

**MIDDLETON-ON-SEA PARISH COUNCIL**  
**PARISH COUNCIL MEETING**  
**Held in the rear hall at the Jubilee Hall, Middleton-on-Sea**  
**On Wednesday 21<sup>st</sup> July 2021**

**AGENDA**

1. **Apologies for absence**
2. **Minutes of the Annual Parish Council Meeting and Annual Parish Meeting held on 19<sup>th</sup> May 2021**
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**
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** (*no report for this meeting*)

10. **Matters Arising:**

- a) **Update on actions from previous meeting** (*briefing note circulated*)
- b) **Co-option of Parish Councillor** (*briefing note circulated*)
  1. *Presentation from applicant*
  2. *Questions from Parish Councillors*

*Following questions the meeting will go into a “Confidential Business” session and the applicant, public and press will leave the meeting to allow Councillors to consider the applicant. The “Confidential Business” session will close and the Parish Council will return to an open meeting and the applicant, public and press can rejoin the meeting if they so wish. Councillors will then vote on the co-option of the prospective candidate onto the Parish Council so that the process can be seen as fair and transparent.*

- c) **Update Neighbourhood Development Plan** (*briefing note circulated*)
- d) **Update Rampion 2 virtual meeting** (*briefing note circulated*)
- e) **Proposed planting of hedgerow at Shrubbs Field** (*Councillor Mansfield to report*)
- f) **Friends of Pond & Green Charity – Agreement for minor amendments to constitution.** (*briefing note circulated*)
- g) **Shrubbs Field Proposed Surface Water Drainage Scheme** (*Councillor Mrs Jacky Pendleton to report*)
- h) **Arun DC Tree Planting Strategy** (*briefing note circulated*)
- i) **Friends of MOS Pond & Green – Latest approved minutes 21<sup>st</sup> July 2020** (*circulated*)
- j) **A259 Bognor Regis to Littlehampton proposed enhancements consultation** (*briefing note circulated*)
- k) **Arundel to Ford station cycle lane and footpath – request for support** (*email circulated*)

- l)* **Annual Public Rights of Way Parish Report for 2020** (*email circulated*)
  - m)* **West Sussex Transport Plan Consultation** (*email circulated*)
  - n)* **Review if additional defibrillator/s required** (*briefing note circulated*)
  - o)* **Queen’s Jubilee Tea Party Event June 2022** (*briefing note circulated*)
- 11. Development Control Committee**  
(a) *Minutes dated 19<sup>th</sup> May, 2<sup>nd</sup> June, 16<sup>th</sup> June and 7<sup>th</sup> July 2021* (*circulated*)
- 12. General Purposes Committee**  
(a) *Minutes dated 16<sup>th</sup> June 2021*(*circulated*)
- 13. Parish Land and Property Committee**  
(a) *Minutes dated 2<sup>nd</sup> July 2021* (*circulated*)
- 14. Correspondence:**
- (a) **Clerks & Councils Direct**
  - (b) **WSCC – Coronavirus Updates** (*11 reports circulated*)
  - (c) **Arun DC – Coronavirus Updates** (*6 reports circulated*)
  - (d) **WSCC News Release – Conservatives retain control of West Sussex**(*circulated*)
  - (e) **WSCC News Release – New parking zones go live in Chichester** (*circulated*)
  - (f) **WSCC News Release – Key appointments at County Council** (*circulated*)
  - (g) **WSCC News Release – West Sussex Fire & Rescue Service continued significant improvement** (*circulated*)
  - (h) **WSCC News Release – Household Waste Recycling Site trial booking system to allow more visits** (*circulated*)
  - (i) **WSCC News Release – Changes to parking arrangements for health and social care workers** (*circulated*)
  - (j) **WSCC News Release – Let’s SCRAP fly tipping across West Sussex** (*circulated*)
  - (k) **WSCC News Release – Series of proposals for further major investment in Arun’s highway infrastructure** (*circulated*)
  - (l) **WSCC News Release – Shoreham Airshow Crash inquest postponed until February 2022** (*circulated*)
  - (m) **WSCC News Release – Governance Committee to meet in person** (*circulated*)

**15. Finance Committee:**

|                           |                         |                    |
|---------------------------|-------------------------|--------------------|
| <b>(a) Bank Accounts:</b> | <b>Current</b>          | <b>£ 1,250.00</b>  |
|                           | <b>Business Reserve</b> | <b>£134,171.02</b> |
|                           | <b>Total</b>            | <b>£135,421.02</b> |

**(b) 2020/2021 Accounts/Annual Return for approval/ratification** (*circulated*)

**(c) Accounts for payment**

|                                |                         |          |                 |
|--------------------------------|-------------------------|----------|-----------------|
| <b>:J.Lake</b>                 | <b>Stationery</b>       | <b>*</b> | <b>£128.63</b>  |
| <b>WSCC</b>                    | <b>Payroll</b>          | <b>*</b> | <b>£1225.87</b> |
| <b>Bognor Regis Town Force</b> | <b>Graffiti Removal</b> | <b>*</b> | <b>£217.67</b>  |
| <b>Zoom</b>                    | <b>Subscription</b>     | <b>*</b> | <b>£143.88</b>  |
| <b>J.Lake</b>                  | <b>Office Allowance</b> | <b>*</b> | <b>£216.00</b>  |
| <b>Ken Wilson</b>              | <b>Internal Auditor</b> | <b>*</b> | <b>£150.00</b>  |

|                       |                       |          |                 |
|-----------------------|-----------------------|----------|-----------------|
| <b>Admor</b>          | <b>Middleton News</b> | <b>*</b> | <b>£1107.00</b> |
| <b>WSCC</b>           | <b>Payroll</b>        | <b>*</b> | <b>£1225.87</b> |
| <b>Gillian Fowler</b> | <b>Middleton News</b> | <b>*</b> | <b>£543.67</b>  |
|                       |                       |          |                 |
|                       |                       |          |                 |
|                       | <b>Total</b>          |          | <b>£4958.59</b> |

*\* Issued prior to meeting*

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

**Date of next meeting -**

**1<sup>st</sup> September 2021**

**J W Lake – Clerk**

