

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 21st July 2010

PRESENT – Councillors Copeland (In the Chair), Mrs Claxton, Mrs Haywood, Mansfield, Mrs Phillips, Watson, the Clerk, District Councillor Mrs Oakley and PCSO Morge.

1. APOLOGIES – Councillors Gamester, Jeffrey (JWAAC), Mrs Mills, Wotherspoon (JWAAC) and County Councillor Mrs Coleman (JWAAC).

2. MINUTES –The Minutes of the Annual Parish Council Meeting and Annual Parish Meeting held on the 19th May 2010 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST

Mr Watson declared a personal interest in Items 11(b) and 11(c) being the recipient of a payment.

4. PUBLIC DISCUSSION PERIOD

Ms Bowden provided copies of correspondence between herself and Nick Gibb MP regarding the local footpaths and requested they were circulated to members.

Mr Brookland complained that the Parish Council and JWAAC meetings were being held on the same evening for a second occasion this year and that he wished to attend both meetings. Mr Copeland explained that the dates of Parish Council meetings were set within its Standing Orders and could not be changed. He suggested Mr Brookland contacted JWAAC to see if a more suitable date could be found. Mr Brookland also congratulated the council on renovating the three seats on Middleton Green and the Parish Council Notice Board. Mr Copeland extended his thanks to Mr Watson for his voluntary work renovating both the Middleton and Elmer notice boards.

PCSO Clive Morge gave the local crime statistics and advised that he hopes to start a Dog Watch scheme soon, which he will publicise through Middleton News. He also advised that the Speed Indicator Device (SID) had been used in the village and that a number of motorists who had exceeded 34mph will receive letters and will be recorded on the Police Database. The Clerk enquired whether PCSO Morge had viewed the CCTV pictures of the youths who camped overnight on the playground. He advised he had not as there is an apparent problem with the Police being unable to read the memory stick data provided. PCSO Morge has been requested to ascertain the precise formats which the police can view so that the CCTV data recorder can be set to provide this information.

5. ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special circumstances – The Clerk read an email from County Councillor Christina Coleman in which she advised, *inter alia*, that she has kept a

constant watch on the Gypsy and Traveller situation, especially with regard to the Ryebank (Middleton) site. It is understood discussions are ongoing between WSCC and Arun District Council albeit no decisions have been made. Brad Watson has recently been appointed WSCC Cabinet Member for Gypsies and Travellers.

6. MATTERS ARISING

a) Footway Improvement Scheme

The Clerk advised that he and Mr Watson had met a recently retired WSCC Highways Engineer to discuss how to improve the footway at minimal cost. He recommended a local civil engineering company who works for WSCC and they have provided an estimate for the repair of the footway. A meeting has been arranged to meet WSCC Highways representatives on 9th August, including Tracey Webb and a senior engineer (Peter Campbell). County Councillor Christina Coleman has also indicated she intends to come to the meeting which the parish council has requested is limited to technical issues only. Parish Council representatives will be Cllr Watson, Cllr Jeffrey (JWAAC Highways sub-committee) and the Clerk.

b) Councillor Vacancy

The Clerk reported that, to date, three parishioners had applied to become a co-opted parish councillor. It was agreed that the applicants will be invited to September's Parish Council meeting and that each will be asked to give a three minute presentation about why they wish to become a parish councillor and what experience they will bring to the council. The Clerk will write after the application closure date (30th July 2010).

c) Worms Wood 10th Anniversary Celebration Invitation

Mr Gamester is currently unavailable, for personal reasons, so he was unable to provide an update, however, Mrs Phillips said she understood he was seeking funding from ADC. She wants to encourage the local schools to get involved and discussed the possibility of holding a bar-b-que in Worms Wood during August. Mrs Phillips will seek to contact Mr Gamester by email.

d) CCTV results

It was recognised that there is a problem in providing a correctly formatted memory stick to PCSO Morge. He has therefore undertaken to contact Bognor Police Station to ascertain precisely which formats their computers can decode. Once this information is to hand, Century-21 will be asked to set-up the CCTV recorder to only record in those formats.

e) Village Enhancement Grants

Arun District Council advise that they have £3,797 available in their Village Enhancement Grant Scheme and seek applications. A number of suggestions were made including:

Mrs Claxton – Elderly public exercise machine

Mr Copeland – Additional goalposts

Mr Mansfield – Repair fingerpost outside Post Office

Mr Gamester – Additional CCTV cameras

Mr Watson – New bus shelter at Elmer.

After some discussion it was proposed by Mrs Claxton, seconded by Mrs Phillips, that exercise machines should be pursued (total cost £3,000) with wooden goalposts considered if the costs were unacceptable. This was agreed by an overwhelming majority. It was also agreed to repair the finger posts from general funds. The Clerk will make all arrangements.

f) Code of Conduct Paragraph 12 (2)

The Clerk explained the implications of adopting the paragraph which essentially permits a parish councillor with a prejudicial interest to speak as if they were a member of the public, however, it will also require the council to operate public speaking and comments from the PCSO, District and County Councillors in a more regimented manner. Mr Mansfield put the case for its implementation and other members commented. Mr Mansfield, seconded by Mr Watson, proposed Paragraph 12 (2) should be utilised for 6 months. Mrs Claxton proposed, and Mrs Phillips seconded, that Paragraph 12 (2) should not be adopted. In accordance with Standing Order Number 67, these motions must stand adjourned without discussion until the next parish council meeting i.e. 15th September 2010.

g) Local Transport Plan

Details of the provisional West Sussex Transport Plan 2011-2026 was circulated to all members. It was noted that Comet Corner (A259) will have the junction improved. This will be funded by developer contributions from Site 6. Further, a Safer Routes to School Project for Bishop Tufnell Infant and Junior Schools is within the plan. This will obviously involve Middleton Road. Its footway will clearly need improving given many mothers have push chairs and will have to manage the steep cambers on the footway. The rest of the report was noted.

h) WSCC Local Winter Management Plan

The scheme was discussed at great length, however, it became apparent that there were insufficient volunteers to operate the scheme and that there were lots of pitfalls and potential frustrations. No further action will be taken. The paper was noted.

i) Letter re broken bench at Elmer

A letter was received from Mrs Mulvany pointing out the poor state of the bench adjacent to the parish council notice board at Elmer. The original seat has a dedication plaque to Frank Bailey dated 1962 and it was proposed by Mrs Claxton, seconded by Mr Mansfield to remove the old bench and purchase a new bench for circa £322 + recoverable VAT. This was unanimously agreed. Mr Mansfield has undertaken to contact Mr Bailey's son (John) to advise him of the action being taken. The Clerk will write to Mrs Mulvany and arrange for the ordering/installation of the seat as soon as Mr Mansfield has confirmed this can proceed.

j) Designation of New European Bathing Beaches

An email has been received from Arun District Council's Environmental Health Officer inviting parish councils to submit additional beaches for consideration to be admitted to the European Bathing Beaches scheme. Mr Mansfield said he was keen to add his bathing beach, along the Greensward, to the scheme and it was agreed that the Clerk will contact Middleton on Sea Association, accordingly.

7. DEVELOPMENT CONTROL COMMITTEE

Copies of the minutes dated 19th May, 2nd June, 16th June and 7th July 2010 were circulated and noted.

The Clerk read a report from Mr Jeffrey, who attended the meeting at which Barratt Homes made a presentation. Their intention is to build an extra 70 houses which will be of 2 and 3 bedroom design with no 6 bedroom houses being built. The estate design originally included a 10% surplus capacity in the surface water drainage system however this will be taken up by the extra 70 houses and there will be not much leeway in flood prevention (using SUDS). The waste (foul) water should be split 2/3rds to Ford via a new pumping station and the remainder will affect current flooding and sewage problems at Middleton & Elmer. Barratt Homes are apparently in discussion with Southern Water but no one appears to want to take a lead in sorting this out. The Development Control Committee referred this to the full council in view of the potential problems this will create within the parish. The Clerk was instructed to write to Arun District Council expressing concern about these issues and to copy in the Ward District Councillors and Nick Gibb MP.

8. GENERAL PURPOSES COMMITTEE

Copies of the 16th June 2010 minutes were circulated and noted.

i) Countryside and the Environment Advisory Sub Committee

The Clerk thanked Mrs Haywood for organising the third Parish Midsummer Walk on 27th June. Mrs Haywood will be writing an article for inclusion in Middleton News.

