



Established 1894

## Angmering Parish Council

The Corner House  
The Square  
Angmering  
West Sussex, BN16 4EA

Telephone/Answerphone 01903 772124

E-mail: [admin@angmering-pc.gov.uk](mailto:admin@angmering-pc.gov.uk)

Website: [www.angmeringparishcouncil.gov.uk](http://www.angmeringparishcouncil.gov.uk)

### MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD VIA A VIRTUAL MEETING DUE TO COVID-19 ON WEDNESDAY 26 AUGUST 2020

- Present:** Councillors Nikki Hamilton-Street; Lee Hamilton-Street; Mike Jones; Alison Reigate (Chairman); Norma Harris; Sharlan Woodason; Rhys Evans; David Marsh and Paul Bicknell
- In attendance:** Tracy Lees, Committee Clerk; Julia Phelon and Judith Cross, representatives of Angmering In Bloom and 3 members of the public
- Acronym:** Angmering In Bloom: AIB, Angmering Parish Office: APC, Anti-Social Behavior : ASB, West Sussex County Council: WSCC, South Down National Park: SNDP, PCSO: Police Community Support Officers

AGENDA ITEM	MINUTE NO.		ACTION FOR
1	20/020	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Alan Evans.	
2	20/021	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. Reigate made a non-pecuniary interest in item 12 as she is a plot holder.	
3	20/022	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Wednesday 29 July 2020</b> were agreed and will subsequently be signed by the Chair.	
4	20/023	<b>ANGMERING IN BLOOM (AIB)</b> The Representatives from AIB explained that there was no report this month.  They commented that they are still going out into the village on a Wednesday, but the recent bad weather had hindered their work.  Cllr. Reigate thanked them for their continued work and support.	
5	20/024	<b>PUBLIC CONSULTATION</b> A member of the public had sent in an email asking about a schedule or works regarding overgrown areas, such as hedges and trees, around the village. Cllr. N Hamilton-Street read the email out to the committee.	

After a short discussion it was agreed by all that Cllr. Reigate would contact the member of the public to arrange a walk around of the areas of concern in order to find a suitable way forward.

Action: Cllr. Reigate to contact the member of the public and arrange a village walk round.

AR

**6 20/025 THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA**

The Action List was received; an update on current actions was given. No questions were asked.

**7 20/026 COMMUNITY EVENTS**

The Committee Clerk gave an update and explained that due to COVID-19 none of the events would be able to take place as originally planned.

A conversation took place around recruiting volunteers for litter picking and other activities in Angmering. Tracy Lees commented that a volunteer policy was in the process of being written. Cllr. Marsh explained his idea for a Keep Angmering Tidy group.

Cllr. Bicknell confirmed that he was still hoping to secure funding for hi-vis jackets and would report back as soon as he could. A short discussion took place regarding branding of the jackets, but it was agreed that this would be too expensive and that badges would be a better option.

Tracy Lees stated that the APC office would like to hold a virtual **Pumpkin Carving Competition** with entrants sending in photos of their carved pumpkins, all present agreed that this was a good idea and should go ahead. Cllr. N Hamilton-Street commented that she had already enquired with Angmering School about their Virtual Art Exhibition as this could be something APC could use for this competition. All agreed.

Action: Find out how the Virtual Art Exhibition works and if this can be used for this competition.

NHS

AIB representatives asked if APC would like them to donate pumpkins again this year, Tracy Lees said yes please. It was agreed that AIB and Cllr. Reigate would discuss the best way to make this happen.

Action: Report back on what pumpkins can be donated.

AR/AIB

**Remembrance Sunday** was discussed, and it was agreed that while it is still unknown if this event can take place as planned or in a scaled back version APC would apply for the road closure license. It is better to have it in place and not used than be too late to apply if the event can take place.

Action: Apply for road closure license.

TL

**8 20/027 RESILIENCE**

Nothing to report.

**9 20/028 PLAY PARK STRATEGY AND PRIORITY MATRIX**

Cllr. Reigate explained what she had been looking at, in particular two play parks – Pippin and Braeburn. Cllr. Reigate then asked for an update on what others had been looking at.

The next point raised was around consultations with residents close to Pippin and Braeburn which had to take place in order to be able to prioritise and decide what actions needed to be taken as this will impact on next years budget. APC need to know what, if anything, is required by November 2020.

Cllr. L Hamilton-Street suggested a pop-up event in these areas to get residents feedback, Cllr. Marsh agreed that this is a good time for a pop-up event especially due to the fact that the Blenheim Play Park re-vamp had been featured in the recently delivered All About Angmering magazine. A short discussion then took place regarding previous surveys and budget constraints.

After discussion it was agreed to move forward with a pop-up in the Pippin and Braeburn area. An email will be sent out with a selection of dates to ask for volunteers to man the stand. Once date and volunteers are agreed a communication via the APC website, Facebook page and noticeboards will be sent out, so residents are aware this is happening.

Action: Send email to confirm date and names of volunteers.

TL

**10      20/029      BLENHEIM PLAY PARK RE-DESIGN**

Cllr. Reigate talked about her poster idea which had previously been shared via email and asked if there were any other ideas. Tracy Lees suggested dropping a flyer to all houses surrounding Blenheim Play Park advising what was going to happen and giving a time line. All agreed this was a good idea.

