



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD VIA A VIRTUAL MEETING DUE TO COVID-19 ON WEDNESDAY 31 MARCH 2021.

- Present:** Councillors Lee Hamilton-Street; Alison Reigate (Chairman); Rhys Evans; Norma Harris, David Marsh (Vice Chair) and Alan Evans
- In attendance:** Tracy Lees, Committee Clerk; Julia Phelon and Judith Cross, representatives of Angmering In Bloom and one member 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	20/119	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllrs, N Hamilton-Street, Bicknell and Jones.	
2	20/120	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3	20/121	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Wednesday 24 February 2021</b> were agreed and will subsequently be signed by the Chair.	
4	20/122	<b>ANGMERING IN BLOOM (AIB)</b> The representatives from AIB talked through their report making reference to the new board going into St Nicholas Gardens and that it would be in the style of a lectern and that it was hoped that there could be an unveiling event.	

They commented on the various flowerbeds that had been worked on around the village particularly the QE2 bed in Water Lane where there were some very large shrubs that needed pruning. The representatives asked if the Groundsman could help with this as and it was agreed that he would take a look and see if it were something he could do.

There was also a request for assistance in St Nicholas Gardens with a Hazel in the middle border that needed to be removed. Again it was agreed that the Groundsman would take a look.

Action: QE2 bed and middle border in St Nicholas Gardens to be looked at to understand if the Groundsman can assist AIB.

RS

Cllr. Reigate commented that APC have a large number of volunteers and if AIB needed help to let us know.

At this point Cllr. Reigate asked if there would be any objection to bringing **Item 15** up to be heard before **Item 5**. All were in agreement and the item was moved up.

**15 20/123 VILLAGE FLOWER AND PRODUCE SHOW**

The member of the public that had joined the meeting to discuss this event gave an overview of what the event was, its history and explained why the committee was looking for someone else to take over the responsibility of putting the event on in the future. The supporting paper gives a lot of background as well as confirming that any profits go to local charities within Angmering and the running costs. The member of the public finished by stating that she would still like to be involved as would some of the committee. A long discussion then took place.

Cllr. Reigate commented that she would like to see the event carry on and all agreed. Cllr. R Evans commented that he was aware of a group that would like to take something like this on and would be happy to contact them to start the conversation.

Action: Contact the group and introductions made to start the conversation.

RE

Possible venues were discussed with the Community Centre being offered as the new home of the event free of charge, the only caveat being that the Community Centre Trustees needed to be in agreement.

Cllr. Marsh commented that APCs role should be to facilitate the new committee to be able to go forward to promote and ensure that this event would carry on.

After discussion, the following was agreed:

**RESOLUTION**: Cllr. Marsh **PROPOSED** that APC would facilitate a new group to take this event forward in 2022 with the help of a group of volunteers, Cllr. A Evans **SECONDED**, and **ALL AGREED**.

It was agreed that the member of the public would contact all that would normally be involved to say that this event was not going to happen this year and that a new date for 2022 would be advised as soon as possible.

Action: APC to advise when this communication should be sent out.

AR

The member of the public was thanked for her input and left the meeting at 19.36.

**5 20/124 PUBLIC CONSULTATION**

One member of the public was present, no questions were asked.

6      **20/125 THE COMMITTEE CLERK’S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA**

The Action List was received, no questions were asked.  
There was nothing new to report.

7      **20/126 COMMUNITY EVENTS**

Nothing to report due to COVID-19 restrictions.

8      **20/127 RESILIENCE**

There was nothing new to report however the Committee Clerk advised that the update of the contacts in the Resilience Plan had now been done and had been removed from the Action List.

9      **20/128 PLAY PARK STRATEGY AND PRIORITY MATRIX**

Cllr. Reigate advised there was no change from last month’s report and different funding options were still being looked into.

It was also reported that the Heras Fencing around the BMX Track and Skate Bowl had been removed in line with government guidelines.

10     **20/129 MAYFLOWER PARK WORKING GROUP**

Nothing to report. A report is expected at the April meeting.

11     **20/130 DOG WASTE BINS**

Cllr. Reigate drew the committee’s attention to the supporting paper which gave a list of all the dog waste bins in Angmering. A discussion then took place.

After discussion it was agreed that no action was needed at the moment but there were potential 3 areas to look at in the future, these were: Cow lane, sited at the bottom of Creswell; Hillside Crescent for the Honey Lane area; Community Centre green space due to possible overuse i.e. an additional bin may be required.

12     **20/131 BMX TRACK REPAIRS**

The Supporting Paper was talked through and a discussion took place as the quotes were very different.

