

Minutes of Amenities and Environment Committee held on 2nd Dec 2015

Minute		Action
	Meeting commenced at 7.00pm	
577	Attendance: Cllrs Smith, Mear, Tufnell, Mrs Wood Ms Vincent	
578	Apologies for Absence: all present	
579	Declarations of interest by councillors on any of the agenda items below: None	
580	Request for DPI Dispensations: None	
581	Public participation: None	
582	<p>Big Local – Plans for parks: After much discussion regarding the plans for the local parks it was resolved that the Chair of Amenities and Environment Committee draft a letter to the Sompting Big Local regarding possibilities of future improvements at Halewick Lane and Hamble Rec.</p> <p>An e mail had been received from Tesco Local Community Grants section about a new grants programme they are delivering to fund projects on green and open spaces. To register your interest it was necessary to complete an on line form by 11th December .</p> <p>Cllr Smith offered suggestions for two projects – and felt although they must have impact they must be feasible within the short timescale – 12 months - offered by the grant</p> <p>a) Build new changing rooms on Sompting Recreation ground for the football teams – freeing up the accommodation attached to the Harriett Johnson Centre. (The committee thought was probably not achievable within the timescale)</p> <p>b) Build toilets (or even install one of the “disabled unisex superloos”) at Halewick Lane as part of future improvements at Halewick Lane site. It was felt this would be a valuable asset for the children’s play area, picnic area and gateway to the South Downs. There is already a water supply to there. It was realised that permission would need to be sought from Adur District Council, West Sussex County Council and South Downs National Park. Sompting Parish Council would need to pay for maintenance – so it was hoped there would be no opposition from the three authorities.</p> <p>It was resolved that the Chair would complete the online form for option (b) above after bringing up in matters arising at Full</p>	<p>Cllr Smith</p> <p>Asst Parish Clerk</p>

Council on 9th December.

- 583 Planters – Discussion and way forward: A discussion took place regarding the planters at Millfield which were originally being looked after by Sompting Big Local – but due to lack of volunteers were no longer able to fulfil this. The committee decided to write to Sompting Big Local and say that we would take responsibility for them again. As these were not included in the previous 'clear and weed' that was done in the other planters in Sompting, Cllr Mear suggested that he contact the scouts to see if they would be interested in clearing them for their badge. If this was not possible it was suggested that this be looked at when the Caretakers schedule is reviewed in January 2016.
- As there was no further business the meeting closed at 7.40pm
- Cllr
Mear

Minutes of Amenities and Environment Committee held on 4th November 2015

Minute	Action
	Meeting commenced at 7.00pm
567	Attendance: Cllrs Smith, Mear, Tufnell, Mrs Wood Ms Vincent Cllr Servante – also in attendance
568	Apologies for Absence: all present
569	Declarations of interest by councillors on any of the agenda items below: None
570	Request for DPI Dispensations: None
571	Public participation: None
572	Bus Shelter Review: The subject was discussed at length as to the way forward with the vandalised bus shelter. A wooden one would cost in the region of £8000. The Parish Council owns 9 shelters (of these 4 are wooden). The existing strategy is to provide wooden shelters on new sites or when replacing like, where practical. No strategy exists for choice of shelter when replacing the blue shelters. Cllr Smith felt that the public should be asked in the next edition of the Sompting Signpost, as to what they would prefer from following options. 1. Do nothing

- 2 Repair
- 3 Replace with Blue Shelter
- 4 Replace with wooden shelter.

Comms
Committee

The Clerk reported that in the past there had been a grant available for 50% of the cost and as the County Council is keen on bus travel – there is a slight chance this may be available in the future.

It was resolved to put an amount of £2500 in the proposed budget for 2016/17 and 2017/8

It was agreed to refer this to the Communications Committee to seek the public's view.

573

Report by the Clerk – Budgets: The Clerk highlighted two budgets of the predicted end of year namely Toddler Play equipment and Christmas Event.

