

KINGSTON PARISH COUNCIL

MINUTES: of the Meeting of Council on 19th May, 2022 commencing at 8.21 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

PRESENT: Councillors Walker (Chairman), Buckenham, Jolly, Kenning and Wetherell.
Val Knight (Clerk)

- 40/22 **Welcome** – Cllr Walker welcomed everyone to the meeting.
- 41/22 **Apologies for Absence** – Cllrs Joyce and Masson. District Cllrs Bower, Chapman and Kelly who had attended the Annual Parish Meeting earlier in the evening. County Cllr Elkins.
- 42/22 **Election of Chairman** - Cllr Walker was elected Chairman unopposed.
- 43/22 **Acceptance of office** – The Chairman signed the Declaration of Acceptance of Office.
- 44/22 **Election of Vice-Chairman** – Cllr Wetherell was elected Vice-Chairman unopposed.
- 45/22 **Urgent Matters Arising** – None.
- 46/22 **Declarations and Dispensations of Interests** – Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Kenning and Walker declared membership of Kingston Gorse Estate and Cllr Jolly declared membership of West Kingston Residents Association.
- 47/22 **Public Opportunity** – No members of the public were present.
- 48/22 **Appointment of Committees and Working Parties** - Members to serve on Committees and Working Parties for 2022-23, were agreed:
- a) Finance and General Purposes Committee – all Members
 - b) Planning Committee – all Members
 - c) Emergency Plan Working Group – all Members
 - d) Neighbourhood Plan Steering Group – all Members
 - e) Conservation Area Working Group – all Members
 - f) Environmental Working Group – all Members
- (Note: Chairman of Committees and Working Groups remain in post until the next meeting of that Committee or Working Group)
- 49/22 **Cheque signatories** – It was agreed the cheque signatories are: Cllrs Jolly, Joyce, Masson, Walker and Wetherell plus the Clerk (any three from six to sign). The Clerk to carry out all administration of the Account including making transfers between accounts and notifying the bank of signatory changes.
- 50/22 **Appointment of Representatives** for 2022-23 were agreed:
- a) West Sussex Association of Local Councils (WSALC): Chairman and Vice-Chairman
 - b) Policing and Community Safety Meetings: Cllr Jolly and Cllr Masson
 - c) Biodiversity Forum/issues: Cllr Joyce
 - d) Flag Officer: Mr John Hickson. Deputy Cllr Masson.
 - e) Emergency Co-Coordinator and Deputy: Cllr Wetherell and Cllr Walker
 - f) Winter Management Plan Co-Coordinator and Deputy: Clerk and Cllr Wetherell
 - g) Arun District Association of Local Councils: Chairman and Vice-Chairman
 - h) Eastern Arun Parishes Group: Chairman and Vice-Chairman
 - i) East Preston and Kingston Village Hall matters: Cllr Wetherell
 - j) South Strand Community Toilets Group: Cllr Buckenham
 - k) Arun Joint Action Group (JAG): Cllr Wetherell
- 51/22 **Minutes** – The Council approved Minutes of the Meeting held on the 17 March, 2022.
- 52/22 **Matters Arising from the Minutes** - None.

53/22 **West Sussex County Council:**

- a) **Report of County Councillor Elkins** – County Cllr Elkins had sent his apologies to the meeting and asked to be informed of any queries relating to County matters.
- b) **Highways and Footpaths:** Council noted that the faded white lines and road markings along Kingston Lane had been reported to County.
- c) **Operation Watershed:** Council agreed to continue with the Operation Watershed funding bid. Following a question from Cllr Buckenham, the Clerk to contact the owner of the pond in Peak Lane regarding the proposed works. In view of the difficulty in obtaining quotes, Council agreed to the request from a contractor for a fee for their time in inspecting the site and preparing a quote (£80).

54/22 **Arun District Council:** District Cllr Bower, Chapman and Kelly had made their reports at the Annual Parish Meeting earlier in the evening.

55/22 **Policing** –PCSO Raj Raju had made his report at the Annual Parish Meeting earlier in the evening.

56/22 **Planning Committee** – Council noted the minutes of the meeting held on 17th March, 2022. All present had been present at the committee meeting held earlier in the evening thus a verbal report was not necessary but the proceedings were noted.

57/22 **Finance and General Purposes Committee** – Council noted the minutes of the meeting held on 17th March, 2022. All present had been present at the committee meeting held earlier in the evening, thus a verbal report was not necessary but the proceedings were noted, including that an additional meeting of Council would need to be held in June to consider the Annual Return once the Internal Audit is complete.

58/22 **Rampion 2** - Council noted that the date for Rampion 2 to submit their formal application is still not known.

59/22 **South Strand Community Toilets (SSCT)** – It was noted that minutes of the SSCT AGM had been circulated for information.

60/22 **Flagpole and Queen’s Platinum Jubilee – Council:**

- Noted that the new flagpole is in situ,
- Agreed the new calendar of flag flying days,
- Noted that the Ukrainian Flag had been purchased and was being flown on days that do not conflict with the calendar of flag flying days, and
- Noted and approved that at the request of all Members between meetings and due to the shortness of time, the Clerk had ordered a Platinum Jubilee Flag to fly 2 – 5 June 2022 cost £29.95 plus VAT.

61/22 **Additional Meeting Date** – Council agreed to hold a Meeting of Council to consider the Annual Return (re Accounts and Governance) in June 2022 and the Clerk was to arrange this with the meeting starting at 6pm.

62/22 **External Events** – Cllr Wetherell had circulated notes of a virtual meeting of the Arun District Association of Local Councils (ADALC) that he had attended on 17 May 2022.

63/22 **Next scheduled meeting of Council and its Committees:** Additional meeting re Minute 61/22 to be arranged in June, then Thursday 7 July, 2022 at 7pm. Agenda are published 3 days before Meetings on our website <https://kingston-wsx-pc.gov.uk/>.

The meeting concluded at 8.50 pm.

Chairman:

Date: