



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF THE PARISH MAINTENANCE COMMITTEE HELD IN ANGMERING LIBRARY ON WEDNESDAY 30th MARCH 2016

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

In Attendance: Claire Fullman – Administrator
Cllr Mike Jones - Observing
One Representative from Angmering in Bloom

Action

15/093 **APOLOGIES FOR ABSENCE**

There were apologies of absence from Cllr Susan Francis and Cllr John Oldfield.

15/094 **DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTERESTS**

Cllr Phelon declared a non-pecuniary interest with a company approached for a quotation for a plaque at the landscaped area of Water Lane Garden.

15/095 **APPROVAL OF THE MINUTES**

The minutes of the committee meeting held on Wednesday 24th February 2016 were approved as a correct record and subsequently signed. The minutes from the committee meeting held on Tuesday 8th December 2015 had the minute number correction signed.

15/096 **PUBLIC CONSULTATION**

The Representative from Angmering in Bloom mentioned the corner verge of Nursery Road has been damaged by possibly the construction work. The Administrator responded and said that the same enquiry had been made in the office and it was being looked into. The Representative from Angmering in Bloom also mentioned the new cycle path at the end of Station Road needs tidying up as lots of discarded bits of trees and shrubs from the construction had been left there. The Administrator said that this would be reported on the Love West Sussex website. Cllr Bicknell added that he had spoken with the Project Manager as there was an amount of hedging debris that was expected to have been cleared up by their contractors.

Admin

15/097 **THE CLERK'S REPORT ON MATTERS NOT ON THE AGENDA**

The Clerk's Report was received and taken as read.

15/098 **ANGMERING IN BLOOM**

The report from Angmering in Bloom was received and taken as read.

15/099 **LITTER**

For the purpose of the agenda item, Cllr Phelon asked the Representative from Angmering In Bloom about the litter picking as Angmering In Bloom had litter picked that day. The response was that as it was the school holidays the litter picking in Station Road at the A259 end was significantly less. Cllr Evans did mention that West Sussex County Council had cut all the low level hedges and strong winds could have blown it away. Cllr Bicknell said about writing to the school to explain there was significantly less litter. The Administrator said that there had been communication from Cllr Steven Mountain and the Head of The Angmering School, Mr David Brixey with regards to placing a bin at the bottom of Rowan Way. A map highlighting the area was shown to all members. Cllr Bicknell said at the back entrance of the school is a disused path way and a bin, as the path was no longer used, Cllr Bicknell asked if the bin there could be relocated. The Administrator said she would clarify with the situation with Cllr Mountain and write to the school accordingly, the Administrator also mentioned that a survey of the location of all existing litter and dog bins was in progress. Cllr Phelon said we need to get to the root cause of the litter problem. The Administrator informed all that communication had been received from Cllr Francis suggesting a Keep Angmering Tidy Campaign with a poster competition for the St Peter and St Paul Annual Fair. Cllr Hamilton-Street mentioned about the Keep Britain Tidy App that works in the same way as the Love West Sussex website, the app would also report any reported litter problem to the correct council. Cllr Bicknell suggested awards to members of the public because they have been litter picking and could we support them by awarding individuals, societies and organisations for a job well done. Cllr Phelon said we could highlight individuals who are currently assisting.

It was **PROPOSED** by Cllr Hamilton-Street, **SECONDED** by Cllr Bicknell and **AGREED** by **ALL** to raise awareness through the schools by arranging a poster competition with winners to be announced at the St Peter and St Paul Annual Fair on Saturday 2nd July 2016 and for this to be extended to the public and adult population. To highlight and commend individuals, groups, schools and societies who are already helping to keep the village tidy and to contact the schools to ask for the litter problem to be highlighted in assemblies and for them to consider the possibility of awarding a badge for Good Environmental Awareness.

Admin

15/100 **POUND WAY TREES**

Following the public consultation with residents who would be affected by any work completed on the trees located in Pound Way. The members were presented with the responses received. Cllr Phelon mentioned that the incorrect term, coppicing, was used at the Maintenance Committee meeting on Wednesday 24th February 2016 and that reducing should have been used.

