

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the back of Jubilee Hall, Elmer Road, Middleton-on-Sea
On Thursday 27th April 2006

PRESENT – Councillors Wotherspoon (Chairman), Chandler, Copeland and Edey Jeffrey, Mansfield, Mrs Mills, Mrs Ross, the Clerk and District Councillor Mrs Oakley.

1. **APOLOGIES** – Councillor Mrs Willis, County Councillor Mrs Freeman and Mr Morrison.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 23rd March 2006 having been circulated were approved and signed.
3. **DECLARATIONS OF INTEREST** – Mr Mansfield declared a prejudicial interest in Item 5(h) and part of Item 12 being a nearby resident of the junction of the A259 and B2132. Mrs Ross declared a personal interest in Item 5(g) as she is an acquaintance of Mr Baird and in Item 7(ii) as she is a member of the Middleton-on-Sea Association. Mr Chandler declared a personal interest in Item 11 as he has a freehold interest in Elmer Beach Stores.
4. **ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances** – There were none.

5. MATTERS ARISING

a) Frequency of Meetings

The Clerk submitted a paper to members suggesting a revised frequency of meetings. Mr Copeland proposed an alternative which was seconded by Mr Mansfield and unanimously approved. With effect from 1st May 2006, Parish Council meetings will be held on the 3rd Wednesday in the months of January, March, May, July, September, October and December at 7 p.m.. General Purposes committee meetings will be held on the 3rd Wednesday of February, April, June and November at 7 p.m. Parish Land and Property committee meetings will be held on the 1st Wednesday of February, June and November at 7 p.m. Development Control committee meetings will continue to be held on the 1st and 3rd Wednesdays at 6.30 p.m. Standing Orders have been amended and the Clerk will (a) Advise the Jubilee Hall Booking Secretary of the release of the 4th Thursday evening booking, (b) Update Parish Council Notice Board posters, (c) Update the Parish web site and (d) Advise Arun District Council, WSCC and SALC accordingly.

b) Off Site Play provision – Progress Report

The Clerk advised that after much correspondence/emails, Arun District Council finally credited the Parish Council account with £5,560 in respect of the Willowbrook Development Section 106 consideration. Subsequent to the receipt of the funds, a two page letter was received from Arun District Council's solicitor seeking to impose conditions on how the funds were spent but that issue has now been resolved. The Clerk

stated that ADC received the money on 22nd November 2002 and it took 22 months before they entered into correspondence with the Parish Council regarding how the funds would be used. Agreement was finalised on 24th April 2006, 3 years 5 months after ADC received the funds. District Councillor Mrs Oakley said this matter raised serious concerns and that she will raise the matter with ADC's Audit Committee.

c) Co-option of non-voting member of the General Purposes Committee

The Clerk reported that the St Nicholas' Church representative, Mary Bourne, had decided to step down and Father William had requested that Dr Colin Greaves take over the role. This was proposed by Mrs Mills, seconded by Mrs Ross, and unanimously agreed. The Clerk was instructed to advise Dr Greaves accordingly.

d) ADC provision of Standards Board for England Training DVD

The DVD will be available for one week commencing 28th April 2006. Members agreed a circulation rota.

e) SEERA Draft South East Plan

The Draft Plan had been received and is being circulated amongst the members. Comments, if any, have to be made by 23rd June 2006.

f) Committee Membership

The Clerk reminded members to complete and return the forms to him no later than 10th May 2006.

g) Highways Issues – Baird's Business Park, Grevatt's Lane (A259)

Mr Copeland advised that he had received representations about the safety of vehicles entering and leaving Baird's Business Park. He had personally experienced two incidents at the location (i) where a lorry seeking to travel east had blocked the westbound lane and (ii) where two coaches seeking to enter the 'Business Park' had blocked the westbound A259 and forced vehicles behind to undertake through a dangerous overtaking manoeuvre. It was also unclear whether planning permission had been granted for the creation of a 'Business Park'. The Clerk was instructed to write to WSCC Highways Department to request that it look into these issues and report back.

h) Comet Corner – JWAAC Speed Limit decision

Mr Copeland reported that the 40 mph speed limit proposal for Comet Corner was unanimously rejected by members of the Joint Western Arun Area Committee (JWAAC) as it was perceived that such a reduction may cause bunching of traffic and did not have the support of the Sussex Police. Further, recent personal injury accident statistics showed there had been no incidents at Comet Corner albeit members recognised that there had been a number of other accidents involving vehicle accident damage only. Mrs Mills recommended that the Comet Corner Action Line continued to operate and that it is publicised in the summer edition of Middleton News. She also mentioned that at a Highways Meeting which she attended on 31st August 2005, members of WSCC Highways Department lead those present towards the idea of a 40 mph speed limit. Mrs Mills said it should be made clear that although the Parish Council voted for a 40 mph

speed limit during the latter part of 2005, it was subject to the proviso that bunching did not occur and no guarantees could be provided by WSCC Highways. Members were therefore comfortable with the 50 mph speed limit. The Chairman was concerned to note comments allegedly made at a JDAC meeting suggesting that Comet Corner road junction improvements had now been placed on the back burner by West Sussex County Council. (*Mr Mansfield left the meeting during this Item 5h*).

6. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 5th and 19th April 2006 were circulated and noted. Mrs Ross reported that she had attended a site meeting with the Planning Inspector, Robert Marshall, at Southern Water's Middleton Road site where Vodafone are appealing ADC's refusal of the siting of a 3G telephone mast. The meeting was attended by ADC officials, representatives of Daly International, Hugh Coster and 5 local residents. Residents were very concerned about both the proposed mast's visual impact and its close proximity to a minor operations surgery which is currently being constructed at the Felpham & Middleton Health Centre. Mr Mansfield noted that planning application M/27/06 (*95a Yapton Road*) had been refused by Arun District Council on three counts.

GENERAL PURPOSES COMMITTEE

i) Countryside and the Environment Advisory Sub Committee

The Clerk reported:

- (a) A fire had been started in a paper recycling bin in the Shrubbs Drive Recycling Centre. The Fire Brigade attended but the bin was effectively destroyed, another bin lid was damaged and the wooden fence was scorched. The Clerk had reported the incident to Arun District Council.
- (b) Letters from Ms Cox had been received by the Chairman, Vice Chairman and Chairman of the General Purposes Committee expressing her opposition to the proposed allotments at Larksfield if it affects the rented field where she stables two horses. The Clerk had also had a long telephone conversation with her and was advised that she had started a petition. Nonetheless, he felt there was scope for negotiation, in due course. A meeting to discuss the various options with Arun District Council has been arranged for the 9th June and this will be attended by Cllr Mansfield, the Clerk and District Councillor Mrs Oakley. The Clerk sought guidance from members regarding the amount of money they were prepared to commit to the project given there was currently no budget allocated. Mr Mansfield questioned whether parishioners really wanted allotments and after some discussion it was agreed to defer a decision regarding spending levels until the May meeting. The Clerk was instructed to place the matter on May's Agenda.
- (c) An invitation had been received from West Sussex Tree Wardens to attend a special event to mark 15 years of the tree warden scheme. Mr Mansfield (Parish Tree Warden) said that he had withdrawn from the West Sussex scheme some years ago following a disagreement regarding whether he could provide advice about some highway trees. He had therefore decided not to attend the meeting.

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

Mr Mansfield enquired when the Greensward Survey will be received from the Middleton-on-Sea Association given that the Parish Council provided grants totalling £500 sometime ago. The Clerk was instructed to seek a progress report.

(iii) Liaison Advisory Sub Committee

The Clerk advised:

- (a) ADC's Drinking Control Order will become effective on 1st June 2006.
- (b) Receipt of the Standards Committee sub committee minutes, dated 22nd March 2006, which had been circulated.

iv) Projects Advisory Sub Committee

Nothing to report.

v) Roads & Transport Advisory Sub Committee

The Clerk advised that he had attended a meeting, at short notice, at WSCC Highways Depot, Drayton, together with representatives from Clymping and Ford Parish Councils to discuss the impact of the proposed alterations to the A259 Clymping Roundabout, which had been proposed by Viridor through their S106 agreement. Concern was expressed that the creation of a further westbound lane, to allow traffic travelling from Littlehampton towards the Ford Recycling Plant a quicker route around the roundabout, will interfere with the broadly balanced traffic flow and will create an undesirable build up of traffic travelling eastwards from Middleton towards Littlehampton. It was agreed to jointly write to WSCC seeking a balancing of lanes around the roundabout to improve the general flow of traffic. Mrs Ross said she remained concerned about the trees felled along the A259 at Clymping and felt there was some ulterior motive for this. Mr Edey concurred.

8. PARISH LAND AND PROPERTY COMMITTEE

The Clerk reported that a further two picnic benches had been installed in Shrubbs Field between the Jubilee Hall and the Pavilion. Mr Copeland mentioned that the Police had requested that signs are affixed to both the Jubilee Hall and the Pavilion stating that balls must not be kicked against the buildings in order that the Police can act should this occur. Mr Copeland will ascertain the correct wording and will advise Mr Edey in order that the signs can be fabricated.

