

**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 18<sup>th</sup> December 2003**

**PRESENT** – Councillors Wotherspoon (Chairman), Aldridge, Copeland, Jarvis, Mansfield, Wilkinson, Mrs Willis, the Clerk, District Councillor Mrs B Oakley and Mr Morrison.

**1. APOLOGIES** – Councillors Mrs Farley, Mrs Mills, Mrs Ross and County Councillor Mrs C Freeman.

**2. MINUTES** – The Minutes of the Parish Council Meeting held on the 27<sup>th</sup> November 2003 having been circulated were approved, with an amendment to Mr Mansfield’s declaration of interest, and signed.

**3. DECLARATIONS OF INTEREST** – Mr Mansfield declared a personal interest in Item 5 (a) being a volunteer at Amberley Museum and in item 7(iv) being a near-by resident. Mr Wotherspoon declared a personal interest in Item 10(b)(7) being Chairman.

**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) Refurbishment of Fingerpost signs -**

A quotation of £468 was received from Amberley Working Museum to refurbish the fingerpost sign at the junction of Elmer, Middleton and Yapton roads. Mr Mansfield proposed that the quotation should be accepted and funds allocated for the project from the 2004 budget. This was seconded by Mr Wilkinson and unanimously agreed. The work will be undertaken in Spring 2004 when the weather improves. The Clerk was instructed to accept the quotation, advise WSCC Highways of the refurbishment and arrange for the works to be reported in Middleton News.

**b) ODPM response regarding all-postal electoral voting**

The Clerk advised that a letter from Nick Gibb MP, together with a letter from Phil Hope MP Parliamentary Under Secretary of State, ODPM, had been circulated to all Members.

**c) Community Support requests**

A total of 11 community support requests were received and after discussion it was proposed by Mr Mansfield, seconded by Mrs Willis, and agreed nem.con that the following 6 awards should be made.

£100 Awards – 4Sight, Bognor Regis Fire Station (S.A.V.E.D Scheme), Bognor Regis Neighbourhood Watch, Citizens Advice Bureau, and Sammy Community Transport.

£10 Award – Sussex Playing Fields Association.

The Clerk was instructed to invite the recipients to collect their cheques at the next meeting. Alternatively, their cheques will be posted after the January 2004 meeting.

## 6. DEVELOPMENT CONTROL COMMITTEE

Mr Mansfield reported that 7 plans had been considered during the month and that no comments or objections had been made.

## 7. GENERAL PURPOSES COMMITTEE

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

(a) A letter from Defra relating to 'Equine Issues' had been circulated to all members.

(b) Mrs Willis reported that the annual clearance of the Village Pond & Green took place on 6<sup>th</sup> December and that there was a good showing of volunteers with a large amount of litter collected. Additionally, 100 reeds were planted in the drainage ditch between Middleton Road and the Pond to act as a filter system and a large number of bulbs were also planted. Mrs Willis asked for her thanks to the volunteers, Middleton Sports Club (who provided complimentary refreshments) and Ian Gibbs (who provided a trailer) to be minuted. The Clerk was instructed to write to Ian Gibbs and report the event in Middleton News.

(c) Mr Mansfield reported that 15 trees will be planted across the parish on 19<sup>th</sup> December and that he will be supervising the work.

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

(a) Mrs Willis reported that she and the Clerk had attended a meeting with Nick Gibb MP and Arun District Council officials on 28<sup>th</sup> November. She also attended an Arun District Council Cabinet Meeting on 15<sup>th</sup> December and will provide full feedback from the meeting to the General Purposes committee on 15<sup>th</sup> January.

### iii) Liaison Advisory Sub Committee

(a) The Clerk reported that the SALC County Circular (December 2003) and a letter from Christine Swan had been circulated to all Members. Mr Wilkinson advised that although he is the SALC Council Representative he has yet to receive any correspondence. The Clerk was instructed to write to SALC.

(b) A letter from Arun District Council regarding proposed car park charges within the District, effective from April 2004, was circulated to all Members.

