



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 27 JULY 2022.

- Present:** Alison Reigate (Chair) Alan Evans (Vice Chair), Norma Harris, Rhys Evans, Lee Hamilton-Street and Nikki Hamilton-Street
- In attendance:** Tracy Lees (Committee Clerk), one representatives from AIB and Jon Nulty representing the Sundowners event.
- Acronym:** Angmering In Bloom: AIB, Angmering Parish Office: APC, West Sussex County Council: WSCC, Arun District Council: ADC

AGENDA ITEM	MINUTE NO.		ACTION FOR
1.	22/032	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Bicknell.	
2.	22/033	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3.	22/034	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Wednesday 29 June 2022</b> were agreed and signed by the Chair.	
4.	22/035	<b>ANGMERING IN BLOOM (AIB)</b> The A.I.B representative reported that due to the recent hot weather they had only just been able to return to work. They were able to complete a full day today and explained what they had worked on.  It was reported that while they were weeding by the flint wall in the High Street the stones seemed to be very loose and some were in the road. This has already been reported to WSCC and they are due to start work on the wall on Thursday 28 July.	
5.	22/036	<b>PUBLIC CONSULTATION</b> No questions were asked.	
6.	22/037	<b>THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA</b> The Committee Clerk advised that there were no updates and asked if there were any questions regarding the action list.	

The list was then talked through which resulted in one action being marked as complete and another updated. The action list has been updated to reflect these changes.

**7. 22/038 COMMUNITY EVENTS**

**Sundowners Event Feedback – Friday 29 July**

The event on Friday 29 July has now been cancelled however the event organiser was keen to speak to the committee about holding this event in August.

The event organiser, Jon Nulty, gave an overview of why the event had to be cancelled and also what he had done to address the concerns voiced by the APC councillors in their recent feedback regarding the June event.

It was agreed that a lot more promotion was needed to advertise the event and Mr Nulty advised that an advertising banner was going to be commissioned. A short discussion then took place re possible ways to advise including using the radio, Facebook etc..

Cllr. N Hamilton-Street suggested that a question was put in the next community survey, due out in November, asking if people attended this event so APC could gauge if the event was working for Angmering.

After discussion it was agreed that the event should take place in August.

Action: Jon Nulty to come back to APC with the preferred date for the August event.

JN

**Angmering Revealed – Saturday 24 September**

The committee clerk gave an overview of what had been arranged and what was still to be done.

A discussion on the appropriate size of the marquee took place including not being able to put it up until after 16.30 on the Friday which was causing a few issues with the cost of the hire. It was agreed that once stall holder numbers were confirmed that the marquee size could then also be confirmed.

**8. 22/039 ANGMERING AMBLE**

The committee clerk gave an overview of the event and what had been arranged so far.

A short discussion took place regarding wristbands and medals and both were agreed. It was also agreed to change the poster slightly to make it clearer that this was an all inclusive event.

It was also agreed that Cllr. R Evans and Cllr. L Hamilton-Street would take on the role of being the last to walk the route on the day to make sure everyone made it back to finish line. Cllr. N Hamilton-Street also agreed to man one of the check points.

Advertising was also discussed and this event will go live on Monday 1 August, you will also be able to register to take part from this date.

To aid with the advertising APC will ask that this event and Angmering Revealed are advertised on the big screen during the flicks on the Pitch event taking place on Saturday 30 July.

Action: Send event posters to Worthing Rugby Club.

TL

**9. 22/040 POTENTIAL CHRISTMAS EVENT - Friday 2 December**

The event was talked through and an update given on where arrangements were at this present time.

Cllr. A Evans reported on an email communication he had had with the previous event organiser of the Traders Evening which this event will replace. This was mainly to do with any monies left over which was unknown as this point. Cllr. A Evans will pursue this matter.

An official name for the event was discussed and councillors have been asked to send in their suggestions.

The committee clerk will be sending another letter to the traders around the village green giving an update on how arrangements for the event are coming along.

**10. 22/041 PROTECTING MAYFLOWER PARK BOUNDARIES FROM INCURSIONS**

Cllr. Reigate introduced Cllr. L Hamilton-Streets paper on his findings and thoughts for this area and a discussion took place.

The newly installed bund was discussed and it was felt that work still needed to be done. It was agreed that this needed to be looked at separately.

Action: Look back at the original quote and compare to see if this is what had been installed. Take further action if needed.

KH

Access points were discussed at some length with Cllr. L Hamilton-Street explaining what he had witnessed with the recent quad bike driving over the BMX track. Cllr. Reigate suggested that nothing larger than a mobility scooter should be able to gain access to the park.

