

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the back of Jubilee Hall, Elmer Road, Middleton-on-Sea
On 19th October 2011

PRESENT – Councillors Wotherspoon (Chairman), Gamester, Mrs Haywood, Mansfield, Mrs Mills, Mrs Phillips, Thomas and the Clerk

1. **APOLOGIES** – Councillors Mrs Claxton, Copeland and Mrs Pendleton, PCSO Morge, District Councillor Mrs Oakley and County Councillor Mrs Coleman.
2. **MINUTES** –The Minutes of the Parish Council Meeting held on the 21st September 2011 having been circulated were approved and signed.
3. **DECLARATIONS OF INTEREST** – Mrs Haywood declared a personal interest in item 4 being a member of the Jubilee Hall Committee and Mr Wotherspoon declared a personal interest in item 4 being Chairman of the Safer Arun Partnership.

4. PUBLIC DISCUSSION PERIOD

Mr Brookland asked when the fire damaged recycling container was going to be replaced. The Chairman advised that the matter was reported to the District Council on 12th October and is being progressed. Mr Brookland further advised that a fence post at the recycling centre was loose and needed replacement. The Chairman undertook to raise the matter with the District Council.

Miss Bowden asked when the entrance area to the Jubilee Hall was going to be improved. It was explained that this was the responsibility of the Jubilee Hall Committee and Mrs Haywood said she understood that estimates were being obtained for the work to be undertaken.

Mr Burrows and Mrs Johnstone provided a detailed update on the progress of the Unique Youth Project (UYP). The club currently has 62 children signed up aged 11-15 years and they hold their weekly meeting in St Nicholas Church Hall which only has a capacity for about 30 children. During the summer they have been able to overflow onto Shrubbs Field. This in turn causes supervision issues as the adult volunteers have to be split between the two sites and there is a need to recruit additional volunteers. There are also storage issues as there are two plasma televisions, electronic games boxes and large bean bags. Originally these were stored with the assistance of a security firm which UYP used but the firm is no longer involved so items are stored in/transported from various locations. In addition to the £2,000 provided by the parish council, the UYP has raised a further £4,000. These funds have been used to buy televisions, Wii machines and X boxes as well as paying for insurance, CRB checks etc. The Clerk provided Mr Burrows and Mrs Johnstone with details of Arun Safer Communities grant scheme where applications up to £4,000 can be made.

UYP now has effectively three key matters to resolve quickly – Hall capacity, storage/transportation and volunteers. If these can't be resolved within a few weeks the club will be closed and regroup/reopen in Spring 2012. (See Item 6 (f)).

- 5. ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances** – The Chairman and Mrs Phillips attended the Annual General Meeting of the 39 Youth Club on 13th October 2011.

6. MATTERS ARISING

a) Allotments Update/Funding request

Mr Mansfield advised that the allotments project was proceeding well and that some allotment holders were already working on their plots to clear away the grass and rotovate the ground ready for next season. The Clerk advised that the council had paid a £320 deposit for the allotment shed and that Ford Parish Council had written requesting an allotment bridgeover loan of £5,000 to assist their cashflow whilst they purchase the equipment and services for the allotments. The vast majority of these funds will be recovered when the LEADER grant of £10,491 is received and VAT of £2,600 is recovered. The remaining outstanding balance will be split between Ford, Clymping and Middleton Parish Councils. Mr Mansfield proposed approval of the £5,000 financial assistance to Ford Parish Council and this was seconded by Mrs Mills and unanimously agreed. The Clerk will forward a cheque to Ford Parish Council with a covering letter.

b) Position re Neighbourhood Plan

On 5th October 2011, Lisa Palmer, ADC's Neighbourhood Plan Officer spoke to the Development Control Committee (DCC) meeting about the requirements to produce a Neighbourhood Plan and the level of involvement required by councillors and parishioners. Subsequently the Clerk prepared a draft Neighbourhood Plan grant application and ascertained from Ms Palmer that the latest date for its submission is 24th October 2011. Prior to this meeting, members of the DCC discussed in some detail whether it was worthwhile preparing a Neighbourhood Plan and resolved to refer the decision to the full council in view of the complex and competing issues. The matter was very fully discussed by the full council with Mr Mansfield saying it will be difficult to do and that the legislation was skewed in favour of developers. There was also the risk that any grant provided by central government will be small and that the council will have to raise significant sums through the precept. Further, at best the Neighbourhood Plan will become supplementary planning guidance which may, or may not, be effective as with the Village Design Statement. Mrs Haywood said it will be a difficult document to produce which will need professional input and will be time consuming. Mr Gamester doubted whether it was worth the time and effort and Mrs Phillips questioned how a Neighbourhood Plan will work and where the infrastructure funding will come from. Mr Gamester then proposed not to apply for a Neighbourhood Plan grant at this stage which was seconded by Mr Thomas and unanimously agreed. The Clerk will advise Lisa Palmer of the decision.

c) Elmer Beach Post Office Update

The Clerk read a letter from the Post Office, dated 13th October 2011, which advised that they were still trying to find premises to operate a post office. Mr Thomas said he had spoken to the Post Office subsequently and they had expressed hope that the matter could be resolved soon. The Chairman confirmed that he had spoken with the owner of the