As the Toddler equipment was low on Adurs' priority list it was suggested that an amount of £2000 be carried over to 2016/17 and the same budgeted for 2016/2017 with £1000 for 2017/2018 so that SPC can go to Adur in the future with a more realistic figure . If budget not spent in 2016/17 the whole to be placed into a new ear marked reserve named toddler equipment. The new council will then be able to decide whether the budget for 2017/18 is required. This was agreed.

Budget overspend: It was agreed that the shortfall for the Summer festival be taken from the Year Competition budget 4165 Year competition noting the income received from Festival is £ 361.

It was decided after discussion on item 574 to retain the amount of £1000 for the Christmas Festival and with a budget of £1000 for the two consecutive years.

Clerk

Cllr Smith suggested an amount of £500 also be budgeted for 'Additional Events' so that SPC (and the future Councillors) could have a budget for events such as May Day, Summer or Halloween as an addition to the Main Festival and Christmas Celebration. This was passed on a majority vote.

Clerk

Cllr Wood suggested and it was agreed to budget £1000 for Play and Outdoor exercise so if Sompting Big Local did decide to improve Hamble Rec, there is money available from SPC to offer to help. It was agreed that this budget will be named Park Enhancements to cover a wider spectrum, with the budget 4271 being zero for 2016/17 and 2017/18

Cllr Smith

Service 7A Payments. Cllr Vincent suggested it would be better to have the full amount set aside and therefore only make the decision once a year . It was agreed to set aside £6000 (in case the Sompting Big Local decided to withdraw their funding in the future) for 2016/7 and 2017/8

Cllr
Servante

. The Clerk will decide the best way to fund this to the budget when all budget bids are collected and the budget/precept proposed.

Planters. After discussion it was agreed to increase the 2016/17 and 2017/18 to £500. The caretaker will be responsible for maintenance in the future.

Cllr Mear said he was still waiting to hear regarding possible sponsorship for the two planters at the top of Busticle Lane but the company would need a rough figure of how much this would be. The Clerk would source this information from a Ferring Nurseries previous contract.

Cllr Smith to see if Mike Tristram is able to source plants from his nurseries for the planters but Cllr Servante suggests that the Memorial Garden should be sorted out separately as a matter of urgency by the 18th December if this is possible. Ferring Nursery to be asked to see if this is possible on a short timescale just for this planter. Other planters to have low maintenance plants but Memorial Garden to have more variety. Cllr Servante also to speak to Sharon Leppard.

Millfield planters – A discussion is needed with the Big Local as to whether they are still willing to maintain them. They were apologetic at their AGM as they had not been able to maintain them as much as they had hoped due to lack of volunteers. It may be the right time to re-open talks with the Big Local as there had been recent changes of personnel.

The Clerk confirmed the agreed figures presented during the above and it was resolved:

1. Bus shelters (code 4405): £ 2,500 for years 2016/17 and 2017/18
2. Toddler equipment (code 4274) £2,000 carried over from 2015/16 to 2016/17 with an addition of £ 2,000 for 2016/17 giving £ 4,000 in 2016/17. If budget not spent whole budget is to be placed in new ear marked reserve named toddler equipment. For 2017/18 budget to be £ 1,000.
3. Overspend of 2015/16 Sompting Festival is to be covered by virement from 4165 Year competition noting the income received from Festival is £ 361.
4. End of year figure for 4207 Christmas Festival is £ 1,000 with a budget of £1,000 for 2016/17 and 2017/18.
5. £500 is to be placed in new budget named Additional Events for 2016/17 and 17/18, separate from budgets Sompting and Christmas Festivals.
6. £1,000 is to be placed in new budget named Park Enhancements.
7. Zero budget in 2016/17 and 2017/18 for Play and Outdoor Equipment (4271)
8. £ 6,000 to be placed in 2016/17 and 17/18 for Service

7A bus service.

9. Planters budget (4400) to be increased in 2016/17 and 17/18 to read £ 500

574

Christmas Event – Update by Cllr Smith. Cllr Smith asked Cllr Servante for an update. Cllr Servante showed what items made up the provisional budget of £1000. The Clerk queried whether an external sound system was really needed – as the Council did have one. Cllr Smith pointed out that this would be set up and looked after by Mr Hyder freeing up Councillors to do other things.