Cllr. N Hamilton-Street asked that the APC office contact WSCC to find out what their plans were for the A259 access point to Mayflower park. This is where the crossing is located. Also to ask when the concrete blocks that are currently at the side of the pathway will be put back.

Action: Contact WSCC to ask about protecting these access points.

KH

It was agreed that further discussion was needed at a future meeting.

**11. 22/042 PLAY PARK STRATEGY AND PRIORITY MATRIX**

Nothing new to report.

**12. 22/043 MAYFLOWER PARK WORKING GROUP**

Nothing new to report.

**13. 22/044 ANNUAL BUSINESS PLAN**

Cllr. R Evans had suggested holding councillor pop up engagement sessions. Cllr. N Hamilton-Street suggested that certain areas should be scheduled first. Cllr. N Hamilton-Street will send out an email to all councillors asking for their availability to take part in these sessions.

Action: Email to be sent asking for councillor availability to enable pop up to be run.

NHS

No other updates were given.

**14. 22/045 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

- 1) This Committee  
Access to Mayflower Park to be added to the next agenda.
  
- 2) Full Council.  
None.

**DATE OF NEXT MEETING**

The Committee's next meeting will be held on **Wednesday 31 August 2022** at **19:30** to be held at Angmering Baptist Church.

**The meeting concluded at 21:00.**

..... Date.....  
Chairman

*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
26.01.22	13	21/118	Fred Rowley Name Board	Cllr. R Evans to advise the Committee Clerk when this item is ready for further discussion so it can be added to the next agenda.			RE	
27.04.22	7	21/161	Community Events	Meeting sustainability to be reported on at a future meeting, Cllr. A Evans to advise when to add to an agenda.		Cllr. Evans reported on what information he was waiting for so he could move this forward. Cllr. NHS gave him a new contact - 27.07.22	AE	
30.03.22	9	21/149	Potential Village Sculpture	For the committee to decide and let the sculptor know in the near future.		Deferred until end of <b>September 2022</b>	CLEW Committee	
29.06.22	6	22/023	Community Clerks Report - Xmas Traders Event	Letters to be written nearer the time regarding the event i.e. what will be taking place.		Deffered until end of <b>October</b>	TL	
29.06.22	12	22/028	Play Parks	Tracy Lees to look for external funding for the re-development of the play parks and then work on the tender process to be put in place.		This will be an onging item - will report back when information is available	TL	
29.06.22	7	22/024	Donations of Trees from AIB	APC office to pursue the planting of the 3 trees with WSCC on the area opposite the Blue Star Roundabout.		TL has made contact with WSCC to start the conversation and understand what needs to be done to make this possible  TL has completed the relevant forms and is awaiting feedback from Matt Southern at WSCC - 20.07.22  Have now applied for the license and waiting to hear back if it will be agreed - 22.07.22  Chased Simon Neville from WSCC on 22.08.22 for an update - Its with their tree team who are going to check the site is suitable and hopefully issue the licence.	TL	
24.11.21	7	21/085	Remembrance Day – How it Went	Include information about how to order a wreath in All About Angmering in September 2022		Information to be put in the October edition of All About Angmering magazine - Publication date: 26th September	TL	02.08.22
24.11.21	7	21/085	Remembrance Day – How it Went	Try to engage a volunteer to organise the sale of the poppies in the village and assist with the run up to the event.		Added to the August agenda	TL	02.08.22
23.02.22	12	21/135	Plant a tree for the Jubilee	Add this event to the August CLEW agenda	This event will be put back on the August agenda so final plans can be made for the October celebration event.	Deferred until end of <b>August 2022</b> - added to the August agenda as requested	TL	02.08.22
29.06.22	4	22/021	AIB	Cllr Reigate will contact the Youth Offending Service to see if it is possible for them to help with the clearance.		Cllr. Reigate reported that the Clerk had received an email on the 27.07.22 and we are now waiting to see what is possible. Youth Offending Service started to work at Mayflower Park on Monday 22 August. They will also be helping with the clearance at Lloyd Goring Close when this project starts	AR	22.08.22

#### KEY

Task has been started
Task not yet started
Task has been completed and will be removed to completed action list
Deferred Task: Remain on the deferred list as future work required (see separate sheet)



# **Volunteer for The Royal British Legion Poppy Appeal**

**Come and join the West Sussex Poppy Team in 2022**

We have a Poppy Appeal Organiser Vacancy in



**Angmering**



Are you a passionate, organised individual who enjoys interacting with others? Or, are you apart of a group looking to support your Community in new ways?

