

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 17th March 2010

PRESENT – Councillors Wotherspoon (Chairman), Copeland, Mrs Claxton, Gamester, Mrs Hall, Mrs Haywood, Jeffrey, Mansfield, Mrs Phillips, Redman, Watson, the Clerk, District Councillor Mrs Oakley and PCSO Morge.

1. **APOLOGIES** – Councillor Mrs Mills and County Councillor Mrs Coleman.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 20th January 2010 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST

Mrs Haywood declared a personal interest in part of item 8 (i) being the owner of the Manor House. Mr Mansfield declared a prejudicial interest in part of item 8 (v) being a nearby resident of the junction of the A259/B2132.

4. PUBLIC DISCUSSION PERIOD

Ms Bowden asked whether the kerb adjacent to the recycling area in Shrubbs Car Park can be lowered as elderly residents have difficulty negotiating the kerb with their three wheeled walkers.

Mr Brookland said that rubbish had been left by the contractors who cut back the hedges in Shrubbs Drive and adjacent to the public toilets. He also raised the issue of the pot holes in Shrubbs Drive adjacent to the entrance to the car park. It was confirmed that these had been reported to WSCC on a number of occasions.

PCSO Clive Morge gave the local crime statistics together with details of the statistics relating to Operation Crackdown. He also advised that Operation Kracken will be starting shortly which is the equivalent of 'Neighbourhood Watch' along the coastline.

5. **ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances** – There were none.

6. MATTERS ARISING

a) CCTV Project

The Clerk advised that the CCTV system was now fully operational. The Clerk thanked Mr Gamester for the time he had spent ensuring the installation was completed properly. Financial contributions had been received from JWAAC, Middleton-on-Sea Playing Fields, Jubilee Hall Management Committee and Middleton-on-Sea Scouts. Grant monies from Arun District Council will be received shortly as will be a VAT refund. The total cost of the project was £9,140 - 36% of which was contributed by the parish council.

b) Ted Chandler Memorial

It was proposed at the General Purposes Committee that £1,000 should be given to a community project to the west of the Jubilee Hall, where there is presently an uneven concrete/flint surface. It is proposed that some type of raised gardens, with seats/benches incorporated should be installed so that Ted Chandler, and others, can be remembered with the installation of plaques. This was proposed by Mr Mansfield, seconded by Mr Gamester and unanimously agreed, subject to the caveat that a positive response is received from the Jubilee Hall Committee. The Clerk will write to their Chairman.

c) Footpath Improvement Scheme

The Clerk wrote to County Councillor Mrs Coleman on 18th February 2010 asking her to take the matter up at the highest level with the County Council. In reality she raised it with the Area Highways Manager “as it was part of the whole IWP”. An email received yesterday detailing the highway works programme confirms the Footpath Improvement Scheme has been excluded and a subsequent letter from the WSCC Cabinet Member for Strategic Planning & Transport has stated their priority for 2010/11 is the repair of carriageways which were damaged severely in the recent adverse weather. Mrs Coleman suggested that the parish council write to the Cabinet Member. Councillors were mindful of the need to repair the carriageways and therefore instructed the Clerk to write to the Cabinet Member seeking a firm date for the start of the footpath improvements.

d) WSCC Snow Summit 11th March 2010

Mr Watson represented the parish council at the meeting which was attended by 90 delegates with only two parish councils invited. Mr Watson produced a detailed report which has been circulated to members and spoke three times during the meeting. He summarised the event as being one hour of ‘pat on the back’ to the emergency services etc and what went wrong for 25 minutes. At the end of the meeting no commitments were given so the effectiveness of the event will have to be judged in due course. Mr Watson said footways were very much the ‘third issue’. The Chairman thanked Mr Watson for attending the meeting and preparing a detailed briefing note. A video cast of the Snow Summit can be viewed at <http://www.westsussex.public-i.tv/site/>.

e) Midsummer Walk – Sunday 27th June 2010

Mrs Haywood confirmed she will be organising the third Midsummer Walk and hopes to walk in the direction of Elmer, taking in St Nicholas’ Church. The event will be publicised on the front page of the summer edition of Middleton News.

f) Bishop Tufnell Junior School Planter project

Mrs Phillips advised that the plaque had now been fitted to the Seaside Garden and that its design was agreed with the Head Teacher of Bishop Tufnell CE Junior School. The Chairman thanked Mrs Phillips for her work on the project.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 20th January, 3rd February, 17th February and 3rd March 2010 were circulated and noted.

The Clerk advised members that the Development Control Committee had considered an anonymous letter, dated 26th February 2010. As the letter raised issues of both planning and licensing it must be regarded as quasi judicial and as such cannot be legally dealt with unless the name and address of the writer are disclosed. The Chairman said he had taken advice and concurred with the committee's view.

8. GENERAL PURPOSES COMMITTEE

Copies of the 17th February 2010 minutes were circulated and noted.

i) Countryside and the Environment Advisory Sub Committee

The Clerk reported that the flint wall at the junction of Middleton Road and Sea Lane had now been repaired.

A response has been received from WSCC's arboriculturist who agrees in principle that trees can be planted in Sunnymead Close and at the junction of Elmer Road and Cootes Lane. It was suggested that flowering cherry trees would be ideal but Mr Watson said they tend to die off. He also enquired what size of tree will be planted. Mr Mansfield asked Mr Gamester to look again at the trees to be planted and consider other species. Mrs Hall proposed, and Mrs Haywood seconded, a resolution that Mr Gamester should draw up a plan of the most appropriate trees, submit it to WSCC for approval and then plant the trees. This was agreed by a majority and Mr Gamester was instructed to proceed.