Cllr Wood questioned that if the event was too slick – it would lose its 'local charm' that was usually present. She was reassured that it would still contain Colin Framptons' 'Twelve Days of Christmas' and various carols Cllr Servante reported it would be the same rides as last year, gifts as before, Nic and Bens for hot drinks, mulled wine indoors, stage outside. A bouncy castle was mentioned – but this was not thought to be a good idea. Cllr Servante had also been contacted about the possibility of a few Christmas stalls – it was decided not to go ahead with this and keep it a mainly free event (apart from additional refreshments from Nic & Bens) There is a possibility that the Sompting Big Local may be bringing a hot chestnut stall but this is not finalised.

Comms
Committee

Asst Clerk

Comms
Committee

Advertising – Cllr Servante showed a draft poster – and with a few amendments the committee was happy, but this would need to go to the Communications Committee meeting on 11th November for approval. It was proposed to do 400 flyers for the school and 15 posters and also leaflet drop all the households in Sompting so a run of 4000 would be needed. The Assistant Clerk had contacted the distributor who would be able to deliver early December. To get the printing done the finished article would be needed by 21st November. The Clerk pointed out there was no allocation for printing and delivery costs and it was agreed that these costs would be considered by Communications committee.

Cllr Smith
Asst Clerk

Awards Ceremony – As the Awards Ceremony had been cancelled on 1st November, at short notice, Cllr Smith requested that this should go ahead during the Christmas Celebration Evening and this was agreed by the Committee. It was decided to invite the people from 5pm with the actual presentation approximately 5.20pm before Santa arrives. The Assistant Clerk requested all the addresses from Cllr Smith to enable invitation letters to go out early.

It is requested that all Councillors attend the Christmas Event and this will be mentioned at Full Council

575

Wettons / Caretaker – Update by Cllr Smith – meet the caretaker. The contract with Wettons has been cancelled w.e.f. October – but giving the three months notice

required.

The Caretaker was not in attendance this evening, but will meet Councillors at the Full Council meeting on 11th November. Cllr Smith requested that members of this Committee (and all Councillors after full Council meeting) send to the Assistant Clerk a list of what they see as priority jobs that the Caretaker should be doing so a "schedule of works" can be drawn up. Cllr Servante requested that Caretaker be available 16th/17th/18th Dec to ensure that Centre is 'spick and span' for Christmas event.

Centre
Manager

- 576 Exercise Equipment – Discuss - the opening ceremony. Cllr Smith had e-mailed Cllr Albury Chair of Adur District Council and was still awaiting a reply. He will try again. It may be that we have to set a date and just keep the Ceremony just for Sompting Parish Council. Cllr Mear reported that Adur District Council had already had an article in the local press saying there had been a donation from Sompting Parish Council. It was reported that the equipment was being used – but not so much at this time of year with dark evenings and inclement weather .

Cllr Smith
Comms
committee

The meeting closed at 8.45pm

Minutes of Amenities and Environment Committee held on 7th October 2015

Minute		Action
	Meeting commenced at 7.00pm	
552	Attendance: Cllrs Smith, Mear, Tufnell, Mrs Wood Ms Vincent	
553	Apologies for Absence: all present	
554	Declarations of interest by councillors on any of the agenda items below: None	
555	Request for DPI Dispensations: None	
556	Public participation: None	
557	Grass Verge Cutting: Cllr Vincent apologised for not sending in the draft item for the n SPC facebook page and will e-mail this to the Assistant Clerk	Cllr Vincent Clerk
558	Planters: Update a) Cllr Mear was annoyed that nothing was underway with regard to the planters. He has had complaints from residents	

that the weeds are now encroaching on their gardens. The Assistant Clerk explained that in spite of requests on the SPC facebook page for local gardening companies to contact Sompting Parish Council – no one had come forward

Assistant
Clerk

Resolved - Assistant Clerk to e mail three local companies as a matter of urgency, for quotes and to go ahead with the lowest quote.

b) Cllr Mear reported he had spoken to the relatives of Joyce Burns and the wording for the memorial plaque had been decided – but it could not go ahead until the planters had been cleared

c) It was still thought the best plants would be heathers and lavender – but each of the committee also decided to purchase a bag of daffodil bulbs that would be planted as well

559 Report by the Clerk: Community Allotments and Orchard Space. Members of the Committee thought this was a great idea generally but specifics of the actual location may need further discussion.

