



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD AT ANGMERING LIBRARY ON WEDNESDAY 29TH JUNE 2016

Present: Councillors Norma Harris; Susan Francis; Mike Jones; Paul Bicknell; Mike Hill-Smith; Bill Evans; Nikki Hamilton Street; Roger Phelon

In attendance: Claire Fullman, Committee Clerk; Rob Martin, Parish Clerk; 6 members of the public.

16/001 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2016-17

Councillor Phelon was proposed as Chairman of the Committee for the coming year by Councillor Jones, seconded by Councillor Francis. There were no other nominations and on a show of hands, Councillor Phelon was unanimously **ELECTED** as Chairman of the Committee for the year 2016-17.

Councillor Hamilton-Street was proposed as Vice-Chairman of the Committee for the coming year by Councillor Phelon, seconded by Councillor Francis. There were no other nominations and on a show of hands, Councillor Hamilton-Street was unanimously **ELECTED** as Vice-Chairman of the Committee for the year 2016-17.

16/002 APOLOGIES FOR ABSENCE

There were no apologies of absence.

16/003 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA

There were no declarations of pecuniary or non-pecuniary interests made.

16/004 APPROVAL OF MINUTES

The minutes of the final meeting of the erstwhile Parish Maintenance Committee, held on 27th April 2016, were **AGREED** as a correct record of the proceedings and signed by the Chairman.

16/005 PUBLIC CONSULTATION

Due to the number of members of public in attendance and with this being the first Community, Leisure, Environment and Wellbeing Committee meeting, it was agreed by all members to undertake agenda item 7, Public Consultation, ahead of agenda item 5, Committee Terms of Reference and agenda item 6, The Committee Clerk's Report on any Matters not Included on this Agenda.

Helen Gayler, a representative of St Margaret's Church proposed, following the success of the street party on Fletcher's Field, to celebrate the Advent on the Village Green. The proposal was to form a hut/shed with double doors; inside the shed would be an activity/display and carols with the date number on the front of the doors. When children were finishing school, the doors would be opened, revealing the theme of the day. Everyday there would be something different to see. Fine details were to be worked on.

Helen Gayler had spoken with Cllr Francis about the location, the Memory Tree had been

considered. Helen Gayler stated that other areas of the village had been considered but felt the activity would complement the Memory Tree and would be in a good location for security due to being in the centre of the village where businesses were located and residential homes. Cllr Phelon said that Angmering in Bloom had on many occasions had outside displays without any trouble or problems and they had not been interfered with. Helen Gayler added that the Village Green would be ideal also due to the street lamps and Christmas lights and ask if Parish Council would approve this. She stated that she has a detailed email that could be forwarded.

The Parish Clerk stated that a concern would be if there was to be a Trader's Evening this year, as they use the Village Green during that evening and suggested that it comes back to the next Committee meeting as a full agenda item and that there are often issues with Village Green's, however, it would be for the Parish Council to agree and requested that full details were emailed to the Parish Council office. Cllr Phelon asked if they would be doing this on their own. Helen Gayler said that all groups within the church would be coerced into helping.

Cllr Phelon then clarified that they were then seeking approval only and not assistance, to which Helen Gayler agreed. Cllr Bicknell said that it was a good idea and maybe other locations could be considered, like the front few parking spaces of the Lamb at Angmering's car park, in front of the two houses. Cllr Jones said that a hard standing would benefit. Helen Gayler stated that they would like to know before the Summer Holidays to enable them to progress.

Julia Phelon, Representative of Angmering in Bloom said that she wasn't sure if she should still bring Angmering in Bloom queries and information to this new committee, but mentioned some outstanding items from the Parish Maintenance Committee. Julia Phelon said that the matter of the soil at the Water Lane retaining wall was still outstanding and that the mess left from contractors during construction of the new cycle path at Station Road had still not been cleared and was now becoming overgrown with weeds etc. The Committee Clerk confirmed that the mess left has been reported a number of times to West Sussex County Council and Cllr Bicknell confirmed that he had spoken with the Project Manager about this. Julia Phelon added that they possibly can't see it anymore.

Julia Phelon also raised the issue of weed killing, that it appeared that West Sussex County Council had possibly sprayed gutters and footpaths but not the block paving and that members of Angmering In Bloom could no longer spend the time scrapping out the weeds. The Parish Clerk responded saying that West Sussex County Council possibly sprayed in April, however due to budgets, spraying may be something that is cut out in the future and that the Parish Council could look at doing it in the future. Cllr Hamilton-Street asked if West Sussex County Council could be asked what their plans are, this could then be raised to County Cllr Deborah Urquhart at a Full Council meeting.

