

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the rear hall at the Jubilee Hall, Middleton-on-Sea
On Wednesday 19th September 2018

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

1. APOLOGIES (Approved) – None
(Noted) - None

2. MINUTES – The Minutes of the Parish Council Meeting held on the 18th July 2018 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST – Councillors Allsopp, Mrs Haywood and Mrs Johnson all declared a non-pecuniary interest in respect of item 9(m) in that their properties abut or are within the Area of Special Character.

4. PUBLIC DISCUSSION PERIOD – 4 members of the public were present. Mr Brookland stated that the fencing around the toilets has now been done but was concerned that the road sign is in need of urgent repair and is a health and safety issue. The Clerk was requested to report the road sign as dangerous. Two representatives from Middleton-on-Sea Association attended in respect of agenda item 9(m) to see what position the Parish Council wishes to take.

5. CHAIRMAN’S REPORT

Mrs Haywood stated that Christine Hammond, Secretary Jubilee Hall Committee passed away last Friday. Mrs Haywood advised members that she planned to attend the Remembrance Service at Ford and lay a wreath as usual on behalf of the Parish Council. Mrs Pendleton requested consideration of a more village focused service within Middleton possibly around the Silent Soldier. Mr Mansfield did not feel that the Silent Soldier should become a shrine and following further discussion by the committee Mrs Haywood agreed to approach Father William and report back to members

6. COUNTY COUNCILLORS REPORT

The Clerk having previously circulated the report was noted by members. Mr Shepherd stated his disappointment with the delays incurred in relation to speeding proposals within the village and the refusal by West Sussex County Council to accept the proposals. Mrs Pendleton stated that unfortunately the Parish Council missed the WSCC deadlines. Mr Shepherd stated that the Parish Council now know what is needed and what needs to be done in time for next year. The meeting discussed how best to proceed in light of the response from WSCC, village gateways and the setting up of a Community Speed Watch Group seemed by members to be the best way forward. With regard to setting up the Community Speed Watch Group Mrs Claxton proposed that the Clerk be instructed to proceed with the application, this was seconded by Mr Pendleton and approved

unanimously. The Clerk was also requested to obtain details on village gateways in terms of cost and suitability and to arrange a meeting with WSCC Highways to meet in Middleton to discuss the speeding issues.

7. DISTRICT COUNCILLOR'S REPORT

The Clerk having previously circulated the report was noted by members. Mrs Oakley reported that following a meeting with the Police, new police officers are in training. She has requested that PCSO'S be re-instated, possible use of special constables being considered.

8. ITEMS not otherwise on the Agenda which the Chairman is of the opinion should be considered as a matter of urgency due to special circumstances – There was nothing.

9. MATTERS ARISING

a) Update on actions from previous meeting

The Clerk having previously circulated a report was noted by members. Mr Wotherspoon reported that the fencing is now all repaired around the toilets and bus shelters have been cleaned.

b) Appointment of Trustee – Friends of MOS Pond & Green Charity

The Clerk circulated an amendment to the suggested wording in respect of Clause 10(3) in respect to the Charitable Incorporated Organisation (CIO), Mr Wotherspoon proposed acceptance of the amendment which was seconded by Mr Allsopp and agreed unanimously by members. Nominations for the appointment of a Trustee from the Parish Council were requested, Mrs Mills nominated Mrs Pendleton this was seconded by Mrs Johnson and approved unanimously by members.

c) Youth Services Provision

The Clerk having previously circulated the report was noted by members. Mrs Haywood stated that CREATE are looking for support from local Parish Councils and would like to be able to support the project by offering the facilities in Middleton for events such as Shrubbs Field and the Village Hall. CREATE to be contacted by the Clerk to see if an article in Middleton News would be of interest to them.

d) West Sussex County Council Strategic Transport Investment Programme

County Councillor Mrs Pendleton having prepared the report which has been circulated to members stated that the report includes key route plans for Middleton, improvements to the A259, a North-South route along A27-A259 which will take away heavy goods vehicles from Middleton. Arun DC have indicated their support for the plan. Mr Allsopp asked how the funding for traffic lights or a roundabout at Comet Corned is to be achieved in light of developments in neighbouring parishes that use this junction. Mrs Pendleton stated that an advisory group is looking into the situation and the contributions made by developers.

Mrs Pendleton gave her apologies and left the meeting at 8.05pm

e) Request from Friends of MOS Pond & Green Charity for approval of Notice Boards

The Clerk having previously circulated a report was noted by members. Mrs Mills Chairman of Pond & Green Charity stated that the notice boards will fulfil the recommendation in the Kate Ryland report and a donation of £2,500 has been received from Bilsham Solar Farm. Mr Allsopp proposed approval which was seconded by Mrs Claxton and approved unanimously by members.

f) Update Petitions Speeding & Pedestrian Crossing

This item was discussed under item 6.

.g) Bathing Water Enhancement Programme

Mr Wotherspoon reported that this is a Southern Water project and he attended an event at the Greensward as part of his Cabinet responsibilities on cleansing. There was a good attendance especially from representatives of the Parish Council. Mr Wotherspoon stated that he also attended an event arranged by Elmer Sands and the Environment Agency with regard to flooding.

h) Friends of MOS Pond & Green Charity Minutes & Accounts

The Clerk having previously circulated the minutes and accounts were noted by members.

I) Annual Audit for Year Ending 31st March 2018

The Clerk reported that the external auditor has given the Parish Council a clean audit certificate for the above accounts. Mr Allsopp wished to record a vote of thanks to the Internal Auditor and the Clerk for their work on the accounts, this was seconded by Mr Wotherspoon and agreed unanimously by members.

j) Coastal Defence Works – Middleton & Elmer

The Clerk having previously circulated an email was noted by members.

k) Bridleways – Middleton Division

The Clerk having circulated an email was noted by members

l) Friends of MOS Pond & Green Charity – CCTV Investigation Works

Mrs Mills stated that there was no update to give due to the works not taking place.

m) Conservation Area for Middleton-on-Sea.

Mrs Haywood reported that Mr Hills of Middleton-on-Sea Association (MOSA) attended a Development Control Committee meeting recently to outline MOSA proposals with regard to a conservation area for Middleton. These proposals were well received by the DCC. Mrs Haywood stated that her personal view is that the area should be the area within the Village Design Statement and the Area of Special Character. Mr Wotherspoon stated that MOSA have contacted him as a District Councillor for Middleton-on-Sea and an officer at Arun DC and is very supportive of either area outlined in the papers received. Mr Allsopp stated that this will provide additional protection to trees and is in favour of covering the whole area. Mr Mansfield agreed that the Area of Special Character is unique and would go down that route. The meeting asked Mr Hills representing MOSA some questions. Mr Hills originally looked at the smaller area but is encouraged by what he has heard from the Parish Council and will now go for the Area of Special Character and the Village Design Statement is a good basis for looking into the conservation area. Mrs Haywood stated that the Parish Council will give MOSA support and would like MOSA to advise the Parish Council of meetings arranged to discuss the conservation project so that a representative from the Parish Council can attend also. Mr

Hills thanked the committee for their support and stated that at the next meeting of the Parish Council the Chairman of MOSA will be attending.

10. DEVELOPMENT CONTROL COMMITTEE

(a) The minutes dated 18th July, 1st August, 15th August and 5th September 2018 having been circulated to members were noted.

(b) Arun DC Local Plan – Non Strategic Sites Development Plan Document & Neighbourhood Plans Workshop

Mr Allsopp stated that a report from Arun DC showed that Middleton have been allocated 200 houses within the additional 1,250 houses needing to be identified in the local plan. A letter has been sent requesting that this be reduced to 150 houses. Currently 13 houses have been approved and a further 139 are developable. The Redman’s Farm is not developable as it is in the area of flooding. East of Yapton Road there are two areas for possible housing development which cover 580 and 552 houses but fall into the Strategic Gap and the Inspector has stated that these will not be built on. Mr Allsopp and Mrs Haywood attended a meeting with Kevin Owen at Arun DC to explain why 150 houses has been suggested and also discussed the Strategic Gap, a further meeting on the 3rd October 2018 with other parish councils has been set to discuss the methodology on how 1,250 houses needs to be identified.

11. GENERAL PURPOSES COMMITTEE – Nothing to report

12 PARISH LAND AND PROPERTY COMMITTEE

(a) The minutes dated 15th August 2018 having been circulated were noted.

13. CORRESPONDENCE

- (1) Clerks & Councils Direct
- (2) NHS Big Health & Care Conversation (*email circulated*)
- (3) Arun DC – Planning Peer Challenge (*circulated*)
- (4) West Sussex County Council – Joint Minerals Plan (*circulated*)
- (5) Draft Revised Statement of Community Involvement Consultation (*circulated*)

14. FINANCE COMMITTEE – The minutes dated 1st August 2018 having been circulated were noted.

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£51,111.60
Total	<u>£52,361.60</u>

b) **Accounts for payment -**

WSCC	Payroll	*	£1339.24
Admor Ltd	Middleton News	*	£1107.00
Joe Lake	Stationery	*	£123.20
AED Locator	Defibrillator	*	£117.60
Joe Lake	Office Allowance	*	£216.00
WSCC	Payroll	*	£1230.70
Moore Stephens	External Auditor	*	£360.00
Easy Hosting	Website	*	£6.47
ALERA	Grant Funding	*	£1840.00
Total			£6340.21

- *Issued prior to meeting*

15. ANY OTHER BUSINESS

Mr Wotherspoon reported that the Green Dog Walker Scheme that Mrs Johnson raised is being researched and will provide further details at the next Parish Council meeting. Mr Darling informed the meeting that the Parish Council will be receiving an invitation to attend an event on the 16th October 2018 from Bognor Regis Town Council.

Mrs Johnson gave an update on Emergency Planning, she will be attending a conference on 4th October 2018, the parish has received £1,000 of equipment following the training courses recently and currently investigating grants available from SSE Resilience Community Fund for up to £20,000 for additional equipment, also looking into the need for a separate building to house equipment. Mrs Haywood stated that at this time there was no need to request funding but to continue to pursue training.

Mr Allsopp informed the meeting that Middleton News needs a distributor to take over from a long standing distributor who unfortunately cannot do it anymore. Mr Darling agreed to take on the route.

There being no further business the Chairman reminded members that the next meeting will be held on the **17th October 2018** at 7.00pm and the meeting closed at 8.37pm

