

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the back of Jubilee Hall, Elmer Road, Middleton-on-Sea
On Wednesday 21st March 2007

PRESENT – Councillors Wotherspoon (Chairman), Copeland, Edey, Jeffrey, Ms Ross, Mrs Willis, the Clerk, District Councillor Mrs Oakley and Mr Morrison.

1. **APOLOGIES** – Councillors Chandler, Mansfield, Mrs Mills and County Councillor Mrs Freeman.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 17th January 2007 having been circulated were approved and signed.
3. **DECLARATIONS OF INTEREST** –Ms Ross declared a personal interest in Item 7 (iii) relating to Middleton News being an advertiser in the newsletter.

4. ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances – The Chairman reported that he attended a SALC “Make a Difference” meeting in Tangmere Village Hall on 30th January 2007. Only 6 people attended the meeting.

PCSO Clive Morge reported that not too much has happened in the village recently following a spate of criminal damage prior to Christmas. He is actively supporting the Parish Council’s initiative to ensure the village parking bays are not abused and has visited all the retailers along Bankside to advise them that he will be paying careful attention to the parking stays of vehicles. Police were called to the village following reports of a man acting suspiciously and a person was apprehended. However, after undertaking enquiries, the man was subsequently released. PCSO Morge is also attending Bishop Tufnell School regularly and is trying to prevent parking on the grass verges and parking on both sides of the road at school collection times. The former is a challenge owing to difficulties in proving who owns the verges. PCSO Morge also thanked the Clerk for putting an article in Middleton News about his recent appointment.

District Councillor Mrs Oakley congratulated the Police about their speed of reaction when the suspicious man was reported and requested that some action is taken about a builder’s van which is being parked by the entrance to Sundale Lane and is obscuring drivers’ views. She also drew attention to vehicles being half parked on the pavement in Yapton Road which makes it difficult for push chairs to pass. Ms Ross supported the request, which also affected the disabled and elderly.

5. MATTERS ARISING

a) Parish Council Elections 2007

The Clerk reminded members that this is the last meeting in the current electoral session and that members will need to submit Nomination Papers to Arun District Council if they wish to take part in the 3rd May Parish Council election. Nomination forms cannot be

submitted before 28th March and must not arrive at the District Council offices after Noon on 4th April 2007.

b) Wildlife Project Officer

An email was received from Felpham Parish Council, also copied to Clymping and Yapton Parish Councils, asking whether the parish wished to share the cost of employing a Wildlife Project Officer for 3 years. Costs are anticipated to be £60,000. The Clerk commented that many of the duties were already undertaken in this parish by volunteers and Residents Associations. The Chairman said that the annual cost would equate to £5,000 per annum and there was no budget for it. Mr Copeland said that to put the sum in context, it represented 15% of the Parish Council budget. It was unanimously agreed to decline the offer and the Clerk was instructed to advise Felpham Parish Council accordingly.

c) Parking Enforcement Middleton Village

The Clerk reported that following the distribution of letters to retailers in Middleton Village about abuse of parking bay staying times, he had received a very positive reaction with supportive telephone calls and correspondence. Only one person had reacted in a negative manner.

Mr Copeland noted that one of the correspondents had suggested the establishment of a Trade Association and the Clerk was asked to contact him to advise that the Parish Council has a budget of £100 to assist if the matter was going to be progressed.

d) Standing Order amendment

The Clerk circulated a note recommending that when the new council meets in May, the number of signatories on cheques should be reduced from 4 to 2 councillors. This was proposed by Mr Edey and seconded by Mrs Willis. In order to comply with Standing Orders, the matter was adjourned without discussion until the next Parish Council meeting.

e) Oral Hearing – Middleton Pharmacy “Minor Relocation”

An Oral Hearing to consider the Appeal, held under the auspices of the NHS Litigation Authority will be heard on 5th April 2007. Amongst those giving oral evidence will be the Clerk, District Councillor Mrs Oakley and Professor Alan Johns (Chairman, Middleton-on-Sea Association).

