MIDDLETON-ON-SEA PARISH COUNCIL

PARISH COUNCIL MEETING to be held remotely using Zoom
On Wednesday 1st July 2020

AGENDA

1. **Apologies for absence**
2. **Election of Chairman of the Council - to minute that members have agreed to a one year extension for the current Chairman**
3. **Election of a Vice-Chairman of the Council – to minute that members have agreed to a one year extension for the current Vice Chairman.**
4. **Appointment of Committees, Committee Chairmen and Representatives: to minute that members have agreed to a one year extension to the current sub-committees, Chairman and representatives**
5. **Approve Minutes of the Parish Council Meeting held on 15th January 2020 and Extraordinary Parish Council meeting held on the 4th March 2020**
6. **Declarations of Interest –** *Members who have interests should declare the interest now or before the item is discussed. The member must declare the nature of the interest and whether it is Pecuniary or Non-Pecuniary. If it is Pecuniary the member will leave the meeting whilst the item is discussed.*
7. **Public Discussion Period *(Maximum 20 minutes – Limited to 3 minutes per speaker)***
8. **Chairman's Reports**
   - **(a) Annual Report 2019/2020** *(circulated)*
   - **(b) Current Report**
9. **County Councillors Report**
10. **District Councillors Report**
11. **Items not otherwise on the Agenda which the Chairman is of the opinion should be considered as matters of urgency due to special circumstances**
12. **Forward Plan** *(full report at next meeting)*
13. **Matters Arising:**

a) **Update on actions from previous meetings** *(briefing note circulated)*
b) **Meeting Dates – Parish Council & Arun DC** *(briefing note circulated)*
c) **Workshop Presentation A259 Bognor to Littlehampton Corridor Study** *(email circulated)*
d) **Tree Strategy Report – Harefield Estate** *(email circulated)*
e) **BT Public Payphone Consultation** *(circulated)*
f) **Minutes & Accounts – Friends of MOS Pond & Green** *(circulated)*
g) **Arun DC – Change of Governance Arrangements** *(circulated)*
h) **Sports Pavilion – Provision of Emergency Kit** *(briefing note circulated)*
i) **Annual reconfirmation of Financial Risk Assessment** *(briefing note circulated)*
j) **New Parish Council Website (***briefing note circulated)*
k) **Virtual Meetings –Temporary Procedure changes to Standing Orders** *(briefing note circulated)*
l) **Coronavirus COVID-19 Support from Parish Council** *(briefing note circulated)*
m) **WSCC – Restructuring of Highways Transport & Planning** *(email circulated)*
n) **Grant Application to SSE – Coronavirus COVID-19** *(briefing note circulated)*
o) **Future of Cycling in Middleton-on-Sea** *(emails circulated)*
p) **Parking in Parish** *(briefing note circulated)*
q) **Revised notice of vacancy for councillor** *(briefing note circulated)*
r) **Public Rights of Way Service Update & Signage** *(Councillor Mrs Johnson to report)*
s) **Farm Shop Guernsey Farm – Consider listed building application** *(briefing note circulated)*

14. Development Control Committee

(a) ***Minutes dated 15th January, 5th February, 19th*** **February,** ***4th March, 3rd June and 17th June 2020 (****circulated). M****eetings of 18th March, 1st April, 15th April, 6th May and 20thMay 2020 were cancelled due to the Coronavirus pandemic and therefore no minutes have been taken***

15. General Purposes Committee

a) Minutes dated 19th February and 17th June 2020 *(circulated)* ***meeting of 15th April 2020 was cancelled due to Coronavirus pandemic and therefore no minutes have been taken***

b) JWAAC Highways & Transport Sub Group – removal of democratic services *(briefing note circulated)*

