

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 17th September 2008

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

1. APOLOGIES – Councillors Chandler, Mansfield, and Mrs Mills. PCSO Morge and Ms Claxton.

2. MINUTES –The Minutes of the Parish Council Meeting held on the 16th July 2008 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST

Ms Ross declared a personal interest in item 6(a) a being member of the Middleton-on-Sea Association. Councillors Copeland, Jeffrey and Wotherspoon each declared a personal interest in Item 8.3 being deliverers of Middleton News.

4. PUBLIC DISCUSSION PERIOD

The Chairman advised that Arun District Council’s replacement bus shelter (in Elmer Road opposite Elmer Stores) is on long delivery and will not be installed until the end of October. He also confirmed that the planter in Elmer Road had now been repaired.

Ms Bowden said there were a number of potholes at the entrance to Shrubbs Car Park and a tree in the car park needed cutting back. The Chairman agreed to investigate both matters.

Mr Brookland said that the three sets of steps leading from Shrubbs Car Park to Elmer Road were a Health & Safety risk and that Arun District Council should install handrails on each set of steps. The Chairman said he will follow the matter up.

District Councillor Mrs Oakley said a lady who lives in Middleton Road, close to Tudor Close, was concerned that there was no dog bin in the vicinity and that dog faeces were being dumped in that vicinity. Ms Ross pointed out that there is no rubbish or dog bin all the way along Middleton Road. The Clerk drew attention to the Dog and Litter Bin Review being undertaken by Arun District Council during 2008/2009 with Middleton being the subject of the review in September 2009. Members therefore agreed to revisit the matter in May 2009.

5. ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances – A ‘Get Well Soon’ card was signed by all members and will be sent to Councillor Ted Chandler.

6. MATTERS ARISING

a) Merry End Bus Shelter

The Clerk circulated a further paper to members detailing the cost of installing two different bus shelters together with two refurbishment options. It had also been discovered that the corrugated roof was made of asbestos and will need to be removed by a specialist firm. After considerable discussion, Mrs Haywood proposed that the bus shelter is refurbished and that quotations are obtained. This was seconded by Ms Ross and agreed with an overwhelming majority. The Clerk will seek quotations for the work to be undertaken.

b) Gypsy, Traveller and Travelling Showpeople Sites Study

The Clerk advised he received an unsolicited telephone call from Baker Associates requesting that he answered a series of questions about Gypsy/Traveller sites. He refused and raised the matter with Arun District Council's Chief Executive. The response confirmed that Baker Associates had been commissioned by ADC "to undertake work in relation to the development of policies for Gypsy and Traveller accommodation and also to find sites which comply with such policies." It was confirmed that Baker Associates would forward the proposed questions in writing but these have yet to be received. Members agreed that the Clerk should contact Mr. Sumnall again requesting the questions.

c) Draft NHS Constitution for Consultation

The NHS draft Constitution has been circulated and comment can be made on the document by 17th October 2008. It was agreed that the Vice Chairman will respond on behalf of the Parish Council.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 16th July, 6th August, 20th August 2008 and 3rd September were circulated and noted. The content of a letter in the Bognor Regis Observer relating to planning application FP/133/08 was discussed and it was agreed not to take any action.

County Councillor Mrs Freeman advised that the proposed Hoe Lane Caravan Site planning application had been withdrawn and that a Planning Inspector had approved the building of 59 dwellings at Yapton Industrial Estate, Bilsham Road, following an appeal by the applicants.

8. GENERAL PURPOSES COMMITTEE

i) Countryside and the Environment Advisory Sub Committee

The Clerk advised:

- (a) No response had been received from the Bognor Regis Guardian in respect of the fly tipping of free newspapers in the parish.
- (b) Draft Byelaws for Pleasure Grounds, Public Walks and Open Spaces are currently in circulation.

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

Mrs Hall represented the Parish Council at a Seminar on Coastal Defence on 21st July 2008 together with the Strategic Flood Risk Assessment meeting on 31st July 2008. Her meeting notes have been circulated.

The armourstone protection of the Greensward has now been completed and a copy of the Middleton-on-Sea Association's letter of thanks to Arun District Council has been circulated. The Chairman said that Arun District Council had been very appreciative of the letter. The Environment Agency/Arun District Council newsletter regarding managing the coastline has been circulated.

(iii) Liaison Advisory Sub Committee

The Clerk advised that the 6th anniversary edition of Middleton News had been distributed and positive comments were made about its appearance and content. The Clerk requested approval to purchase £200 of Threshers Vouchers to give to distributors at Christmas, as is the usual practice. This was proposed by Mr Gamester, seconded by Mrs Hall, and approved by an overwhelming majority. Mr Jeffrey advised he did not require a voucher. The Clerk will purchase the vouchers.

Mr Jeffrey gave a report of the JWAAC Highways & Transport sub committee meeting which he attended on 15th September. Items included a revised start time of 6.30 p.m. following this council's concerns that members were unable to attend the earlier sessions. It was also confirmed that the revised Comet Corner plans, including the suggested revisions, will be released soon. Notes of the meeting will be circulated to members by the Clerk.

County Councillor Mrs Freeman confirmed that the proposed pedestrian crossing for Elmer Road, adjacent to One Stop, will be taken to JWAAC's October meeting for approval. She confirmed that it remains at the top of the priority list.

iv) Projects Advisory Sub Committee

A Youth Opportunities Fund grant application, submitted 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 has been approved and the funds received. It is hoped that the work will be completed during October. Mrs Hall and Mr Jeffrey were thanked for their work on this project.

A £10,000 grant application has been submitted to the Awards for All Fund to assist in funding replacement playground equipment at Shrubbs Field. A decision is awaited.

v) Roads & Transport Advisory Sub Committee

There was nothing to report.

9. PARISH LAND AND PROPERTY COMMITTEE

The Clerk said he understood instructions had been given to clear the overgrown bushes/ivy on the northern site of Shrubbs Field, adjacent to the Jubilee Hall, and that steps were being taken to improve the concrete surface outside the entrance to the hall.

10. CORRESPONDENCE

The following items had been received:-

- (1) Action in Rural Sussex –Community Planning Networks (*Full Circulation*)
- (2) Action in Rural Sussex - AGM 7th November 2008
- (3) Arun Co-ordinated Community Transport – Grant request (*Response sent*)
- (4) Clerks & Councils Direct (*Full Circulation*)
- (5) Government Office of South East – Spatial Strategy (*Full Circulation with CD*)
- (6) WSCC – Street Lighting Lilac Close (*General Circulation*)
- (7) WSCC – Minerals & Waste Development Framework (*Full Circulation*)

11. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£30,400.48
Total	<u>£31,650.48</u>

(b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Admor Ltd (Setting/Printing Middleton News)	£ 1,590.00
(ii) Andrew Houlden (Newsletter Co-ordinator)	£ 564.63
(iii) Mrs P Allsopp (Newsletter distribution)	£ 50.00
(iv) D F Allsopp (Quarterly Clerk's fee)	£ 2,930.00
(v) D F Allsopp (Quarterly office expenses)	£ 147.39
Total	<u>£ 5,282.02</u>

12 ANY OTHER BUSINESS

There being no further business the Chairman reminded members that the next Meeting will be held on **15th October 2008 at 7.00 p.m.** The Meeting closed at 8.07 p.m.