f) Comet Corner Funding

The Clerk advised that a response had been received from Duncan Barratt, WSCC's Group Manager Development Planning regarding the £1m Section 106 monies which is apparently available from Site 6. The letter, and subsequent emails, stated that a report will be presented to the Chairmen of each County Local Committees (CLC), on 1st April 2007, and it will be for each Chairman to decide whether or not to take the note to the CLC prior to responding. The issue will also be considered at the next Policy Site 6 Advisory Group meeting in May. (This Parish Council is not represented). It is also understood that Mr Barratt will be meeting Felpham Parish Council representatives to exchange views. In an attempt to address this not entirely equitable position, Mr Barratt

has been invited to the General Purposes Committee meeting on 18th April 2007 in order that the committee can press their case. The Clerk has also contacted County Councillor Mrs Freeman seeking her confirmation that she will press for the £1m to be spent at Comet Corner. She has responded to advise that "I will continue to press for funding for Comet Corner in whatever Forum I can!". Yapton Parish Council have emailed the Chairmen of the three CLCs pressing the case for Comet Corner improvements.

The Chairman and Mr Copeland were concerned about how the matter could potentially be handled in JWAAC and the Clerk was instructed to write to ask for Comet Corner to be placed on the next meeting's agenda and for the report to be available to members. The Clerk will also write to the Chairmen of the three CLCs pressing the case for Comet Corner improvements.

6. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 17th January, 7th February and 7th March 2007 were circulated and noted. The Clerk confirmed that the proposed crematorium planning application (Y/78/06) has been withdrawn.

6. GENERAL PURPOSES COMMITTEE

Copies of the minutes dated 21st February 2007 were circulated and noted.

i) Countryside and the Environment Advisory Sub Committee

Nothing to report.

(ii) Joint Sea Defence & Land Drainage Advisory Sub Committee

The Clerk reported that the repairs to the Greensward Breastwork had not gone to plan and the central section had bowed out by about 500mm. Arun District Council's contractors are now attempting to undertake remedial action. Mrs Willis said that this was the result of trying to cut costs. An early warning of spring tides and potential weather problems was circulated on 16th March 2007.

(iii) Liaison Advisory Sub Committee

The Clerk advised:

- (a) Middleton News was distributed on 15th March and made a small profit for the first time since Mrs Waller resigned. The Chairman said this edition of Middleton News was excellent and wished Andrew Houlden, Middleton News Co-ordinator all the best.
- (b) The invoice for SALC's 2007/8 membership has been received which represented a 38% increase on the previous year. The Clerk has written questioning its accuracy.
- (c) The JWAAC agenda for 21st March 2007 and minutes of the 24th January 2007 have been received.
- (d) A consultation paper for a revised Model Code of Conduct for Local Authorities has been circulated to all members.
- (e) Each member has received a copy of The Standards Board for England Bulletin No. 9.
- (f) The Standards Committee minutes, dated 1st March 2007, have been placed into General Circulation.

WSCC's Deputy Leader advised on 1st March 2007 that the County Local Committees (CLCs) were to be reduced from 3 to 2 in the Arun area. A subsequent note, received on 21st March, advised that following discussions with Arun District Council the 3 CLCs will remain with additional delegated powers and that JWAAC will pilot 3 tier voting on all items. The Chairman said it was Arun District Council that made representations in an attempt to correct a number of anomalies which existed given that, to date, the County Council controlled the whole process. Whilst this improved the situation, some concerns still remained. Mr Copeland said he had been concerned for sometime that only County Councillors could vote, so everything he said at JWAAC meetings carried no effective weight. He saw the proposed 3 tier voting as a positive move.

iv) Projects Advisory Sub Committee

The Clerk advised that the Arun District Accessible Play Strategy report had short listed the £50,000 Larksfield Skate Park application which was encouraging. Mr Copeland suggested members had a look at the new fencing erected at Yapton sports area and bear it in mind if the £50,000 funding becomes available.

v) Roads & Transport Advisory Sub Committee

The Clerk reported that he had received representations from a parishioner requesting that the Parish Council asked WSCC Highways to extend the double yellow lines on the north side of Middleton Road westwards to The Byway. There was little support for this proposal and it was suggested that the parishioner writes direct to County Councillor Mrs Freeman.

8. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes dated 7th February 2007 were circulated and noted.

