

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the rear hall at the Jubilee Hall, Middleton-on-Sea
On 17th January 2018

PRESENT – Councillors Mrs Haywood (Chairman), Darling, Davies, Mrs Johnson, Mansfield, Mrs Mills, Pendleton, Shepherd, County & Parish Councillor Mrs Pendleton and District Councillor Mrs Oakley and the Clerk.

- 1) **APOLOGIES (Noted)** – Councillors Allsopp, Mrs Claxton and Wotherspoon
- 2) **MINUTES** – The minutes of the Parish Council meeting held on the 20th December 2017 having been circulated were amended. Following the amendments the minutes were approved and signed.
- 3) **DECLARATIONS OF INTEREST** – There were none.

- 4) **PUBLIC DISCUSSION PERIOD** – 3 members of the public were present.
Miss Bowden raised concern over young children riding their bikes between Middleton and Elmer with no hands on the handlebars and using their mobile phone and asked if a PCSO could visit local schools and warn them of the danger. The Clerk was requested to see what could be done.
Mr Probert again raised his issue of the condition of pavements in Shrubbs Drive /Nicholas Court. The Chairman informed Mr Probert that at the last meeting he was advised that the condition of the pavement did not meet WSCC Highways criteria for repairs to be undertaken. Mr Brookland was concerned that the large sign on Yapton Road needed urgent repair. County Councillor Mrs Pendleton agreed to arrange inspection of the sign. Mr Brookland asked if the seat opposite Barley's could be repaired/painted and also the bus shelter needs cleaning more often. The Chairman asked the Clerk to place both items on the next Parish Land & Property Committee meeting agenda.

- 5) **CHAIRMAN'S REPORT**
Nothing to report.

- 6) **COUNTY COUNCILLOR'S REPORT**
County Councillor Mrs Pendleton reported on the following,
 - A259 Road Improvements – project for improvements to be included in West Sussex Transport Plan.
 - Road Space Audits – scheme to identify parking issues, parking supply, traffic management has been a success and will come to rural areas later. Possibility to obtain “do-it-yourself” pack for parishes if required.
 - Bus Strategy – group being set up to identify a new bus strategy, decisions on non-funded bus travel, funded bus travel and community transport will need to be considered.
 - Education – WSCC negotiating with Government on funding formulae

- Love West Sussex – urged councillors and members of the public to report highway issues
- Expansion of School places in Arun – discussions on expansion of Felpham Community College and St Mary’s Catholic Primary School
- Closure of Worms Lane A259
- Cycle path & Rights of Way Champion – requested that the parish council appoint a Cycle path & Rights of Way Champion to identify issues in the parish. The Chairman requested that this be placed on the list of Committee Representatives for councillors to consider.
- Speeding & unsympathetic parking in Elmer Road – resident complaint about vehicles belonging to residents on Saxon Reach Estate
- Highway contributions from planning applications Y/91/17 & Y/92/17 – concerns over impact on Comet Corner
- New Pedestrian Crossing on Middleton Road –evidence support in form of petition from local people needed.
- Cut back of vegetation on Yapton Road North of Silver Birch Drive – work now completed and now on WSCC maintenance schedule.

7) DISTRICT COUNCILLOR’S REPORT

District Councillor Mrs Oakley reported on the following

- Council Tax Reduction Scheme in place for further year.
- Contract with Biffa for waste disposal extended for a further three years.
- Schedule of priorities for residents to be called “The Vision” to be set up to assist residents dealing with Arun DC.
- Sea Defences following recent storms
- Speeding – Police Commissioner attending questions and answers meeting.
- Public Conveniences – design of unisex toilets under discussion
- Rotary Club Arun Youth Community Awards – could parish council place flyer on notice board.

- 8) ITEMS not otherwise on the Agenda but which the Chairman considered to be a matter of urgency due to special considerations.** – Councillor Mrs Pendleton asked if changes to the Data Protection Act which come into force soon are covered by the Parish Council. The Chairman requested that the Clerk place this item on the agenda for the next meeting.