Cllr. A Evans suggested that the track users were given responsibility for keeping an eye on the state of the track and informing APC when repairs were needed or damaged caused. He hoped this would give them ownership and reduce the number of repairs that need to be made. Cllr. Evans also suggested a message be put out on social media advising the cost of these repairs, all agreed.

Action: Communication to be put on Facebook advising of repair costs.

**KH**

Cllr. Hamilton-Street commented that the track needed to be maintained on a yearly basis.

After discussion it was agreed to go with Quote 1.

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**RESOLUTION:** Cllr. L Hamilton-Street **PROPOSED** Quote 1 should be accepted, Cllr. Harris **SECONDED**, and **ALL AGREED**.

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Action: Accept quote 1 and arrange for the repairs to be done as soon as possible.

TL

At this point Cllr. A Evans experienced IT issues and was forced to leave the meeting, unfortunately he was unable to return as the IT issues continued.

**13 20/132 CONCEPT FOR NEW EVENT – Awards Event, The Fred’s**

Cllr. R Evans gave a detailed overview of the event he wanted to propose. He explained how he came up with the idea, what he wanted the event to achieve, how it would work and could go forward over the years. A long discussion took place.

Part of the discussion was around COVID rules as this may limit what was possible plus the possibility of cancellation, the timing of the event and the cost per person. Also everyone agreed The Fred’s was an appropriate name and paid tribute to the Fred Rowley Award, which this proposed event was based on.

After discussion it was agreed that this was a great idea, but it should take place next year.

Cllr. Reigate proposed that the committee consider this event later in the year at another meeting and in the meantime Cllr. R Evans developed the idea further.

**RESOLUTION:** Cllr. Harris **PROPOSED** the event be put on an agenda later in the year, Cllr. Hamilton-Street **SECONDED**, and **ALL AGREED**.

Action: Put on agenda later in the year, exact month to be decided.

TL

**14 20/133 CONCEPT FOR NEW EVENT – Flicks on the Pitch**

Cllr. R Evans gave an overview of what he wanted to propose and referred the committee to the supporting papers that had been previously produced at the start of 2020. A discussion then took place.

After discussion it was agreed that investigation into the event, i.e. new costs, COVID rules etc. should be looked at with a view to putting on a day time event in conjunction with Worthing Rugby Club sometime in early September 2021.

**RESOLUTION:** Cllr. R Evans **PROPOSED** to look further into this event for a tentative September date for Flicks on the Pitch, Cllr. Marsh **SECONDED**, and **ALL AGREED**.

Cllr. R Evans will need to confirm a date with Worthing Rugby Club before a full investigation can take place.

Action: Event date to be identified.

Action: Once date known investigation into cost to be obtained,

RE

TL

**15 20/134 VILLAGE FLOWER AND PRODUCE SHOW**

This Item was moved up between agenda Items 4 and 5.

**16 20/135 ANGMERING PUBLIC ART - SCULPTURE AT THE COMMUNITY CENTRE**

The Committee Clerk talk through the supporting paper and gave some background on the project. The Committee Clerk also commented that if the unveiling of the sculpture could co-inside with another type of event such as a mini Parish Assembly this would enhance the unveiling as a wider audience could potential by achieved.

After a short discussion all agreed that that the unveiling and a mini Parish Assembly be held at the same time, a date of Saturday 25 September was discussed and decided on.

The Community Centre was offered as the venue for the mini Parish Assembly, both inside and out, with the only caveat being that the Community Centre Trustees needed to be in agreement.

After discussion, the following was agreed:

**RESOLUTION:** Cllr. Marsh **PROPOSED** that the unveiling of the sculpture and a mini Parish Assembly be held on Saturday 25 September 2021, Cllr. Evans **SECONDED**, and **ALL AGREED**.

Cllr. R Evans advised that he had some stall holder contacts that could attend the event and would contact them to see who was available.

Action: To report back on what stall holders were possible.

Action: To advise Project Team of unveiling date.

Action: Add Project Team update to June and July agendas to receive updates.

RE  
TL  
TL

**17 20/136 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, to be confirmed, on **Wednesday 28 April 2021 at 19:00.**

**The meeting concluded at 20:45.**

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Chairman

Date.....