Action: Design flyer and distribute to the local residents.

TL

Cllr. Evans suggested a pop up at the opening for residents to come and see what to expect when work is considered for other play parks.

Tracy Lees explained that the contractor would be able to help with the opening as this is a service that they offer. It was agreed that APC would find out what options were available and report back via email ready for the September meeting for a decision.

Action: Find out what options were available and report back via email.

TL

A member of the public referred back to the poster idea and asked if the contractor could help with this. Cllr. N Hamilton-Street asked if the contractor could be asked what promotional material they could supply.

Action: Obtain examples of promotional materials and send round via email to the committee.

TL

Cllr. Marsh suggested that all information needed to be received prior to the September meeting so a firm decision could be made about the opening at the September meeting. All agreed.

Cllr. Marsh then suggested that himself, Cllrs. Reigate and Woodason looked at putting the poster campaign together, put together a proposal and share with the rest of the committee. All agreed.

Action: Work on the poster campaign and pull together a proposal.

**Cllrs.  
DM, AR  
& SW**

**11      20/030      WILDFLOWERS AT COMMUNITY CENTRE**

Cllr. Reigate referred the committee to the supporting paper and asked for comments.

AIB explained what they wanted to achieve and their rationale for choosing this area.

After a short discussion it was agreed that the wildflower garden should be planted at the community center in the suggested area.

**RESOLUTION:** Cllr. Marsh **PROPOSED** that the wildflower garden should be planted at the community center, Cllr. Jones **SECONDED** and **ALL AGREED**.

**12      20/031    APC ALLOTMENT**

Cllr. Reigate gave an overview of the plot APC have been given and the initial works involved in preparing the area i.e. clearance of the overgrown areas. She then went onto say that a first draft of a risk assessment had been drawn up and asked for Cllr. L Hamilton-Streets input, he agreed.

Regarding a budget, Cllr. Reigate advised that she had put together a list of items that she felt were needed and costs were being obtained. She then went on to ask for different funding/sponsorship ideas and a discussion took place on various avenues to try. Cllr. Reigate confirmed the cost of the plot for the year was £25.00 and would be paid for by APC.

From the initial message put out to ask for volunteers six members for the public have already expressed an interested in getting involved. Cllr. Reigate went on to explain she was looking to put leaflets in various public places, such as doctors surgeries, to gain as much interest as possible.

Before moving on to the next agenda item Cllr. N Hamilton-Street updated the committee on her conversations with ADC regarding the Lloyd Goring Close allotments. She explained the background around this area and that it comes under ADCs Housing Revenue Account Land i.e. ADCs Housing department. They are keen to potential allow APC to use it as community orchard / community piece of land and have gone away to do some research at their end. APC have also contacted ADCs Parks and Garden department to see if APC can team up to have a joint community orchard. Cllr. N Hamilton-Street will report back when more is known.

**13      20/032    MENTAL HEALTH & WELLBEING RISK ASSESSMENT**

Cllr. Reigate advised that this item was on the agenda after a resident raised concerns at the last HTP meeting regarding the development at Dappers Lane would be damaging to her health and wellbeing.

Cllr. Oldfield, acting as a member of the public, left the meeting.

Cllr. Reigate said that it was suggested at the HTP meeting that APC ask ADC to carry out a Mental Health & Wellbeing Risk Assessment. Cllr. N Hamilton-Street agreed and gave a bit more background on the conversation that had taken place.

Cllr. Reigate then stated that the proposal was to ask ADC to undertake this risk assessment on Dappers Lane and would anyone like to propose it.

**RESOLUTION:** Cllr. Woodason **PROPOSED** that the ADC were asked to undertake a Mental Health & Wellbeing Risk Assessment on Dapper Lane, Cllr. Jones **SECONDED** and **ALL AGREED**.

Action: Contact ADC to ask for the assessment to be carried out.

**KH**

**14 20/033 ANGMERING PARISH COUNCIL INTERNAL TREE POLICY**

Due to technical issues the policy was only shared with councillors on the morning of this meeting.

Cllr. Reigate explained that this was just a first draft and invited any comments for an initial discussion.

Cllr. Jones suggested that to give people to time to read and digest the policy properly that it be deferred to the next meeting of this committee. Cllr. N Hamilton-Street stated that it needed to go to the next full council meeting and asked that feedback should be received in the next week so the policy could be adopted at this meeting on Monday 14 September. All agreed.

Action: Cllrs. to review and send in any feedback by Friday 4 September 2020.

**Cllrs.**

Action: Add potential policy adoption to next full council agenda.

**KH**

**15 20/034 MAYFLOWER PARK IMPROVEMENT IDEAS**

Cllr. N Hamilton-Street suggested setting up a working group to look at what would work in the space, what could be considered etc. Agreement was expressed by all present.

Cllr. Reigate asked who would like to be on this working group, the following expressed an interest: Cllrs. N Hamilton-Street, R Evans, Bicknell, Jones and Harris. One member of the public and AIB expressed an interest in taking part.

Action: Email to be sent out to arrange first meeting.

**Cllr.  
NHS**

**16 20/035 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

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

**DATE OF NEXT MEETING**

The Committee's next meeting will be held via Zoom on **Wednesday 30 September 2020 at 19:00.**

**The meeting concluded at 15:15.**

.....  
Chairman

Date.....