



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 31st AUGUST 2016

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

In attendance: Rob Martin, Parish Clerk; 1 member of the public.

16/016 APOLOGIES FOR ABSENCE

Apologies had been received from councillor Mike Jones

16/017 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA

Councillor Hamilton-Street declared a potential non-pecuniary interest in Item 14 Youth Provision, due to her employment in the Youth Services department of West Sussex County Council.

16/018 APPROVAL OF MINUTES

Councillor Bicknell believed that the minutes as presented did not contain reference to the discussion on the encouragement of members of the public to attend committee meetings. This minute makes that reference and, as a result, the minutes of the last meeting of this Committee, held on 29th June 2016, were **AGREED** as a correct record of the proceedings, and then signed by the Chairman.

16/019 THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA

- a) Former Maintenance Committee action list – further updates were as follows:
 - Weed-killing training for staff – the Clerk had contacted a further agricultural college in Guildford, on a suggestion made by Councillor Hamilton-Street, with the same answer given as from the other two that courses would only be run if they had enough takers, which was not looking likely in the near future. As a result, a private source of this training had been located, and booked for two employees in November 2016.
 - Noticeboards and Information Board – the Chairman indicated that the committee had put this on a pending list, to be done when time and finance allowed. The Clerk indicated that he was aware that the supermarkets all had schemes to distribute their 5p per bag income to community projects, including communication with the community. He would investigate further.
 - Legacy Garden – the precise job to be done would be investigated, costed and undertaken as soon as possible.
 - Mayflower Park Lighting – this was complicated and should be looked at when considering the strategy for the development of Mayflower Park.
- b) CLEW action list 29th June 2016 – further updates were as follows:
 - Church Request to put Advent Shed on the Green – the Clerk had not received the promised email. Councillor Francis explained that there had been difficulty in locating an appropriate shed and she would ask that the Clerk be emailed an update on progress.

- c) The Clerk stated that the matters being considered at this meeting would have to be looked at in the light that Councillor Peter Thompson was in the process of looking at the asset register and would be producing a condition survey of the existing assets which would be relevant for some of the items being considered at this meeting.
- d) In answer to a question from Councillor Bicknell, the Chairman clarified that the proposed trees next to the new footpath/cycleway on the A259 would be under the jurisdiction of WSCC, even though they would be paid for by the parish council. The Clerk would contact the WSCC Arboriculturist to confirm the funding arrangements.

16/020 PUBLIC CONSULTATION

No matters were brought up by the public.

16/021 ANGMERING IN BLOOM

There had been no report from the In-Bloom team this time.

It was **AGREED** that, in future, the Angmering in Bloom report would be submitted and considered by the Community Facilities Sub-Committee as a specific item under the Public Consultation heading.

16/022 PALMER ROAD SPORTS HUB DEVELOPMENT MASTERPLAN

The Clerk outlined some of the background to the report he had circulated with the agenda. The requirement would be to provide support to the Clerk in the drawing up of a plan to provide the sports hub for Angmering, which would utilise the funds accumulating under the Roundstone Lane Section 106 agreements.

Councillor Hamilton-Street stated that this was an item discussed at the committee visioning meeting and was identified as a short-term project. It was believed that the plan should not only be about Palmer Road, but also include consideration of the Mayflower Park site, and include consideration of sports facilities for the local schools.

On a proposal by Councillor Hill-Smith, seconded by Councillor Harris it was **RESOLVED** to set up a Task & Finish Group to discuss the detail of the project with the lead councillor being Councillor Hamilton-Street and membership including Councillors Phelon (as ASRA representative), Francis, Evans and Bicknell. The first meeting of the group would be either 12th or 13th October, dependent on the availability of Councillor Francis.

The first stage might be a brainstorming session, open to all councillors, not just those on this committee.

Post meeting note – the task and finish group date confirmed as Thursday 13th October 2016

16/023 PALMER ROAD RECREATION GROUND MAINTENANCE

The report commissioned by ASRA was considered by the committee which outlined the work necessary to bring the pitches up to standard and then to keep them there.

ASRA was commended for taking the initiative in involving the FA and others in the production of this report. As had been reported at the ASRA meeting attended by the Chairman, there was the belief that it was too late in the summer break to be doing very much of the longer-term work this year. ASRA had approached the Clerk and requested that help might be required from the parish council with the supply of sand and with the use of the new mower to carry out the specialist cutting work suggested. The fact that the storage facility at the site was being shared made this much more likely to be achieved.

It was **AGREED** that the parish council would assist where possible to ensure the improvement in the playing surface laid down in the report was achieved.

16/024 PICNIC TABLES IN MAYFLOWER PARK & VANDALISM

Although this item was on the agenda to consider the effect of the vandalism on the picnic tables, the Clerk explained that, since the agenda had been sent out, one of the skatebowl lighting columns had been pushed over by vandals. This had highlighted the increase in vandal damage now being experienced in a number of places.