9. CORRESPONDENCE

The following items had been received:-

- 1. Action in Rural Sussex - Newsletter
- 2. ADC - Licensing of Events on ADC land
- 3. Citizens Advice Bureau – Special AGM
- 4. CPRE Sussex – Details of Skills Seminar
- 5. Local Strategic Partnership - Newsletter
- 6. Postwatch – Pillar Talk newsletter
- 7. RGT Training – Postcard with marketing information

8. Safer Communities Unit – Community Speed Watch
9. Sussex Neighbourhood Watch Review
10. Sussex Police Authority – Public Meeting 27th April
11. Wellspring – 2 newsletters
12. WSCC Connections
13. West Sussex Mineral and Waste Development Framework
14. West Sussex Public Partnership Forum – Newsletter
15. Youth Centres in Bognor Regis Neighbourhood - Leaflet

10. FINANCE COMMITTEE

a) Bank Accounts -

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

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|------------------|--------------------------|
| Current Account | £ 1,250.00 |
| Business Reserve | £22,308.11 |
| Total | <u>£23,558.11</u> |

(b) Accounts for payment -

The following payments were approved nem.con and made:

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|--|-------------------------|
| (i) ADC (Contribution to Shrubbs Car Park) | £1,780.00 |
| (ii) MOS Playing Fields (Partial drawdown of budget) | £2,000.00 |
| (iii) PBS (Photocopier quarterly rental) | £ 76.94 |
| (iv) SALC (Annual Subscription) | £1,048.47 |
| (v) B Cursons (Notice Board/Finger Post repairs) (<i>Paid 30.3.06</i>) | £ 100.00 |
| (vi) Anchorfast (2 Picnic Benches) (<i>Paid 30.3.06</i>) | £ 829.55 |
| | <u>£5,834.96</u> |

The Clerk advised that he had prepared the draft 2005/2006 accounts and these were being examined by Mr Copeland (Chairman of the Finance Committee) prior to submission to the full council in May 2006.

11. ANY OTHER BUSINESS

Mr Jeffrey reported that he had attended the 39 Club meeting and that it was a lot more than just a youth club. He also intends to ascertain what happens at the Felpham Youth Wing and will report back in due course. Mr Jeffrey mentioned the Post Office petition and was concerned that the village post office may be closed. He suggested that the Parish Council wrote to the sub postmaster offering its support. That was unanimously agreed and the Clerk was instructed to write, mentioning the findings of the Parish Action Plan. Mrs Ross drew attention to the Elmer Beach Stores Post Office petition, covering the withdrawal of the DVLA Car Tax renewal from the Post Office. She said she had invited the proprietors to attend the next Parish Council meeting. District Councillor Mrs Oakley confirmed she will attend the allotments meeting.

12. PUBLIC DISCUSSION PERIOD

Mr Brookman was concerned that the previous minutes did not specifically mention his concerns that part of the grass verge opposite One Stop should be surfaced with tarmac so

that parishioners can cross the road safely. The Chairman confirmed that County Councillor Mrs Freeman received a copy of the minutes and that she will note his request. Mrs Mills was also requested to take up the matter through the JWAAC Highways Committee.

Mr Wood continued to express concerns about traffic volumes along Yapton Road together with the related safety implications. The Chairman said County Councillor Mrs Freeman will note his comments.

Mrs Brown advised that Angela Waller was not at all well and will have to have an operation. In view of this she will have to cease her involvement in the Comet Corner Action Group. Mrs Brown also advised that an article about Comet Corner will be placed in the summer edition of Middleton News.

(Mr Mansfield left the meeting during the above mentioned item)

Mrs Brown further mentioned that someone should look at the size of the allotment car park at Felpham to gauge the size required at Larksfield.

A parishioner spoke about the state of disrepair of Rose Cottage, being a Grade II listed building, and enquired whether the Parish Council could take any action. Mrs Ross shared his concerns and at the request of the Chairman the matter will be referred to the Development Control Committee.

Mr Allen, whose neighbour recently submitted planning application M/27/06, read extracts from two articles in the spring edition of Middleton News, written by two members of the Development Control Committee, and expressed his concerns that they did not appear to carry out the commitments shown in the articles into the Development Control Committee by voting in favour of M/27/06 (*95a Yapton Road*). He then, *inter alia*, asked 3 questions of the councillors and alleged that Councillor Mrs Ross had a Personal Interest. Mrs Ross indicated that she intended to take advice and the Clerk asked Mr Allen to submit his questions in writing.

13. CONFIDENTIAL BUSINESS – Standing Orders 63 & 64

In view of the nature of the business being transacted the public and press were excluded from this part of the meeting when a playground equipment contract was awarded.

There being no further business the Chairman reminded members that the next Meeting will be held on 17th May 2006 **at 7.00 p.m.** and the Meeting closed at 8.00 p.m.