



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD AT THE ANGMERING BAPTIST CHURCH ON WEDNESDAY 25 AUGUST 2021.

- Present:** Alison Reigate (Chair), Alan Evans (Vice Chair), Rhys Evans, Paul Bicknell, Norma Harris, Lee Hamilton-Street and Nikki Hamilton-Street
- In attendance:** Tracy Lees, Committee Clerk, Julia Phelan, representative of Angmering In Bloom
- 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.	21/031	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Jones.	
2.	21/032	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3.	21/033	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Wednesday 28 June 2021</b> were agreed and subsequently signed by the Chair.	
4.	21/034	<b>TERMS OF REFERENCE</b> The Terms of Reference were discussed and no changes were requested. All councillors agreed to adopt the Terms of Reference.	
5.	21/035	<b>ANGMERING IN BLOOM (AIB)</b> No report was submitted this month as these are done bi-monthly. The AIB representative thanked all that came to their recent unveiling of the information board in St Nicholas Gardens.	
6.	21/036	<b>PUBLIC CONSULTATION</b> No members of the public were present, no questions were submitted.	
7.	21/037	<b>THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA</b> The Action List was received.	

It was confirmed that the action relating to the Resilience Plan now had a date.

There was nothing new to report.

**8. 21/038 COMMUNITY EVENTS**

**Angmering Revealed & Angmering Art Project, Saturday 25 September**

The Committee Clerk talked through the arrangements and what had been achieved so far including confirmation that 27 groups had already confirmed their attendance. She also asked councillors to volunteer to deliver leaflets and post about the event on Facebook.

**Flicks on the Pitch**

The discussion opened with a suggestion from Cllr. N Hamilton-Street that this could be held on the weekend of the Queens Jubilee in Mayflower Park, Cllr. Reigate agreed. Cllr. R Evans had concerns regarding the costs involved if not held at the Worthing Rugby Club. Cllr. L Hamilton-Street raised his concerns regarding the noise this could cause to local residents and the Worthing Rugby Clubs methods of communication to local residents. A lengthy discussion then took place including the possibility of not holding the event at all.

After discussion it was agreed the Committee Clerk would contact the Worthing Rugby Club and see what availability they had over the 3<sup>rd</sup> and 4<sup>th</sup> June 2022. Once availability was known this event would come back on to the agenda for further discussion.

Action: Contact Worthing Rugby Club for availability.

**TL**

**Queens Jubilee 2022**

Cllr. A Evans suggested asking all stall holders at the Angmering Revealed event taking place at the Community Centre on Saturday 25 September 2021 what plans they had, if any, for this celebration as APC could help promote their event. Cllr. A Evans volunteered to keep a log of who had been asked and what they were proposing to do.

Action: Set up and maintain a log detailing what events are being held to celebrate the Queens Jubilee 2022.

**AE**

Cllr. L Hamilton-Street suggested something could be put in All About Angmering magazine.

Cllr. Reigate asked that councillors come to the next CLEW meeting with ideas of what APC could put on for this event.

Action: Add to the next CLEW agenda.

**TL**

Cllr. A Evans suggested a leaflet could be produced to advise residents of what is going on over this weekend.

Action: Look into a design for a leaflet.

**TL**

**Angmering Village flower & Produce Show**

Cllr. Reigate gave an update and advised that a committee had been formed and the first meeting would be taking place on Thursday 26 August at 7pm. Cllr. Reigate will report back at the next CLEW meeting.

### **Local Traders Market**

The Committee Clerk and Cllr. Reigate gave an update on their conversations with the Great Little Farmers Market. A discussion then took place on possible market locations including the return of a market at the village Hall.

The Committee Clerk is meeting with the representative from the Great Little Farmers Market to look at locations and gather further information and will report back as soon as possible, hopefully at the next CLEW meeting in September.

**9. 21/039 APC OUTREACH PROJECT**

Cllr. R Evans explained that two dates had been identified for 'Meet your Councillor' session, Friday 3 September and Saturday 25 September. Councillors were asked to let Cllr. R Evans know what dates and times they were available.

**10. 21/040 SCULPTURE PATHWAY**

Cllr. Reigate drew the councillors attention to the supporting paper that had been produced. A question was asked as to why a path was need and it was explained that this was to make access easier for wheelchairs, buggies etc. A long discussion then took place.

After discussion the councillors voted as follows:

Three councillors were in favor of not installing a pathway and four councillors were in favor of installing a pathway by the provider of Quote 2.

