

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 21st July 2021

PRESENT – Councillors Mrs Haywood (Chairman), Ball, Ms Godfrey, Harris, Mrs Johnson, Jones, Knight, Mansfield, Mrs Mills, Newton and the Clerk

1. APOLOGIES (Approved) - None

(Noted) - Councillor Mrs Pendleton

2. MINUTES – The minutes of the Annual Parish Council Meeting and Annual Parish Meeting held on the 19th May 2021 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST – Councillor Mrs Haywood declared a non-pecuniary interest in respect of agenda item 10(f) being a nearby resident. Councillors Mrs Mills and Mrs Johnson both declared a non-pecuniary interest in respect of agenda item 10(f) being Trustees of Friends of Middleton-on-Sea Pond & Green Charity.

4. PUBLIC DISCUSSION PERIOD – Five members of the public were present. Joanne Brown asked why her article about the inaccuracies on the Neighbourhood Development Plan in Middleton News was not on the agenda for discussion. The Clerk stated that her letter/emails have been circulated to members as requested. Councillor Mansfield stated that the agenda was not on the parish council notice boards it was on the website but requested the Clerk to make sure it goes on the notice boards as well. The Clerk acknowledged the request from Councillor Mansfield. The Chairman stated that the Neighbourhood Development Plan needs to be kept on the agenda for review so it does not get delayed due to the Parish Council 6 month rule regarding further discussion.

Joanne Brown stated that a Neighbourhood Development Plan is needed otherwise the village cannot be protected and the need for Arun District Council to have a three year housing land supply is important.

Dr Colin Ross was upset that Rampion cannot attend a face to face meeting with the public and the meeting on the 28th July 2021 will be virtual. Councillor Mrs Mills stated that we still need more information from Rampion with regard to Rampion 2.

Members agreed that a meeting with the public was needed and the Clerk was requested to look into setting up a public meeting before the end of the Rampion 2 Formal Consultation Period.

5. CHAIRMAN’S REPORT – No report

6. COUNTY COUNCILLORS REPORT – No Report

7. DISTRICT COUNCILLOR'S REPORT - The Clerk having previously circulated the report was noted by members. Councillor Mrs Haywood reported that the petition from Pagham Parish Council to revoke the decision on a number of approved housing developments was not successful.

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 – The Clerk informed the Council that a request for a Parish Council representative to attend a meeting with West Sussex County Council, ALERA Committee and Lodge Close residents to discuss a proposed drainage scheme with a possible Operation Watershed application to follow. Councillor Paul Harris and the Clerk agreed to represent the Parish Council.

9. FORWARD PLAN – No report for this meeting

10. MATTERS ARISING

a) Update on actions from previous meeting

Dew Pond – Councillor Mansfield stated that there is good evidence that a dew pond existed on the various old maps. A visit to the records office to see if there is any further evidence of a dew pond and prior to Middleton-on-Sea parish the dew pond was in the parish of Felpham. The Clerk was requested to investigate.

b) Co-option of Parish Councillor

- 1) Presentation from applicant – Ms Pamela Godfrey gave a presentation to members and stated that she cares very much about Elmer and that Elmer residents need a voice, she is also interested in community activities and the need to get the changes to the Comet Corner junction approved and looks to get things done
- 2) Questions from Parish Councillors – Councillor Mansfield stated that if selected she will become a Councillor for Middleton-on-Sea which includes Elmer. Ms Pamela Godfrey stated that she will be making sure that Elmer is included more in parish matters. Councillor Mrs Mills stated that Elmer is included all the time by the Parish Council.

Following the questions the meeting went into a 'Confidential Business' session under Standing Order 63 and the applicant, public and press left the meeting to consider the applicant.

The meeting then came out of the 'Confidential Business' session and returned to the normal meeting. Members then advised Ms Pamela Godfrey that following their discussions members agreed unanimously to elect her onto the Parish Council. The Clerk informed members that Ms Pamela Godfrey has signed the necessary documents. Ms Pamela Godfrey then took up her position on the Parish Council

c) **Update Neighbourhood Development Plan**

The Chairman informed members that the Parish Council will have a stall at the Elmer Sands Estate Fete and will feature Rampion 2 and Neighbourhood Development Plan and this will be the start of the community involvement. Councillor Mrs Johnson stated that this matter needs to be kept on the agenda for the next meeting for further discussion. Councillor Ms Godfrey stated that it is important to the community. Councillor Mrs Mills stated that the Government are still debating planning reform and it is not the right time for a decision. The Chairman stated that the cost, time and effort in preparing the Neighbourhood Development Plan is expensive and grants are available but if they do not cover all the costs then an increase in the parish precept may be needed. Following further discussion on this matter around the benefits of having a Neighbourhood Development Plan, the impact on the parish as a whole and the need to make the community aware of the pros and cons of having a Neighbourhood Development were addressed.

Councillor Mansfield then made a formal proposal, 'That the Parish Council do not proceed with a Neighbourhood Development Plan', this was seconded by Councillor Harris and a vote was taken. Two members voted in favour of the proposal and eight members voted against the proposal and the proposal was rejected by the Parish Council.

