

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the back of Jubilee Hall, Elmer Road, Middleton-on-Sea
On 20th October 2010

PRESENT – Councillors Wotherspoon (Chairman), Copeland, Gamester, Mrs Haywood, Jeffrey, Mansfield, Thomas, Watson, the Clerk, District Councillor Mrs Oakley (left 8.25 p.m.), County Councillor Mrs Coleman (left 7.55 p.m.), Inspector McKnight (left 7.55 p.m.), and PCSO Morge (left 7.55 p.m.),.

1. **APOLOGIES** – Councillors Mrs Claxton, Mrs Mills, Mrs Phillips and Redman.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 15th September 2010 having been circulated were approved and signed after minor amendment.

3. DECLARATIONS OF INTEREST

There were none

4. PUBLIC DISCUSSION PERIOD

Mr Brookland said how nice the two refurbished benches in Elmer Road looked. Ms Bowden commented on her correspondence with Nick Gibb MP regarding local pot holes which have now been repaired by West Sussex County Council. She also said that 3½ years ago she asked Arun District Council to install 10mph notices at the entrance to Shrubbs Car Park. She asked if they could be installed now. The Chairman said he will investigate and respond at the next meeting.

PCSO Clive Morge circulated the recent crime statistics together with Halloween Advice. Inspector McKnight advised of the procedure when dealing with potential criminal offences recorded on the CCTV cameras. She said an initial visual assessment of the footage was undertaken to see if an individual could be identified. If yes, the disk containing the CCTV images will be sent to Chichester Custody suite for decoding (maximum delay one day). It was agreed that PSCO Morge will give feedback on CCTV matters at each Parish Council meeting.

5. **ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances** – The Chairman advised that he had attended the Larksfield and Worms Wood Walk-about on 18th September together with District Councillor Mrs Oakley. He also attended the 39 Youth Club AGM held on 14th October 2010.

6. MATTERS ARISING

a) Footway Improvement Scheme

County Councillor Mrs Coleman commented on the report dated 31st August 2010 submitted by the Parish Council, at her request. She asked the name of the recently retired Highways Engineer who had been providing advice to the Parish Council but the Clerk declined to give the information as the individual had specifically requested anonymity and to divulge the information would be a breach of the Data Protection Act.

Mrs Coleman said that contrary to the statement made by Thompson Civil Engineering, they were not WSCC approved contractors and that their quotation, together with Minters, omitted certain key considerations which meant it was unlikely they could undertake the jobs for the price quoted. She suggested a more accurate price, based on WSCC modelling, was £6,929. Ms Webb (WSCC Highways Area Manager), who also attended the meeting, said that the £6,929 job was unlikely to take the tilt out of the footway, which she acknowledged was defective, and suggested the more likely price for such a repair was £32,000. When asked about the difference between £32,000 and the previous £60,000 price tag she said it was because drainage had been included in the latter scheme. At the request of Mr Copeland, she agreed to amend the works list to show the job cost at £32,000.

The Chairman said that following the agreement to switch funding from the proposed new southern Middleton Road footway to the repair to the northern side, last winter's bad weather intervened causing further delays. He made the point, however, that the footpath was in desperate need of upgrading. Ms Webb said that whilst it was not in the works programme, it was still in the works list and that will get reviewed next year in the light of funding available. Mrs Coleman suggested that the matter was brought forward to the next JWAAC Highways & Transport Committee Meeting (21st October 2010) so that the required works will not be lost sight of. This was agreed and Ms Webb said she will provide the Parish Council with the proposed £32k job specification in due course.

b) Cycle Way on the south side of Middleton Road

Mr Watson circulated a paper to members for their consideration suggesting the conversion of the southern footway in Middleton Road from Merry End westwards to the parish boundary into a cycle way. There was a very full discussion with comments including:

- The footway is not wide enough to sustain a cycle way (Mrs. Haywood)
- Traffic calming would be a better option (Mr Thomas)
- Cycling on the pavement is a problem. (Chairman)
- There are many options (Mr Copeland).

Mr Jeffrey suggested linking the proposal through the Bognor Regis Transport Plan and has agreed to take this forward to the JWAAC Highways & Transport meeting. After extensive discussion, Mr Watson proposed, Mr Gamester seconded, and it was agreed with an overwhelming majority that Mr Watson will investigate further, and seek advice from professionals, to bring forward options to the Parish Council, in due course.

Mr Gamester enquired of Mr Copeland what was happening about the proposed cycle route along the A259. Mr Copeland advised that Sustran had hit problems in the Clymping area and nothing had been progressed.

c) Corroded Post – Shrubbs Drive

The Clerk reported that the post has been finally removed. County Councillor Mrs Coleman said she, together with Ms Webb and Ms Mills, had been pressing very hard to get the post removed. (*The work order was in the hands of WSCC's main contractor May Gurney*).