Considering the responses received from the public consultation it was **PROPOSED** by Cllr Bicknell, **SECONDED** by Cllr Evans and **AGREED** by **ALL** to go ahead with the recommendation made at the previous meeting, minute number 15/080, to reduce the Silver Birch trees and to take out the centre one.

Admin

15/101 **VILLAGE MAINTENANCE**

The Village Maintenance Schedule was received by all members. Cllr Phelon said that an amendment would now have to be made to Water Lane Garden now the landscaping had been done. He also asked if when the new mower is operational the schedule would identify each mower. The Administrator said this would be recorded. Cllr Hill-Smith asked if there would be a logo on the new mower to raise awareness of expenditure and work responsibility. The Administrator to look into this. Cllr Bicknell asked if there was enough safety equipment to operate two mowers, the Administrator responded saying each member of the ground staff team had safety equipment for mowers. Cllr Hamilton-Street asked if the Village Maintenance Schedule and the Minutes Action List could be sent separately due to rotation views.

Admin

15/102 **MINUTES ACTION LIST**

The Action List was received with the following notes:

Ref 14/037 Action: Defibrillator – To consider the provision of defibrillators in the Village
 STATUS: ACTIVE NEW STATUS: ACTIVE
 Funding from British Heart Foundation unsuccessful as all funding allocated. Next funding opportunity will be April 2016. Recommendations for type of defibrillator have been received, currently liaising with Malcolm Legg, Community Partnership Lead at South East Coast Ambulance Service. Location for defibrillator has been considered by the office as on the outside wall of the Parish Council Office, leading towards Woodies Newsagents. Administrator to check the agreed full council minute with regards to funding.

Admin

Ref 14/038 Previous minute no 15/036 Action: Boardwalk around Mayflower Pond
 STATUS: ACTIVE NEW STATUS: ACTIVE
 It was agreed at the Maintenance Committee meeting on 24th February 2016 to instruct contractors to jet wash the boardwalk. The boardwalk was then assessed and was clear of algae or moss, so jet washing not required. Email and photographs were sent to all committee members informing them of this. New slippery when wet signs have been installed. To include monitoring on the Ground Maintenance Schedule.

Admin

Action: Water Lane Garden re landscaping and rebuilding of wall - Plaque
 STATUS: ACTIVE NEW STATUS: ACTIVE
 Cllr Phelon informed all that quotations had been received for the plaque. It was **PROPOSED** by Cllr Hill-Smith, **SECONDED** by Cllr Hamilton-Street and **AGREED** by **ALL** to install 2 signs with the following wording: This Garden was created in 2016 to commemorate the 90th Birthday of Her Majesty Queen Elizabeth II.

Admin

Progression to the next item was delayed due to Cllr Bicknell moving onto another item further down the schedule. In connection with verges, Cllr Bicknell became irate with the Office Staff Administrator and the Chair. A heated discussion took place for a number of minutes before being able to move on to the next item.

Previous Minute No 15/044 Action: Benches
 STATUS: ACTIVE NEW STATUS: ACTIVE
 The benches at St Nicholas Gardens and Highdown have been varnished. The rest are to be scheduled.

Admin

Previous Minute No 15/057 Action: Legacy Garden
 STATUS: ACTIVE NEW STATUS: ACTIVE
 It was previously agreed to turf Legacy Garden after liaising with St Margaret's School. To check with the Clerk and progress.

Admin

Action: BMX Track Maintenance
 STATUS: ACTIVE NEW STATUS: ACTIVE
 Maintenance was carried out on the BMX Track on Wednesday 23rd March 2016, ahead of the Easter Holidays. The mounds and any bare areas were reseeded with grass seed and the surrounding grass was strimmed, any holes and areas bare of dust were patched up and the drains were checked, all were clear of any blockages. This will be included in the ongoing BMX Maintenance Monitor and will be monitored for 12 months.

Admin

15/103 **MATTERS FOR CONSIDERATION**

The following items were requested to be consider for a future meeting of the Parish Maintenance Meeting:

1. Twinning Planter
2. Arundel Road Post Box
3. Bramley Green Verges

Admin

15/104 **DATE OF THE NEXT MEETING**

The next meeting date of Wednesday 27th April 2016 was agreed.

Admin

The meeting finished at 21:20pm

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Committee Chairman

Date.....