

## KINGSTON PARISH COUNCIL

**MINUTES:** of the Meeting of Council on 16<sup>th</sup> March, 2023 commencing at 8 pm in Our Lady Star of the Sea Hall, Vermont Drive, East Preston.

**PRESENT:** Councillors Walker (Chairman), Buckenham, Joyce, Kenning, Masson and Wetherell.  
County Cllr Elkins. District Cllr Chapman. Val Knight (Clerk).

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20/23 **Welcome** – Cllr Walker welcomed everyone to the meeting.

21/23 **Apologies for Absence** – Cllr Jolly. District Cllr Bower.

22/23 **Urgent Matters Arising** – None.

23/23 **Declarations and Dispensations of Interests** – Further to declarations held in the Register of Members Interests, in the interest of openness, Cllrs Kenning, Masson and Walker declared membership of Kingston Gorse Estate.

24/23 **Public Opportunity** – No members of the public were present.

25/23 **Minutes** – The Council approved Minutes of the Meeting held on the 19 January, 2023. The minutes were signed by the Chairman as the correct record.

26/23 **Matters Arising from the Minutes** - None.

27/23 **West Sussex County Council:**

a) **Report of County Councillor Elkins** – County Cllr Elkins gave his report on County matters, including:

- an update on the Budget 2023-24
- and a request to send to him any feedback on care in the community services

Cllr Buckenham asked if (under recently changed powers) a lower speed limit could be introduced for Kingston Lane. Cllr Elkins said that he would be attending a briefing next month about how the new powers/policy changes would affect this, so he would know more next meeting.

b) **Highways and Footpaths**

- **Kingston Lane:** Council noted a response from County on outstanding repairs/refurbishments in Kingston Lane and that the centre white lines at the Peak Lane bend will not be replaced because the carriageway is too narrow.
- **BOAT 3263:** Council noted that the Department of Transport does contact the relevant parish if a ‘stopping up’ request is made for a BOAT.

c) **Operation Watershed** – Council noted the report of the clerk on the criteria for funding being granted (circulated). The criteria takes in to account how many properties and the wider community benefit from the works as well as the cost of the scheme, when deciding the level of funding. Without works at the junction of Kingston Lane/Peak Lane the number of properties to benefit would be 9 rather than 90. Council also noted that the landowner of the ditch at the northern end of Peak Lane has not responded to date, and District and County officers have been asked if they would contact the landowner on this matter. County Cllr Elkins noted this riparian owner issue.

28/23 **Arun District Council:**

a) **Report of District Councillors** – District Cllr Chapman reported on District matters including:

- a balanced Budget has been agreed for 2023-24
- Cllr Chapman has asked for ‘holiday lets’ to be on the agenda for the next Planning Policy Committee meeting.

Cllr Buckenham referred to ongoing correspondence between the Clerk and District Engineering Services and raised concerns about how works under planning application K/42/22/PL would be monitored to ensure they do not affect the Peak Lane Outfall Pipe. Engineering Services have contacted building control to alert them but if an outside building

control company is used they will not be aware. Cllr Chapman said he would follow up on this.

Council noted that Cllr Chapman had decided not to stand for re-election on the 4 May, 2023 and the Chairman thanked Cllr Chapman for the help and support he has given to Kingston during his years in office.

*District Cllr Chapman and County Cllr Elkins left the meeting.*

- b) **JAG (Joint Action Group)** – Council noted that the Group no longer plans to meet regularly as the Neighbourhood Policing Team monthly meeting with Parishes covers most of the issues.

**29/23 Policing:**

- Council noted the change in how our Neighbourhood Policing Team is operating and that Kingston will be covered by the Littlehampton OUTER TEAM. This means there are now 4 officers, who can be contacted on local issues rather than one dedicated officer.
- Cllr Masson was unaware of any recent reports of crime incidents.
- Cllr Buckenham reported on 2 Neighbourhood Policing Team (NPT) meetings with parishes that he had attended, and spoke of the process the police would use to deal with unauthorised encampments (previously circulated to Members). The NPT Inspector had asked parishes to identify areas that could be at risk and to supply photographs where possible. The Clerk reminded Members that Richard Richards (Neighbourhood Watch Co-Ordinator) had emailed a list of areas he felt could be at risk and agreed to circulate this to Members again. The Clerk raised concerns that the NPT process proposes a WhatsApp Group for Parish Councils to receive communications as she does not have a dedicated Council mobile phone and only works 6 hours per week (average). Emails had worked well last year between Councils and the District Council with relevant emails being forwarded to local landowners who had indicated they would like to receive them. This could be raised with the NPT.

30/23 **Planning Committee** – Council noted the minutes of the meeting held on 19 January, 2023. 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.

31/23 **Finance and General Purposes Committee** – Council noted the minutes of the meeting held on 16 March, 2023. 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 and it was agreed the Precept for 2023-24 be set at £9090.

32/23 **South Strand Community Toilets (SSCT)** – Cllr Buckenham advised that the Toilets were in good condition.

33/23 **West Sussex Association of Local Councils (WSALC)** – Council noted the recording of the WSALC Chairs Forum held on 25 January had been circulated by email.

34/23 **Arun District Association of Local Councils (ADALC)** – Council noted that as neither Cllr Walker nor Cllr Wetherell had been available, the Clerk had attended the ADALC /Arun Joint Conference on Thursday 2nd March, 2023. Notes from the event will be circulated when available.

35/23 **Election of Parish Councillors** – Council noted that Nomination papers were now available from District and when completed should be delivered to the Arun Returning Officer between 21<sup>st</sup> March and 4 April 2023. Date of election is 4<sup>th</sup> May.

36/23 **Acoustics at Council Meetings** - Cllr Buckenham spoke about problems with hearing proceedings at Council meetings and other members also experienced problems. It was agreed to change the position of tables in the future to see if that would help.

37/23 **Position of Notice Boards** - Cllr Buckenham said that since requesting this be on the agenda, he had realised that the new location he was going to propose was not feasible.

38/23 **Coronation of His Majesty The King and Her Majesty The Queen Consort, 6 May, 2023 –**  
Council agreed that to celebrate the Coronation, the Union Flag would be flown over the Bank Holiday weekend 6-8 May, 2023.

39/23 **Next scheduled meeting of Council and its Committees:** Thursday 18 May, 2023 following the Annual meeting of the Parish that commences at 7pm in Our Lady Star of the Sea Hall. Agenda are published 3 days before Meetings on our website <https://kingston-wsx-pc.gov.uk/>.

The meeting concluded at 9.15 pm.

Chairman: .....

Date: .....