16. Parish Land and Property Committee

a) Minutes dated 5th February and 3rd June 2020 *(circulated)*

17. Correspondence:

(a) Clerks & Councils Direct
(b) Soft Sand Review *(email circulated)*
(c) Arun DC – Adoption of Open Space, Playing Pitches, Built Sport Facilities and Parking Standards *(email circulated)*
(d) WSCC Permit Scheme Consultation *(email circulated)*
(e) Proposed TRO Elmer Road *(email circulated)*
(f) WSCC – Sustainability & Energy Update *(email circulated)*
(g) Environment Agency – details maintenance work in parish email *(circulated)*
(h) WSCC News Release – Financial impact of COVID-19 *(email circulated)*
(i) WSCC News Release – Response to COVID-19 *(email circulated)*
(j) WSCC – A27 Chichester Bypass possible future funding *(email circulated)*
(k) Arun DC – Coronavirus Act 2020 – impact on decision making *(email circulated)*
(l) Closure of Household Waste Re-cycling Centres *(email circulated)*
(m)Arun DC – Public Spaces Protection Order *(email circulated)*
(n) Arun DC – Community Infrastructure Levy (CIL) Guidance Notes *(email circulated)*
(o) Arun DC – Confidential briefings to Town & Parish Councils *(all reports circulated by email)*
(p) Arun DC – Letter to Government regarding funding of next trance to District Councils *(email circulated)*
(q) WSCC News Release – Reopening of Household Waste Recycling Sites *(email circulated)*
(r) WSCC News Release – Governance Committee agrees way forward on Council meetings *(email circulated)*
(s) Arun DC – Report from Chief Executive on Council's response to COVID-19 Pandemic *(report circulated)*
(t) WSCC News Release – Proposals for 21km of temporary cycle ways in West Sussex *(email circulated)*
(u) WSCC News Release – Initial funding of up to £784,000 for emergency safe space cycling and walking measures *(email circulated)*
(v) WSCC News Release – Sussex Day *(email circulated)*
(w) WSCC News Release – Greener on-street parking charges with 25% reduction for low-emission vehicles *(email circulated)*

(x) WSCC News Release – Ten Year climate change plan to be examined *(email circulated)*

(y) WSCC News Release – Chief Fire Office pays tribute to staff *(email circulated)*

18. Finance Committee:

(a) Bank Accounts:

Current	**£ 1,250.00**
Business Reserve	**£76,313.62**
	£77,563.62

(b) 2019/2020 Accounts/Annual Return for approval/ratification (accounts & *briefing note* circulated)

(c) Accounts for payment :-

WSCC	**Payroll**	*	**£1228.36**
Communicorp	**Clerk & Councils**	*	**£120.00**
Neighbourhood Watch	**Signs**	*	**£160.00**
JWAAC	**Admin Fee**	*	**£130.00**
WSCC	**Payroll**	*	**£1228.36**
Geosphere	**Subscription**	*	**£216.00**
Communicorp	**Legal Updates**	*	**£75.00**
WSCC	**Payroll**	*	**£1228.36**
Arun DC	**Toilets & Dog Bin Fees**	*	**£3975.95**
Villages in Focus	**Advert VE Day**	*	**£65.00**
Weston's	**Tree Planting**	*	**£1494.00**
Bognor Regis Town Force	**Repairs**	*	**£622.29**
Gillian Fowler	**Middleton News**	*	**£471.56**
Joe Lake	**Stationery**	*	**£88.02**
WSCC	**Payroll**	*	**£1228.36**
Bognor Regis TF	**Repairs**	*	**£1299.58**
Admor	**Printing COVID 19**	*	**£656.00**
WSCC	**Payroll**	*	**£1226.56**
Royal British Legion	**Crosses**	*	**£43.50**
WSCC	**Payroll Admin**	*	**£48.44**
Easyhosting	**Website**	*	**£44.70**
Arun DC	**Election Costs**	*	**£5495.62**
AVG	**Website**	*	**£40.56**
WSCC	**Payroll**	*	**£1226.56**
Total			**£22412.78**

***** ***Issued prior to meeting***

19. Any Other Business (*For noting or inclusion on a future agenda*)

Date of next meeting - 15th July 2020 J W Lake - Clerk

Note: If members of the public or press would like to attend this meeting remotely using your own device please contact the Parish Clerk on 01243 585262 0r by email mospc@btconnect.com for details on how to attend.