Mrs Coleman also advised that following the article in Middleton News about the withdrawal of the Sunday 60 bus service from Elmer, she had received two letters from parishioners to whom she has responded.

d) CCTV correspondence

The Clerk reported that no response had been received from the CCTV installer/maintenance contractor (Century 21Security Ltd) to the Parish Council's letter dated 17th September despite being chased for a response on 5th October. Members agreed it was unacceptable and the Clerk was instructed to write again, and if no response was forthcoming to refer the matter to NACOSS. The Clerk was also authorised to cancel the maintenance contract, if necessary.

e) Village Enhancement Grant

The Clerk confirmed that the £1,100 grant has been awarded by Arun District Council, that there was an available budget of £2,000 and that Mrs Claxton had agreed to make a donation of £250 making a total of £3,350. The cost of the two cross trainers for the middle aged/elderly was £3,348 installed so this could be met from the existing financing. Some members questioned whether the purchase should proceed and whether anyone will use the equipment. Those members of the public present were then consulted and Ms Bowden said she had seen similar equipment installed in Queen's Park and that it was well used. She thought it will be well used in Middleton. The Clerk drew attention to the precise wording of a valid resolution agreeing to the installation of the equipment and said that for the resolution to be revoked Standing Order 33 in relation to the Six Month Rule would have to be invoked. (*Suspension of Standing Orders was not possible in this case - Standing Order 66*).

After further discussion, Mr Gamester proposed, Mrs Haywood seconded and it was agreed by an overwhelming majority to defer the decision until the December 2010 meeting and in the interim the Clerk will ascertain what other, similarly priced equipment, is available.

Mrs Oakley said if the equipment is purchased it needs to be promoted in Middleton News.

f) Bench plaque in Elmer Road

The Clerk confirmed that the plaque stating that the replacement Elmer Road bench has been paid for by the Parish Council has now been engraved and subsequently fitted by Councillor Watson.

The Chairman commented that the notice boards looked very good and thanked Councillor Watson for his efforts.

g) Bognor Regis Town Carnival

Mrs Haywood advised that she attended the first meeting regarding the Bognor Regis Town Carnival but at that time there was no firm date or theme. There has been a subsequent meeting, which she did not attend, where the date was agreed. Mrs Haywood believes there is little involvement required from this council other than advertising the date in Middleton News.

h) Service of Remembrance – Ford Memorial Garden 14th November 2010

The Clerk advised that Mr Bernard Hills will be laying the poppy wreath at Ford Memorial Garden on behalf of the Parish Council, as usual. Mr Hills has asked that as many councillors as possible attend the wreath laying ceremony because all other parish councils are well represented and this Parish Council is not. The Clerk advised members that Ford Parish Council had also written extending an invitation to all members to attend.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes 15th September and 6th October 2010 together with Councillor Mrs Mills' note regarding a Site 6 meeting held on 27th September 2010 were circulated and noted.

8. GENERAL PURPOSES COMMITTEE

i) Countryside and the Environment Advisory Sub Committee

Mr Mansfield reported that a bulb planting session was held on Middleton Green on 9th October 2010. Whilst a number of bags of bulbs were planted, the turnout of volunteers was not good.

The Clerk advised that the annual tree audit of Middleton Green had been completed and that the report will be circulated to members of the General Purposes committee for discussion on 17th November.

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

The Assistant Director for Planning Services and Housing Strategy wrote regarding Surcharging of Foul Water Sewers within the Parish. The correspondence has been copied to members.

(iii) Liaison Advisory Sub Committee

The Clerk advised:

- An update of post Standards Board procedures was circulated to members.
- Councillor Jeffrey's briefing note for the last JWAAC meeting (22nd September) has been circulated to members.
- It is likely that Middleton News will have to be extended to 20 pages in December owing to the late surge of articles. The cost can be met from its budget. The Clerk requested advanced notice of future articles in order that the newsletter's pages can be planned effectively.

iv) Projects Advisory Sub Committee

Nothing to report

v) Roads & Transport Advisory Sub Committee

Councillor Watson drew attention to a neighbourhood watch sign in Yapton Road which has been covered in lichen. Mr Jeffrey will raise the matter at JWAAC (H&T) meeting on 21st October 2010.

Mr Thomas said he may be able to store winter salt in a salt bin for use on public footways. Again, Mr Jeffrey will raise the matter at JWAAC (H&T) meeting on 21st October 2010.

9. PARISH LAND AND PROPERTY COMMITTEE

The Clerk advised that two benches in Elmer Road have been refurbished and that the gate latch at the southern end of Shrubbs Field had been repaired.

10. CORRESPONDENCE

The following items had been received:-

- (1) Action in rural Sussex – AGM 3rd November 2010 (*Mr Gamester may attend*)
- (2) ADC – Clean & Safe Programme for Schools (*General Circ*)
- (3) ADC – Dog Poo Fairy Campaign (*Full Circulation*)
- (4) Bognor Regis Town Council Remembrance Service (*Full Circulation*)
- (5) Stonepillow Restore – Marketing letter
- (6) WSCC Connections

11. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£49,795.23
Total	<u>£51,045.23</u>

b) Accounts for payment -

The following payments were approved nem.con and made:

(1) Middleton-on-Sea Playing Fields (Drawdown)	£ 1,500.00
(2) The Royal British Legion Poppy Appeal (Wreath)	£ 25.00
(3) D Allsopp (Bench plaque, engraving and brass screws)	£ 11.50
(4) Danwood Finance Ltd (Photocopier rental)	£ 44.87
(5) Danwood Group Ltd (Photocopier usage)	£ 15.12
(6) Kevin Wymbs (Middleton Green Tree Audit)	£ 100.00
(7) A. Horne (Refurbishment of 2 benches and gate repair)	£ 136.02
Total	<u>£ 1,832.51</u>

12 ANY OTHER BUSINESS

There being no further business the Chairman reminded members that the next Meeting will be held on **15th December 2010 at 7.00 p.m.** The meeting closed at 8.40 p.m.