



15 November 2019

Dear Councillor

You are summonsed to attend a Meeting of Full Council to be held on **Thursday 21 November, 2019** in **Our Lady Star of the Sea Hall**, Vermont Drive, East Preston BN16 1JU, commencing at 7 pm.

Members of the Public are welcome to attend the meeting and will be given an opportunity to make representation to the Council.

*V Knight*

Mrs V Knight  
Clerk of the Council

### A G E N D A

1. **Welcome and safety procedures** - To welcome Nadine Phibbs as locum Clerk for this meeting
2. **Apologies for Absence**
3. **Urgent Matters Arising** since the preparation of this Agenda (at the Chairman's discretion)
4. **Declarations and Dispensations of Interests** – To receive any declarations under the Council's Code of Conduct and consider any dispensation requests.
5. **Policing** – To welcome Neil Billingham, designated PCSO for Kingston and East Preston to the meeting. To receive an update on policing matters.
6. **Public Opportunity** – An opportunity for the Public to make representations, ask or answer questions and give evidence to the Council on matters relating to Council business.
7. **Minutes** – To approve the Minutes of the Meeting held on the 19 September, 2019 (circulated).
8. **Matters Arising from the Minutes** not covered elsewhere on the Agenda
9. **West Sussex County Council:**
  - a) **Report of County Councillor Elkins**
  - b) **Footpaths:** Cllr Joyce to report on a meeting with the County Access Ranger during her recent inspection of footpaths in the parish.
  - c) **Roundstone Crossing** – Further to the article in the Littlehampton Gazette on hazards at the crossing, to consider further action.
  - d) **Gateway sign:** The gateway sign has been installed. To note that a complaint has been received about the wording of the sign (County Highways had approved the wording) and the response sent by the Clerk.
  - e) **Operation Watershed:** To note correspondence with Kingston Park Estate (KPE) and to:
    - agree the Clerk to arrange for a letter of agreement to be drawn up with KPE covering the culvert installation and future maintenance of the culvert by Council until such time as the land use changes (as previously considered by Council). This would be a contribution from Council in support of the facility offered by Kingston Park but riparian responsibility still rests with KPE.
    - agree to submit a request for Operation Watershed reflecting this arrangement.
  - f) **Highways and Transport Sub-Group (JEAAC)** – Chairman to report

g) **Joint Eastern Arun Area Committee (JEAAC)** – Chairman to report. Arising from this the Chairman to give a short presentation on the work of Conservation Area Advisory Committee.

10. **Arun District Council:**

a) **Report of District Councillors**

b) **Dog Fouling Signs** – To note that the Clerk will ask District for some templates which can be used by Kingston Gorse Estate along their greensward. To note the response from the Environment Agency re signage along the Rife.

11. **Planning Committee** – To receive minutes of the Committee meeting held on 11 November, 2019 and consider any matters arising. To further consider:

a) any planning applications and planning matters arising since the meeting (none to date)

b) whether to commission a Sustainability Report on the HELAA sites in the parish – Cllr Walker to report – Costs to be met from the General Fund.

c) To agree that comment on any planning applications received between this meeting and the January meeting of Council be delegated to the Clerk in liaison with Members of Council.

12. **Suspension of Meeting** - To suspend the meeting to allow a meeting of the Finance and General purposes Committee to be held.

13. **Finance and General Purposes Committee** – To receive minutes of the Committee meeting held on 19 September 2019, and a verbal report of the meeting held on 21 November, 2019 and consider any recommendations or matters arising.

14. **Arun District Association of Local Councils** – Chairman to report.

15. **Eastern Arun Parishes Group** - Chairman to report.

16. **Lost Kingston Chapel Commemorative Seating Stone** – To consider updated costings and consider increasing the budget figure of £2000 to £2500. Costs to be met from the General Fund. To agree a payment in advance to the Stone Mason to prepare and inset the plaque of £572.33 plus VAT.

17. **Remembrance Sunday** – Chairman to report.

18. **External meetings** - To note Cllrs Walker and Wetherell had attended the Sussex Association of Local Councils AGM on 3 October, 2019. Cllr Wetherell had attended instead of Cllr Kenning who was not available on this date but had been available to attend on the date first circulated by the Clerk.

19. **Other Matters/correspondence.**

20. **Change of Meeting date:** To consider whether to change the July 2020 meeting date of Council from 16th July to the 23rd July at the request of the Clerk.

21. **Next scheduled meeting of Council:** Thursday 16 January, 2020 in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, commencing at 7 pm.