Councillor Mrs Johnson made a proposal, 'Wait and continue to get more information to a set timetable (1st November 2021) when a Government decision on planning reforms are available', this was seconded by Councillor Mrs Mills. Councillor Mansfield called for a named vote and a vote was taken. The proposal was carried with nine votes in favour (Councillor Ball, Mrs Johnson, Jones, Knight, Mrs Mills, Newton, Harris, Mrs Haywood and Ms Godfrey) and 1 against (Councillor Mansfield).

d) **Update Rampion 2 virtual meeting**

The Clerk have previously circulated a report was noted by members. The Chairman stated that the Parish Council will need to respond to the Formal Consultation Document but need to know what the public opinion is.

e) **Proposed Planting of Hedgerow at Shrubbs Field**

Councillor Mansfield stated that there was nothing to report on at this time.

f) **Friends of Pond & Green Charity – Agreement to minor amendments to constitution**

Councillor Mansfield requested to know what changes to the constitution are being proposed. The Clerk went through the clause changes with Councillor Mansfield. Councillor Mrs Mills proposed acceptance of the changes to the constitution and this was seconded by Councillor Mrs Johnson, a vote was taken and 5 members voted in favour of the proposal, no members voted against the proposal and 5 members abstained. The proposal was carried.

- g) **Shrubbs Field Proposed Surface Water Drainage Scheme**
Members agreed to defer discussion on this item until the next Parish Council meeting on the 1st September 2021 when Councillor Mrs Pendleton will be in attendance.
- h) **Arun DC Tree Planting Strategy**
The Clerk informed members that a response to the consultation document has been submitted following agreement by members.
- i) **Friends of Pond & Green Charity – Latest approved minutes 21st July 2020**
The Clerk have previously circulated the minutes were noted by members.
- j) **A259 Bognor Regis to Littlehampton proposed enhancements consultation**
Councillor Mrs Johnson reported that the consultation is in progress and there are no updates. Looking at public access points across A259. Councillor Ms Godfrey stated that the business plan review should not take 2 years and was not acceptable.
- k) **Arundel to Ford station cycle lane and footpath – request for support**
The Clerk having previously circulated a report to members was noted. The Clerk was requested to write a letter in support.
- l) **Annual Public Rights of Way Parish Report for 2020**
The Clerk having previously circulated the report to members was noted.
- m) **West Sussex Transport Plan Consultation**
The Clerk having previously circulated the consultation response was noted by members.
- n) **Review if additional defibrillators/s required**
Members agreed to defer a decision on this matter until the next meeting.
- o) **Queen’s Jubilee Tea Party Event June 2022**
The Clerk having previously circulated a report to members was noted. It was agreed to wait for further updates from the organisers.
11. **DEVELOPMENT CONTROL COMMITTEE**
(a) The minutes dated 19th May, 2nd June, 16th June and 7th July 2021 having been circulated to members were noted.
12. **GENERAL PURPOSES COMMITTEE**
(a) The minutes dated 16th June 2021 having been circulated to members were noted.
13. **PARISH LAND AND PROPERTY COMMITTEE**
The minutes dated 2nd June 2021 having been circulated to members were noted.

14. CORRESPONDENCE

- (a) Clerk & 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

a) Bank Accounts -

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

Current Account	£ 1250.00
Business Reserve	£134171.02
Total	<u>£135421.02</u>

b) 2020/2021 Accounts/Annual Return for approval/ratification

It was proposed by Councillor Mrs Johnson, seconded by Councillor Newton and unanimously resolved to accept the Annual Accounts dated 31st March 2021 together with the Annual Return of the same date and in particular the Annual Governance Statement in Section 1 (Page 4) of the return was approved. The documents to be forwarded to the external auditor.

c) Accounts for Payment

J.Lake	Stationery	*	£128.63
WSCC	Payroll	*	£1225.87
Bognor Regis Town Force	Graffiti Removal	*	£217.67
Zoom	Subscription	*	£143.88
J.Lake	Office Allowance	*	£216.00
Ken Wilson	Internal Auditor	*	£150.00
Admor	Middleton News	*	£1107.00
WSCC	Payroll	*	£1225.87

Gillian Fowler	Middleton News	*	£543.67
Total			£4958.59

- *Issued prior to meeting*

16. ANY OTHER BUSINESS

Councillor Ball raised the issue of seaweed on the beach, the unpleasant smell and that plastic was in the seaweed. The Clerk to contact Arun DC to inform them of a possible health hazard

The Chairman informed members that the Village Hall committee are arranging a car boot sale on the 15th August 2021

Councillor Mrs Mills raised the issue of overgrown vegetation especially over pavements and that residents need to be advised and cut back any overgrowth.

Councillor Mrs Godfrey stated that she would like to attend the next General Purposes committee meeting in respect of Roads and Transport, this was agreed to by the Chairman of the General Purposes Committee.

Councillor Newton reported an invasion of power boats over by the islands along Elmer Beach and planned to contact the Coastguard. There is also a byelaw written in 1960 that needs to be updated. District Councillor Mrs Haywood agreed to investigate the matter with Arun DC.

There being no further business the Chairman reminded members that the next meeting will be held on the **1st September 2021** at 7.00pm and the meeting closed at 9.30pm.

Unconfirmed