

**MIDDLETON-ON-SEA PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**Held in the back of Jubilee Hall, Elmer Road, Middleton-on-Sea**  
**On 15<sup>th</sup> December 2010**

**PRESENT** – Councillors Wotherspoon (Chairman), Mrs Claxton, Copeland, Gamester, Mrs Haywood, Jeffrey, Mansfield, Mrs Mills, Mrs Phillips, Redman, Thomas, Watson, the Clerk, District Councillor Mrs Oakley and PCSO Morge.

**1. APOLOGIES** – County Councillor Mrs Coleman.

**2. MINUTES** –The Minutes of the Parish Council Meeting held on the 20<sup>th</sup> October 2010 having been circulated were approved and signed.

**3. DECLARATIONS OF INTEREST**

Mr Mansfield declared a prejudicial interest in part of item 13 as he is acquainted with both contractors and one works for him. Mr Wotherspoon declared a personal interest in item 11(b)(6) being the recipient of the honorarium.

**4. PUBLIC DISCUSSION PERIOD**

The Chairman advised Ms Bowden that he had investigated the possibility of installing 10mph signs at the entrance of Shrubbs Car Park and, whilst this would be possible, the speed limit could not be legally enforced. An alternative suggestion would be the installation of speed humps. He suggested Ms Bowden consider the matter and respond in due course.

Ms Bowden requested that a salt bin is installed in the Recycling Area and was advised that the council had previously decided not to install salt bins. It was suggested that she may wish to speak with County Councillor Mrs Coleman.

Mr Brookland also raised salt bins and commented that the raised gardens were looking untidy. The Chairman said he will investigate the raised gardens. Finally, Mr Brookland said the white line marking on the disabled parking bay opposite the garage had faded and the space was being used by ordinary drivers. It was confirmed that the disabled bay was advisory only and PCSO Morge agreed to speak to WSCC Highways.

PCSO Clive Morge circulated the recent crime statistics and said that the Chief Constable is supporting the retention of PCSOs. He also mentioned that he has recently been involved in the Drink Driving Campaign. The Chairman thanked him for his work throughout the year and wished him well for Christmas and the New Year.

**5. ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances** – There were none.

## **6. MATTERS ARISING**

### **a) 2011/2012 Budget**

A paper was circulated recommending a £2,000 reduction in the precept from £37,000 to £35,000. This has been achieved by reducing expenditure by £3,700 to £37,040 and covering the cashflow shortfall by an estimated £11,000 of Brought Forward Contingency.

The Chairman said he was pleased with the reduction in precept and congratulated the Clerk and Finance Committee on their achievement.

Mr Copeland proposed the precept of £35,000 which was seconded by Mr Mansfield and approved by an overwhelming majority.

### **b) Installation of outdoor exercise equipment on Shrubbs Field**

It was resolved on 21<sup>st</sup> July 2010 that outdoor exercise equipment which could be used by older people should be purchased at a total cost of £3,000 using the existing £2,000 budget and £1,100 Village Enhancement Grant. A booklet showing the types of equipment available has been circulated. Mrs Claxton said a number of people wanted to use the equipment and even mothers could use the equipment whilst their children were playing. Mrs Claxton proposed the purchase of a Cross Trainer together with an Arm and Pedal Bike. This was seconded by Mrs Phillips and approved by an overwhelming majority. Mr Gamester asked where they will be positioned, and as various suggestions were made, it was agreed to defer the decision until 20<sup>th</sup> January by which time the Clerk will have obtained quotations for the purchase and installation of the equipment.

### **c) CCTV update**

The Clerk reported that as a contract had to be awarded the matter should be deferred to Confidential Business.

## **7. DEVELOPMENT CONTROL COMMITTEE**

Copies of the minutes dated 20<sup>th</sup> October, 3<sup>rd</sup> November, 17<sup>th</sup> November and 1<sup>st</sup> December 2010 were circulated and noted.

## **8. GENERAL PURPOSES COMMITTEE**

Copies of the minutes dated 17<sup>th</sup> November 2010 were circulated and noted.

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

A letter from Arun District Council regarding their Dog and Litter Bin Review was circulated. In future, if a bin is requested, ADC will charge the full cost of supply, installation and future servicing/maintenance. The Chairman said there was a 'work around' by moving an existing bin to a new location.

The Clerk advised that the tree surgeon will be undertaking remedial work on Middleton Green on 16<sup>th</sup> December. This includes the reduction of the large branch which overhangs Sea Lane, as recommended in the tree specialist's report.

The annual Village Green Clearance will be on Saturday 8<sup>th</sup> January 2011 at 10.30 a.m. Mr Mansfield requested as many people as possible to attend.

Mr Mansfield reported that a benefactor is proposing to make land available for up to 30 allotment spaces. It is proposed that the allotments, which are located in Yapton Parish, will be overseen by an Executive Committee comprising Middleton, Yapton, Ford and Clymping Parish Councils with the day to day administration being undertaken by an allotment holders group. There will be some setup cost implications for the parish council and Yapton Parish Council will need to submit a planning application. Whilst it is early days, it is anticipated that the allotments will be shared by only three parish councils as Yapton already has a stock. There is a further meeting to progress matters at 10 a.m. on 20<sup>th</sup> December in Yapton & Ford Village Hall and Mr Mansfield encouraged someone, who wants an allotment and is prepared to play an active part in the site's administration, to attend the meeting. Mr Copeland said it was very good news, particularly as it is gifted land, and said he knew someone who can attend the meeting.