9. CORRESPONDENCE

The following items had been received:-

- (1) 4Sight – Thanks for Community Support Grant (*General Circulation*)
- (2) Action in Rural Sussex – Village of the Year 2007
- (3) WSCC - Village of the Year 2007
- (4) Arun District Council – Arun Priorities (*General Circulation*)
- (5) BR Neighbourhood Watch - Thanks for Grant (*General Circulation*)
- (6) Citizens Advice Bureau - Thanks for Grant (*General Circulation*)
- (7) Clerks and Councils Direct
- (8) Dizzy – Abuse of Parking (*General Circulation*)
- (9) BR East Girlguiding - Thanks for Grant (*General Circulation*)
- (10) LCR- March 2007 (*Distributed*)
- (11) NALC – Review of Quality Council Scheme (*General Circulation*)
- (12) NHS South East Coast – PALS in focus
- (13) Sammy Community Transport Ltd - Thanks for Grant (*General Circulation*)
- (14) SEERA – Partial Review of South East Plan (*Full Circulation*)
- (15) SEERA – Regional Housing Strategy Review 2007 (*Full Circulation*)
- (16) Sussex County PFA - Thanks for Grant (*General Circulation*)

- (17) WSCC – Minerals and Waste Development Framework (*Full Circulation*)
- (18) West Sussex PCT – eBulletins Issues 3 – 7 (*Circulated*)
- (19) West Sussex Public Partnership Forum – Newsletter
- (20) WRVS -- Thanks for Grant (*General Circulation*)

10. FINANCE COMMITTEE

a) Bank Accounts -

The Clerk reported on the following **Bank Accounts**

Current Account	£ 1,250.00
Business Reserve	£33,417.66
Total	£34,667.66

(b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Arun District Council (Dog Bin Clearance)	£ 391.62
(ii) Arun District Council (Public Conveniences contribution)	£ 2,980.00
(iii) Foster Playscapes Ltd (Playground Repairs)	£ 2,125.73
(iv) SPP (Middleton News setting/printing)	£ 1,640.00
(v) D F Allsopp (Clerk's quarterly fees/expenses)	£ 2,868.14
(vi) D F Allsopp (Quarterly office expenses)	£ 151.39
(vii) A J Houlden (Middleton News Co-ordinator fees/expenses)	£ 545.74
(viii) Society of Local Council Clerks (Annual Subscription)	£ 120.00
(ix) Panasonic U.K. Ltd (Photocopier rental/charges)	£ 54.03
(x) P Allsopp (Distribution of Middleton News)	£ 50.00
Total	£10,926.65

(c) Increased External Auditor fees -

External auditor fees have been raised by 14% to £285 per annum. This will be fixed for 5 years.

11. ANY OTHER BUSINESS

District Councillor Mrs Oakley reported that some 60 people, including children, attended Middleton-on-Sea Association's beach clean-up on 17th March 2007. The Clerk reported that he will be attending Clymping Parish Council's meeting on 5th April, at the request of the Chairman, to provide some advice regarding the production of their Parish Action Plan.

12. PUBLIC DISCUSSION PERIOD

Mr Brookland said he had now heard from County Councillor Mrs Freeman and WSCC will not install any further bollards in Elmer Road because (a) the grass cutters don't like it and (b) because bollards cost £60 each. He has written to the Leader of Arun District Council about this, however, the Chairman said he should have written to the Leader of WSCC and provided his name & address. Mr Brookland also raised (a) the installation of a pedestrian crossing and was advised that this was being progressed through JWAAC and (b) the clearing of rubbish from beneath a seat close to the pond. Mrs Willis confirmed she had personally cleared the rubbish away and the Chairman said he had

written to the District Council before Christmas asking the contractors to clean up the area.

Mrs Brown reported a damaged tactile panel in the playground and the Clerk confirmed parts were on order to repair it. She also advised that Middleton Guides would like to volunteer for a community project in the parish if the Parish Council can suggest one.

There being no further business, the Chairman thanked members for their efforts during the present 4 year term, which is drawing to an end, and reminded those members who are re-elected on 3rd May that the next Meeting will be held on **16th May 2007 at 7.00 p.m.** The Meeting closed at 8.00 p.m.