

MIDDLETON-ON-SEA PARISH COUNCIL
Minutes of the Parish Land & Property Committee
Wednesday 3rd November 2021

PRESENT: Councillors Mrs Johnson (Chairman), Mrs Haywood, Newton, Mrs Mills, Mrs Pendleton and the Clerk.

1. APOLOGIES: None

2. MINUTES: The Minutes of the Committee and Playing Fields Executive Committee held on 2nd June 2021 having been circulated were approved and signed.

3. DECLARATIONS OF INTEREST: Mrs Pendleton declared a non-pecuniary interest in respect of an item to be raised under Any Other Business (Drainage Shrubbs Field) being a resident of Southdean Drive and agenda item 6c being the Arun DC Armed Forces Champion.

4. PUBLIC DISCUSSION PERIOD: No members of the public were present.

5. FORWARD PLAN

The Clerk enquired if there were any Assets of Community Value that needed to be investigated and registered with Arun DC. Members agreed to send out an email to all Parish Councillors prior to the next full Parish Council meeting for discussion.

6. MATTERS ARISING

a) Update actions from previous meeting

The Clerk having previously circulated a report to members was noted. The Memorial Garden to be discussed under agenda item 6c.

b) Review Maintenance Costs

The Clerk having previously circulated a report was noted by members. The cost to date is £1,036.56 made up of graffiti removal, clearing of vegetation, maintenance to bus shelters and fencing in Shrubbs Field by the Church car park.

c) Update Memorial Garden

It was agreed that the Felpham Colts FC container will not be moved and to discuss with Father Dominik of St Nicholas Church to see if a suitable location by the Silent Soldier was possible. Members agreed to put this matter on hold until the hedging and drainage work on Shrubbs Field was completed. Members also agreed for the Memorial Garden to be a Community Project and to do an article in Middleton News. Mrs Mills raised concerns over the upkeep of the Memorial Garden and members agreed to include this in future budget/precept discussions. The Clerk was requested to write a suitable article for Middleton News.

d) Update Emergency Equipment

The Clerk having previously circulated a report to members was noted. So far £2,700 has been spent out of the grant of £4,384, there is still some equipment to be purchased and a list was provided to members which amounted to £1,390. Any underspend will be made up by purchasing additional equipment.

e) Update Emergency Action Plan

Mrs Johnson stated that the condensed version of the plan is being updated and also the full version with training to start next year. Mrs Mills stated that the telephone numbers need to be updated. Mrs Johnson stated that the response from a number of private estates needed to be improved.

f) New Representative for Footpaths

The Clerk having previously circulated a report to members was noted. The Clerk has circulated to all Parish Councillors requesting if any member is interested in taking up this role

g) Meeting with Village Hall Committee

The Clerk informed members that a meeting is to be arranged soon once all the Village Hall committee members have had their COVID-19 booster vaccination. The meeting discussed the matters to be raised at the meeting which included having a suitable internet connection for all Parish Council meetings. The Clerk was requested to contact Arun DC IT department for assistance.

h) Approve Committee Budget for 2022/2023

The Clerk having circulated a report to members was noted. The Committee agreed that the budget figure for 2022/2023 be the same as the previous year of £12,500.

7. ANY OTHER BUSINESS

Mrs Pendleton stated that contractors will be contacted to provide costings for the approved drainage works for Shrubbs Field and these will be brought back to this committee or to the full Parish Council when received possibly in the New Year.

There being no further business the meeting closed at 7.50 p.m.

Members are reminded that the next Meeting will be held on Wednesday 2nd February 2022 at 7.00 p.m.

PLAYING FIELDS EXECUTIVE COMMITTEE
(Trustees of the Middleton-on-Sea Playing Fields Registration No: 305395)
Wednesday 3rd November 2021

Present: Councillors Mrs Johnson (Chairman), Mrs Haywood, Mrs Mills, Newton, Mrs Pendleton and the Clerk

Apologies: None

Matters arising

(a) Update actions from previous meeting

There are none.

(b) Update residents complaint Felpham Colts FC

The Clerk having previously circulated a report was noted by the Trustees. The current position is that the Trustees have purchased netting for Felpham Colts FC to erect prior to a football match and to remove at the end of the game. Felpham Colts FC have also been advised that the football pitch at the top of Shrubbs Field is not to be used if the netting is not in place.

(c) Review Maintenance Costs

The costs to date total £676.19, made up as follows,

- £137 - Repairs to concrete around fitness equipment.
- £150 – New keys for Sports Pavilion and health and safety requirements
- £53 – Replace tree surrounds where required
- £337 – Repairs to field gates, lubricate play equipment and minor repairs to Sports Pavilion.

d) ROSPA – Play Area Safety Report

The Clerk having previously circulated a report to the Trustees was noted. The Clerk was requested to obtain some costings for replacement of Play Panel in children’s playground.

e) Playground Inspection Report

The Clerk having previously circulated a report to the Trustees was noted.

f) Disability measures Shrubbs Field & buildings

The Clerk having previously circulated a report to members was noted. The Trustees agreed on the disability measures that needed to be considered and requested that the Clerk contact the Arun DC Community Officer for assistance to ascertain what needs to be done.

ANY OTHER BUSINESS

There being no further business the meeting closed at 8.05 p.m.

Members are reminded that the next Meeting will be held on Wednesday 2nd February 2022 at 7.00pm