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

The Elmer Sands SWMP is meeting on 16<sup>th</sup> December at which time it is hoped that the terms of the Parish Council's involvement can be resolved.

**(iii) Liaison Advisory Sub Committee**

The Clerk advised:

- Councillor Jeffrey's briefing note for the last JWAAC meeting (24<sup>th</sup> November) has been circulated to members. It includes confirmation that the Middleton Road path improvements are now in the WSCC Highways Works plan, the cycle path has been added to the Transport Plan and that the Highway Rangers will clean the Neighbourhood Watch sign in Yapton Road. Mrs Claxton confirmed this had yet to be done and said she was trying to get it moved to a better location.
- Middleton News was published on 3<sup>rd</sup> December 2010.
- Details of the 5<sup>th</sup> May 2011 election timetable has been circulated to members. The Chairman enquired whether the Parish Council had been consulted about the venue for the polling station. The Clerk advised it had not but he will make enquiries.
- The Localism Bill was introduced to Parliament on 13<sup>th</sup> December 2010 and it is therefore anticipated that The Standards Board for England will cease to investigate complaints in late 2011 and will be formally abolished in early 2012.

Arun District Council have written regarding the review of its Housing Allocations Scheme enquiring whether the council wishes to comment on the new draft scheme. District Councillor Mrs Oakley said she was on the Working Party. The Clerk was instructed to circulate the letter to members.

**iv) Projects Advisory Sub Committee**

Nothing to report.

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

Nothing to report.

## 9. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes dated 3<sup>rd</sup> November 2010 were circulated and noted.

The Clerk reported that an uprated hasp and staple latch had been fitted to the sports pavilion door and that a new heavy duty padlock is in use which has a unique key that cannot be duplicated locally.

## 10. CORRESPONDENCE

The following items had been received:-

- (1) Action in rural Sussex – Newsletter
- (2) Came & Company – Insurer’s advice re snow clearance (*Full Circulation*)
- (3) Clerks & Councils Direct
- (4) Eon – Update re Rampion Offshore Wind Farm (*Full Circulation*)
- (5) Royal British Legion – Letter of thanks (*General Circulation*)
- (6) Samaritans – Request for funding, and response (*General Circulation*)
- (7) WSCC – Changes to Social Care - (*General Circulation*)
- (8) WSCC – Community Empowerment Awards (*General Circulation*)
- (9) WSCC – Comprehensive Spending Review Update (*Full Circulation*)
- (10) WSCC – Fingerpost Restoration Project (*General Circulation*)
- (11) WSCC – West Sussex Minerals & Waste Core Strategy (*General Circulation*)
- (12) WSCC – Mobile Library Review (*General Circulation*)
- (13) WSCC – Winter Service: Pre winter 2010/11 update (*General Circulation*)
- (14) WSCC – Youth Service review (*Full Circulation*)

## 11. FINANCE COMMITTEE

Copies of the minutes dated 1<sup>st</sup> December 2010 were circulated and noted.

### a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£49,449.38
<b>Total</b>	<b>£50,699.38</b>

### b) Accounts for payment -

The following payments were approved nem.con and made:

(1) Admor Ltd (Printing Middleton News)	£ 1,787.50
(2) Gillian Fowler (Newsletter co-ordinator)	£ 436.24
(3) Mrs P Allsopp (Newsletter Distribution)	£ 50.00
(4) D F Allsopp (Quarterly fee and office expenses)	£ 3,721.76
(5) Society of Local Council Clerks (Annual Fee)	£ 135.00
(6) P Wotherspoon (Chairman’s Honorarium)	£ 250.00
<b>Total</b>	<b>£ 6,380.50</b>

### (c) Accounts previously paid.

D F Allsopp (Gift Cards for Middleton News distributors)	£ 190.00
<b>TOTAL</b>	<b>£ 190.00</b>

## **12 ANY OTHER BUSINESS**

Mrs Haywood asked that an item is placed on 19<sup>th</sup> January 2011 agenda regarding litter in Yapton Road and the feasibility of employing someone to clear it up.

The Clerk advised that Mr Coster wished to address January's meeting and brief members about the proposed gyratory traffic scheme between Butlins and Hotham Park. As the Development Control Committee have already discussed the matter and written to JWAAC with their views, it was considered inappropriate for a full presentation to be made at the Parish Council meeting. After some discussion it was agreed to give Mr Coster a 10 minute slot just before the Parish Council meeting at 6.50 p.m.

## **13 CONFIDENTIAL BUSINESS – Standing Order 63**

In view of the nature of the business being transacted the public and press were excluded from this part of the meeting when a bus shelter refurbishment contract and CCTV maintenance contract were considered.

There being no further business the Chairman reminded members that the next Meeting will be held on **19<sup>th</sup> January 2011 at 7.00 p.m.** The meeting closed at 8.10 p.m.