*Please note: The supporting papers referred to in these minutes can be found on the Angmering Parish Council website, along with the meeting agenda or copies can be requested from the Clerk.*

Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegated To	Completed Date
29.07.20	7	20/007	Public Consultation - AIB	Regarding the overgrown trees, shrubs, hedges and verges around the village, asked if there was a program of works to make sure these areas were properly maintained.	Work with local tree surgeon on a plan and implement.	Contact tree surgeon and work on a plan. Waiting quote on 17/08/2020. Roy arranged 2 further tree surgeons 22/09/2020  This is now the Tree Maintenance Plan - presently being drawn up ready to obtain quotes  Now ready to obtained quotes, requests will be sent out w/c 7.12.20 - quotes requested, will be submitted Jan 2021.  As at 15.02.21 - Cost have now been obtained but there are significant differences between quotes - further work needs to be done.	KH/RS  TL  TL  KH	
16.12.20	8	20/084	Resilience Plan	Plan a date for a Resilience Plan review in the spring of 2021.	Date to be decided	Cllr. L Hamilton-Street to advise the date - upon discussion it was agreed to plan in a date once lockdown was over. The action will stay on this list until it is possible to plan a date.	LHS	
31.03.21	4	20/122	AIB	QE2 bed and middle border in St Nicholas Gardens to be looked at to understand if the Groundsman can assist AIB.			RS	
31.03.21	15	20/123	Village Flower and Produce Show	Contact the group and introductions made to start the conversation with a view to taking over the running of this event		RE contacted the group re taking over this event but nothing heard back as of 12.04.21	RE	
31.03.21	15	20/123	Village Flower and Produce Show	The Chair of the show will contact all that would normally be involved to say that this event was not going to happen this year and that a new date for 2022 would be advised as soon as possible - APC to advise when this communication should be sent out.	Email to be sent to all involved when more is known	No contact received from the new group interested in running the event so it was agreed that the email should be sent so all where aware of the situation ASAP.	AR	
31.03.21	12	20/131	BMX Track Repairs	Communication to be put on Facebook advising of repair costs		Waiting for the repair start date before this is to be posted on Facebook	KH	
31.03.21	12	20/131	BMX Track Repairs	Accept quote 1 and arrange for the repairs to be done as soon as possible.		Emailled acceptance of the quote and awaiting a start date	TL	
31.03.21	13	20/132	The Fred Awards	Put on agenda later in the year to continue discussions and identify a date, exact month to be decided		To stay on this list until time to put on the relevant agenda	TL	
31.03.21	13	20/132	Flicks on the Pitch	Once date known investigation into cost to be obtained		Date confirmed as Saturday 24 July 2021 - email sent to find out if screen etc. available Update: Screen is available now waiting on costs and T&Cs	TL	
31.03.21	16	20/135	Angmering Public Art Project	To report back on what stall holders could attend the event		RE contacted the group and three representatives will be in contact with TL to advise what is possible. As of 19.04.21 still waiting for contact to be made	RE	
31.03.21	16	20/135	Angmering Public Art Project	Add Project Team update to June and July CLEW agendas to receive updates	Add to relevant agendas when time to set them up	To stay on this list until time to put on the relevant agenda	TL	

#### KEY

Task has been started

Task not yet started

Deferred Task: Remain on the deferred list as future work required (see separate sheet)



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# **SUPPORTING PAPER**

## **COMMUNITIES, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE MEETING**

### **WEDNESDAY 31 MARCH 2021**

- **AGENDA ITEM 12: COMMUNITY ALLOTMENT**

Report written by Cllr. Alison Reigate.

I have compiled this update on the allotment as things are now beginning to progress at the site. After having a few sessions clearing the allotment we had to stop meeting under Covid 19 regulations, but I have been up to the site and carried on with the clearance and planning of the plot.

We have 14 members signed up with a request for forms for a few more who are interested and are now able to hold our meetings at long last and they are gradually coming to site. Hopefully, we have not lost many due to the delays. I have tried to keep their interest alive by updates and newsletters to keep them informed of progress.

One of the biggest problems I have encountered is taking the rubbish from site as there were mountains of it from the original cut back and digging of the brambles, but this has now been almost completed with the help of Councillor Alan Evans. There should be nowhere near this amount in the future.

I am pleased to say that the plot is at a stage where it can be planted out and I have grown on some seeds that the members are now putting into the ground. The place actually is beginning to look a lot like an allotment now and the members are really excited to be planting instead of just digging. The existing fruit bushes and Rhubarb that we managed to salvage are looking good and in fact the group this week went home with bunches of rhubarb they picked on their first visit which was fantastic.

The allotment committee have been really supportive throughout all this both with physical help and donations. They are pushing people to donate to the site any surplus and in fact they have donated another shed to us this week with the tools inside. We have also been donated a surplus greenhouse from the friend of another member which I have dismantled. One of the committee

members also rotavated the plot before it was planted as well. I am personally pleased actually with the growing relationship between the new allotment committee and APC which can only be a good thing.

Groups are now being held Tuesdays 10-12, Thursdays 1-3 and Saturdays 11-1 which should give everyone a chance to attend at least 1 group a week to fit in with their work lives.

I am still trying to gather all sorts of equipment for use and am also looking at what funding we can look to getting. I did try for the Higgity Pig that Alans Evans forwarded to me but we were unsuccessful with that one. There is more out there though.