

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 22nd July 2004

PRESENT – Councillors Wotherspoon (Chairman), Copeland, Edey, Mrs Farley, Mansfield, Mrs Mills, Mrs Ross, Wilkinson, Mrs Willis, and the Clerk.

1. APOLOGIES – Councillors Aldridge, Chandler, Ough, District Councillor Mrs B Oakley, County Councillor Mrs C Freeman and Mr Morrison.

2. MINUTES – The Minutes of the Parish Council Meeting held on the 24th June 2004 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST – Councillor Mansfield declared a personal interest both in item 7 (iv) being a nearby resident of the junction of the A259 and B2132 and in item 11 being a volunteer at Amberley Working Museum.

4. ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances – The 2 PCSOs responsible for the Middleton and Felpham beat introduced themselves and answered a range of questions including their powers to remove alcohol from underage youths and enforcement of local parking restrictions.

5. MATTERS ARISING

a) New Materials Recycling Facility, Ford

The Clerk reported that he had spoken to Cllr Peter Tyrrell, Clymping Parish Council, who advised that the planning application has still to be submitted. Nick Gibb MP will be attending the next Clymping Parish Council meeting on 12th August at 7.30 p.m. and members of the public can attend. A traffic survey of Church Lane, a “C” class road, has shown over 10,000 vehicles per day using the road of which 8% are HGVs. At peak times, 1,000 vehicles per hour use the road which is well above the traffic levels expected of a “C” class road.

b) Licensing Act 2003 – Statement of Licensing Policy

Details of Arun District Council’s consultation process was circulated to members. It was decided not to send a representative to the licensing forums but to receive the minutes of the meetings.

c) Proposed Job Description – Pond Warden

A Middleton Village Green Warden (including pond) Job Description was circulated to members prior to the meeting together with notes from Cllrs Mansfield and Mrs Willis. There was a full discussion with Mr Mansfield commenting that as the tree warden for the whole parish it was a nonsense to take responsibility for the Village Green away from him. Mr Wilkinson said the Job Description was more like a task list and pointed out

some anomalies. Mr Copeland said the management of the trees had to be undertaken in such a way as to ensure the public was not placed in danger.

The Clerk summarised that management of the trees on Middleton Village Green will be with the benefit of an annual tree audit, undertaken by Mr Fradgley, which will be placed before the General Purposes committee for discussion. Mr Fradgley will then undertake any agreed tree maintenance. In the event of a potentially dangerous tree being identified by a councillor, or member of the public, the Clerk will seek the professional opinion of Mr Fradgley. If it is deemed that the tree is unsafe then the Clerk will arrange for it to be felled under his Health & Safety/Public Interest delegated powers. This was agreed by members.

Mrs Mills proposed acceptance of the Job Description, subject to 3 amendments i.e. deletion of Line 4, changing "Coastal Ranger" to "Countryside Ranger" and deletion of the bold writing at the end of the document. This was seconded by Mrs Ross and approved by an overwhelming majority.

Later, Mrs Mills proposed that Mrs Willis was given the role of Middleton Village Green Warden (including pond) in order to conserve the pond and surrounding village green and be accountable to the General Purposes Committee. It will be for them both to reach agreement on, and seek funding as necessary, for any work that is within their remit. This was seconded by Mr Wilkinson and agreed by an overwhelming majority.

d) SEEDA Small rural grants scheme

The Clerk advised that he had spoken with SEEDA who confirmed that the Parish still remained listed and eligible for a Grant. A County Co-ordinator has yet to be appointed, who will assist with the preparation of a grant application, although this is expected to happen shortly.

6. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 7th July 2004 had been circulated to members. Mr Mansfield reported that the committee meeting on 21st July was attended by many local residents who expressed their strong concerns and objections to planning application M/75/04 which seeks a change of use for the flats on the former Manor Farm Hotel site to be utilised as a call centre. There were also complaints about cars being illegally parked on grass verges. Mr Copeland felt the meeting went well and congratulated Mr Mansfield on how he had chaired the meeting.

7. GENERAL PURPOSES COMMITTEE

Copies of the minutes dated 7th July 2004 had been circulated to members.

i) Countryside and the Environment Advisory Sub Committee

The Clerk advised:

- (a) Professor Alan Johns had resigned as a co-opted member of the committee as his role has now changed in the Middleton-on-Sea Association and he believes Mrs Willis is now well briefed on sea defence issues.
- (b) A letter had been received from West Sussex Tree Wardens seeking to update their records, which showed Mr B Saltwell as tree warden. The Clerk was instructed to write to advise them of the name of the Parish Tree Warden.

- (c) WSCC have advised that Grevatts Bridge, on Footpath 165, cannot be replaced during the present financial year. It is understood that a new metal bridge has been designed and has been put out to tender but funding will not be available until at least 2005/6.

Mr Mansfield said:

- (a) After discussions with interested parties he believed that it will be appropriate to order 4 bags of mixed daffodils through the Arun Plant a Bulb Scheme 2004. This was agreed and the Clerk was requested to place the order.
- (b) He would like to express his thanks to villagers in the northern part of the parish who gave their time to ensure Worms Wood was secure to prevent further trespassing by travellers. All members concurred.