560 Report by the Clerk: Ullswater Bus Shelter Repair There was considerable discussion by the committee as to the best way forward. Four options were considered.

a) Write to Big Local to see if they would be willing to help with cost of replacing with a wooden shelter (approx cost £8000) to enhance the area and with a noticeboard could be used as a joint communication point.

b) As per Clerks report to replace glass panels on both shelters

c) Completely remove the shelter

d) Clerk to write to complainant saying that the shelter has been repaired many times due to repeat vandalism and the budget for repairs has been used up and to say that the Council is exploring other options (see a, b & c) above

Clerk

Resolved – to go with Option (d) – so no repair required at this stage

561 Report by the Clerk: Budgets The committee discussed the budget table put before them .

Resolved - items contained within the table were agreed. 3 x noticeboards in wooden shelters, 3 x new free standing noticeboards, 4x replacement noticeboards in blue shelters revised rec toilet materials, revised planters – materials only. Still waiting for WSCC update on verge cutting.

Other ongoing items to be explored with members guidance.

1. Neighbourhood Plan Deliverance Group – No on budget
2. Halewick Park improvements – items 4271/4274 totalling £7000 should be re-branded as Parks and Open Space Improvements.
3. Other park/open space improvements – see item 2.
4. Taking over land from Adur – as promised £1000 in reserves branded Asset Acquisition
5. There is no budget heading for this so it was decided that if there were any requests this would be decided on its merits and come from general reserves.

The service 7A payments would be discussed further and clarified at the next meeting.

- 562 Annual Awards Doug Sherriff/Best Gardens: Update: The Assistant Clerk reported that there had been two nominations for the Doug Sherriff award and none through the office for for the Best Gardens . Cllr Smith reported that he had taken some photos for the Best Gardens and these would be shown at the Full Council meeting where a decision on both awards will be made.
- 563 Christmas Event: Cllr Smith reported that he thought Cllr Servante had everything in hand. The rides had been booked, the wine was on its way and the event would be held in the car-park of the Harriet Johnson Centre so no need for a marquee on the Rec.
- 564 Wettons/Caretaker: Cllr Smith reported he had spoken with the Clerk. We are still bound by the 3 months notice period required in Wettons contract and this is being worked at present.
Two potential candidates for the caretaker/ cleaner were offered the position – once has since backed out. It had been decided that the Council would not re-advertise until after the probation period worked by the appointed person and to review the situation then. He will be starting on 26th October and will meet all the Councillors on the Awards evening on 1st November.
- 565 Exercise Equipment: Cllr Smith reported that the adult exercise equipment has now being installed on Sompting Rec and is being used by residents. It was suggested to hold an official Opening Ceremony with Cllr Albury and Cllr Mear and members of the press to promote this which has been a joint project between Adur District Council and Sompting Parish Council.
Cllr Smith to contact leaders of both Councils to try and arrange a time Cllr Smith
- 566 Additional Items – since agenda

Promotional Calendars – Assistant Clerk showed prices from Team Calendars – who were the most reasonable for the long style calendars. It was decided to go ahead and order 25 quantity of these to be distributed amongst Councillors, photographers, employees, etc Assistant Clerk to arrange for this to be done.

Assistant Clerk

Assistant Clerk

Sompting Signpost – It was agreed that the next edition would be ready in early January for distribution after 18th January. It will contain...details of the precept, reports on Christmas festival, new caretaker, opening of exercise equipment on the Rec. Assistant Clerk to contact the distributor now to book a slot.

