



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD AT ANGMERING BAPTIST CHURCH ON WEDNESDAY 27 NOVEMBER 2019

- Present:** Councillors Nikki Hamilton-Street; Lee Hamilton-Street; Mike Jones; Norma Harris; Paul Bicknell; Alison Reigate; Alan Evans; Sharlan Woodason; John Oldfield
- In attendance:** Tracy Lees, Committee Clerk; Sam Fraser, Administrator; Judith Cross representative of Angmering In Bloom
- Glossary:** Angmering In Bloom: AIB, Angmering Parish Office: APC

| AGENDA ITEM | MINUTE NO. |  | ACTION FOR |
|-------------|------------|--|------------|
| 1           | 19/091     | <b>APOLOGIES FOR ABSENCE</b><br>Apologies were received and approved for Cllr. Rhys Evans  |            |
| 2           | 19/092     | <b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b><br>There were no declarations of pecuniary or non-pecuniary interests made.   |            |
| 3           | 19/093     | <b>APPROVAL OF MINUTES</b><br>Approval of the minutes of the meeting of the committee from <b>Tuesday 29 October 2019</b> were agreed and subsequently signed by the Chair.  |            |
| 4           | 19/094     | <b>ANGMERING IN BLOOM (AIB)</b><br>The representative from AIB explained that the shrub border on the corner of Nursery Road and Roundstone Lane was still there and had not been removed. Tracy Lees explained that the Groundsman had identified it as not being dead and would not need to be removed and grassed over. AIB agreed to keep an eye on the area and report any significant changes otherwise the area will be reviewed in March 2020.<br><u>Action:</u> APC to arrange for the nettles to be removed along with the small Ash tree. | <b>SF</b>  |
|             |            | The APC advised the Oak Tree that had died at the Community Centre will not be replaced. A discussion took place and it was agreed that a tree policy needs to be put in place. It was suggested that this would be within the Neighbourhood Plan.<br><u>Action:</u> AIB to arrange with Katie Herr, Clerk regarding the tree planting.  | <b>KH</b>  |
|             |            | Cllr M. Jones complimented AIB about the Cala Homes Roundabout and how lovely it looked.   |            |
| 5           | 19/095     | <b>PUBLIC CONSULTATION</b><br>Cllr P Bicknell inquired about the drainage scheme at Hammerpot on the A27 regarding putting in a new ditch in order to help with the drainage and asked if the work had been completed.<br><u>Action:</u> APC to contact WSCC and Highways at Arun and await their response.  | <b>APC</b> |

**6 19/096 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.

**Play Parks:** Cllr S Woodason explained that a local business would like to sponsor our Play Parks and in return we would allow them to advertise their business.

**Cala Homes Time Capsule:** Tracy Lees explained that Cala Homes were planning an event with the opportunity to put some heritage items inside and if APC would like to attend. Cllr P Bicknell suggested an historic map, a document with our seal, minutes from a previous meeting. A conversation took place regarding what the Councillors would like to put inside the capsule and who would be able to attend the ceremony on Saturday 7 December 2019. Cllrs. A Evans, Woodason and Reigate were able to attend the event.

Action: Cllr A.Reigate to come in to the APC Office to discuss further arrangements for the time capsule event.

**Green Dog Walkers:** This has now been official launched and information given out at the recent APC Community Clean Up Day. APC will now work with Arun to communicate the benefit of the scheme and encourage village wide participation.

**7 19/097 COMMUNITY EVENTS**

Tracy Lees talked through recent and upcoming events:

**Pumpkin Competition:** This took place in the Community Centre on the eve of Halloween. APC had advertised the event and the pumpkins were given to residents free of charge prior to the event. The event was very successful, there were 52 pumpkins entered into the competition. This was a very low-cost event that attracted a large audience.

**Community Clean Up:** Due to the Rugby World Cup and the poor weather forecast APC and Councillors decided to postpone this event to Sunday 17 November. It was a very successful turnout with over 50 people attending and 100 sacks of rubbish collected. The next Clean Up Day will be scheduled for March 2020.

**Memory Tree & Christmas Carols:** This will take place in the Village Square on Friday 29 November 2019, there will be 6 carols and 3 poems read and sung by the public with festive drinks and snacks.

**First Aid Course:** This is booked for Monday 2 December 2019 at St. Margaret's Church Hall between 18:30-20:00 and is fully booked. It will be a very informal First Aid lesson to help with potential issues over the festive period.

**Traders Evening:** This will take place on Wednesday 4 December 2019. APC will make marshmallow snowmen with drinks and nibbles for members of the public to enjoy. It was also discussed that the gazebo should be erected outside the office to advertise that the APC Office was open during this event.

Action: APC to get some prices for weights that attach so the gazebo can be put up on concrete.

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| <p><b>RESOLUTION:</b> Cllr. M Jones <b>PROPOSED</b> the purchase of weights for the gazebo on the proviso the cost did not exceed £200. Cllr. N Hamilton-Street <b>SECONDED</b> and <b>ALL AGREED</b></p> |
|---|

**Boxing Day Buffet:** To be held on Thursday 26 December 2019 at Angmering Village Hall. The event is aimed at local people that may be feeling lonely over the festive period. Cllr. N Hamilton-Street suggested that APC contact the village schools and local families to promote this event.

Action: APC Office to forward the information as requested.

**APC**

**8 19/098 RESILIENCE**

Tracy Lees talked through the new look Resilience Plan that has recently been updated. The plan will soon be ready to share with all Councillors. A conversation



then took place regarding flooding within the village and how the resilience plan dealt with this.

Action: Share completed updated plan with Councillors when possible.

TL

**9 19/099 CLEW COMMUNITY ACTION PLAN**

Cllr. N Hamilton-Street commented that this needed be discussed at length at next month's meeting with Councillor actions being reported back on.

Action: To make sure that this is focused on at the December Meeting.

Cllrs.

**10 19/100 PLAY PARK TASK & FINISH GROUP**

Cllr. A Evans reported on the benches that he had gone to view with Cllr. Woodason which were made from recycled milk bottles. Cllr. A Evans will meet with the Groundsman and visit all parks and turn ideas in to a strategy.

Action: Date to be arranged to visit Blenheim Play Park and all other playgrounds.

Cllr A.  
Evans

**11 19/101 VE DAY EVENT PROPOSAL OPTIONS**

The event is due to take place in early May 2020. APC have contacted numerous local Parish and local Town Councils to see how they will be celebrating this event. Each one contacted have no plans to host an event. A discussion then took place.

Cllr. N Hamilton-Street suggested that as it was going to be over a long Bank Holiday weekend many families may be away, and it would also be difficult for the schools to attend.

It was suggested by Tracy Lees that APC could contact the local schools and Women Institute groups and ask if they would like to get involved with making Bunting to go on the trees in the village square and to dress the village in knitted wear and crafts.

Action: Contact the local primary schools and Women's Institute groups.

APC

Cllr. A Evans suggested that we encourage the local shops to get involved to dress their windows up with VE Day Memorabilia and to have a Best Window Competition.

Action: Advertise the best dressed VE Day window competition.

APC &  
Cllrs.

Cllr. Harris will contact the Twinning Association to encourage them to get involved and offer suggestions on what else could be done.

Action: Cllr. Harris to contact the Twinning Association and report back.

Cllr.  
Harris

**12 19/102 REMEMBRANCE DAY**

Tracy Lees reported that a meeting had taken place with St. Margret's Church representatives to discuss next year's (2020) Remembrance Day Service. The main subject discussed was the timing of the event and to try and see that in the future it could coincide with the rest of the country at 11.00am at the War Memorial. A long conversation then took place, the discussion also included road closures and security.

APC to await response from the Church and will discuss further at future meetings.

Action: Follow up on arrangements for the 2020 event.

APC

**13 19/103 FRED ROWLEY AWARD**

The award is given to people that do great things for the Village. It is not a yearly event but given when it is deemed appropriate. After discussion it was agreed that a list of criteria needed to be drawn up to aid APC Councillors to agree on worthy winners. It was identified that there would be two opportunities each year when this award could be given; The Parish Assembly and The Memory Tree & Christmas Carol event.

Action: This will be decided in the February 2020 meeting, Councillors to propose and agree the criteria.

APC /  
Cllrs.



**14 19/104 ASRA PAVILION**

A discussion took place regarding the quotes for the doors and it was decided that the company with the cheapest quote should be instructed.

**RESOLUTION:** Cllr. N Hamilton-Street **PROPOSED** that the work should go ahead and be undertaken by Company 2 Cllr. S Woodason **SECONDED** and **ALL AGREED.**

**15 19/105 RECYCLING OPPORTUNITY**

A long discussion took place regarding bins and recycling. Cllr A Evans has visited local schools to promote extra bins and the recycling of certain products. The bins would be provided and paid for by the council and areas discussed later. Cllr N. Hamilton-Street suggested a trial of a bin outside the Community Centre and to see how it goes.

Action - APC to contact cleansing and to ask for funding for three bins as a kick start.  
Action - APC to seek legal confirmation from SSALC.

**APC  
Office**

**RESOLUTION:** Cllr M. Jones **PROPOSED** and Cllr A. Reigate **SECONDED** and **EVERYONE IN FAVOUR.**

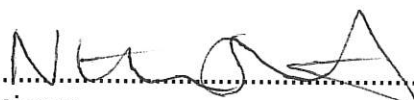
**16 19/106 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

- 1) This Committee
- 2) Full Council

**DATE OF NEXT MEETING**

The Committee's next meeting will be held in the Library at Angmering on Wednesday 11 December 2019 at 19:30.

**The meeting concluded at 21:23**

  
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Chairman

Date..... 11/12/19