

**MIDDLETON-ON-SEA PARISH COUNCIL**  
**PARISH COUNCIL MEETING**  
**To be held remotely using Zoom at 7.00pm**  
**On Wednesday 16<sup>th</sup> September 2020**

**AGENDA**

1. Apologies for absence
2. Minutes of the Parish Council Meeting held on 2<sup>nd</sup> September 2020
3. **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.*
4. **Public Discussion Period** (*Maximum 20 minutes–Limited to 3 minutes per speaker*)
5. **Chairman’s Report** (*circulated*)
6. **County Councillors Report**
7. **District Councillors Report** (*circulated*)
8. **Items not otherwise on the Agenda which the Chairman is of the opinion should be considered as matters of urgency due to special circumstances**
9. **Forward Plan**
10. **Matters Arising:**
  - a) **Co-option of New Councillors** (*briefing note circulated*)
  - b) **Update on actions from previous meeting** (*briefing note circulated*)
  - c) **Parish Council Meeting Dates – Amendment to Standing Orders** (*briefing note circulated*)
  - d) **Middleton Pond – De-silting of Pond** (*briefing note circulated*)
  - e) **Update Newlands Barn (formerly Farm Shop)** (*briefing note circulated*)
  - f) **Insurance 2020-2021** (*briefing note circulated*)
  - g) **Meeting with Elmer Residents – Parking** (*report circulated*)
  - h) **Village Gateways** (*briefing note circulated*)
  - i) **Friends of MOS Pond & Green Minutes** (*circulated*)
  - j) **Public Rights of Way Inspection** (*Councillor Mrs Johnson to report*)
  - k) **Cycling in Middleton** (*briefing note circulated*)
11. **Development Control Committee**
  - (a) **Minutes dated 15<sup>th</sup> July, 5<sup>th</sup> August and 19<sup>th</sup> August 2020** (*circulated*)
12. **General Purposes Committee** – Nothing to report
13. **Parish Land and Property Committee** – Nothing to report
14. **Correspondence:**
  - (a) **Clerks & Councils Direct**
  - (b) **Rights of Way Summerley Estate** (*circulated*)
  - (c) **Arun DC – Confidential briefings COVID-19** (*8 reports circulated*)
  - (d) **WSCC Town & Parish Council News** (*7 reports circulated*)
  - (e) **Arun DC Interim Monitoring Officer Arrangements** (*circulated*)
  - (f) **Update Elmer Road/Villa Plage Beach Pathway** (*circulated*)
  - (g) **Arun DC – West Bersted Masterplan Consultation** (*circulated*)

- (h) News Release – WSCC Special Recognition Volunteer Award (*circulated*)
- (i) News Release – WSCC £4.7 million bid for cycling & walking improvements (*circulated*)
- (j) Coronavirus Survey Results (*circulated*)
- (k) Pavement Licences (*circulated*)
- (l) News Release – WSCC Archives Service Re-open to public (*circulated*)
- (m) West Sussex Association of Local Councils Virtual Board Meeting (*circulated*)
- (n) News Release – WSCC New Highway Maintenance Contracts (*circulated*)
- (o) Consultation Public Space Protection Order (*circulated*)
- (p) Emergency Active Travel Fund (*circulated*)

**15. Finance Committee:**

(a) Bank Accounts:	Current	£ 1,250.00
	Business Reserve	£58,996.13
		<u>£60,246.13</u>

(b) Accounts for payment :-

Dementia Support	Well Being Packs	*	£375.00
Ken Wilson	Internal Auditor	*	£150.00
Gillian Fowler	Middleton News	*	£436.12
Bognor Regis Town Force	Tree Watering	*	£52.80
Admor Ltd	Middleton News	*	£1107.00
Joe Lake	Face Masks	*	£239.94
Joe Lake	Office Allowance	*	£216.00
WSCC	Payroll	*	£1226.56
Joe Lake	Stationery	*	£117.37
Bognor Regis Town Force	Repairs	*	£321.74
Habitat Aid	Pond	*	£1690.08
Friends of Pond & Green	Donation	*	£1000.00
Netwise	Support & Domain Name	*	£480.00
WSCC	Payroll	*	£1226.56
Primavera Landcare Ltd	Pond	*	£27282.00
	<b>Total</b>		<b>£35,921.17</b>

\* Issued prior to meeting

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

Date of next meeting - 21<sup>st</sup> October 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 or by email [mospc@btconnect.com](mailto:mospc@btconnect.com) for details on how to attend.**



11. **Development Control Committee**  
 (a) Minutes dated 15<sup>th</sup> January, 5<sup>th</sup> February and 19<sup>th</sup> February 2020 (*all circulated*)
12. **General Purposes Committee**  
 (a) Minutes dated 19<sup>th</sup> February 2020 (*circulated*)  
 (b) JWAAC Highways & Transport Sub Group – removal of democratic services (*Councillor Jones to report*)  
 (c) Annual Update – Public Rights of Way Maintenance (*Councillor Mrs Johnson to report*)
13. **Parish Land and Property Committee**  
 (a) Minutes dated 5<sup>th</sup> February 2020 (*circulated*)
14. **Correspondence:**  
 (a) Clerks & Councils Direct  
 (b) Soft Sand Review (*circulated*)  
 (c) Arun DC – Adoption of Open Space, Playing Pitches, Built Sport Facilities and Parking Standards (*circulated*)  
 (d) WSCC Permit Scheme Consultation (*circulated*)  
 (e) Proposed TRO Elmer Road (*circulated*)  
 (f) WSCC – Sustainability & Energy Update (*circulated*)  
 (g) Environment Agency – details maintenance work in parish (*circulated*)
15. **Finance Committee**  
 (a) **Bank Accounts:**  
     Current £ 1,250.00  
     Business Reserve £66,229.01  
**£67,479.01**

(b) Accounts for payment:-

WSCC	Payroll	*	£1228.36
Communicorp	Clerk & Councils	*	£120.00
Neighbourhood Watch	Signs	*	£160.00
WSCC	JWAAC Admin Fee	*	£130.00

<b>WSCC</b>	<b>Payroll</b>	<b>*</b>	<b>£1228.36</b>
<b>Geosphere</b>	<b>Parish Online</b>	<b>*</b>	<b>£216.00</b>
<b>Communicorp</b>	<b>Legal Updates</b>	<b>*</b>	<b>£75.00</b>
<b>WSCC</b>	<b>Payroll</b>	<b>*</b>	<b>£1228.36</b>
<b>Total</b>			<b>£4386.08</b>

*\* Issued prior to meeting*

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

**Date of next meeting -**

**20<sup>th</sup> May 2020**

**J W Lake - Clerk**