

**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 27<sup>th</sup> October 2005**

**PRESENT** – Councillors Wotherspoon (Chairman), Chandler, Edey, Jeffrey, Mrs Mills, Mrs Ross, Wilkinson, Mrs Willis, the Clerk, District Councillor Mrs Oakley (arrived 6.50 p.m.) and Mr Morrison.

1. **APOLOGIES** – Councillors Copeland, Mansfield and County Councillor Mrs Freeman.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 22<sup>nd</sup> September 2005 having been circulated were approved and signed.
3. **DECLARATIONS OF INTEREST** – Mrs Ross declared a personal interest in both Items 8(k) being an advertiser in Middleton News and 10(ii) being a member of the Middleton-on-Sea Association.
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 AGM of the 39 Club and noted that a number of Middleton youths attended the Club, using their bicycles for transportation.

**5. COUNTY COUNCILLOR PRESENTATIONS**

County Councillor Mrs Freeman gave her apologies to the meeting as she was out of the county on WSCC business. She provided a written report which was read by the Clerk.

**6. DISTRICT COUNCILLOR PRESENTATIONS**

District Councillor Mrs Oakley apologised for her late arrival at the meeting as she had been attending the Civic Design Awards in Littlehampton. She advised that there were two entries from Middleton but she left before the winners were announced. She reported that the second floor of the Civic Centre was being converted into a Customer Service Centre and this was causing a large amount of disruption. Finally she advised that damage to property had been caused, both by individuals and fireworks, at the southern end of Sea Lane and on the Greensward both two weeks ago and last weekend. She urged residents to report the incidents and associated firework noise to the police. Mrs Willis enquired whether the Coastal Defence Strategy had been completed and Mrs Oakley advised that she had not been advised that it had.

**7. PUBLIC DISCUSSION PERIOD**

Mrs Mulvany drew attention to a tree which is overhanging the pavement at the junction of St Nicholas Lane and Elmer Road. (*The Clerk will report it to WSCC*). She also enquired about the position regarding the planning application for a pharmacy in Felpham & Middleton Medical Centre. (*The Clerk provided an update*).

Mr Hills made a series of comments and allegations regarding the conduct of Councillor Mansfield and said that at September's meeting, he had alleged that inspection of 28<sup>th</sup> July 2005 minutes showed that Councillor Mansfield had breached the Code of Conduct twice. Mr Hills said that upon reflection that was incorrect; he alleged there were 4 breaches and these had been reported to the Standards Board for England for investigation.

## **8. MATTERS ARISING**

### **a) Comet Corner**

The Clerk reported receipt of a briefing paper prepared by WSCC for the Joint West Arun Area Committee (JWAAC) together with a letter from the WSCC Cabinet Member for Highways and Transport. Both documents had been circulated to members. The Cabinet Member reaffirmed his intention to try to find a deliverable solution at Comet Corner for the longer term and that his staff have looked at a wide range of options in developing the proposals which have been presented to date. He will be reviewing the position for Comet Corner improvements and funding in the light of the Government's announcements on the local government settlement expected at the beginning of December. He confirmed he had no objection to attending a Parish or public meeting although he had nothing to add. Promotion of a 40 mph speed limit at Comet Corner is being progressed. The Chairman provided the minutes of a meeting held on 14<sup>th</sup> October 2005 between WSCC Cabinet Member for Highways and Transport and 3 members of JWAAC. The note essentially repeated previous statements although it did mention that the criteria for a safety camera are not met and this cannot be revisited for 6 months. The document is being circulated to General Purposes members prior to their meeting on 2<sup>nd</sup> November 2005. Mrs Mills said little progress had been made and that the issue merely limped from one date to another.

### **b) Sale of Cars at Comet Corner**

The Clerk read the response from WSCC which stated that the recently introduced Clean Neighbourhood and Environment Act allows District Councils to fine traders who advertise on the Highway. Further, there are powers for the Parish Council to issue fixed penalties. The Clerk said he had not seen any "For Sale" signs so it will be difficult to get the District Council to undertake any enforcement action. Mr Edey said something needed to be done and Mrs Ross said it was a safety issue. The Chairman said the Parish Council had previously decided not to go down the fixed penalty route and suggested that members maintained records for a month, together with any photographs, and the matter could be re-examined at November's meeting. The Clerk was instructed to place on November's Agenda.

### **c) WSCC Provisional Transport Plan 2006-2016**

The Provisional Transport Plan was circulated to all members and the Clerk was instructed to return the questionnaire.

### **d) WSCC District Level Housing Distribution**

The Clerk reminded members that if they wished to respond the deadline was 4<sup>th</sup> November 2005.

