

KINGSTON PARISH COUNCIL

MINUTES: of the Meeting of Council on 28 June, 2018 at 7pm in Our Lady Star of the Sea Hall.

PRESENT: Councillors Walker (Chairman), Jolly, Joyce, Kenning, Masson and Wetherell.

- 65/18 **Apologies for Absence** – Cllr Hodge. District Cllr Chapman. County Cllr Elkins.
- 66/18 **Declarations and Dispensations of Interests** - Further to declarations held in the Register of Members Interests and Dispensations granted by Council, in the interest of openness, Cllrs Masson and Walker declared membership of Kingston Gorse Estate and Cllrs Hodge and Jolly declared membership of West Kingston Residents Association.
- 67/18 **Public Opportunity** – No members of the public were present.
- 68/18 **Minutes** - The Minutes of the Meetings of Council held on 17 May, 2018 (circulated) were approved by Council and signed by the Chairman as a correct record.
- 69/18 **Matters Arising from the Minutes** – None.
- 70/18 **Planning** – the following comments were agreed:
K/16/18/HH 2 Golden Avenue Close - Single storey rear extension with pitched & flat roof –
No Objection
FG/105/18/PL Land at Asda Superstore Littlehampton Road - Installation of a six-pump (12 filling position) automated petrol filling station ('PFS') & associated works. Resubmission of FG/206/17/PL.
Delegated to the Clerk in liaison with Members to allow Members the opportunity to study the plans.
- 71/18 **Finance: Accounts and Annual Return:** The Accounts Summary for 2017-18 and the Certificate of Exemption to be submitted to the External Auditor had been approved on 17 May 2018. Further to this, Council approved:
The **Annual Governance and Accountability Return (Part 2)** considered in the order of:
• **Annual Internal Audit Report**
• **Section 1 – Annual Governance Statement**
• **Section 2 – Accounting Statements**
- 72/18 **Policing Matters** – Cllr Jolly gave an update on policing matters. Members were reminded that Chief Inspector Ottery, the Arun and Chichester District Commander, hoped to attend the July meeting of Council and the Clerk asked to be notified of any questions to be put to him in advance of the meeting.
- 73/18 **West Sussex County Council**
- a. **Footpaths and highways:** The Clerk reported on correspondence from a resident about the possibility of a bollard along Footpath FP2116 to deter unauthorised use e.g. by cyclists/ motor cyclists /small construction vehicles. Council agreed that any proposal should not restrict access for wheelchairs and the Clerk was asked to refer the request to the County Public Rights of Way team.
 - b. **Strategic Transport Investment Programme (STIP)** – Stakeholder Engagement: The consultation was noted. No schemes for Kingston were proposed at the meeting but Members were asked to contact the Clerk if they subsequently had any proposals.
 - c. **Joint Eastern Arun Area Committee (JEAAC)** – The report of the Chairman on the meeting held on 19 June 2018 was noted (minutes would be circulated when available). Council noted that Cllr Walker had been re-appointed to sit on the CIF (County Initiative Funding) Sub-Group and the Conservation Area Advisory Committee. Cllr Walker advised that at the meeting she had asked Sgt. Price whether the crime statistics for Kingston could be shown separately rather than combined with East Preston.

74/18 **New website** – It was agreed that the Clerk would progress an agreement with Process Matters and JNR Computers to provide a new website as a cost of £500 plus a web hosting service for £150 per annum and a domain name for £80. The Clerk to ask that the option for “Web site data to day management" for £240 per annum be kept open for Council to take up later if required. A list of preferred domain names was agreed and would be sent to Process matters.

75/18 **Flagpole** (Junction of Gorse Avenue/Sea Lane) – Council considered concerns raised by the Flag Officer about the condition of the Flagpole and that it is at risk of being hampered by a nearby tree. Council noted that the Cedar of Lebanon tree could not be easily pruned and that the Flagpole would need significant renovation over the next year or be replaced with new. It was agreed that the Clerk would write to the Walters’ Family and to Kingston Gorse Estate to ask if there would be any objection to moving the flagpole from the centre of the triangle to the side of the triangle. The Clerk to also obtain quotes for a new flagpole and its installation.

76/18 **New Website** – Council agreed the new website would be provided through a collaboration between the Parish Council and Processmatters2 and JNR Computers. Costs with a .gov domain name would be £500 set up fee plus £150 per annum website hosting plus domain name registration £80 (initial fee). This had been the best option identified by the Clerk in liaison with Cllrs Wetherell and Joyce given Council’s needs and the future cost to Council.

77/18 **Urgent Matters:** None

78/18 **Other Matters:**

- Cllr Kenning drew attention to presentations being made by the Bluebird Café about possible plans for the future but added that no planning application had been submitted at this time.
- The Clerk was asked to report to County Highways the overhanging vegetation at Pond Corner, and the overhanging tree and raised beds in the verge at West Kingston Barn.
- Council noted the report Cllr Wetherell had circulated on the last Arun Local plan Briefing meeting held on 15th June 2018.

79/18 **Date of next scheduled meeting:** The next scheduled meeting of Council on Thursday 19 July, 2018 in Our Lady Star of the Sea Hall, East Preston.

The meeting concluded at 7.50 pm.

Chairman:

Date: