

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 19th July 2006

PRESENT – Councillors Wotherspoon (Chairman), Copeland and Edey, Jeffrey, Mrs Mills, Ms Ross, Mrs Willis, the Clerk, District Councillor Mrs Oakley, County Councillor Mrs Freeman (left 7.35 p.m.) and Mr Morrison.

- 1. APOLOGIES** – Councillors Chandler and Mansfield.
- 2. MINUTES** –The Minutes of the Annual Parish Council Meeting and the Annual Parish Meeting held on the 17th May 2006 having been circulated were approved and signed.
- 3. DECLARATIONS OF INTEREST** – Mr Edey declared a prejudicial interest in part of Item 12 as he lives adjacent to the applicant property (M/59/06).
- 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 official opening of the Larksfield skate park together with the Vice Chairman and Mrs Willis. He also attended the Bognor Regis Police Sector Neighbourhood Watch Association Annual General Meeting, held on 1st June 2006, together with the Bognor Regis and District Scout Council Annual General Meeting, held on 14th June 2006.

5. MATTERS ARISING

a) Greensward Coastal Defences

A letter had been received from County Councillor Mrs Freeman in response to the General Purposes Committee's letter requesting that a meeting is arranged for Mrs Willis to meet the Environment Agency's representative, Andrew Gilham. County Councillor Mrs Freeman's letter suggested that it may be beneficial if Mr Gilham made a presentation to the full Parish Council albeit at the meeting she indicated she would support whatever option was agreed. Mrs Willis said she wanted to hear what the Environment Agency has to offer, particularly as she had been involved with Mr Waters, who had prepared the Greensward survey. She also wanted to involve Mr Szynowski (Middleton-on-Sea Association). District Councillor Mrs Oakley said she also wished to attend. After some discussion it was agreed to hold a meeting of interested parties. Mrs Willis will draw up a list of the names/suitable dates and will advise the Clerk who will contact County Councillor Mrs Freeman.

b) Comet Corner – JWAAC request

The Clerk confirmed that at the request of the General Purposes Committee a letter had been sent to the Joint Western Arun Area Committee (JWAAC) requesting that when it considers the disbursement of S106 funds emanating from Site 6 that funding is allocated

for funding major improvements at Comet Corner. The Chairman advised that he was stepping down as Chairman of JWAAC as the chairmanship is due to rotate to a County Councillor.

6. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 17th May, 7th June, 21st June and 5th July 2006 were circulated and noted. Mr Edey expressed concern about the lack of committee members which had caused two meetings not to proceed because they were not quorate. He was also concerned that if a member had to declare a prejudicial interest and leave the meeting that the committee may not be quorate to discuss that item. The Chairman said the committee needed more members and both Mr Copeland and Mrs Mills agreed to join the committee. They were proposed by Mr Edey, seconded by Mrs Willis and it was unanimously agreed.

7. GENERAL PURPOSES COMMITTEE

Copies of the minutes dated 21st June 2006 were circulated and noted.

i) Countryside and the Environment Advisory Sub Committee

County Councillor Mrs Freeman advised that further to the letter from the General Purposes Committee regarding land for allotments, she was willing to arrange a meeting with WSCC's Head of Property to discuss the matter in the context of the County Council's land holdings. It was agreed that the matter should be dealt with by the Projects Committee, with Cllrs Copeland and Jeffrey attending the meeting. County Councillor Mrs Freeman will obtain some suitable dates.

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

The Clerk reported that a refund of £87.76 had been received from the Middleton-on-Sea Association in respect of the Greensward survey. It had been agreed that the Parish Council would pay half of the total survey costs – total cost £324.48 (50% £162.24). The Parish Council had previously contributed £250, in two tranches of £100 and £150 on 27th January 2005 and 3rd May 2005, respectively.

(iii) Liaison Advisory Sub Committee

Details of Inspire Leisure's proposal for a Mini Soccer Centre at Larksfield had been circulated to members prior to the meeting. Mr Copeland said it was clear that Inspire Leisure had been banking on sharing some of the infrastructure costs with the Parish Council if the allotment scheme had proceeded. He said if the project goes ahead it will represent a huge investment and should be welcomed. Other members concurred. The Chairman said the proposals were nothing new, having initially been conceived by Arun District Council and were then passed to Inspire Leisure at its inception. The Clerk was instructed to write to Inspire Leisure to advise a general agreement in principle to the plans and to obtain some suggested meeting dates.

The Clerk advised:

- (a) A Guide to Declarations of Interests had been circulated to members at the request of the Monitoring Officer.
- (b) The Standards Committee sub committee agenda and the minutes, for the 22nd June 2006 meeting, had been placed into general circulation

- (c) A letter had been sent to Felpham Parish Council asking whether they wished to become involved in a 50/50 scheme to raise funding for additional equipment at Larksfield skate park but no response had been received to date. Mrs Willis asked the Chairman for the contact name at WSCC for funding, however, he did not have it to hand and suggested she contacted Colin Rogers at Arun District Council. Mr Copeland said he understood the Golden Jubilee Fete Committee did have some available funds which could be asked for. Mrs Willis said a stumbling block to the proposed scheme may be getting a group of young people together to start fund raising. It was agreed to take no action until a response has been received from Felpham Parish Council.

iv) Projects Advisory Sub Committee

Nothing to report.

v) Roads & Transport Advisory Sub Committee

WSCC have advised that they have appointed May Gurney Ltd for their Term Maintenance Contract for Highway Maintenance for an initial 5 year term commencing on 1st July 2006. The West Arun Area Transport Review 2005-2006 has been placed into general circulation.