<b>RESOLUTION:</b> Cllr. N Hamilton-Street <b>PROPOSED</b> that quote 2 was accepted to install the pathway. Cllr. Reigate <b>SECONDED</b> and <b>4 AGREED, 3 DISAGREED.</b>
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**11. 21/041 RESILIENCE**

Cllr. Hamilton-Street advised that a meeting had been scheduled for Wednesday 13 October between Cllr. Marsh and the Committee Clerk.

**12. 21/042 PLAY PARK STRATEGY AND PRIORITY MATRIX**

Cllr. Reigate advised that she had now gone through the Annual Play Park inspection documents and was in a position to update the matrix. She drew attention to the Russet Play Park which would be discussed further under Item 15.

Action: Priority Matrix to be updated.

**AR**

**13. 21/043 MAYFLOWER PARK WORKING GROUP**

Cllr. N Hamilton-Street advised that there was no update.

**14. 21/044 ANNUAL BUSINESS PLAN**

Cllr Reigate asked for comments and updates on councillors actions.

Cllr. A Evans advised that no costs were so far applicable to his actions and Cllr. Reigate updated everyone on the Community Allotment and advised that a box of vegetables grown on the Allotment had been donated to The Fridge.

Cllr. N Hamilton-Street reported that the old allotments at Lloyd Goring Close would hopefully turn into a community project.

**15. 21/045 REPAIR TO RUSSET PLAY PARK**

The supporting paper was discussed. Cllr. N Hamilton-Street commented that the Russet Play Park was well used and due to this the repair should go ahead. She also commented that this park should be put at the top of the list for refurbishment when this was possible, all agreed. Cllr. Hamilton-Street commented on the health and safety issues.

**RESOLUTION:** Cllr. L Hamilton-Street **PROPOSED** that the expenditure, £3,106.38 plus VAT, was agreed. Cllr. N Hamilton-Street **SECONDED** and **ALL AGREED**.

**16. 21/046 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

1) This Committee.

Cllr. L Hamilton-Street requested that name boards for the Fred Rowley Awards were put on the next agenda.

Action: Add Fred Rowley Award name boards to the next CLEW agenda.

**TL**

2) Full Council.

None.

**DATE OF NEXT MEETING**

The Committee's next meeting will be held on **Wednesday 29 September 2021** at **19:30** to be held at the Angmering Baptist Church.

**The meeting concluded at 20:51.**

.....  
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
31.03.21	4	20/122	AIB	QE2 bed in Water Lane to be looked at to understand if the Groundsman can assist AIB.		Work to be carried out between August and the Autum	RS & AIB	
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	
30.06.21	14	21/012	Community Verges	To be discussed on a future agenda, date to be decided.		Look at putting on the September agenda	AR	
28.07.21	13	21/028	Mayflower Park Working Group	Send meeting invitation to working group.			NHS	
25.08.21	8	21/038	Community Events	Contact Worthing Rugby Club for availability for the 3rd and 4th June 2022.		Email sent to Barney 31.08.21 These dates are not available but the following are: 23rd & 30th July 13th August	TL	
25.08.21	8	21/038	Community Events	Set up and maintain a log detailing what events are being held to celebrate the Queens Jubilee 2022.			AE	
25.08.21	8	21/038	Community Events	Look into a design for a leaflet for the Queens Jubilee village events		Start when information becomes available	TL	
25.08.21	12	21/042	Play Park Strategy and Priority Matrix	Priority Matrix to be updated			AR	

## 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, EMPLOYMENT AND WELLBEING COMMITTEE MEETING

### WEDNESDAY 29 SEPTEMBER 2021

- AGENDA ITEM 10: CHRISTMAS TREES FOR THE VILLAGE**

We have been asked to place out order for this year's Christmas trees.

In previous years we have had one large tree on the village green and one small tree on the office outside wall. The costs for this for this year will be:

Description	Quantity	Unit Price	Amount
External Norway Spruce 16ft Christmas tree; installed and recycled	1	675.00	675.00
Lighting Services; supply and fitting of warm-white low voltage LED string lights	1	275.00	275.00
Sussex External Tree 5-6ft; fully lit, installed and recycled (locations TBC)	1	90.00	90.00
		Subtotal	1,040.00
		<b>Total GBP</b>	<b>1,040.00</b>

In addition to the above APC contributed £30 each to 12 local businesses to go towards them having an external tree on their shop fronts. This was very well received and created a lovely atmosphere in the village. The cost to APC was £360.00.

If we were to do the same this year the possible total shop fronts around the village green and at Downsway is 21 which would mean a maximum cost to APC of £630.00.

The budget for Christmas Trees for 2021 is: £2,000.00.

#### Decisions to be made:

1. To decide if the above costs for one large tree on the village green and one small one for the office is acceptable.
2. To decide if APC wish to contribute £30 for trees on shop fronts.