

**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 28<sup>th</sup> October 2004**

**PRESENT** – Councillors Wotherspoon (Chairman), Chandler, Copeland, Edey, Mrs Farley, Mansfield, Mrs Mills, Mrs Ross, Wilkinson, Mrs Willis, the Clerk, District Councillor Mrs Oakley and Mr Morrison.

- 1. APOLOGIES** – Councillor Aldridge and County Councillor Mrs Freeman.
- 2. MINUTES** –The Minutes of the Parish Council Meeting held on the 23<sup>rd</sup> September 2004 having been circulated were approved and signed.
- 3. DECLARATIONS OF INTEREST** – Councillor Mrs Willis declared a personal interest in Item 5 (f) as the pond topping-up was undertaken by a relative.
- 4 ITEMS not otherwise on the Agenda but which the Chairman considered to be matter of urgency due to special circumstances** – There were none.

**5. MATTERS ARISING**

**a) Co-option of a Parish Councillor**

The Chairman reported that Arun District Council had received no requests for an election during the statutory 14 working days period and that the Parish Council was now able to fill the vacancy by co-option. In addition to the 3 unsuccessful applicants, when a last vacancy arose, Mr Jeffery had also requested to be considered for the vacancy. In order to ensure full transparency, it was agreed, nem con, to advertise the vacancy for a period of one month on the 3 Parish Council Notice Boards to ascertain if there are any further applicants. The Clerk was instructed accordingly.

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

The Chairman stated that he was furious about a circular letter which he had received from Reclaim (Viridor) which contained weasel words about the proposed Ford MRF and that he had made an official complaint to Reclaim about its contents.

Cllrs Mrs Ross, Mr Wilkinson and the Clerk attended a press conference, organised by Clymping Parish Council, on 15<sup>th</sup> October which was also attended by representatives of Clymping, Ford, Littlehampton and Yapton Parish/Town Councils together with Howard Flight MP and County Councillor Mrs Freeman where the local press were briefed on the situation. On 22<sup>nd</sup> October, Clymping Parish Cllr Peter Tyrrell and Nick Gibb MP met Steve Waight (WSCC Cabinet Member for Strategic Environment) to press the case why Ford was an unsuitable location for the MRF. Little was achieved as Mr Waight said this was an issue for the Planning Committee, not for him, to decide. It is understood that Arun District Council Development Control Committee will be considering the planning application on 17<sup>th</sup> November and Clymping Parish Council are

keen that a representative from this Parish Council should also speak against the application. The planning application will then be considered by WSCC on 7<sup>th</sup> December and the Parish Council is already committed to sending a representative to speak against the proposal. Mr Wilkinson expressed concerns that whilst Viridor will own the majority of vehicles delivering waste to the proposed MRF, the recycled materials will leave the MRF in sub contractors' lorries so there will be no effective controls to prevent them travelling north from Ford to Arundel despite assurances from Viridor that this will not occur. It was agreed that the matter will be progressed by the Development Control Committee on 3<sup>rd</sup> November.

**c) West Sussex Waste Local Plan Revised Deposit Draft**

The Revised Deposit Draft had been received and comment, if any, has to be made by 3<sup>rd</sup> December 2004. It was agreed that the matter will be progressed by the Development Control Committee on 3<sup>rd</sup> November.

**d) Remembrance Sunday – 14<sup>th</sup> November 2004**

Details of wreath laying services being organised by Ford Parish Council and Bognor Regis Town Council on 14<sup>th</sup> November were circulated to members. The Clerk advised that a poppy wreath was being purchased and that it will be laid by Bernard Hills, on behalf of the Parish Council, at the Commemorative Garden, Ford. Mr Hills extended an invitation to any members who wished to support him and reported that last year there was a substantive representation from other Parish Councils.

**e) SEEDA Small Rural Towns Programme**

The Clerk reported that the parish continued to be listed as a potential beneficiary under the above mentioned scheme. As no one was able to attend a meeting organised by Action in rural Sussex, as it clashed with this Parish Council meeting, the Clerk had written requesting any information packs produced for the event.

**f) Middleton Pond – “Topping-up”**

Mrs Willis reported that as water levels in Middleton Pond were low she had contacted Portsmouth Water (PW) to ascertain if it would be possible to get the pond topped-up and was advised that both PW and the Fire Brigade had been inundated with calls making the same request. It was further understood that a standpipe had been previously lent to an individual who had not returned it. With the agreement of PW, Mrs Willis' husband, who is suitably qualified, topped-up the pond. PW have indicated they would prefer the Parish Council to be responsible for topping up the pond, in future, so that any requests they receive can be directed to the Clerk who can pass them onto the Middleton Village Green Warden (including pond) for implementation. It was agreed, nem.con, to instruct the Clerk, in liaison with Mrs Willis, to write to Portsmouth Water to resolve the issue. Mr Mansfield queried who will hold the standpipe licence and it was agreed that the matter will be raised with PW.

