

**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 16<sup>th</sup> July 2008**

**PRESENT** – Councillors Wotherspoon (Chairman), Copeland, Edey, Gamester, Mrs Hall, Mrs Haywood, Jeffrey, Mrs Mills, Redman, Ms Ross, the Clerk, District Councillor Mrs Oakley, County Councillor Mrs Freeman and Mr Morrison.

**1. APOLOGIES** – Councillors Chandler and Mansfield.

**2. MINUTES** –The Minutes of the Annual Parish Council Meeting and Annual Parish Meeting held on the 21<sup>st</sup> May 2008 having been circulated were approved and signed.

**3. DECLARATIONS OF INTEREST**

Mrs Haywood and Ms Ross each declared a personal interest in item 6(a) and item 6(b), being members of the Middleton-on-Sea Association. Mrs Haywood declared a personal interest in item 8(i) being owner of the Manor House.

**4. PUBLIC DISCUSSION PERIOD**

PCSO Clive Morge provided details of recent crime statistics and gave the context in which they had arisen.

Mr Wheeler raised the issue of the overgrown vegetation along the public footpath opposite St Nicholas' Church (Footpath 161). Ms Ross confirmed that this had been reported to the Rights of Way Department two weeks ago and that a similar situation arose each year. Mr Wheeler also mentioned an accident which occurred on 13<sup>th</sup> July where a Number 60 bus allegedly hit and severely damaged the bus shelter opposite Elmer Beach Stores. He said that double lines were required. PCSO Morge said he had investigated the incident and that there were no vehicles parked close-by at the time so double yellow lines were not the issue. County Councillor Mrs Freeman said she would mention the question of double yellow lines to the WSCC Highways Department albeit lines are only marked where they are desperately needed.

Ms Bowden said there had been some instances of noise in Shrubbs Car Park late at night. PCSO Morge confirmed the police had attended but the culprits had departed before their arrival.

The Chairman advised Mr Brookland that work on the planter in Elmer Road will be carried out next week and that a fence between Shrubbs Car Park and the toilets had been installed. Mr Brookland provided a copy letter from Henry Smith, Leader of West Sussex County Council, detailing the position regarding the proposed pedestrian crossing in Elmer Road, adjacent to One Stop.

County Councillor Mrs Freeman said she was delighted to see a Nil return for drugs in PCSO Morge's crime report. She thanked the Parish Council for writing letters of objection regarding both the proposed 59 house development off Bilsham Road and the proposed Ford Eco-Town. She also mentioned the proposed 110 caravan site in Hoe Lane which is giving her concerns. Mrs Freeman advised that updated plans had been drawn up for Comet Corner which incorporated the views of Middleton, Yapton and Felpham parish councils and these plans are being submitted to the JWAAC Highways Sub-Committee for approval prior to being put out for full consultation. She agreed to ask Duncan Barratt (WSCC) to forward a copy of the revised plans to the Clerk. Finally, she said that she had received an assurance that details of the proposed pedestrian crossing in Elmer Road will be placed on October's JWAAC agenda for approval. They will then be marked 'Top Priority' and funding will be found for the crossing to proceed.

District Councillor Mrs Oakley said she was involved with a working party at the District Council to see what can be done to help organise small events, by for example, assisting with the provision of Public Liability insurance. She was very concerned that the Audit Commission are now requiring bank details of all councillors and employees of the District Councils to be provided to them as part of their fraud prevention measures. Finally, she mentioned that travellers had pitched camp in London Road Car Park, and that whilst steps were being taken to have them evicted, there were concerns as to where they may go next.

**5. ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances** – The Chairman reported that he had attended the Bognor Regis Police Sector Neighbourhood Watch Association AGM on 29<sup>th</sup> May 2008 and the Bognor Regis and District Scout Association AGM on 18<sup>th</sup> June 2008. He further advised that an application had been received from a parishioner seeking to become a councillor although there is no vacancy. He said Mr Chandler was on the mend although it might be a little while before he returns to Parish Council meetings. Mr Jeffrey therefore proposed that Mr Chandler's period of absence from the Parish Council may be extended beyond the usual 6 months, if required, as he is presently unwell. This was seconded by Ms Ross and unanimously agreed.

## **6. MATTERS ARISING**

### **a) Merry End Bus Shelter**

The Clerk circulated a paper to members advising that as the result of the combination of increased bus shelter costs and a reduced WSCC grant (only 40%) it was envisaged that the cost of replacing the Merry End bus shelter had virtually doubled to £3,850. Subsequently, the shelter manufacturer agreed to sell the unit at pre-increase levels but that still meant the cost will be circa £3,350. After some discussion it was agreed that the Clerk will obtain a quotation from a Portsmouth based manufacturer and Ms Ross will ascertain the cost of refurbishing the existing shelter. The matter will be placed on September's agenda.

**b) Coastal Defence Maintenance Works**

It was agreed to write to the Marine Consents Environment Team to support Arun District Council's request to place 750 tonnes of armourstone onto the upper foreshore in front of the existing timber breastwork along the Greensward. The Clerk will write accordingly.

**c) Cycling on Pavements**

Ms Ross asked PCSO Morge to clarify the law regarding the riding of bicycles along the pavement. The PCSO confirmed that the Highway Code states that people must not cycle on pavements, however, he does exercise a degree of flexibility in respect of younger children. Ms Ross was also concerned at the speed at which cyclists travel along the pavements and that they often fail to give way to pedestrians. Mr Edey said parents of some teenage children were telling them to ride on the pavement, albeit carefully, as the roads in Middleton and Elmer are so dangerous. PCSO Morge then detailed the action he is required to take for those under 16 year olds, and those over that age who cycle in the town centre precinct.

**d) Larksfield Skate Park**

The General Purposes committee agreed to approve the skate park improvements, subject to a seat being installed by the site. The Parish Council will now contribute £8,000 towards the project and it is anticipated that the additional equipment will be fitted during July/August.

**e) New Pharmacy agreed.**

The Clerk confirmed that the NHS Litigation Authority had now approved a pharmacy in the parish. Lloyds Pharmacy will now be opening a pharmacy which will be sited opposite Elmer Beach Stores. District Councillor Mrs Oakley said the council should be extremely grateful to the Clerk for his efforts in ensuring a new pharmacy was approved. Members concurred and also thanked Mrs Oakley for her efforts and for speaking at two Oral Hearings. The Clerk said he understood that the drug store, sited on Bankside in the former Middleton Pharmacy premises, will close at the end of the month. This came as no surprise, as the Rowlands Pharmacy representative had said at the Oral Hearing that it would close if a new pharmacy was approved.

The Chairman said he was extremely disappointed that the village will no longer have a pharmacy along Bankside and that many parishioners are also concerned at the demise of a centrally located pharmacy. He suggested that another pharmacy could go into the old pharmacy shop but both the Clerk and District Councillor Mrs Oakley advised him that it would never get approval from the PCT.

**7. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes dated 21<sup>st</sup> May, 4<sup>th</sup> June, 18<sup>th</sup> June and 2<sup>nd</sup> July 2008 were circulated and noted.

## **8. GENERAL PURPOSES COMMITTEE**

Copies of the minutes dated 18<sup>th</sup> June 2008 were circulated and noted.

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

The Clerk advised that the rubbish dumped at the southern end of Middleton Green had now been cleared by Arun District Council.

Ms Ross advised that free newspapers were being dumped along Footpath 164 and that she was obtaining some photographic evidence so that the Clerk can write to the Guardian to draw the matter to their attention. Mrs Haywood said that the same newspapers were being dumped over the wall of the Manor House on a regular basis.

Ms Ross also mentioned that Ragwort is growing in Worms Wood and that she had reported it to the Woodland Trust. The Trust have apparently had contractors on site seeking to eradicate the plant, however there are concerns that the ragwort is spreading from WSCC highway verges.

A letter was received from the Principal Environmental Health Officer at Arun District Council in respect of Dog Fouling Controls.

Members thanked Shirley Haywood for organising the Midsummer Walk on 22<sup>nd</sup> June. The walk was well attended, the weather was fine and the event was regarded as a great success. It was suggested that it could be repeated next year. District Councillor Mrs Oakley suggested that if a future walk is arranged, it might be worth contacting the local pubs so that walkers could have a meal before, or after the event.

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

Mrs Hall will be representing the Parish Council at the Strategic Flood Risk Assessment meeting on 31<sup>st</sup> July 2008.

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

The Clerk reported:

- (a) Arun District Council had issued an invoice for £1,830 in respect of the Parish Council's contribution towards Shrubbs Car Park albeit the correct amount is £1,780. This is the second year such an error has occurred however a corrected invoice has now been issued.
- (b) Details of the draft recommendations from the Electoral Review of West Sussex are now available. They do not affect this parish.

### **iv) Projects Advisory Sub Committee**

A grant application has been made to the Youth Opportunities Fund, through the auspices of Mrs Hall and her son, for £2,000 to enable a hard standing to be laid below the recently installed netball hoop on Shrubbs Field.

A £10,000 grant application is to be submitted to the Awards for All Fund to assist in funding replacement playground equipment at Shrubbs Field. The Clerk will proceed accordingly.

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

There was nothing to report.

## 9. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes dated 4<sup>th</sup> June 2008 were circulated and noted.

The Clerk apprised members of the remedial work required to both (a) overgrown Cherry Trees and (b) seats on Shrubbs Field.

## 10. CORRESPONDENCE

The following items had been received:-

- (1) ADC –ASB & ABC Leaflets & Posters (*General Circulation*)
- (2) ADC - Performance Matters (*Full Circulation*)
- (3) Bognor Regis Town Council – Civic Year 2008/9
- (4) Citizens Advice Bureau – Parish Council Grant (*Full Circulation*)
- (5) Clerks & Councils Direct (*Full Circulation*)
- (6) Felpham Parish Council – Site 6 response to ADC (*General Circulation*)
- (7) Mr Glue – Letter regarding Comet Corner & footpaths
- (8) ICIS – Newsletter
- (9) Netlynx Ltd – CCTV marketing letter
- (10) Portsmouth Water – Water Resources in South East (*General Circulation*)
- (11) Sussex Rural Affordable Housing Partnership – Annual Conference
- (12) Voice Newsletter
- (13) Wellspring - Newsletter
- (14) WSCC – Minerals & Waste Development Framework (*General Circulation*)
- (15) WSCC – Consultation – Sustainable Community Strategy (*Full Circulation*)

## 11. FINANCE COMMITTEE

### a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£37,890.98
<b>Total</b>	<b><u>£39,140.98</u></b>

### (b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Arun District Council (Larksfield Skate Park contribution)	£ 8,000.00
(ii) Panasonic UK Ltd (Photocopier quarterly charge)	£ 54.20
(iii) R P Huskisson (Internal Auditor)	£ 100.00
(iv) Arun District Council (Shrubbs Car Park contribution)	£ 1,780.00
<b>Total</b>	<b><u>£ 9,934.20</u></b>

**(c) Accounts paid at the General Purposes Committee – 18<sup>th</sup> June 2008**

The following accounts were approved nem.con

Information Commissioner (Data Protection Annual Fee)	£ 35.00
Andrew Houlden (Middleton News Co-ordinator)	£ 564.72
D F Allsopp (Quarterly Clerk's fee)	£ 2,930.00
D F Allsopp (Quarterly postages/telephone calls)	£ 144.41
Admor Ltd (Setting & Printing Middleton News)	£ 1,590.00
SALC (One edition of LCR)	£ 30.00
Pauline Allsopp (Middleton News Distribution)	£ 50.00
<b>TOTAL</b>	<b>£ 5,344.13</b>

**12 ANY OTHER BUSINESS**

Mr Gamester wished to place on record that trees in woods, leased to Baird's Farms, situated just within Clymping Parish were being felled and that foreign plants were being planted there. Some of the trees are covered by tree preservation orders and the matter has been brought to the attention of Arun District Council.

Mr Edey sought clarification as to whether Mr Chandler had advised the Jubilee Hall Trustees of the unsafe paving in front of the entrance to the main hall. The Chairman was also concerned about vegetation damaging the north western corner of Shrubbs Field fence. The Clerk was therefore instructed to write to the Jubilee Hall Trustees drawing these matters to their attention.

Mrs Oakley said the Felpham and Middleton Country Dancing Club has now celebrated its 75<sup>th</sup> anniversary and she believes it's the oldest club in the parish.

**There** being no further business the Chairman reminded members that the next Meeting will be held on **17<sup>th</sup> September 2008 at 7.00 p.m.** The Meeting closed at 8.35 p.m.