

**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 23<sup>rd</sup> September 2004**

**PRESENT** – Councillors Wotherspoon (Chairman), Chandler, Copeland, Edey, Wilkinson, and the Clerk.

1. **APOLOGIES** – Councillors Aldridge, Mrs Farley, Mansfield, Mrs Mills, Mrs Ross, Mrs Willis, 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 22<sup>nd</sup> July 2004 having been circulated were considered in the context of a letter received from Mrs Willis seeking their amendment. However, after some discussion, they were unanimously approved, unamended, and signed.
3. **DECLARATIONS OF INTEREST** – There were none.

**4 ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances** – The Chairman reported that he had attended the Annual General Meeting of Sammy Community Transport Ltd and the Bognor Regis Sea Cadet Corps Naval Inspection. The Clerk reported that Mr Ough had not attended any meeting of the council for six consecutive months, the last attendance being on 17<sup>th</sup> March 2004. The Local Government Act 1972, s85 required that he ceased to be a member of the council. The Clerk had both written, and spoken, to Mr Ough to advise him and will now request Arun District Council to commence the procedure to elect another councillor.

**5. MATTERS ARISING**

**a) Middleton News – Commendation Award**

The Clerk advised that Middleton News had received a Commendation Award in the 2004 Local Council Review/Co-operative Bank Newsletter of the Year Awards. It was understood that there were in excess of 100 entries and that the standard was of a higher quality than ever before. Middleton News was singled out for praise for really thinking about the whole community as it distributes a taped version to parishioners who would have problems reading the print version of the newsletter. The Chairman said it was a pleasure delivering Middleton News as it was always well received, and a parishioner commented to him that he liked it because it always contained good news. Mr Wilkinson proposed that the Clerk, Mrs Waller (newsletter co-ordinator) and Mrs Allsopp (tape recorder/distributor) were all to be congratulated for their hard work. This was unanimously agreed. Mr Wilkinson proposed, and Mr Chandler seconded, that a copy of both the press release and Middleton News should be sent to Meridian News and Spirit FM and the Clerk was instructed accordingly.

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

The Clerk advised that 4 other town/parish councils had followed Middleton's lead to request that the planning application be 'Called in' by the Government Office for the South East and that Nick Gibb MP had written to the Deputy Prime Minister making the same request. It is understood that the planning application will be considered by WSCC in December and that a member of this Council's Development Control Committee will speak against the proposal. Clymping Parish Council will be commencing a press, publicity and letter campaign in October which they hope to start with a joint press conference of all local parish/town councils who object to the planning application.

**6. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes dated 1<sup>st</sup> & 15<sup>th</sup> September 2004 had been circulated to members. A letter was received from the Head of Planning Services, Arun District Council concerning the production of options for development in the Sub Regional Study for the South Coast. It was agreed that the letter should be considered by the Development Control Committee.

**7. GENERAL PURPOSES COMMITTEE**

Copies of the minutes dated 1<sup>st</sup> September 2004 had been circulated to members.

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

The Clerk advised:

- (a) An Order has now been placed by Arun District Council for the compounding and improvement of Shrubbs Car Park Recycling Facility. It is anticipated that work will commence in early/mid October.
- (b) A copy of the revised Definitive Map for the parish had been received from WSCC. The Clerk was instructed to pass it to Mrs Ross.
- (c) A draft Tree Strategy had been received from Arun District Council with a request for comments, if any, by 18<sup>th</sup> October 2004. A copy had been passed to Mr Mansfield.
- (d) A letter from Mrs Willis provided an update on the work of the WSCC Countryside Ranger at the Green and advised that a question of ditch ownership had arisen which the Clerk was seeking to resolve with WSCC. She proposed that the Clerk write to thank the WSCC Countryside Ranger, and his line manager, for their continued support, however, the Chairman drew attention to Standing Orders which required such proposals to be made in person.
- (e) A letter and questionnaire had been received from WSCC in relation to the proposed Minerals Development Plan Document. It was agreed, nem.com, that the Clerk should complete and return the questionnaire.

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

A note was received from Mrs Willis advising that she will be attending a Middleton-on-Sea Association Coastal Defence meeting on 7<sup>th</sup> October 2004.

**iii) Liaison Advisory Sub Committee**

The Clerk advised:

- (a) A letter had been received from Arun District Council regarding a Seminar entitled “Travellers – The Future” which is to be held on 8<sup>th</sup> November 2004 and to which two members may be nominated to attend. The Chairman indicated that he would attend from the District Council and that it was important for two representatives to attend the meeting. It was therefore unanimously resolved that Mr Wilkinson and Mr Edey will attend.
- (b) Details of the “Code of Conduct: Applying for a review of the referral decision” had been circulated to all members.
- (c) The Sussex Police Authority will be holding a public consultation meeting on 4<sup>th</sup> October 2004 at Arundel Town Hall.
- (d) The SALC County Circular (August 2004) had been circulated to all members.
- (e) SALC training course details had been circulated to all members.
- (f) Arun District Council will be holding a meeting on 4<sup>th</sup> October 2004 to put together a Model Management Plan, in relation to the Licensing Act 2003 Best Practice.
- (g) A draft Code of Conduct for Local Government Officers had been received from the Office of the Deputy Prime Minister. Any comments have to be submitted by 19<sup>th</sup> November 2004.
- (h) A website domain, [www.middleton-on-sea.co.uk](http://www.middleton-on-sea.co.uk), has been purchased at a cost of £18.47, initially for 2 years, which will redirect users to the Parish Council website domiciled on WSCC’s main website. This will enable parishioners to gain quicker and easier access to parish information which includes the parish council minutes. A budget of £50 had been allocated for this purpose.