Mrs Willis advised that she had met John Knight, WSCC Countryside Ranger, at the Green and he inspected the nettles to confirm that they could be trimmed back and that the brambles should also be cut back. She also enquired if anyone knew who cut the greenery on the southern part of the village green and left it in a pile by the pond. She was given a name and the Clerk was instructed to write.

ii) Joint Sea Defence & Land Drainage Advisory Sub Committee

Nothing to report.

iii) Liaison Advisory Sub Committee

The Clerk reported that details of Arun District Council's Performance Plan for 2004/2005 had been placed into circulation and that Mrs Freeman was presently meeting Chief Inspector Whitton to press the case for 'Bobbies on the Beat' in both Middleton and Yapton.

iv) Roads & Transport Advisory Sub Committee

The Clerk advised:

- (a) Feedback from local traders was positive about seeking an additional disabled parking space at the western end of the car parking spaces opposite Middleton Garage. Comment was also made that it will be helpful to have additional direction signs installed in Middleton Road for the Free Car Park in Shrubbs Drive. The Clerk was instructed to progress these matters.
- (b) Felpham Parish Council have responded positively to the suggestion of a pedestrian crossing in Flansham Park and have written to the WSCC.
- (c) An email had been received from the Head of Highways & Transport, WSCC regarding the Supplementary Bid for funding Comet Corner improvements. This was read to members. Concerns were expressed that funding was not coming from one source, that it may be spread over 2 financial years, and that a decision on the type of scheme had yet to be decided. In view of the imminent summer recess, it was proposed by Mrs Farley, seconded by Mrs Ross, and agreed with an overwhelming majority that Mrs Mills and the Clerk should be given delegated powers to decide whether it was appropriate to write to Nick Gibb MP for his support of the Scheme.

- (d) An email had been received from the Civic Society thanking the Chairman for attending a meeting on 29th June about highway matters. The Society later wrote a letter to WSCC Assistant Head of Highways and this has been placed in general circulation.

Mr Mansfield enquired about the current position of the A259 Route Speed Management Scheme and the Clerk advised that he had received a response from the Senior Engineer who has agreed to a site meeting when all the consultations are returned.

PARISH LAND AND PROPERTY COMMITTEE

The Clerk advised:

- (a) The Playing Fields Executive have agreed to install a rubbish bin on Shrubbs Field between the 2 picnic tables and close to the playground fence following a request from the Middleton LAT. The cost of the bin is usually £400 +VAT, however, Arun District Council have agreed to supply, fit, maintain and empty it for £250 + VAT. In order that the VAT can be recovered, Mr Copeland proposed that it was bought by the Parish Council and donated to the Playing Fields Executive as part of their annual allowance. This was seconded by Mrs Ross and overwhelmingly agreed.
- (b) The storage garage had now been demolished and the storage container installed. Felpham Colts had erroneously paid the cost of the container (£1,170) to the Parish Council rather than the Playing Fields Executive and a contra cheque for £1,170 payable to MOS Playing Fields is being issued.
- (c) Following an accident on 27th May 2004, when a vehicle left Elmer Road and demolished a section of Shrubbs Field fencing, the repair costs of £487 have now been recovered from the vehicle owner's insurer.

9. CORRESPONDENCE

The following items had been received:-

1. Clerks & Councils Direct
2. Local Council Review
3. Wellspring newsletter
4. WSCC Connections
5. WSCC Local Access Forum – Annual Report
6. West Sussex Public Partnership Forum newsletter
7. West Sussex Fire & Rescue Service – letter

10. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£24,881.56
Total	<u>£26,131.56</u>

(b) Accounts for payment -

The following payments were approved nem.con and made:

(i)	Canon (UK) Ltd – (Quarterly photocopier rental)	£ 71.11
(ii)	D Fradgley – (Fell silver birch)	£ 225.00
(iii)	R P Huskisson – (Internal Auditor fee)	£ 100.00
(iv)	MOS Playing Fields – (Reimbursement – See Item 8 (b))	£1,170.00
Total		<u>£1,566.11</u>

11. ANY OTHER BUSINESS

Mrs Willis enquired when the Middleton-on-Sea sign in Middleton Road will be replaced. The Clerk said that WSCC Highways had advised that it had been ordered and that he had recently chased it although a response was still awaited. The Chairman mentioned the progress being made refurbishing the fingerpost sign and felt that the letters WSCC on the top ring of the sign did not need to be highlighted in black as the County Council had made no contribution to the refurbishment. Mr Mansfield agreed to advise the renovator. Mrs Mills asked if the Tree Warden could prepare a job description and Mr Mansfield said he will look at it over the recess. The Clerk advised his holiday dates.

12. PUBLIC DISCUSSION PERIOD

Mrs Mulvaney raised the issue of motorised scooters and whether it was legal to ride them. It was agreed that Mr Edey will provide the Clerk with an article for the winter edition of Middleton News so that both parents and youths can be made aware of the legal requirements.

There being no further business the Chairman reminded Members that the next Meeting will be held on 23rd September 2004 **at 6.30 p.m.** and the Meeting closed at 7.50 p.m.