Cllr Francis mentioned that from the last JEEAC meeting WSCC had a number of complaints with regards to grass cutting from all parishes, not just because of the grass being long but due to the quality of the cut when it is cut. Cllr Francis also stated that WSCC will not be extending the number of cuts at all.

Cllr Bicknell said that extra cuts could be bought from WSCC. Cllr Francis added that any extra grass cutting would be to buy or to do ourselves. The Parish Clerk expressed concern with regards to the standard and number of cuts, how and when could WSCC get their contractors to do extra bought cuts and that there would possibly be a knock on effect to the next scheduled WSCC cut anyway. He informed all that East Preston were buying extra cuts and then decided to do their own cutting, but had now returned to the WSCC cuts and frequency and that their experience would possibly be something that needed to be considered.

16/006 COMMITTEE TERMS OF REFERENCE

It was noted that at the Parish Council Annual General Meeting held on 9 May 2016, the Parish Council had agreed the draft Terms of Reference for the Committee, which had been circulated to the Committee's members. It was now for the Committee to decide what

additional matters (if any) it wished to have included in the Terms of Reference.

The Parish Clerk briefed all members that the Terms of Reference were currently draft and would evolve to fit the committee and stated that this committee was not the erstwhile Parish Maintenance Committee. The Parish Maintenance Committee were dealing with all maintenance and not tackling other needs that the parish requires as per the policies and the Neighbourhood Plan. Policies were then handed to all members. The Parish Clerk stated that the policies needed to be fulfilled. A number of concerns from members were noted by the Parish Clerk and Committee Clerk with regards to the feeding of information, feedback and time taken to progress tasks.

Following discussion, it was understood that the Terms of Reference as they currently stood would be used for the time being, but would be kept under review and evolve.

16/007 THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA

The Parish Clerk explained to all members what objectives the Committee should be thinking about and dealing with and that the committee needs to understand the level of responsibility. He explained that the policies for the committee have been set according to the Neighbourhood Plan that had been agreed by the community. Setting out the priority items and time targets and setting parameters for the future of the committee's goals and that sub-committees need to be formed for the items that need dealing with now. The Parish Clerk also briefed members on Agenda Item 12 Health Service Provision. A lengthy discussion between all members then followed.

16/008 ANGMERING IN BLOOM

The report submitted by Angmering in Bloom was taken as read.

16/009 YOUTH PROVISION

Cllr Hamilton-Street informed all members that she had written a paper back in November 2015 that was based on CLEW 1 1.1 of the policies that were handed to members earlier in the meeting and that Youth Provision on the agenda would need to be taken into a wider discussion when prioritising the committee's responsibilities. Cllr Francis added that she had also produced an analysis of existing facilities for all age groups in the Parish and that both papers needed to be circulated to members.

16/010 COMMUNITY FACILITIES

Following a lengthy discussion it was **PROPOSED** by Cllr Bicknell, **SECONDED** by Cllr Jones and **AGREED** by **ALL** that Community Facilities will cover all items as listed in Agenda Item 11.

16/011 HEALTH SERVICE PROVISION

Following on from the briefing that was given to all members by the Parish Clerk earlier in the meeting, all members were informed that the Angmering Medical Centre were now no longer accepting new patients. Cllr Francis informed all that this issue was discussed at length at the JEEAC meeting with regards to the health provision in the district, the facilities are there but the district do not appear to get the GP's and that accommodation could be part of the problem. Cllr Hamilton Street agreed it was a concern but asked what sphere of influence the parish council could be. A discussion then followed. This would be an agenda item for the next meeting and not a sub-committee.

16/012 RESILIENCE PLAN

A brief discussion between members concluded that the Resilience Plan would be a sub-committee and would be agreed in the next agenda item.

16/013 SUB-COMMITTEES

The Chairman noted that the Committee needed to give some thought to setting up Sub-Committees to assist with the fulfilment of the agreed policies of this Committee. The briefing given by the Parish Clerk, in which the new committee structure had been set out, envisaged that the Committee would have need of Sub-Committees. It was **AGREED** by **ALL** to have a sub-committee for The Resilience Plan, with Cllrs Hill-Smith, Harris, Evans and Lee

Hamilton-Street as members. It was **AGREED** by **ALL** to have a sub-committee for Communities with Cllrs Phelon; Jones; Bicknell, Hill-Smith and Nikki Hamilton-Street as members

It was proposed by Cllr Hamilton-Street to have a Visioning Meeting before other sub-committees were formed, giving member's time to read and understand the policies that were handed out earlier in the meeting. The time and date of the Visioning Meeting to be confirmed to all members by the Committee Clerk.

16/014 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

- 1) This Committee - None
- 2) Full Council – None

16/015 DATE OF NEXT MEETING

The date of the next meeting on Wednesday 31st August 2016 was noted by all members

The meeting concluded at 21:27.

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Chairman

Date..... 31/9/16