Mrs Mills reported that she had attended the Joint West Arun Area Committee Highways and Transport Sub Committee meeting on 18th July 2006. Various issues were discussed including the recommendation that Tesco should have a dedicated left hand turn lane rather than traffic lights. Pedestrian Crossings were discussed in detail and there was concern that they were still being turned down based on statistical information when it was clear that the public wanted them. The committee chairman, County Councillor Mike Coleman, has requested sight of all the related correspondence from the parish council so he can investigate the matter. County Councillor Mrs Freeman said she was totally supportive. The Clerk was instructed to send the papers to him at County Hall.

8. PARISH LAND AND PROPERTY COMMITTEE

The Clerk confirmed that the new swing and ancillary equipment had now been installed in Shrubbs Field Play Area and became operational at the beginning of July. Feedback has been positive.

The annual Rospa Play Area Safety Inspection Report has been circulated to committee members (who are also Trustees) and this has highlighted that remedial works are required. It was unanimously agreed that the Clerk should arrange for the high risk items to be repaired and that the medium/low risk work should be discussed at the next committee meeting (1st November 2006).

9. CORRESPONDENCE

The following items had been received:-

- (1) Action in Rural Sussex – Invitation to Seminar (*Circulated*)
- (2) Arun Biodiversity Forum – Funding request
- (3) Arun CDRP – Review of Neighbourhood Mgt Teams (*Circulated*)
- (4) ADC – Breathing Spaces Funding (*Circulated*)
- (5) ADC – Fixed Penalty Notice Posters (*Circulated*)

- (6) ADC – Land Drainage & Flooding (*Circulated*)
- (7) Charter88 – Letter re Campaign for a modern & fair democracy
- (8) Clerks & Councils Direct
- (9) Cruse Bereavement Care – Funding request (*Circulated*)
- (10) CVS Voice – Newsletter
- (11) Disabled Go – Invitation to Consultation Meeting (*Circulated*)
- (12) Elmer Beach Stores – Copy Petition to Royal Mail Group (*Letter circulated*)
- (13) Mrs P Fox – Letter re allotments (*Circulated*)
- (14) Home-Start Arun – AGM 15th August 2006 (*General Circulation*)
- (15) ICIS – Information for Life (*Brochures circulated*)
- (16) ICIS – Newsletter
- (17) Impetus Consulting Ltd – Greening your Home workshops (*Circulated*)
- (18) Local Council Review (*Circulated*)
- (19) Nick Gibb MP – Letter (*Circulated*)
- (20) Neighbourhood Watch – Briefing Sheet (*Circulated*)
- (21) SEPHO – Health Profiles of Local Authorities (*Circulated*)
- (22) Surrey & Sussex SHA – Acknowledgement letter re St Richard’s (*Circulated*)
- (23) Wellspring - Newsletter
- (24) WSCC Connections
- (25) Mrs S Young – Letter re allotments (*Circulated*)

10. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£32,420.64
Total	<u>£33,670.64</u>

(b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Panasonic UK – (Photocopier quarterly rental/charges)	£ 82.60
(ii) SMP (New Shrubbs Field Play Area equipment)	£7,333.17
Total	<u>£7,415.77</u>

(c) Accounts paid at General Purposes Committee – 21st June 2006

The following payments were ratified and approved nem.con:

MOS Playing Fields (Partial Drawdown)	£ 2,000.00
SPP (Setting & Printing Middleton News)	£ 1,640.00
D F Allsopp (Quarterly Clerk’s fee)	£ 2,868.14
D F Allsopp (Quarterly postages/telephone calls)	£ 50.14
Suzanne Rees (Middleton News Co-ordinator)	£ 396.78
Information Commissioner (Data Protection annual registration fee)	£ 35.00
LexisNexis Butterworths (7 th Edition Arnold Baker Council Administration)	£ 53.45
R P Huskisson (Internal Auditor)	£ 100.00
Total	<u>£ 7,143.51</u>

11. ANY OTHER BUSINESS

Mr Edey expressed concern about illegal parking on both sides of the road from the Elmer Beach Stores eastwards along Elmer Road on Sunday 16th July 2006. He said it had been very dangerous to drive along the road. Mrs Mills said that the number of traffic wardens in Bognor Regis was down to 3 so there was little scope for them coming out to Elmer particularly as they have been unable to patrol the Aldwick section of the seafront. It was noted that Neighbourhood Management Team meetings have now been suspended so the matter cannot be raised in that forum and it is understood that there is presently no PCSO covering this parish. It was therefore agreed that if a similar dangerous situation occurs, that the only practical action will be to telephone the police. District Councillor Mrs Oakley said she was concerned about the lack of a PCSO, the increase in cycling on the pavement, and the abuse of the disabled parking space opposite Middleton Garage.

12. PUBLIC DISCUSSION PERIOD

Mrs Mulvany spoke about the Jubilee Works planning application (M/59/06) and raised concerns about the lack of parking spaces and the impact it will have on the surrounding area. She asked if someone from the Parish Council will attend the Arun District Council Development Control Committee meeting and speak against the proposal. (*Mr Edey left the meeting during this item*).

Mr Brookman raised four issues:

- (a) The grass verge opposite One Stop, Elmer Road
- (b) Weeds growing through the road/pavement in Shrubbs Drive
- (c) Failure of a street light
- (d) Litter by a seat in Sea Lane

The Chairman said that items (a) – (c) were WSCC's responsibility and that he should contact County Councillor Mrs Freeman. Item (d) was Arun District Council's responsibility and the Chairman undertook to advise them accordingly.

There being no further business the Chairman reminded members that the next Meeting will be held on 20th September 2006 **at 7.00 p.m.** and the Meeting closed at 8.03 p.m.