by District Cllr Bower at the last meeting, was still going ahead. It was agreed it would be best to ask District Cllr Bower this directly at the next meeting.

The meeting concluded at 20:30

Chairman: Date: **4th February 2019**
Councillor Steve Toney

END