For more information on becoming a part of our incredible network of Volunteers and support The Royal British Legion in your Community, please contact:

Lauryn Francis, Community Fundraiser West Sussex on:  
LFrancis@britishlegion.org.uk or call 07768 257416



## Item 11

### 100 Trees for Parishes project

#### Introduction

As part of the Council's commitment to tackling climate change, ADC has pledged to donate 100 trees to each Town & Parish Council within the Arun District. Arun's Greenspace Service are tasked with administering and delivering this project and the proposals for how this scheme will work are set out under the headings below.

#### What trees are on offer?

For efficiency and consistency of cost and administration we are offering the following.

- Up to One-hundred 60-90cm 'whips' comprising a native hedgerow mix 60% hawthorn and 5 other species. The other 5 variable species are usually made up of Blackthorn, Field maple, Dogwood, Crab apple, Guelder Rose, Dog Rose and Hazel. Canes and guards for rabbit protection are also available upon request via the order form (see below) as some sites may not need guards.
- Up to three bareroot 3 metre tall 'standard' native trees. A choice of any 3 from Oak, Field Maple, Rowan, Hawthorn and Lime. Stakes & ties are also included.

Choose any combination of the available species for the standard trees e.g. 2 Oak and 1 lime, or alternatively 1 Rowan, 1 Lime and 1 Oak. Indicate your preference on the order form.

#### Order form

There is an excel spreadsheet which you should complete with your requirements and return to the email address below. **All yellow boxes need completing.** There are two tabs on the spreadsheet 'order form' and 'example' - please complete the order form tab, the example is as the name suggests and for guidance only.

#### Locations for tree planting under this scheme

As Arun already has its own carefully considered tree planting strategy with annually developed planting plans, we recommend that you utilise the trees provided under this scheme for your own land i.e. parks, open spaces, allotments under your direct control.

Alternatively many Parish Council's already have existing arrangements and experience of planting on WSCC verges within their respective areas which could be further enhanced by the offer or there may be other landowners you can approach.

Where you do not have any opportunity for planting trees on land then please advise us.

## Planting guidance

All trees should be planted in the tree planting season, typically Nov-Feb. Many of you will have local tree wardens who will be familiar with best practice regarding tree planting, but further guidance is available at the following links:

[Arboricultural Association - Guide to Young Tree Establishment \(trees.org.uk\)](https://www.trees.org.uk)

<https://www.woodlandtrust.org.uk/plant-trees/advice/how-to-plant/>

Arun's Tree Planting Strategy [download.cfm \(arun.gov.uk\)](#)

As a rule of thumb if planting as a hedge then 100 whips will cover up to 20 meters if planted 2 deep at a spacing of 5 plants per meter.

## Collection

Collection will be from Mill Farm Trees, Bury. Pulborough. NB you will require a pick up/large transit van to accommodate the standard trees. Once we have collated orders we will send details of the collection window where you have indicated this as your preference.

As an alternative collection can be made from Hotham Park Carriage Yard, Bognor Regis within a dedicated window. Once we have collated orders, we will send details of the collection window where you have indicated this as your preference.

## Deferral

If you cannot reasonably commit to receiving trees this year, then we can defer your order until next year. Again, please indicate this clearly on your order form where prompted.

Hopefully the above guidance is self-explanatory, if you have any questions, please direct these through [parks@arun.gov.uk](mailto:parks@arun.gov.uk)

Yours sincerely

Oliver

Oliver Handson  
Environmental Services & Strategy Manager

Parish/Town Council Name ( <i>INSERT NAME HERE</i> )	
Choose standards max 3	insert number below
Oak	
Lime	
Rowan	
Field Maple	
Hawthorn	
Total	0
Whips ( <i>delete as appropriate</i> )	Yes/no
How many whips? Max 100	<i>Insert number</i>
Stakes/guards required ( <i>delete as appropriate</i> )	Yes/no
Required for 2022/23 ( <i>delete as appropriate</i> )	Yes
Defer for 2023/24 ( <i>delete as appropriate</i> )	Yes
Collect direct from Mill Farm Trees ( <i>delete as appropriate</i> )	Yes
Collect from Hotham Park Carriage Yard ( <i>delete as appropriate</i> )	Yes