Assistant Clerk

Renewal of Domain Name – It was decided unanimously to renew the domain name somptingfestival.org.uk Assistant Clerk to confirm with P2KUK

The meeting closed at 8.20pm

Minutes of Amenities and Environment Committee held on 2nd September 2015

Minute		Action
	Meeting commenced at 7.00pm	
541	Attendance: Cllrs Smith, Mear, Tufnell, Mrs Wood Ms Vincent	
542	Apologies for Absence: all present	
543	Declarations of interest by councillors on any of the agenda items below: None	
544	Request for DPI Dispensations: None	
545	Public participation: None	
546	Grass Verge Cutting: The Clerk provided a report with facts taken from the WSCC website about grass cutting schedules. Cllr Smith asked the committee if they thought it would be a good idea for Sompting Parish Council to pay for an additional cut and is it a responsibility SPC should take on. A discussion followed - some verges worse than others – some verges responsibility of the Highways Agency.	
	It was resolved to ask the question on facebook and in the	Cllr Vincent Clerk

next Sompting Signpost , what residents thought about SPC paying for an extra cut and also to establish which verges in the parish were the worse. Cllr Vincent agreed to draft this – pointing out that “although we are not responsible etc” Clerk to email WSCC to establish the cost and whether viable

- 547 Planters: Cllr Smith asked if a cost was available to have the planters done. As this was not available a discussion followed as to the best way forward. It was suggested that a question be put on facebook if there were any local gardeners willing to do the planting for a small remuneration. In the future – this would come under the remit of the caretaker/cleaner Clerk
- Resolved - Cllr Smith proposed that the planters were sorted out ‘immediately’ utilising the budget still available this was agreed by the committee – heathers and lavenders being suggested as the most suitable plants
- 548 ANNUAL AWARDS - Doug Sherriff/Best Gardens: As there had not been any entries for the Best Gardens as at the date of this meeting, it was agreed that Councillors would go and photograph possible gardens in their ward, as per format in 2013. Councillors also to nominate residents for the Doug Sherriff Award. Assistant Clerk
- Sunday November 1st was chosen as the date for the Award Ceremony, the event running 5pm – 7pm. Background music and a powerpoint presentation of the gardens - running at the same time. Informal seating plan.
- It was suggested that the prizes be 1st - £50, 2nd - £25 and 3rd - £10 . This would leave enough in the budget to have the buffet done by the Gardeners Arms. The issue of serving of refreshments was raised, as Councillors need to be hosting the ceremony. It was proposed to seek assistance of volunteers. If this failed, the serving will be done by the Councillors. It was agreed that Joyce’s daughter be asked to present the Fred Burns Rosebowl for the Best Garden and Mrs M Sherriff to present the Doug Sherriff Award. Assistant Clerk to ensure trophies returned.
- 549 Christmas Event: As Cllr Smith had not spoken to Cllr Servante yet, there was not much that could be discussed but the event planned for Friday 18th December from 5pm. Cllr Wood confirmed that the wine would be available from 23rd October – but she would not have time to arrange for it to be “mulled” by the winemakers this year. Cllr Smith agreed to take on the task and requested contact details. It was thought that the children’s rides had already been booked. Cllr Smith
- 550 Clerks Report: Wettons/Caretaker: The Clerk had prepared a report and attached a letter/new contract from the current

contractor Wettons, about increase in costs from 1st October . A discussion followed.

It was resolved decided not to sign the letter and therefore not accept the new contract but it was also queried that if we did not accept this would we still be bound by the 3 month notice clause? Clerk to check. If the new caretaker is not in post it may necessitate the Rec toilets being closed - or appointing a temporary cleaner. Clerk

551 Budget Cycle: The Clerks Report asked for the committee to consider Change to Existing Committees Terms of Reference, Current Budget expenditure and income against items under its remit and new items for 2016/7. The Clerk asked the committee to consider where the new caretaker/cleaner should come under F & GP, Centre, or A & E Committees. After discussion – the A & E committee thought this should come under them and should be recommended for Full Council Approval on 9th September. It was thought that the Centre Committee may query this reasoning. The Clerk went through items on the budget sheet for the committee to consider the current income/expenditure to September , noting that the Sompting Festival had exceeded the agreed budget and that a budget virement was required. This virement will be considered at the November meeting. Cllr Vincent to chase the Sompting Big Local's £500 Photographs needed of Ullswater bus shelter for consideration of repair work . (to be included on agenda at next meeting) Cllr Vincent Asst Clerk.

