

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 December 2008

PRESENT – Councillors Wotherspoon (Chairman), Copeland, Gamester, Mrs Hall, Mrs Haywood, Mansfield, Mrs Mills and the Clerk.

- 1. APOLOGIES** – Councillors Chandler, Jeffrey, Ms Ross, County Councillor Mrs Freeman, District Council Mrs Oakley and Ms Claxton.
- 2. MINUTES** –The Minutes of the Parish Council Meeting held on the 15th October 2008 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST

Mrs Haywood declared a personal interest in Item 6 (d) being a member of the Middleton-on-Sea Association and Mr Wotherspoon declared a personal interest in Item 11 (b)(8) being Chairman of the Parish Council.

4. PUBLIC DISCUSSION PERIOD

The Chairman responded to outstanding issues and advised Mr Brookland that a handrail had now been installed on the steps joining Shrubbs Car Park and Elmer Road. Mr Brookland asked why no handrail had been fitted to the other steps. The Chairman advised him that the land was owned by WSCC and provided Mr Brookland with a map. The Chairman further advised that the planter in Elmer Road will be replanted in Spring 2009.

Ms Bowden said a lot of rubbish, including pillows, were being dumped in the Shrubbs recycling area. The Chairman said the area was regularly cleared and the role of local recycling centres will be reviewed by Arun District Council during 2009 after the range of recyclables which can be placed into green recycling bins is expanded. The Chairman thanked Mr Gamester for resolving the car park tree issue.

PCSO Morge said there was no anti-social behaviour in the area during the month although the One Stop shop had been burgled together with properties in Elmer and Sea Way, Middleton. Mr Mansfield raised the issue of a burnt out car in Yapton Road and was advised that it had been stolen the previous day and then set on fire overnight. PCSO Morge confirmed he will contact Threshers regarding the car park potholes.

- 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, together with Richard Jeffery, attended the 39 Youth Club Annual General Meeting on 16th October.

6. MATTERS ARISING

a) 2009/2010 Budget

The Finance Committee proposed keeping the precept level at £37,000 for 2009/2010 against budgeted costs of £40,910. The shortfall of £3,910 will be absorbed by anticipated 'free cash' within the bank balances. Repayment of the £3,800 expended on the new playground equipment will be recovered in two tranches - £2,000 in 2009/2010 and £1,800 in 2010/2011. The General Contingency will increase to £10,000. The Clerk advised that during the current year, capital projects exceeding £20,000 in total had been undertaken and that 2009/2010 will need to be a year of consolidation. He said that it should be clearly understood that funding of any unbudgeted projects during 2009/2010 will directly impact on the reserves. Mrs Mills proposed acceptance of the budget and this was seconded by Mr Mansfield and unanimously agreed. The Clerk will advise Arun District Council accordingly.

b) Freedom of Information Act

The Clerk advised that the Information Commissioner requires all Parish Councils to adopt a new Publication Scheme by 31st December 2008 and that the information must be displayed on their website. A discussion about the amount of disclosure of members' details took place and it was agreed only the names of councillors will be shown on the website. Mrs Mills proposed adoption of the revised Publication Scheme. This was seconded by Mr Mansfield and unanimously approved. The Clerk will arrange to place the new scheme on the web site.

c) Community Support Requests 2008

A paper was circulated to members detailing 9 community support requests which were received against a budget of £500. Members expressed the view that it was very difficult to choose between the requests and questioned whether the scheme should continue. The Chairman pointed out that the 2009/2010 budget had just been approved which included £500 for next year but agreed that it will be appropriate to undertake a review of the scheme during 2009 to consider whether it should be dropped from the 2010/2011 budget. Mr Copeland said he would draw up a paper for members. After further discussion Mr Mansfield proposed, Mr Copeland seconded, and it was agreed by an overwhelming majority to make the following grants:

Arun Co-ordinated Community Transport £50, Bognor Regis Neighbourhood Watch £100, Citizens Advice Bureau £100, Samaritans £50, Sammy Community Transport £100 and Sussex Air Ambulance £100.

The Clerk will notify all applicants of the result of their applications.

d) Merry End Bus Shelter

An email from Mr Szynowski which stated that he was very disappointed with the council's decision to refurbish, rather than replace, the Merry End Bus Shelter was circulated to members together with the Clerk's response. Mrs Haywood asked whether the seat could be altered to prevent the vagrant using it as a bed, however, the Clerk said that if he did not sleep in that shelter then he was likely to sleep in another shelter in the parish and that the problem had been advised to the PCSO. The Clerk reported that a tender had now been accepted and that work will commence during January 2009.