**e) ADC – Core Strategy Issues and Options**

Arun District Council's Core Strategy Issues and Options documents were circulated and the Clerk was instructed to return the questionnaire.

**f) ADC – Statement of Community Involvement**

The Clerk confirmed that the document had been placed into full circulation. Responses, if any, have to be submitted by 10<sup>th</sup> November 2005.

**g) Lack of Pedestrian Crossings**

Mr Edey said there was a need to fight for pedestrian crossings in the parish as there was not one between Elmer and Felpham. He read extracts from the WSCC Provisional Transport Plan with specific reference to the safety of pedestrians and school children and WSCC's commitment to make walking more attractive. Mrs Ross said she was trying to find a way to use the Disabilities Rights Acts to promote the installation of crossings and had been trying to contact, without success, the WSCC Road Safety Community Safety Liaison Officer. The Chairman suggested the use of traffic islands which would have a lower installation cost and may have traffic calming effects. Mr Jeffrey suggested that Speedwatch may have positive benefits when introduced. All members were supportive of the installation of pedestrian crossings in the parish and it was agreed to refer the matter to the General Purposes committee.

**h) Off site Play Provision**

A letter was received from Arun District Council's Head of Parks and Greenspace who advised that the matter had yet to be resolved although decisions regarding expenditure of commuted sums in play areas will be taken in future by the appropriate Joint Area Committee.

**i) Union Flag**

Mr Wilkinson said he was pleased to note that a new Union Flag had been purchased by the Jubilee Hall Committee and reminded Mr Chandler that the Parish Council had agreed to make a contribution to its cost. Mr Chandler said an invoice will be submitted shortly.

**j) Remembrance Sunday Wreath**

The Clerk advised members that it was now usual to purchase a wreath for Remembrance Day which former councillor Bernard Hills lays at the Ford Airfield Remembrance Day service. Mr Wilkinson said he attended last year's service and was most impressed with the level of attendance, which included a number of other Parish Council representatives. Members agreed, nem.con, to contribute £25 for the wreath's purchase (S137).

**k) Middleton News**

The Clerk advised that Miss Suzanne Rees had been appointed as Newsletter Co-ordinator and that the new role will be a steep learning curve for her. He also flagged up that early indications for advertising income were not good and that a four figure loss may be sustained for the Winter Edition. A number of members spoke very positively

about Middleton News and said they would hate it to fold. The position will be reviewed in November when the final advertising income is known. The Clerk requested approval to purchase vouchers to give to distributors at Christmas, repeating last year's gesture. The Chairman was against the purchase in view of the potential losses but Mrs Mills said the distributors did a good job and should not be penalised. After some discussion Mr Wilkinson proposed that every distributor, excluding councillors, should receive the same value voucher as they did in 2004. This was seconded by Mrs Mills and agreed by an overwhelming majority. The Clerk was instructed accordingly.

**l) Advertising for co-option of two Parish Councillors**

The Clerk advised that notices had been placed in each Parish Council notice board and the closing date for applications was 18<sup>th</sup> November. A previous applicant had withdrawn so presently there are no applicants. The Clerk will place the matter on November's Agenda.

**m) Code of Conduct – Monitoring Officer's Advice**

The Clerk circulated a paper to all members advising that he had been seeking advice from the Monitoring Officer since 11<sup>th</sup> August 2005. On 7<sup>th</sup> September a letter was received indicating the advice would be forthcoming in early October, however a further letter has been received stating the advice will not be available until early December. The Clerk said he cannot operate with this level of service and sought approval to refer the matter to The Standards Board for England. Mrs Willis proposed reference to the Standards Board and this was seconded by Mr Wilkinson and agreed by an overwhelming majority. The Clerk was instructed to write to the Standards Board.

**9. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes dated 21<sup>st</sup> September, 5<sup>th</sup> October and 19<sup>th</sup> October had been circulated to members and were noted. The Chairman advised that both he, and the Clerk, had attended a Viridor presentation on 13<sup>th</sup> October for Parish, District & County Councillors. He said Viridor had tried to play off the Parish Councillors against District & County Councillors, that Viridor's leaflet contained inaccuracies, and that there were flaws in Viridor's infrastructure proposals. Mrs Mills proposed a vote of thanks to the Clerk for the work he had undertaken with regard to the Viridor MRF planning application. This was seconded by Mrs Ross and unanimously agreed.