The meeting closed at 8.20pm

Minutes of Amenities and Environment Committee held on 1st July 2015

Minute	Action
	Meeting commenced at 7.00pm
530	Attendance: Cllrs Smith, Mear, Tufnell, Mrs Wood Ms Vincent
530a	Election of Chair – Cllr Smith – nominated by Cllr Wood seconded by Cllr Mear Election of Vice Chair - Cllr Vincent - nominated by Cllr Wood seconded by Cllr Smith
531	Apologies for Absence: all present
532	Declarations of interest by councillors on any of the agenda items below: None

- 533 Request for DPI Dispensations: None
- 534 Public participation: None
- 535 Toddler Equipment Halewick Lane: After much discussion it was decided that Halewick Lane was the best site for the toddler equipment. There is already equipment for older children there that is well used.
- The Committee suggested that it was looked at as a 'bigger picture' (as only £2000 available at present) and this would not buy very much. A bigger scheme with the possibility of a toilet block for use by the children's playground and allotment holders was also discussed.
- Cllr Smith offered to draft a letter by Full Council on 8th July regarding Improvements to the toddlers playground and other improvements to the park, that could be sent to Sompting Big Local, South Downs National Park, West Sussex County Council, Adur District Council and Sompting Estates putting forward Sompting Parish Councils ideas to see if any of those organisations would be interested in being involved.
- 536 Planters: Cllr Mear has been trying to get sponsorship for the planters He has approached Atlan Garage and Meakers Fencing and both seem to be interested, but have yet to make a firm decision. It was hoped this would be by the September A & E meeting.
- Cllr Wood suggested as a temporary measure another gardening company should be appointed – but Cllr Smith said we are unsure as to how much left in the budget so it may not be an option. Cllr Vincent agreed to contact charity 'Storm' Gardens who operate in Worthing to see if they would be able to help.
- A & E Committee would like confirmed as to what the previous contractor actually did.
- Apparently Cllr Lewis has purchased some plants prior to the festival – that were due to go in the Joyce Burns Memorial Garden and this is to be followed up (by Cllrs Mear & Wood) – and a date set at full council meeting for the Joyce Burns garden to be tidied up and planted by 'willing councillors' for the summer.
- Cllr Mear to talk to the scouts to see if they would weed the planters at the top of Busticle Lane.
- 537 Buses: Cllr Vincent passed round updated figures on usage of the route. She gave a detailed account of how the route was split into stages and what parts of it referred to Sompting. It is being used by the target group – many who are bus pass users, who are unable to get out by car. The updated figures to be available at the Full Council meeting and Cllr Vincent will discuss this with the Clerk.

Cllr Wood suggested that the A & E committee support the motion at Full Council for the extension of the funding. This was agreed.

- 538 Flint Walls: Re – introducing a grant for repairs. After a discussion, at the moment the A & E Committee agreed that this is something that would be better pursued by the Neighbourhood Plan Implementation Group under their remit.
- 539 Centre Caretaker /Cleaner – Under their remit the Committee wished to amend 8 External Assets (2) to read “Maintain all planters currently controlled by the Parish Council” They were in agreement with the figures in the Funding Section. Matter - Resolved.
- 540 Items for further consideration - SDNP Appointment of Parish Members – The committee read through the election statements of the nominees and agreed on a candidate to put forward – they requested the Clerk nominate the second candidate. Clerk
- The committee requested that ‘Grass Cutting’ be included in the next agenda at the September meeting.
The meeting closed at 8.22pm

3rd June Cancelled

Minutes of Amenities and Environment Committee held on 6th May 2015

Minute	Action
	Meeting commenced at 7.00pm
521	Attendance: Cllrs Smith, Mear, Cllr Tufnell Ms Vincent (Cllr Servante also in attendance)
522	Apologies for Absence: Cllr Mrs Wood (absent)
523	Declarations of interest by councillors on any of the agenda items below: None
524	Request for DPI Dispensations: None
525	Public participation: Mr P Shayler - Shaylers Funfair Mr Shayler wanted to address the committee to see why Sompting Parish Council decided not to re-book Shaylers

Funfair for the Sompting Festival.