**g) Making Space for Water**

Mrs Willis reported that she was advised of the existence of the above mentioned Defra consultation document, which relates to the development of a new Government strategy

for flood and coastal erosion risk management, by Professor Johns who felt it was important for the Parish Council to comment. The closing response date was 1<sup>st</sup> November. Mrs Willis proposed that Option D i.e. "Giving local authorities the responsibility for all flooding and coastal erosion issues on the coast" should be the Parish Council's preferred option. This was seconded by Mrs Ross and unanimously agreed with the rider, suggested by District Councillor Mrs Oakley, that government should provide adequate funding. The Clerk was instructed to write to Defra.

## **6. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes dated 6<sup>th</sup> and 20<sup>th</sup> October 2004 had been circulated to members.

## **7. GENERAL PURPOSES COMMITTEE**

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

The Clerk advised:

- (a) A resident in Ancton Lane had reported some trees at the northern end of Footpath 161 had been felled, allegedly by a new resident, and that the debris had been thrown into the adjacent drainage ditch. The matter had been reported to WSCC and an Access Ranger was to visit the site. Both Mrs Ross and Mr Mansfield had visited the site and it is understood that the fencing is also in a precarious state. Mrs Ross reported a backlog of rubbish at the junction of Footpath 161 & 162 and the Clerk was instructed to report it to Arun District Council.
- (b) A total of 12 trees had been ordered, at a cost of £410, to replace dead trees and Mr Fradgley will plant them during November at a cost of circa £250. Mr Mansfield will show him the planting sites. The expenditure was unanimously agreed.
- (c) Four bags of mixed daffodil bulbs have been planted this year through the Plant a Bulb scheme. Mr Mansfield commented that the bulbs were of high quality.

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

The Clerk reported that the final version of the Coastal Defence Strategy had been received and was being circulated to General Purposes Committee members. He also read an email from County Councillor Mrs Freeman in which she stated that she was in correspondence with a member of the MOS Association regarding the sea defences and that whilst responsibility largely rested with Arun District Council, she, and the WSCC Cabinet Member for Strategic Environment, will give any assistance they can. Mrs Willis reported that she, and District Councillor Mrs Oakley, attended a MOS Association Coastal Defence meeting which was also attended by Caroline Lucas MEP. The MEP said she was unaware of any EU funding to assist with the problem but that she will make appropriate enquiries and will also be writing to Elliott Morley MP, Minister of State. Mrs Oakley confirmed she had briefed officers at Arun District Council .

**iii) Liaison Advisory Sub Committee**

The Clerk advised:

- (a) A copy of the Arun Crime & Disorder Reduction Partnership Audit 2004 Consultation document had been received and had been passed to Mr Copeland. A questionnaire was also received, the latest date for any response being 6<sup>th</sup> December.
- (b) Various papers from the Standards Board for England had been circulated to all members.
- (c) The Sussex Associations of Local Councils (SALC) is holding its AGM on 12<sup>th</sup> November. Mr Wilkinson will attend.
- (d) A letter had been received from The National Association of Local Councils (NALC) to congratulate the Parish Council on receiving a commendation in the Newsletter of the Year category of the Local Council Review and Co-operative Bank Communications Awards 2004.

Mr Copeland reported:

- (a) Most of the Parish Action Plans had been delivered and this was the culmination of a lot of hard work which involved members of the community and 3 parish councillors. The feedback was very positive and the Chairman said he had also received similar good comments.
- (b) A public meeting is to be held in the rear hall of the Jubilee Hall on Wednesday 8<sup>th</sup> December at 6.30 p.m. to discuss the possible siting of a skate park at Larksfield. Whilst there had previously been some objections, changes had been made to the original plans including a change of location, and it is hoped that these will overcome any objections.
- (c) The Police are rolling out a Community Speedwatch programme which will enable Parish Councils to support the Police by purchasing and operating a speed detection device in the Parish at predetermined locations. The owners of any speeding vehicles will receive a letter from the Police and regular offenders will receive a fixed penalty fine. For the programme to be established there must be a minimum of 6 volunteers, each willing to contribute a minimum of one hour per week. The cost of the equipment is about £1,000 and Middleton LAT has agreed to contribute £400. Mrs Ross said it was sad when we have to police ourselves but she supported the scheme. Mr Copeland reminded members that speeding was a major concern within the Parish Action Plan and proposed that £600 was used from the Crime Reduction budget to purchase the equipment, subject to the proviso that there were sufficient volunteers to operate the scheme. This was seconded by Mrs Mills and unanimously agreed. Mr Copeland said that it was likely the scheme will be operated by a co-ordinator within Middleton LAT.
- (d) Details of the “Make the Commitment” anti-speeding campaign were circulated to members who were encouraged to sign-up and to encourage friends and relatives to do likewise.