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

The Clerk advised that an invitation had been received from the Team Leader Traffic Signals, WSCC for two representatives to attend a meeting at WSCC, Highways Depot, Drayton on 4<sup>th</sup> October 2004 for a briefing by highway engineers about the proposed junction improvements at Comet Corner. Other attendees are understood to be Clymping, Felpham and Yapton Parish Councils together with County Councillor Mrs Freeman. It was unanimously agreed to nominate Mrs Mills and Mr Wilkinson to attend the briefing and the Clerk was instructed to advise WSCC. The Clerk reported that a series of trial bore holes being made in the general vicinity of Comet Corner were only part of the general investigative work and does not necessarily mean that junction works will proceed.

A letter received from SALC advised that WSCC will be creating shortly a network of 11 highway and transport partnerships of which 3 will be within the Arun district (West: East Arun and JDAC). Each partnership membership will comprise 4 elected members from the County Council, 4 from the District Council and 4 representatives from parish/town councils. SALC suggested that nominees for the parish council positions should be submitted to WSCC by 15<sup>th</sup> October. It was agreed, nem. con, to submit Mrs Mills’ name and the Clerk was instructed to write accordingly.

The Chairman advised that he had attended the Unity meeting on 27<sup>th</sup> July and had intended to attend the Unity meeting on 9<sup>th</sup> September, however, following enquiries made of Bersted Parish Council it was understood that the meeting had been cancelled. Minutes have, however, now been received of the meeting so the information given was inaccurate. The Clerk was instructed to contact the Unity organisers to advise them of the reason for non-attendance and to request that all future correspondence is addressed to and sent to the Clerk, not the Chairman.

## **PARISH LAND AND PROPERTY COMMITTEE**

A meeting due to have been held on 15<sup>th</sup> September 2004 could not proceed as it was not quorate.

The Clerk advised that the pavilion had been vandalised twice with substantive damage occurring. The interior had now been completely redecorated and both a single and a double metal entrance door were being fabricated and will be fitted shortly. A new external meter cupboard door has been ordered to replace the vandalised unit and a metal mesh cage is being fabricated to prevent further damage. The cost of the redecoration and repairs will be substantial. Mr Copeland said there had recently been a good police presence and some arrests had been made.

A new notice board has been installed in Middleton Road, opposite the Obelisk, and Mr Wilkinson commented how excellent it looked. Arrangements are being made to remove the former notice board from the rear of the Obelisk. Both notice boards, at St Nicholas Church and The Cabin, have been vandalised and repairs are being effected.

## **9. CORRESPONDENCE**

The following items had been received:-

1. Arun Times
2. Arun Voice newsletter
3. Action in rural Sussex Village Hall briefing
4. Clerks & Councils Direct
5. Elmer Sands Ltd – copy letter to Southern Water re estate drainage
6. Local Council Review
7. Martlet Homes 2003-4 Annual Report
8. West Sussex Sustainability Forum – Draft Sustainability Strategy 2004-10
9. WSCC Canal Walks
10. WSCC Annual Progress Report 2003/4 Local Transport Plan

## **10. FINANCE COMMITTEE**

### **a) Bank Accounts -**

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

Current Account	£ 1,250.00
Business Reserve	£40,927.74
<b>Total</b>	<b><u>£42,177.74</u></b>

**(b) Accounts for payment -**

The following payments were approved nem.con and made:

(i)	Grahams Maintenance Services (Notice Board) <i>Paid 4/8/04</i>	£ 625.00
(ii)	Amberley Working Museum (Refurbishment of Finger Post Sign)	£ 468.00
(iii)	SPP (Newsletter production)	£1,400.00
(iv)	D Allsopp (Clerk's quarterly fee/expenses)	£2,665.40
(v)	D Allsopp (Quarterly postages/telephone)	£ 50.11
(vi)	Mrs A Waller (Newsletter Co-ordinator's fees/expenses)	£ 304.56
(vii)	G Aldridge (Fitting Notice Board in Middleton Village)	£ 140.00
(viii)	M Copeland (Middleton Web site domain purchase)	£ 18.47
(ix)	Mazars (External Auditor)	£ 293.75
<b>Total</b>		<b><u>£5,965.29</u></b>

**(c) External Audit**

The Clerk advised that the Audit was now complete albeit Mazars had commented on the nominal valuation of parish assets. As this had been accepted by the same firm for 2 previous audits the Clerk will write to query the need for the comments.

**11. ANY OTHER BUSINESS**

There was none.

**12. PUBLIC DISCUSSION PERIOD**

Mrs Mulvaney suggested the Middleton News and a press release should also be sent to South Today. This was agreed, nem.con. Reverend Brown expressed significant concerns about the article in the Bognor Regis Observer, dated 23 September, entitled "Drug-taking and late-night yobbish behaviour gets worse in Middleton". He enquired whether this was true given the newspaper bill boards were displaying the same headline and he was concerned that people would get the wrong idea about the parish. The Chairman said he had not seen the Observer but would look at it promptly and Mr Copeland said he was unaware of any reports of hard drug taking being made to the Middleton LAT.

**There** being no further business the Chairman reminded Members that the next Meeting will be held on 28<sup>th</sup> October 2004 **at 6.30 p.m.** and the Meeting closed at 7.15 p.m.