Further, an application had been made to the Arun District Council Village Enhancement Grant Scheme for a grant of £673 towards the refurbishment. The outcome of the application is awaited.

e) Gypsy, Traveller and Travelling Showpeople Sites Study

The Clerk advised that he was invited to attend a confidential briefing on 19th November, however, as the meeting clashed with the General Purposes committee meeting Mr Mansfield agreed to represent the Parish Council. Mr Mansfield said that he could not disclose the details and advised there will be a public consultation later this year.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 15th October, 5th November and 3rd December 2008 were circulated and noted.

8. GENERAL PURPOSES COMMITTEE

Copies of the minutes dated 19th November 2008 were circulated and noted.

i) Countryside and the Environment Advisory Sub Committee

The Clerk advised:

- (a) A letter had been received from the Chairman of Felpham Parish Council's Projects Committee seeking support, and funding, to fence the Larksfield Skate Park. A response has been sent, and circulated to members, advising of the General Purposes Committee's opposition to the proposed scheme and further advising that it is not Arun District Council's policy to fence skate park facilities.
- (b) The tree surgeon has completed work on the Middleton Green trees in accordance with his report.
- (c) The Middleton Green clear-up is being undertaken on 3rd January 2009.

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

Nothing to report.

(iii) Liaison Advisory Sub Committee

Arun District Council's Standards Committee Agenda has been placed into general circulation.

iv) Projects Advisory Sub Committee

Nothing to report.

v) Roads & Transport Advisory Sub Committee

The Clerk advised:

- (a) Confirmation has now been received from a WSCC Highway Officer that the potholes in the road at the exit from Shrubbs Car Park have been scheduled for a repair. This will require 25 square metres of the carriageway to be excavated and resurfaced. However, 'as the County Council is working under severe financial constraints at the moment this may not be undertaken until the new financial year'.

- (b) It is understood from WSCC Highways that work on the A259 roundabout at Climping is due to commence on 5th January 2009 and is expected to take 12 weeks. The Clerk suggested long traffic queues will be likely to occur.

9. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes dated 5th November 2008 were circulated and noted.

A letter was received from the Middleton-on-Sea Village Hall Committee stating that Mr Gamester could not be the Parish Council's representative on the Committee as the position was held by Mr Chandler. The Clerk therefore replied on 3rd December requesting that Mr Gamester be admitted to the Committee as the Playing Fields representative (a position last held by the late Mr Aldridge). A response is awaited.

The Clerk reported that the installation of the new playground equipment was ongoing and that the work will continue into next week. Members asked that thanks be recorded to the Clerk for the additional work and hours the installation has required him to undertake.

10. CORRESPONDENCE

The following items had been received:-

- (1) Action in Rural Sussex – Newsletter
- (2) Arun District Council Clean & Safe Grant Fund (*Circulated*)
- (3) Arun Priorities (*General Circulation*)
- (4) Boundary Committee Final Recommendations (*General Circulation*)
- (5) Clerks & Councils Direct (*Full Circulation*)
- (6) Eco-Towns – Statement by Minister for Housing (*General Circulation*)
- (7) EA – River Arun to Pagham Flood & Erosion Mgt Strategy (*Full Circulation*)
- (8) Royal West Sussex NHS Trust Merger Proposal Document (*Full Circulation*)
- (9) Sussex County PFA – AGM details (2/12/09)
- (10) WSCC – Working together for a better West Sussex (*General Circulation*)

11. FINANCE COMMITTEE

Copies of the minutes dated 19th November 2008 were circulated and noted.

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£36,358.00
Total	<u>£37,608.00</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)	£ 566.47
(iii) Mrs P Allsopp (Newsletter Distribution)	£ 50.00
(iv) D F Allsopp (Quarterly Clerk's fee)	£ 3,153.79
(v) D F Allsopp (Quarterly office expenses)	£ 150.74
(vi) KW Tree Care (Middleton Green tree report)	£ 80.00
(vii) KW Tree Care (Middleton Green tree work)	£ 475.00
(viii) P Wotherspoon (Chairman's Honorarium)	£ 250.00
Total	£ 6,316.00

(c) Accounts paid by the General Purposes Committee – 19th November 2008

Kevin Wymbs (Tree Felling)	£ 200.00
Middleton-on-Sea Playing Fields	£ 8,300.00
Foster Playscapes	£ 1,989.28
Society of Local Council Clerks	£ 133.00
TOTAL	£10,622.28

12 ANY OTHER BUSINESS

There being no further business the Chairman reminded members that the next Meeting will be held on **21st January 2009 at 7.00 p.m.** The meeting closed at 7.45 p.m.