The Clerk read a response from Arun District Council's Park Manager who wanted to know why the parish council wanted to plant trees on the greenspace bounded by Lucking Lane and Cootes Lane. The Chairman was surprised at the contents of the email and said the District Council had a policy to plant trees. Mr Mansfield reminded members that it was a resident of Cootes Lane who is giving the trees. It was agreed that the Clerk will respond by email, copying in the Chairman.

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

Elmer Sands Ltd provided a document from Southern Water, dated March 2010, titled "Flooding at Elmer". This was copied to all members.

(iii) Liaison Advisory Sub Committee

The Clerk confirmed that Arun District Council's Standards Committee agenda has been placed into general circulation and that Middleton News had now been distributed.

iv) Projects Advisory Sub Committee

Nothing to report

v) Roads & Transport Advisory Sub Committee

A copy email from County Councillor Mike Coleman regarding the Site 6 related road works on the A259 at Bersted and the road works about to start on the A259 at Hoe Lane was placed into circulation.

Mr Jeffrey advised that he had attended recently a Site 6 committee meeting at Felpham Parish Council where the Hoe Lane road works were discussed although it is believed that their impact will be limited. Felpham Parish Council are now in the process of putting a 'Version 2' questionnaire on their website covering proposed road improvements, post relief road. The new version includes a section covering Comet Corner and how the proposed junction changes will work, with particular emphasis on access to/from Yapton. Mr Jeffrey said that the proposed extra houses in Bersted will impact on Comet Corner and if that is repeated at Felpham the impact will be greater still.

Felpham Parish Council had suggested that this parish council ask for Comet Corner to be put on the next JWAAC agenda however it was agreed that this was not the time for such action.

Mr Mansfield left the meeting whilst Comet Corner (Junction A259/B2132) was discussed.

9. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes dated 3rd February 2010 were circulated and noted.

Copies of the Middleton-on-Sea Playing Fields accounts for the year ending 31st December 2009 were circulated to all members.

Following the unauthorised use of Shrubbs Field for a football match allegedly by the Beresford Bears football team the Clerk wrote to the Licensee of The Beresford. No response has been received and no further unauthorised matches have taken place. It was agreed to follow up the matter at the next Parish Land and Property Committee meeting.

10. CORRESPONDENCE

The following items had been received:-

- (1) 4 Sight - Thanks for £100 donation (*General Circulation*)
- (2) Action in Rural Sussex - Newsletter
- (3) Anonymous letter (*Full circulation*)
- (4) ADC – Off Street Parking Charges (*General Circulation*)
- (5) BR Neighbourhood Watch - Thanks for £100 donation (*General Circulation*)
- (6) Citizens Advice Bureau – Request for funding (*General Circulation*)
- (7) Clerks and Councils Direct
- (8) Elmer Sands News – Newsletter (*General Circulation*)
- (9) NHS West Sussex – Mental Health Services consultation (*Full Circulation*)
- (10) PCSO Clive Morge – Local Priorities 16/2/2010 (*Full Circulation*)
- (11) Samaritans - Thanks for £100 donation (*General Circulation*)
- (12) Sammy Transport - Thanks for £100 donation (*General Circulation*)
- (13) WSCC Connections
- (14) WSCC – Library opening hours consultation (*Full Circulation*)
- (15) WSCC – Review of Youth Services (*Full Circulation*)
- (16) West Sussex Public Partnership Forum - Newsletter

11. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£39,531.04
Total	£40,781.04

(b) Accounts for payment -

The following payments were approved nem.con and made:

(1) Admor Ltd (Setting/Printing Middleton News)	£ 1,987.50
(2) Andrew Houlden (Newsletter co-ordinator)	£ 601.33
(3) Mrs P Allsopp (Newsletter Distribution)	£ 50.00
(4) D F Allsopp (Quarterly Clerk's fee)	£ 3,135.97
(5) D F Allsopp (Quarterly office expenses)	£ 182.95
(6) Arun District Council (Dog Bin servicing)	£ 391.62
(7) Arun District Council (Public Conveniences)	£ 2,980.00
(8) Century 21 Security (Residual CCTV payment)	£ 5,700.50
TOTAL	£15,029.87

(c) Accounts previously paid.

MOS Playing Fields (Funds Drawdown)	£ 1,500.00
Century 21 Security (Initial deposit for CCTV installation)	£ 3,449.26
i4Signs (Bishop Tufnell Seaside Garden sign)	£ 58.75
TOTAL	£ 5,008.01

12 ANY OTHER BUSINESS

Mr Watson reported that the dwarf brick wall adjacent to One Stop's vehicular entrance has been damaged. This was noted.

Mrs Claxton and Mrs Phillips reported that they had both enjoyed their new councillor course which was held at Arun District Council, despite it being interrupted by a fire alert. They said it was noticeable how well organised this parish council is compared with others and suggested most of this was down to the Clerk. The Chairman concurred. Mrs Haywood said that the Post Office had raised the issue of a rubbish/dog bin outside their shop. It was agreed that they needed to write directly to Arun District Council.

Mrs Hall said she had attended the 39 Club committee meeting and enjoyed the experience. She said she will volunteer for any Youth Services positions which may become available.

There being no further business the Chairman reminded members that the next Meeting will be held on **19th May 2010 at 7.00 p.m.** The meeting closed at 8.07 p.m.