Elmer Beach Stores premises and again positive statements were made so it is hoped that matters will come to a satisfactory conclusion shortly.

d) Electoral Review of ADC

An electoral review is to be undertaken of Arun District by the Local Government Commission for England, starting in early 2012. A parish briefing meeting is being held on 6th December 2011 and the Clerk invited members to put their name forward for the meeting. As no names were forthcoming the Clerk will attend on behalf of the council.

e) ADC/Sustrans – Cycle Racks

Arun District Council wrote to ask if they may install cycle racks in Shrubbs Car Park by the Health Centre and whether the council was aware of any other sites which will benefit from cycle racks. Mr Gamester suggested some should be installed at Elmer Sands close to the beach and members agreed to recommend both sites. ADC further enquired whether the council will fund the installations but as there is no budget for this, the request was declined. The Clerk will advise ADC accordingly.

f) Unique Youth Project

Following on from the comments of Mr Burrows and Mrs Johnstone (Public Discussion Period), Mrs Mills enquired why UYP bought such a lot of equipment if they had no permanent storage facility. Mr Burrows admitted they were on a learning curve and blamed the security company for stepping back. Mr Thomas said the real need for the facilities was during the winter and this was accepted by the UYP representatives. They continue to look for a suitable local venue and storage facilities albeit say they have tried everywhere locally. It was suggested they approach the WSCC Family and Children's centre in Middleton Road. Mrs Pendleton volunteered to be the council's representative on the UYP's committee and it was agreed that she will contact Mr Burrows.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 21st September 2011 and 5th October 2011 were circulated and noted.

8. GENERAL PURPOSES COMMITTEE

i) Countryside and the Environment Advisory Sub Committee

The Clerk referred to WSCC's recent note titled "Public Rights of Way Volunteers – update" within which it stated that over a hundred volunteer Parish Path Inspectors (PPI) have been trained and allocated to 120 of 161 parishes. The list provided showed that Middleton had been allocated a PPI so the Clerk sought clarification that this meant that the council's Parish Footpath Warden (Mrs Haywood) had that role. WSCC declined to name the individual, citing the Data Protection act, but clearly this person was not Mrs Haywood and apparently the PPI has no role to liaise with the Parish Council. As the PPI has effectively taken over the Parish Footpath Warden's duties (which have been ongoing for decades), members resolved to immediately cease to monitor parish footpaths and to disband the role of Parish Footpath Warden. If any parishioners have issues with the Public Rights of Way they will be referred directly to WSCC. A member said he was aware of the PPI's name. The Clerk will advise WSCC PROW of the council's decision.

The Clerk reported that the dog bin at the southern end of Shrubbs Field has now been repaired by Arun District Council at no cost to the council.

The Clerk advised that an invoice was being paid from WSCC for £1,375 representing the cost of planting of eleven trees. This will be undertaken between December 2011 and February 2012.

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

The Chairman together with Mrs Phillips attended an Arun District Council Emerging Coastal Issues Seminar on 11 October 2011. The seminar covered coastal erosion from Chichester/Selsey east to Worthing and provided details of the Flood and Coastal Resilience Partnership Funding which is administered through Defra.

(iii) Liaison Advisory Sub Committee

Nothing to report.

iv) Projects Advisory Sub Committee

Nothing to report.

v) Roads & Transport Advisory Sub Committee

Nothing to report.

9. PARISH LAND AND PROPERTY COMMITTEE

The Clerk reported that goal mouths in front of the wooden goal posts had been filled with top soil, levelled and seeded.

10. CORRESPONDENCE

The following items had been received:-

- (1) Action in rural Sussex – Summary Report/Accounts 2010/2011
- (2) ADC – Off Street Parking Notice re Bognor free parking (*General Circulation*)
- (3) ADC – A Leisure Strategy for Arun District (*Full Circulation*)
- (4) County Cllr Mrs Coleman – Email update on various issues (*Full Circulation*)
- (5) CPRE – Booklet about how to respond to planning application
- (6) Ford Parish Council – Invitation to Remembrance Service (*Full Circulation*)

11. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£43,648.17
Total	<u>£44,898.17</u>

b) Accounts for payment -

The following payments were approved nem.con and made:

(1) WSCC Payroll**	£ 782.81
(2) Manor Nurseries* (Bulbs)	£ 39.96
(3) Acorn Fencing* (Deposit for Allotments Shed)	£ 320.00
(4) Danwood Finance (Quarterly photocopier lease charge)	£ 45.82
(5) Liss-Ard Ltd (Tesco Gift Cards for MN Distributors)	£ 190.00
(6) Ford Parish Council (Temp assistance for allotments)	£ 5,000.00
(7) WSCC (Tree planting)	£ 1,375.00
(8) Royal British Legion (Wreath S137)	£ 25.00
Total	£ 7,778.59

* Cheque issued 29/9/11

** Cheque issued 5/10/11

12 ANY OTHER BUSINESS

Mrs Phillips advised that she had spoken to County Councillor Mrs Coleman to press the case for the repairs to north side of Middleton Road footpath to be started as soon as possible.

There being no further business the Chairman reminded members that the next Meeting will be held on **21st December 2011 at 7.00 p.m.** The meeting closed at 8.15 p.m.