9) MATTERS ARISING

a) Update on actions from previous meeting

The Clerk having previously circulated a report advised on the position with regard to the actions.

- The fencing repair has now been identified.
- With regard to speeding a response from WSCC Highways Traffic Signals Team has indicated that the cost to supply and install a vehicle activated sign (VAS) would be in the region of £10,000-£15,000 per sign plus the cost of installing power to each sign.

- Councillor Training – The Good Councillors Guide was distributed to members. The Chairman requested that councillors read the guide before the next meeting and requested that the Clerk include this on the agenda for the next meeting. Councillor Mrs Pendleton stated that at the next meeting the Parish Council need to consider what skills set it should aspire to.

b) Proposal to amend Standing Order 2(b)

Councillor Mrs Pendleton circulated to members her proposed resolution which was as follows,

THE STATUTORY ANNUAL MEETING

“IN A YEAR WHICH IS NOT AN ELECTION YEAR SHALL BE HELD ON THE SECOND WEDNESDAY IN MAY”

The proposed resolution was seconded by Councillor Pendleton. Standing Order 67 was invoked and no discussion took place and the proposal will now be placed on the agenda for the next meeting.

c) Update Public Conveniences

The Clerk having previously circulated a report was noted by members. The Chairman stated that a meeting on the 30th January 2018 has been arranged.

d) British Legion – Silent Soldier Appeal

The Clerk informed members that the cost for a Silent Soldier was £250. Members discussed the importance of recognising the event and where it could be sited, the Obelisk gained overall approval. Councillor Mrs Johnson proposed that the Parish Council purchase a Silent Soldier, this was seconded by Councillor Mrs Pendleton and approved unanimously by members. The Clerk was requested to order a Silent Soldier.

Councillor Mrs Pendleton stated that this year’s Armistice Day Celebrations in Ford and Climping are looking for ideas to make the event larger than usual and asked if the Parish Council wished to be involved. The Chairman requested that the Clerk place this item on the agenda for the next meeting.

10) DEVELOPMENT CONTROL COMMITTEE

The minutes dated 20th December 2017 and 3rd January 2018 having been circulated to members were noted.

- 1) **Arun DC Local Plan 2011-2031 Main Modifications Consultation Period** – Councillor Mansfield requested that the document be circulated to members. The Clerk was requested to circulate the above document.

2)

11) GENERAL PURPOSES COMMITTEE – There were no minutes to circulate

- 1) **Update JWAAC Administration Fee 2018-2019** – The Clerk having previously circulated a report to members was noted.

12) PARISH LAND AND PROPERTY COMMITTEE – There were no minutes to circulate

13) **CORRESPONDENCE** – The following items had been received

- 1) Clerk & Councils Direct (*circulated*)

14). **FINANCE COMMITTEE**

a) **Bank Accounts -**

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

Current Account	£ 1,250.00
Business Reserve	£50,848.82
Total	<u>£52,098.82</u>

Accounts for payment:-

The Lock Centre	CCTV	*	£594.00
Gillian Fowler	Middleton News	*	£495.29
Apogee Ltd	Photocopier Charges	*	£7.74
Total			£1097.03

- *Issued prior to meeting*

15). **ANY OTHER BUSINESS**

Councillor Mrs Mills asked if the cleaning schedule for Middleton-on-Sea can be obtained from Arun DC. The Clerk was requested to obtain the necessary schedule.

The Chairman informed members of the Summer Fete and wanted ideas as to “who does what” in terms of Parish, District and County so information can be provided to members of the public.

The Chairman informed members that the annual general meeting of Hobbs Allotments will take place on the 18th February 2018 at 4.00pm in the Sports Pavilion. Councillor Davies agreed to attend on behalf of the Parish Council

There being no further business the Chairman reminded members that the next meeting will be held on **21st March 2018 at 7.00pm**. The meeting closed at 7.55pm.