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

The Clerk advised that the Police Community Support Officers (PCSOs) had now issued some fixed penalty parking tickets at Bankside and were monitoring parking carefully. Mr Copeland thanked Middleton LAT for its assistance in this matter. The next meeting of Unity is being held on 2<sup>nd</sup> November at 7.30 p.m. when the 2 guest speakers will be from WSCC.

Mrs Mills reported that she had attended the inaugural meeting of the Area Highway and Transport Partnership on 21<sup>st</sup> October and that the meeting was a significant improvement on the former Transport Forum. Membership of the group was smaller and the ability to liaise has been increased. She provided WSCC officers with a copy of the Parish Action Plan which will now become a key document in future discussions and she is hopeful of obtaining some positive answers about a zebra crossing in Elmer Road. Discussions about a school bus pilot scheme may also be progressed in due course. Mrs Mills said feedback was essential and asked members to keep her informed.

Mrs Mills and Mr Wilkinson attended a meeting with WSCC Highways Department, which was also attended by County Councillor Mrs Freeman, Clymping, Felpham, Ford and Yapton Parish Councils and two interested individuals to discuss the present position about traffic improvements at the Comet Corner junction. In summary, WSCC are considering 3 options comprising of either traffic signals or a roundabout with projected costs in the range of £750k - £1.5million, however, until they have an accurate assessment of the scale of underground services in the general vicinity of the junction they are unable to decide upon the most appropriate scheme. Funding bids have been submitted to Central Government with an answer expected at the year end. Mrs Mills had circulated a detailed paper to members and it was agreed, nem.con, that the paper can be provided to members of the Comet Corner Action Group. Mr Wilkinson said it was a very good meeting and he now had a much better understanding of the above, and below, ground costs. It was, however, unfortunate that some of the maps were not completely up-to-date. He said that the action now being taken at the junction was wholly due to the public action last year and the public's insistence something was done.

**PARISH LAND AND PROPERTY COMMITTEE**

Nothing to report.

**9. CORRESPONDENCE**

The following items had been received:-

1. Arun District Council – Licensing Forum
2. Defra – Letter regarding “Clean Neighbourhoods” consultation
3. Elmer Sands Ltd – Newsletter and Welcome Pack
4. Farming & Wildlife Advisory Group – request for a subscription
5. Royal Blind Society – funding request
6. Sammy Community Transport Ltd – funding request
7. Wellspring Newsletter
8. Western Sussex Primary Care Trust - Brochure
9. West Sussex Public Partnership Forum - Newsletter
10. WSCC - Connections

## 10. FINANCE COMMITTEE

### a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£35,270.95
<b>Total</b>	<b>£36,520.95</b>

### (b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Royal British Legion (Poppy Wreath)	£ 25.00
(ii) Canon (UK) Ltd (Photocopier quarterly rental)	£ 69.75
(iii) Arundel Arboretum Ltd (Tree purchase)	£ 409.70
<b>Total</b>	<b>£ 504.45</b>

### (c) Budgets 2005/6

The Clerk requested that Committee Chairmen provide details of their budget requests no later than 20<sup>th</sup> November in order that the Finance Committee can place its recommendation before the December meeting.

## 11. ANY OTHER BUSINESS

Mrs Ross enquired about the pond insurance. The Clerk provided a brief summary of the position and confirmed that the matter was on the General Purposes Committee agenda. Mrs Ross also thanked Mrs Willis for her hard work at the pond.

## 12. PUBLIC DISCUSSION PERIOD

Mrs Mulvaney mentioned the error on the Parish Action Plan map and suggested it should be double checked if it is to be used in the future. She also mentioned that WSCC's contractors are not cutting the grass around the seat located in Elmer Road and adjacent to the Cabin Club car park/bus stop. The Clerk was instructed to contact WSCC. Mr Rees asked whether the traffic calming measures on the A259 at Comet Corner were working. The general consensus was that traffic speeds had reduced, however some accidents were still occurring.

**There** being no further business the Chairman reminded Members that the next Meeting will be held on 25<sup>th</sup> November 2004 **at 6.30 p.m.** and the Meeting closed at 7.28 p.m.