**10. GENERAL PURPOSES COMMITTEE**

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

There was nothing to report

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

A letter was received from the Middleton-on-Sea Association advising that the Greensward survey report should be available in about six weeks and that a copy of the final report will be forwarded to the Parish Council. The total cost of the survey is £550. The Association also requested that the Parish Council press for the early completion of the Coastal Defence Strategy (CDS). Mrs Willis said it was important to maintain pressure and to ascertain when the CDS will be finalised. Mrs Ross said she was really

worried about the erosion on Elmer end of the beach and it was looking bad. She expressed concerns that the combination of high winds and tides could cause real destruction in the area. The Clerk was instructed to contact Arun District Council.

**(iii) Liaison Advisory Sub Committee**

The Clerk advised:

- (a) Receipt of a letter from Inspector Ali Darge advising that his successor will be Inspector John Merrick. Mrs Willis suggested that a letter is sent to the Chief Constable and this was agreed, nem.con. The Clerk was instructed accordingly.
- (b) Chief Inspector Brian Bracher's email regarding Underage Drinking was circulated to all members.
- (c) ADC's Standards Committee minutes dated 21<sup>st</sup> September 2005 had been received and placed into general circulation.
- (d) The ADC Standards Committee Agenda for 21<sup>st</sup> September had been received.
- (e) A letter from ADC regarding the Annual Joint Meeting of Arun Area Committees was circulated to all members. It was unanimously agreed not to respond to the attached questionnaire.
- (f) Neighbourhood Watch Briefing Sheet Number 36 had been circulated to all members.
- (g) The JWAAC Agenda for 19<sup>th</sup> October 2005 had been placed into general circulation.

**iv) Projects Advisory Sub Committee**

The Clerk advised that the committee had decided to associate the Parish Council funding with a piece of equipment within the Larksfield Skate Park known as a Quarter Pipe. A report had been submitted to the CDRP, as requested, and it was understood that the Parish Council will be invoiced by ADC, in the near future, with £5,000 to cover its contribution to the skate park. Once the invoice has been paid, a claim for the £2,500 CDRP grant will be made.

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

The Clerk advised that a response had been received from WSCC Highways Department regarding the various issues raised at last month's meeting. Further, a response had been received regarding the car park signing of Shrubbs Drive Car Park advising that the matter should be progressed in late October. Finally, it was agreed not to progress a Unity meeting following an exchange of emails with the Chairman of Felpham Parish Council.

**11. PARISH LAND AND PROPERTY COMMITTEE**

Copies of the minutes dated 21<sup>st</sup> September 2005 had been circulated to members and were noted. Mr Edey advised that the dog bin on the eastern entrance to Shrubbs Field, adjacent to the Church Hall, had been destroyed by fireworks. The Clerk was instructed to request ADC to install a replacement.

## 12. CORRESPONDENCE

The following items had been received:-

1. ADC – Cabinet Statement re State of the District Debate
2. ADC – Energy Efficiency Newsletter Autumn 2005
3. ADC – Event Organisers Workshop
4. ADC – Arun Local Strategic Partnership
5. Rev Brown – Letters re issues connected with Comet Corner
6. BRTC – Letter of thanks re £150 concert contribution
7. BRTC – Advice of Remembrance Day Service
8. BRTC – Dates of Mayor’s Civic Service & Reception
9. Environment Agency – Scoping Report re Rifes Flood Management
10. Farming & Wildlife Advisory Grp – request for subscription
11. ICIS - Newsletter
12. Martlet Homes – 4<sup>th</sup> Report
13. Sammy Transport – 2004/5 Accounts and funding request
14. Sussex PFA – Details of AGM
15. Sussex Police – Arun Commander’s September 2005 report
16. War Memorial Trust – Grant Schemes
17. West Sussex Public Partnership Forum - Newsletter

## 13. FINANCE COMMITTEE

### a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£38,950.14
<b>Total</b>	<b>£40,200.14</b>

### (b) Accounts for payment -

The following payments were approved nem.con and made:

(i) Panasonic Business Systems (Photocopier charges)	£ 98.38
(ii) Royal British Legion (Wreath)	£ 25.00
(iii) Hallsigns (Replacement Village Green sign)	£ 98.70
<b>Total</b>	<b>£ 222.08</b>

## 14. ANY OTHER BUSINESS

Mrs Willis said that weeds were growing around the obelisk again and asked if an ongoing contract could be established for their removal. Mrs Ross requested that the discussion time available for the public to speak at parish council meetings be placed on November’s Agenda. The Clerk noted this request.

**There** being no further business the Chairman reminded members that the next Meeting will be held on 24<sup>th</sup> November **at 6.30 p.m.** and the Meeting closed at 7.45 p.m.