

**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 24<sup>th</sup> June 2004**

**PRESENT** – Councillors Wotherspoon (Chairman), Aldridge, Chandler, Copeland, Edey, Mrs Farley, Mrs Mills, Wilkinson (arrived 6.50 p.m.), Mrs Willis, the Clerk, County Councillor Mrs C Freeman and Mr Morrison

**1. APOLOGIES** – Councillors Mansfield, Ough, Mrs Ross, and District Councillor Mrs B Oakley

**2. MINUTES** – The Minutes of the Annual Parish Council Meeting and the Annual Parish Meeting held on the 27<sup>th</sup> May 2004 having been circulated were approved and signed.

**3. DECLARATIONS OF INTEREST** – Councillors Copeland, Edey, Mrs Mills, Wilkinson, Mrs Willis and Wotherspoon each declared a personal interest in Item 7 (iii) being individual distributors of Middleton News.

**4. ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances** – The Chairman advised that he had attended the Annual General Meeting of Bognor Regis and District Scout Council which was held on 16<sup>th</sup> June 2004.

**5. MATTERS ARISING**

**a) New Materials Recycling Facility, Ford**

Copy letters from Clymping Parish Council and Viridor Waste Management had been circulated to all members and the Clerk advised that Clymping Parish Council were seeking to arrange a meeting which will be attended by Nick Gibb MP and Howard Flight MP. Details will be advised when received.

**b) Community Safety Questionnaire**

A response to the Community Safety Questionnaire was agreed and the Clerk was instructed to return it to Arun District Council.

**c) Proposed site for Middleton Village Notice Board**

WSCC granted conditional approval for the siting of a notice board on the southern side of Middleton Road to the west of the bus stop adjacent to Sea Lane. Conditions include (a) that nothing commercial or offensive can be advertised on the notice board and (b) that it must be removed if the Middleton Green Agreement should not be renewed. It was unanimously agreed to accept the conditions and the Clerk was instructed to arrange for a new notice board to be constructed and fitted. Costs are anticipated to be similar to those for the Elmer notice board.

The Clerk advised that the Middleton-on-Sea Association had asked if it can install a plaque to commemorate Captain Coldicott on the rear of the Obelisk in the position presently occupied by the notice board. It was unanimously agreed, in principle, to the siting although this will be subject to approval of the plaque plans and confirmation from MOSA that planning permission had been obtained, if required. No commitment to funding was given.

It was noted that the Elmer notice board had now been fitted and Revd Brown thanked the Parish Council for arranging its installation.

**d) WSCC Route Speed Management Scheme**

Papers received from WSCC relating to the Speed Management Scheme covering the A259 from Flansham to Littlehampton had been circulated to all members and the proposals were discussed in some depth. The Parish Council were generally very supportive of the proposals although it was decided to raise 3 issues with WSCC, those being:

- It was thought that Safety Cameras will be more effective than the proposed Vehicle Activated Signs to be located on the A259, close to Comet Corner.
- The proposed one way system at Worms Lane where it was felt this could cause longer queues in Yapton Road to the south of the junction of the A259/B2132. This could knock-on to create more traffic through Middleton village and at ‘The Southdowns’ mini roundabout junction with the A259. Mrs Freeman suggested that it may be beneficial to have a site meeting with the WSCC Engineer and it was agreed that Mrs Mills and Mrs Willis will represent the Parish Council at the meeting.
- Concern was expressed that traffic will still be able to turn right at the A259/B2233 (Oystercatcher Corner) junction where visibility westwards on the A259 is poor. It was thought that traffic should turn left along the A259 and go around the roundabout at Church Lane, Clymping.

The Clerk was instructed to write to WSCC Highways and to arrange the site meeting.

**e) SEEDA Small rural grants scheme**

Details of the grants scheme had been received although there were differing views, from various bodies, as to whether Middleton was eligible. Mrs Freeman said as far as WSCC was concerned, Middleton was still included. The Clerk was instructed to seek clarification from SEEDA.

**f) Middleton Green tree audit report**

The tree audit report had been circulated to all members prior to the meeting and it was proposed by Mrs Mills, seconded by Mrs Willis, and agreed by an overwhelming majority to fully accept its findings and to have a further tree audit in June 2005. The Clerk was instructed to arrange for the tree surgeon to fell the Silver Birch (T17), as soon as possible and to undertake the remedial work on the Oak (T7) during the next dormant period. The Clerk reported that the tree surgeon had trimmed the large Chestnut tree on Middleton Green at a cost of £75 and that WSCC had confirmed, that in accordance with the Middleton Green Agreement, they are responsible for the trees adjacent to Sea Lane and will be arranging for them to be trimmed.

## **6. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes had been circulated to members.

## **7. GENERAL PURPOSES COMMITTEE**

### **i) Countryside and the Environment Advisory Sub Committee**

The Clerk advised:

- (a) Arun District Council's Plant-a-Bulb Scheme papers had been received. Some comment was made regarding whether there was any need for further bulb planting, however, it was agreed to pass the papers to Mr Mansfield so that he can organise further bulb planting if he wished.
- (b) Details of the ODPM's allotment and community gardens questionnaire was circulated to members.