Mrs Haywood attended a meeting about the WSCC Public Rights of Way Service (PROW) on 21st July at Washington. She reported that the PROW now comes under the auspices of WSCC Highways and will therefore have to share their cuts in services. It is anticipated that footpaths will only be inspected every 15 months (currently 9 months) and that in due course a hierarchy of footpaths will be created with only the most important being fully maintained.

The Clerk advised that he had been in correspondence with the Middleton on Sea Association regarding planting trees along Sea Lane. He had responded giving the Association the required parameters but has yet to hear back from them.

Mr Mansfield confirmed that the three seats in the general vicinity of Middleton Green had been refurbished recently.

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

Elmer Sands Ltd held a meeting with Nick Gibb MP on 16th July 2010 to discuss the sewage problems in Elmer Sands.

(iii) Liaison Advisory Sub Committee

The Clerk confirmed that the Co-ordinator of Middleton News has resigned and that he is acting as both Editor and Co-ordinator for the September edition of Middleton News. The Co-ordinator's job is being advertised in Middleton News so hopefully a new Co-ordinator will be appointed shortly.

Details of the Standards Board for England's requirements for members' Register of Interests have been circulated to all members.

iv) Projects Advisory Sub Committee

Nothing to report

v) Roads & Transport Advisory Sub Committee

WSCC's Public Transport Planner has written to advise that the Sunday 60 bus service to Bognor Regis and Midhurst will cease on 19th September. The reasons given are a recent unreliable service due to increased traffic congestion and that the County Council can no longer fund the service "in these times of financial hardship".

Mr Mansfield asked for the removal of the bollards opposite One Stop because of their "street clutter and visual pollution". He found no support from other members and no action will therefore be taken.

9. PARISH LAND AND PROPERTY COMMITTEE

Copies of the minutes 2nd June 2010 were circulated and noted.

10. CORRESPONDENCE

The following items had been received:-

- (1) Admor – Re Middleton News (*General Circulation*)
- (2) Clerks and Councils Direct
- (3) Express Printing Design & Print – Re Middleton News (*General Circulation*)
- (4) NHS West Sussex Chief Executive – Dental Practice closure (*Full Circulation*)
- (5) NHS West Sussex – Mental Health Services views wanted (*Full Circulation*)
- (6) PCSO Clive Morge – Local Priorities June & July 2010 (*Full Circulation*)
- (7) Sammy Transport – Grant request & response (*General Circulation*)
- (8) WSCC Connections
- (9) WSCC Fire & Rescue Proposals 2011/12 (*Full Circulation*)

11. FINANCE COMMITTEE

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£37,696.54
Total	<u>£38,946.54</u>

b) Accounts for payment -

The following payments were approved nem.con and made:

(1) Danwood Finance Ltd (Photocopier Lease)	£	44.87
(2) C Watson (Materials - notice board refurbishment)	£	9.00
(3) Danwood Grp Ltd (Photocopier usage)	£	20.32
TOTAL	£	74.19

(c) Accounts previously paid at General Purposes Committee - 16/06/2010

Information Commissioner (Data Protection Renewal Fee)	£	35.00
Arun District Council (Shrubbs Car Park contribution)	£	1,780.00
Pauline Allsopp (Middleton News Distribution)	£	50.00
Andrew Houlden (Middleton News Co-ordinator)	£	555.62
D F Allsopp (Quarterly postages/telephone calls)	£	170.38
D F Allsopp (Quarterly Clerk's fee)	£	3,135.97
Admor Ltd (Setting & Printing Middleton News)	£	1,987.50
Bognor PC Doctor (Advertisement refund – error in proofing)	£	89.25
C S Watson (Materials for renovation of notice board)	£	66.43
TOTAL	£	7,870.15

12 ANY OTHER BUSINESS

Mrs Phillips advised that she hopes to attend a 39 Club meeting next week. Mrs Oakley reported that she had attended a local Age Concern meeting and that members were concerned that Southern Rail intend to change the carriages on the coastline. These will have no toilet facilities.

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 the Clerk's remuneration was considered.

There being no further business the Chairman reminded members that the next Meeting will be held on **15th September 2010 at 7.00 p.m.** The meeting closed at 8.30 p.m.