(c) The Clerk reported that there had been 3 attempted arson attacks, in the general vicinity of Shrubbs Field, on the evening of 8<sup>th</sup> December and that the Fire Brigade had attended. The Clerk held a constructive meeting with Inspector Darge on 9<sup>th</sup> December. Additional policing is unlikely to be provided, with reliance now to be placed on the 3 Community Support Officers (CSOs), together with others still to be recruited. In order to assist the CSOs, the Clerk agreed to 'walk' the village with them on 12<sup>th</sup> December, however this meeting did not happen and a new date has been arranged in January 2004. Mrs Oakley reported the Sundale Lane street sign had been vandalised and Mr Wilkinson said that if there was not a change in police policy there was a chance that vigilantes will start-up. The Chairman said the trial scheme to employ security guards around the area of the Jubilee Hall, Pavilion and Shrubbs Car Park was progressing but that Avisford Medical Centre did not wish to join the scheme.

(d) An email from Ken Jones, Chief Constable, Sussex Police entitled "Sussex Police – Delivering Excellence in Local Policing" is being placed into circulation.

(e) A letter from the Countryside Agency had been received advising the latest date to drawdown the Village Action Plan grant was 31<sup>st</sup> May 2004. Mr Copeland

advised that he had spoken to the Agency and they had agreed to extend the deadline if the Parish Council wrote.

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

(a) A letter from WSCC, Highways and Transport relating to the Local Transport Plan was circulated to all Members.

**8. PARISH LAND AND PROPERTY COMMITTEE**

(a) The Clerk advised that the next committee meeting is on 21 January 2004. The Felpham Colts still wish to use a storage container for their equipment however they have requested approval for a 30 foot container rather than a 20 foot container and this will need to be considered at the meeting.

**9. CORRESPONDENCE**

The following items had been received:-

1. ADC "Healthy Walks in Arun" brochure
2. Safer Quieter Rural Roads CPRE Conference 28 February 2004 (*in circulation*)
3. Tribe Enterprises brochure for skate board provision (*to Mr Copeland*)

**10. FINANCE COMMITTEE**

**a) Bank Accounts -**

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

Current Account	£ 1,250.00
Business Reserve	£30,449.30
<b>Total</b>	<b>£31,699.30</b>

**(b) Accounts for payment -**

The following payments were approved nem.con and made:

(i) Arun District Council (Public Conveniences)	£2,980.00
(ii) Society of Local Council Clerks (Renewal Subscription)	£ 80.00
(iii) SPP (Newsletter)	£1,300.00
(iv) Mrs A Waller (Newsletter fees)	£ 297.76
(v) D F Allsopp (Quarterly fee and expenses)	£2,539.56
(vi) D F Allsopp (Quarterly postages and telephone calls)	£ 54.28
(vii) P Wotherspoon (Chairman's Honorarium)	£ 250.00
<b>Total</b>	<b>£7,501.60</b>

**(c) Precept/Budget recommendations**

The Chairman advised that a paper together with both proposed full and simplified budgets had been circulated to Members. Mr Copeland, Finance Committee Chairman, said that his committee's recommendation was for a budget of £34,325 with a precept requirement of £33,000. He advised that this increase was necessary to fund improvements to the playground's infrastructure to ensure compliance with the Disability Discrimination Act 1995 and for both crime prevention and young people/elderly projects. He also advised that the precept had remained static for 2 years and that outgoings during those years had exceeded the precept with the shortfall being covered by cash reserves which had now declined. Mr Wilkinson said he did not object to the budget and suggested it will be appropriate to place an article in Middleton News to explain the reasons for the precept increase. Mr Copeland agreed and suggested that a

Press Release was also issued. Mr Wilkinson proposed that the budget and precept of £33,000 be accepted, which was seconded by Mr Jarvis, and agreed by an overwhelming majority. The Clerk was instructed to advise Arun District Council accordingly and to prepare a Press Release.

**11. ANY OTHER BUSINESS**

There was none.

**12. PUBLIC DISCUSSION PERIOD**

Mrs Mulvaney said that in February she had complained that it took 10 months to get a street light repaired. County Councillor Freeman had advised her that new street lighting contractors were being appointed and she hoped for an improvement in service. Mrs Mulvaney was please to report that another light had failed recently and it was repaired within 10 days which was a vastly improved service.

**There** being no further business the Chairman reminded members that the next Meeting would be held on 22<sup>nd</sup> January 2004 **at 6.30 p.m.** and the Meeting closed at 7.10 p.m.