### **ii) Joint Sea Defence & Land Drainage Advisory Sub Committee**

Mrs Willis advised that the Middleton-on-Sea Association was proposing to put up a challenge to Central Government regarding the need for remedial works along Old Point and the Greensward. Some Association members will apparently be visiting Norfolk to look at similar problems there and will meet the local MP.

### **iii) Liaison Advisory Sub Committee**

Details of Arun District Council's Draft Priorities were circulated to members. Any views have to be received by ADC no later than 26<sup>th</sup> July 2004.

Mr Copeland advised that printing of the Village Action Plan will be undertaken shortly at a cost of some £3,000. The Countryside Agency have advised that they will not make a further payment until the final statement is submitted although they have indicated that payment will be prompt. Mr Copeland therefore proposed that the Parish Council provided bridging finance of some £3,000 to enable payment of the printing account pending receipt of the final tranche of Countryside Agency funding. This was seconded by Mrs Mills and unanimously agreed.

The Clerk advised that Middleton News had been distributed on 10<sup>th</sup> June and that the September edition will be its second anniversary. A reception was held for distributors and advertisers to celebrate the first anniversary, however, it was not proposed to repeat that this year. However, to give some recognition to the many distributors of Middleton News, the Clerk suggested that a budget of £200 was allocated so he can arrange to give Middleton News Christmas cards and gift vouchers to the distributors. This was proposed by Mr Chandler, seconded by Mrs Farley and agreed by a majority of 3 with 6 members abstaining. Members were very positive about Middleton News and said they had received similar feedback from parishioners. The Chairman said he had telephoned Mrs Waller to express his thanks. Mrs Mills suggested that the Clerk should write to Mrs Waller to express thanks for her valuable contribution to Middleton News. The Clerk was instructed accordingly.

### **iv) Roads & Transport Advisory Sub Committee**

The Chairman and Mr Wilkinson will be attending the Bognor Regis Civic Society meeting on 29<sup>th</sup> June when the topic will be the Site 6 Relief Road. It is understood that Lt Col.Tex Pemberton, WSCC Cabinet Member for Transport will be speaking. The Clerk advised that refurbishment of the Fingerpost Sign had commenced on 18<sup>th</sup> June.

## PARISH LAND AND PROPERTY COMMITTEE

The Clerk reported that the storage garage on Shrubbs Field will be demolished on 26<sup>th</sup> June and that the new storage container will be delivered on 14<sup>th</sup> July.

### 9. CORRESPONDENCE

The following items had been received:-

1. Copy letter from Elmer Sands Ltd to WSCC
2. Royal Blind Society – funding request
3. Rubberflex Safer Surfacing – products circular
4. Shaw & Sons – products brochure

### 10. FINANCE COMMITTEE

#### a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£30,395.63
<b>Total</b>	<b><u>£31,645.63</u></b>

#### (b) 2003/4 Accounts

The Clerk advised that the internal auditor has been contacted however the audit has yet to be completed.

#### (c) Accounts for payment -

The following payments were approved nem.con and made:

(i) Mr G Charles (Notice board)	£ 625.00
(ii) SALC (Legal Topic Day course fees)	£ 58.75
(iii) SLCC (Clerk's Manual 2004)	£ 29.00
(iv) Information Commissioner (Data Protection Fee)	£ 35.00
(v) Mrs A Waller (Newsletter commission and expenses)	£ 306.75
(vi) SPP (Newsletter setting and printing)	£1,400.00
(vii) D F Allsopp (Clerk's quarterly fee and expenses)	£2,539.56
(viii) D F Allsopp (Quarterly postages and telephone calls)	£ 54.26
(ix) M Clayton (Bench repairs)	£ 46.00
(x) M Clayton (Installation of Elmer notice board)	£ 140.00
(xi) Seaborne-BCS (Container purchase)	£1,374.75
(xii) D Fradgley (Trimming of chestnut tree)	£ 75.00
<b>Total</b>	<b><u>£6,684.07</u></b>

### 11. ANY OTHER BUSINESS

Mrs Mills thanked Mr Copeland, and other members of the LAT, for their work in establishing Middleton LAT and making it a success. All members concurred.

### 12. PUBLIC DISCUSSION PERIOD

Mrs Mulvaney requested that drinking of alcohol in bus shelters be included on the Community Safety Questionnaire and enquired about the legal position of motorised scooters. Mr Edey advised that they must be registered with the DVLA and the driver

must hold a moped licence, wear a crash helmet and have third party insurance. The Revd Brown reiterated his thanks for Elmer's new notice board and Mr & Mrs Ayton expressed concerns relating to the proposed one way system at Worms Lane.

**There** being no further business the Chairman reminded Members that the next Meeting will be held on 22<sup>nd</sup> July 2004 **at 6.30 p.m.** and the Meeting closed at 7.15 p.m.