

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 December 2018

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

1. APOLOGIES (Approved) – None
(Noted) – Councillors Mansfield & Wotherspoon

2. MINUTES – The Minutes of the Parish Council Meeting held on the 17th October 2018 having been circulated were amended. Following the amendments the minutes were approved and signed.

3. DECLARATIONS OF INTEREST – Councillor Davies declared a non-pecuniary interest in respect of item 11(c) being a plot holder. Councillor Mrs Haywood declared a non-pecuniary interest in respect of item 9(k) being a nearby resident. Councillors Mrs Pendleton, Mrs Johnson and Mrs Mills declared a non-pecuniary interest in respect of item 9(k) being Trustees of the Friends of Pond & Green Charity.

4. PUBLIC DISCUSSION PERIOD – 7 members of the public were present. PCSO Shrimpton and colleague attended the meeting to update the Parish Council on the crime rate in the parish for the period 1st December 2017-30th November 2018. There were 137 reported instances in the period (142 previous year) and the main areas reported were.

- Anti-Social Behaviour – 88 reported cases (89 previous year)
- Burglary – 13 cases reported (9 previous year)
- Vehicle issues – 11 cases reported (31 previous year)

The Community Speed Watch team are currently assessing the roads that have been designated by the Parish Council. Councillor Mrs Johnson asked if the statistics covered repeat offenders, PCSO Shrimpton stated that this information was not available for disclosure. Councillor Mrs Pendleton reported that at the JWAAC meeting she had passed on her thanks to the representative for the police for additional police cars patrolling the village and reporting of issues. The Chairman asked the best way to report crime, PCSO Shrimpton that the 101 email form was the best and quickest way.

Miss Bowden raised concerns over homeless people in bus shelter and that bus shelters need cleaning. Mr Brookland raised the road sign in Yapton Road and questioned why the work has not been done. The Clerk informed Mr Brookland that this has been reported on a number of occasions and is on the list of work to be done. Mr Brookland also reported that the lid of one of the bins in the recycling centre was broken and taken away but has not yet been replaced. The Clerk was asked to look into the situation with Councillor Wotherspoon. County Councillor Mrs Pendleton stated that in respect of the sign in Yapton Road, West Sussex County Council have it on work schedule, money is to

be spent on priority issues following risk assessment and requested that the Clerk provide her with the reference number and she will see what can be done.

5. CHAIRMAN'S REPORT

Nothing to report.

6. COUNTY COUNCILLORS REPORT

The Clerk having previously circulated the report was noted by members. Councillor Allsopp questioned why West Sussex County Council costing for the cycleway was so much more than the quote, this also happened when estimates were given for Comet Corner. County Councillor Mrs Pendleton stated that a new system is in place with new personnel and a new Cabinet Member.

7. DISTRICT COUNCILLOR'S REPORT

Mrs Oakley reported on the following,

- New Enterprise Hub opened in Wick and should provide a really good service for small businesses in Arun
- Two planning applications for the provision of a crematorium and have visited the exhibition in Yapton for one of the applications.
- Homelessness is still a very serious problem and seems to be increasing, more government funding is needed and have spoken with Nick Gibb MP and the government have now announced further funding.
- Have attended various meetings, Bathing Water Steering Group, Independent Remuneration Panel for allowances paid to members, training sessions on planning and licencing and attended meeting of Overview and Select Committee.
- During Remembrance week selling poppies the number of drivers speeding down Elmer Road, parking on zig zag lines at pedestrian crossing and on double yellow lines shows the situation is getting worse. I support the action that the Parish Council are taking.
- Arun District Council have confirmed that there is no intention to demolish Sheepwash Farm Barn

County Councillor Mrs Pendleton stated that the draft proposal for the second crematorium has not yet gone to planning. West Sussex County Council will terminate Housing Support contract on 31st December 2019 and discussions are on –going as to what comes next, West Sussex County Council do not have funds and it is not a statutory responsibility but is a social risk.

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. Councillor Mrs Claxton reported on behalf of Councillor Wotherspoon with regard to the need for

additional recycling bins. An additional bin has been provided at the recycling centre and collections will now be twice weekly, also recycling bins have been provided to neighbouring flats.

b) Authorisation of Press Releases

Councillor Pendleton stated that press releases need to be agreed by all members, especially if the press release includes named individuals. Councillor Allsopp stated that in 2003 it was agreed that the Chairman and Vice Chairman can approve press releases. County Councillor Mrs Pendleton stated that she was working on the press release issue and the press release undermined the work that she was doing. The Chairman outlined her reasons why the press release was needed and that the press changed the issued press release when going into the paper. Members discussed this issue more fully and it was agreed that a suitable wording be approved in respect of the issuing of press releases in the future, the wording is as follows

“The Chairman and Vice Chairman may authorise the issue of press releases subject to the following procedure. Prior to the release of the press release, the Clerk will circulate it to all councillors by email. If any councillor wishes to comment upon the press release, or offer amendments to it, this must be done within 24 hours of the email being sent. If no objections are received, the press release will be released to the Press by the Clerk 24 hours after the email was sent to councillors. If a councillor comments about the press release, within 24 hours of the email, then it will not be released until the issue has been resolved”.

c) Draft 5 Year Forward Plan

The Clerk having previously circulated a final version of the Forward Plan requested approval from members that the main and secondary goals are correct and that the suggested monitoring of the Forward Plan was also acceptable. Members agreed that these were acceptable and the Forward Plan was approved.

d) 2019/2020 Agree Budget and set Precept

Councillor Allsopp reported that the proposed increase in the precept of 4.44% was under the Forward Plan target of 5% per annum. There have been late additions to the budget in respect of the agreement to fund the Friends of Pond & Green Charity for a further year at a cost of £2,000 due to a shortfall in funding for day to day running costs. The total funding to the charity so far is £10,000 and discussions with the Chairman of the Pond & Green Charity on ways to raise more funding have taken place. Councillor Allsopp proposed that the budget be approved and a precept of £47,000 be set for 2019/2020. This was seconded by Councillor Mrs Claxton and approved unanimously. The Clerk to inform Arun District Council of the precept.

e) Yapton Poultry Farm Sales Particulars

The Clerk having previously circulated the above was noted by members. Councillor Davies reported a contractor was on site doing work to the path and a local resident challenged him and the contractor left. The Clerk was requested to contact Strutt & Parker to find out what the contractor was there for.

f) Community Speed Watch & Village Gateways

The Clerk having previously circulated the above was noted by members. The Clerk stated that agreement on the number of village gateways and their locations are required so that West Sussex County Council Highways can assess them. Members agreed that three village gateways are needed at the following locations, 1) entering from Felpham onto Middleton Road, 2) Elmer Road between Lane End Road and first gated entrance to The Layne and 3) entering Yapton Road from Comet Corner. Councillor Mrs Pendleton suggested that the use of road marking with speed limits may be a suitable alternative along Elmer Road. Councillor Shepherd stated that the village gateways will enhance the entrance to the village and alert drivers to the speed limits. The Clerk to advise WSCC Highways.

g) Approval of Traffic Regulation Order – Elmer Road

The Clerk having previously circulated the above to members was noted

h) Update Bathing Water Steering Group

The Clerk having previously circulated the meeting notes to members were noted

i) Proposed Crematorium direct access to A259 which will breach cycle way/footpath

Councillor Allsopp stated that at the presentation that he attended, access to the crematorium was by Grevitts Lane West from Bilsham Road, West Sussex County Council Highways have stated that the A259 is the entrance. If this is correct then it will cross the cycle way, there will be lots of slow moving traffic and no right turn so Climping roundabout will be more congested. County Councillor Mrs Pendleton stated that she has spoken with the planners and at Grevitts Lane West they cannot achieve the visibility splays needed and do not agree with two way in and out. There is no legal reason why the A259 cannot be used and it will be up to the planners to decide.

j) Complaint from Local Resident

The Clerk having previously circulated a report was noted by members. Councillor Shepherd stated that if any resident had strong views on how the Parish Council is run they should come along to a meeting with their wish list. Councillor Mrs Johnson stated that she has visited the footpaths and both are of a reasonable standard. County Councillor Mrs Pendleton stated that she has dealt with Mr Bridle before and has sent a letter which she will copy to the Clerk

k) Friends of MOS Pond & Green Chairman's Report & Minutes

The Clerk having previously circulated the above to members were noted.

l) Consideration of New Asset of Community Value

The Chairman stated that there was concern over the future of St Nicholas Church in Middleton and requested that the Parish Council look into possibility of registering this as an Asset of Community Value. Members agreed that it is worth trying and the Clerk was requested to start the process. Councillor Mrs Pendleton stated that this is a sensitive

issue and it was agreed that the Clerk would write to the Bishop forewarning him of the Parish Council concerns and intentions.

m) Application to upgrade footpaths to bridleway

Councillor Mrs Johnson circulated an email which outlined the benefits to the village and that the bridleway would provide access for pedestrians, cyclists and horse riders. Members agreed to support the application and the Clerk was requested to respond accordingly.

n) Consider savings options on paper at Parish meetings

The Clerk having previously circulated a report with proposals were agreed by members, the papers now to be provided to the public will be reduced by 50% and there will be no changes to the process of issuing agendas to members.

10. DEVELOPMENT CONTROL COMMITTEE

- (a) The minutes dated 17th October, 7th November, 21st November and 5th December 2018 having been circulated to members were noted.

11. GENERAL PURPOSES COMMITTEE

- (a) The minutes dated 21st November 2018 having been circulated to members were noted.
- (b) **JWAAC Highways & Transport Sub-Committee Meeting 31st October 2018 Meeting Notes** – The Clerk having previously circulated the meeting notes to members were noted.
- (c) **Hobbs Allotments AGM**

Councillor Davies reported that 49 plots are rented but a number of plots are empty and there is a shortfall in revenue and Hobbs Allotments are in the process of advertising for new members. Councillor Mrs Johnson suggested that Community Plots be looked into. Councillor Allsopp stated that the shortfall in revenue is around £600 and Ford Parish Council have requested that the three parish councils involved approve the funding under the agreed payment ratios but no payment will be made until the other two parish councils agree to pay.

12. PARISH LAND AND PROPERTY COMMITTEE

- (a) The minutes dated 7th November 2018 having been circulated to members were noted.

13. CORRESPONDENCE

- (1) Clerks & Councils Direct
- (2) Ditch the Problem – Riparian Ownership (*circulated*)
- (3) A27 Arundel Bypass Scheme Update (*circulated*)
- (4) West Sussex County Council Cybercrime/Online Safety Survey (*circulated*)
- (5) Cycle Way overspend (*circulated*)

14. FINANCE COMMITTEE – Minutes of meeting 5th December 2018- The minutes having been circulated to members were noted.

a) Bank Accounts -

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

Current Account	£ 1,250.00
Business Reserve	£59,391.98
Total	£60,641.98

(b) Accounts for Payment

Bradley Electrical	Sports Pavilion - CCTV	*	£454.28
WSCC	Payroll	*	£1230.70
Trustee Playing Fields	Contribution	*	£3111.43
WSCC	Payroll Administration	*	£45.29
J.Lake	Stationary	*	£68.53
WSCC	Payroll	*	£1230.70
CPRE	Membership	*	£36.00
J.Lake	Tesco Vouchers	*	£176.51
SLCC	Membership	*	£156.00
Total			£6509.44

- *Issued prior to meeting*
-

15. ANY OTHER BUSINESS

Councillor Mrs Mills reported that fox bait pellets have killed a dog and requested the Clerk to provide article in Middleton News next edition. Councillor Davies advised that palm oil was washing up on the beaches and this was toxic.

County Councillor Mrs Pendleton advised that the Community Initiative Fund closing date is 14th January 2019 and the amount will be reducing in the future. Also a local resident who has poor sight and uses the bus shelter by Sea Lane and on occasions misses the bus because it does not stop. The Clerk was requested to contact the bus company to see what can be done.

There being no further business the Chairman reminded members that the next meeting will be held on the **16th January 2019** at 7.00pm and the meeting closed at 8.50pm