An incident had occurred a week earlier at which one of the groundstaff had been present when damage had been caused at the Palmer Road pavilion. All of the incidents have been reported to the police, crime numbers have been obtained and the insurance company notified.

It will be interesting to look at the police reports that are received to see whether these reported crimes appear as there is some doubt as to the accuracy of the reports.

It was **AGREED** that the matter of vandal-proofing equipment and facilities wherever possible should be built into the work of the Palmer Road Sports Hub team. The Clerk mentioned the fact that the only way Rustington Parish Council have reduced the vandal damage at the Woodlands site is to employ security guards to carry out nightly inspections.

16/025 PLAY AREA REFURBISHMENT

The Clerk had circulated a report from Vita Play on play area refurbishments, following the annual inspection by the same firm.

It was explained that the purpose of the daily/weekly checks by parish council staff is to identify health & safety issues to deal with straight away. The annual inspection report identified very little additional work that had to be done, whilst this document prices up matters that are largely improving the look of the play areas rather than correcting faults.

Councillor Hamilton-Street outlined the need to have a Play Strategy, to assess what was in the parish already and what was needed to provide the right equipment for the right children in the all parts of the village.

The Clerk reminded the committee that Councillor Thompson would be reporting on the residual life of all equipment and suggesting budgetary needs to achieve the required refurbishments/replacements.

The Clerk made the suggestion, which was **AGREED** by the committee, that the replacement of the nets and a repair to the bridge on the senior play unit on Russett Play Area should be done, along with the suggestion from Councillor Thompson that the swing unit on Braeburn Play Area should be replaced. The Clerk would request the finance from the Parish Council at its next meeting to fund these changes.

Councillor Hill-Smith made the offer of finding a volunteer to carry out the washing down detailed in the report. The Clerk would contact him to make the necessary arrangements.

16/026 BUDGETARY REQUIREMENTS

The budget for 2017/2018 would need to be determined this autumn and the committee was asked for its thoughts on whether a delegated budget would be useful. The conclusion was that it would be desirable, just to get small things done.

The Clerk undertook to provide a report on the underlying budget provision for each activity for the parish council to delegate responsibility to each committee.

16/027 YOUTH PROVISION

Councillor Hamilton-Street referred once again to the conclusions of the visioning session at which it was considered that a Youth Strategy would be drawn up. It was now thought that this strategy should be combined with the drawing up of the Sports Hub Plan.

It was decided to continue the meeting to its conclusion, 9.30pm having been reached.

16/028 HEALTH SERVICE PROVISION

The Clerk informed the committee that a meeting was being set up with the Angmering Practice surgery to discuss the access to Section 106 money, as an attempt to ensure this was used for the original purpose, in Angmering.

In addition, the Clerk had requested that an item on this matter be added to the upcoming

WSHAG meeting which would be attended by Councillor Oldfield.

16/029 SUB-COMMITTEES

The Resilience Sub-Committee would not have a meeting until matters such as feedback had been obtained from Selsey Town Council following the recent school fire.

The Community Facilities Sub-Committee would meet half-way between full committee meetings and the inaugural meeting would take place on Wednesday 28th September 2016 at 7.30 in the Library, if available.

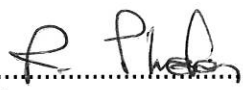
16/030 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

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

16/031 DATE OF NEXT MEETING

The date of the next meeting on Wednesday 26th October 2016 was noted by all members

The meeting concluded at 21:45.


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Chairman

Date... 26/10/16

ANGMERING PARISH CLEW COMMITTEE MEETING 31 AUGUST 2016

ACTION LIST

Meeting Date	Minute No(s)	Title	Action Required	Action Taken	Further Action	Comments
30 June 2016	16/005	Public Consultation	To consider a Xmas Nativity tent on the Green for St Margaret's Church	Awaiting full details of request from Church by email	Consider details at next committee	
30 June 2016	16/005	Public Consultation	Outstanding ALB queries re soil in Water Lane & Cycle Path rubbish	None		
30 June 2016	16/005	Public Consultation	Footpath weed spraying question	None		
30 June 2016	16/005	Public Consultation	Grass cutting review	None		
31 August 2016	16/019a	Clerk's Report	Noticeboards – investigate grant sources			
31 August 2016	16/019a	Clerk's Report	Legacy Garden			
31 August 2016	16/019d	Clerk's Report	Tree Planting on A259 cycleway – confirm funding arrangements with WSCC			
31 August 2016	16/022	Palmer Road Sports Hub	Set up brainstorming meeting			
31 August 2016	16/025	Play Area Refurbishment	Organise the items that will be done			
31 August 2016	16/026	Budgetary requirements	Rob to unravel the budget to show the budgets potentially available to the committee			