A long discussion followed with both parties putting forward their own points of view.

SPC - Councillor Mear stated that the public had approached the Council saying that the rides were too expensive - especially if a family had three children

PS – Disagreed with this citing that children's rides are £1.50 (some competitors £2.00 at least) and Dodgems £3.00 a car (two people) which is a competitive price. He stated that Sompting had always been a very good venue and his view was that this had not shown in the attendance figures.

SPC – Coles do rides for 99p.

PS – This is only on Monday nights and is a 'gimmick' that his company do not need to do. His company are well respected in the area and do all the local events such as Southwick Green and Beach Green for Adur..

SPC – Cllr Servante also said that people in Sompting had wanted something different , maybe and 'Old Fashioned Fairground' but when SPC had made enquiries it seemed they were blocked from doing this due to a ruling by the Showman's Guild.

PS - Said that the ruling from the Showman's Guild would not necessarily come into it but if approached other fairs would be reluctant to 'pinch' Shaylers venue. If an alternative Company were approached and did agree to do it then it is likely that Shaylers would 'pinch' one of their venues in return.....

He went on to say that Harris's Old Time Fair may come, but they would not be suitable for Somptingnot open in the evening etc. and would not necessarily pay for the pitch as Shaylers do (£600)

SPC – Cllr Smith said we had wanted to try something different – but we were being blocked by all avenues

PS – If SPC had wanted something different, why did they not speak to him as he has many contacts – which may have been able to supply what was needed. He also has contacts with companies who supply marquees, toilets and advertising. He felt there had been no communication at all. Another negative factor is that SPC keep changing their dates – not a good thing to do and this year SPC would be clashing with an event on Broadwater Green (who have Coles Funfair) Late June is always a very popular time for events..

SPC - Said that it seems that by trying to please too many people with attractions and timing (School) it is actually having a negative effect.. It needs a complete re think for the future.,

PS - Agreed and offered following suggestions – Basic requirements.....School need to be involved, a funfair for a community bias, marquees and a bar – the rest should work in around those factors. Organising/planning should start a lot earlier (October at the latest – to book things well in advance) . He offered to come to first planning meeting for 2016 event.

At this late stage for he is booked for SPC weekend for adult rides but may be able to offer up to 8 children's

rides. Councillor Mear asked how much notice would be required for these and this option would be discussed at the next Events meeting.

He said Sompting has always been a good venue and he would leave us with these thoughts that if next year it reverted to first or second week in June he has availability at the moment and with discussion could probably provide . He could help with booking of marquees toilets generators etc. SPC – Cllr Smith said to bring the matter to a conclusion it had not been a personal attack on Mr Shayler but an unfortunate set of circumstances and lack of communication. PS – Said he had applied for a funfair earlier in the year on the Rec as he was uncertain whether the festival was actually going ahead at that time – but will not be following that through now. Neither will he hold one near the Joyful Whippet this year to give Sompting time to sort themselves out.

526 Outdoor Exercise Equipment: Andy Edwards from ADC had sent his apologies as he was ill, so the item could not be fully discussed. Cllr Smith requested clarification from the Clerk in matters arising at the Full Council meeting 13th May, on where ADC were actually suggesting the equipment be sited, as he has heard conflicting information. Whatever the decision was he felt that SPC's £5000 part should be sited at the same as site ADC's so that one park was fully completed . He re-iterated that Sompting had been waiting a long time for this. Clerk

527 Joyce Burns Memorial Garden: Cllr Smith asked if anyone had contacts with the family as he felt that the family should be approached with regard to the idea and also the possible wording on a plaque. Cllr Mear offered to speak to the family and took some details re plaques etc. It would be discussed further when their views were received and also the subject of planting and maintenance of the bed outside the Harriet Johnson Centre.