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## SUPPORTING PAPER

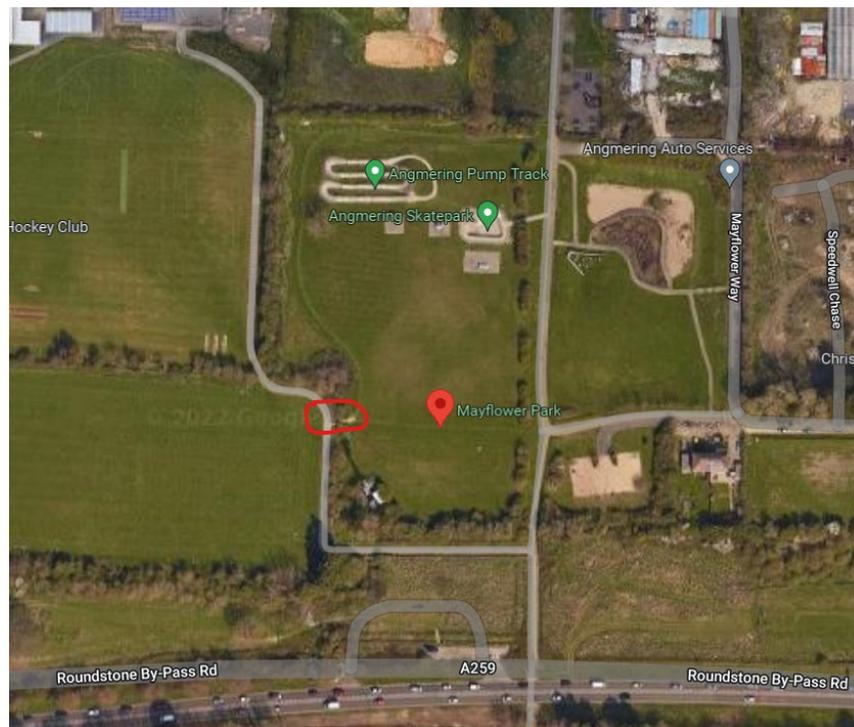
### COMMUNITIES, LEISURE, EMPLOYMENT AND WELLBEING COMMITTEE MEETING WEDNESDAY 31 AUGUST 2022

#### AGENDA ITEM 12 – PROTECTING MAYFLOWER PARK BOUNDARIES FROM INCURSIONS

This paper follows on from the last CLEW meeting HELD in July 2022 and relates to the western boundary of Mayflower Park.

As part of securing this boundary it has been suggested that a permanent structure is placed in the gap between the two fields. This will not only secure the gap but make it clear you are going from one piece of land to the other.

This picture shows the area concerned, with the gap between the two fields identified by the red circle.



Currently the gap between the two fields looks like this.



A Kissing Gate has been suggested and the images below give an indication on what types are available and the potential costs to purchase, fitting will come at an additional cost. There are of course other options such as large boulders.

## Kissing Gates

The kissing gate is used in situation where a gate is not a suitable solution. If there are stock related issues the kissing gate would be a good alternative.

All our kissing gates can either be galvanised finished or galvanised then powder coated green.

[online catalogue](#)



**£621.19** +VAT  
Large Woodstock Kissing Gate



**£468.79** +VAT  
Woodstock Medium Mobility



**£407.50** +VAT  
Woodstock Pedestrian



**£376.02** +VAT  
Stonor Kissing Gate



### Galvanized Metal Kissing Gate - with Self Closing Hinge Arrangement

CODE: 264600BM  
£494.85 EXC  
VAT

1

ADD TO BASKET



### Kissing Gate Kit 4 x Posts & 8 x Rails (Jakcured)

CODE: 299900BM  
£298.00 EXC  
VAT

1

ADD TO BASKET



### Mobility Kissing Gate Kit 1.5m Gate plus 5 Posts & 12 Rails (Jakcured)

CODE: 299800BM  
£387.00 EXC  
VAT

1

ADD TO BASKET



## Kissing Gate Kit for Disabled Access

£365.40

SKU: GAKISSD Category: 5 Bar Gates & Entrance Gates

All prices include VAT

Description    Reviews (0)

#### Description

The TATE Kissing Gate Kit for Disabled Access has been designed to allow a wheelchair user to be able to pass through the gates in rural settings such as fields and public footpaths. The kit has been created using similar materials to our standard Kissing Gate Kit but instead include a larger width field gate and an extra post to allow more room for accessibility. As before, this style of gate does not allow livestock to pass through so is a very popular choice with Farm and Livestock owners. The Kissing Gate allows easy access for all through fencing boundaries without any need to climb. The term 'Kissing' means that the gate merely touches the enclosure either side and does not require any latches to secure the gate in place. Construction in fully treated and tanalised softwood.

**Our standard Kissing Gate Kit includes:** 1 x 1.5m Utility Field Gate, 4 x 100 x 100mm x 2.1m Posts, 1 x 125 x 125mm x 2.4m Posts, 5 x 38 x 100mm x 3.6 Sawn Rail and 1 x 24" Adjustable Hanging Set

Get a Supply Quote



For materials only

Get an Install Quote

For supply & installation



Order by Phone

Call one of our branches



**Decision Needed:** To decide how we should protect Mayflower Park.