Donation to Marie Curie Cancer Care – Cllr Smith said that he felt that this should not come directly from Sompting Parish Council as this was 'public' money . Cllr Mear suggested that this could come from the Chairman's allowance. Cllr Tufnell suggested that Councillors be approached at the Full Council meeting if they would kindly donate some money to be sent to Marie Curie Cancer Care and this was agreed by the committee. Cllr Mear Clerk

As an aside to the planting of the bed – concern was expressed by the Committee at the state that some of the beds were in. Full of weeds and very sparse on plants They requested clarification from the Clerk as to exactly what should have been/was planted in the beds by the gardener. With this information they would then be able to decide the best course of action.

- 528 Refurbishment of Sompting Sign: This has now been completed and the committee were very pleased at the outcome. Members of the public had also been very complimentary on facebook.
- 529 Flint Wall Replacement - E mail to Councillors re Replacement of Flint Wall by Sompting Paddocks. This was discussed but will receive further attention when more information is available

The meeting closed at 8.25pm

Minutes of Amenities and Environment Committee held on 1st April 2015

Minute	Action
Meeting commenced at 7.10pm	
513 Attendance: Cllrs Smith, Mear, Ms Vincent and Mrs Wood (Cllr Servante also in attendance)	
514 Apologies for Absence: Cllr Tufnell: absent	
515 Declarations of interest by councillors on any of the agenda items below: None	
516 Request for DPI Dispensations: None	
517 Public participation: None	
518 Update on Bus Service Provision – Cllr Vincent reported that the launch event by the Joyful Whippet on 26 th March, had been very successful with a mix of people in attendance. Cllr Mear said that he was waiting for Simon from the Herald to return his call so it will be interesting to see what is in the Press..	
There had been a mix up with the delivery of the publicity leaflets which were eventually found at the Harriet Johnson Centre but had not been signed for by any Centre staff. The Assistant clerk pointed out that the Centre is not always 'manned for deliveries'	Cllr Vincent
Cllr Vincent is looking at dates in early June to convene a meeting to see the viability of the continuation of the service beyond the six months. Cllr Servante queried why the Big Local Transport budget could not be used for that and it was thought that Big Local may be using that for purchase of	

a minibus.

- 519 Hamble Recreation Ground/Outdoor Exercise Equipment:
Cllr Servante was surprised to hear that the bid from Big Local had got as far as the second round of the Adur Pot of Gold, as he thought it had been thrown out at the initial stage.
It was noted that Adur had already agreed to fund the Outdoor Exercise equipment in conjunction with Sompting Parish Council – so perhaps that is for additional equipment. Adur have already said it can be sited where Parish Council choose.
- Long discussion as to where the best place for this to be sited. Cllr Servante offered to run another survey on Sompting Residents Facebook site. Cllr Smith referred to previous minutes saying he thought the decision had been made!
- Hamble Rec – More families with children around that area, may get damaged as some parts of Rec more isolated.
Sompting Rec – May look that Parish Council are always favouring Sompting Rec, Parking is better,
It was also mentioned that it was felt that Adur was listening more to what the big Local are saying and should be going through Parish Council. The Parish Council fought for this two years ago but the Big Local seem to be taking much of the credit.
Cllr Smith offered to do an article for Sompting Signpost
- 520 Renaming of Fred Burns Award: Due to the recent death of Councillor Joyce Burns, (Fred's wife) a suggestion was made as to whether Cllr Joyce's name could be added on the Rosebowl award.
After a discussion about the various possibilities, it was proposed by Cllr Smith and seconded by Cllr Wood, that the planter outside the Harriet Johnson Centre by the bus stop, be called the Joyce Burns Memorial Garden and a plaque attached to the wall signifying this. Quotes to be obtained for such a plaque and reported back to next A & E Meeting
- The meeting finished at 7.30pm

Minutes of Amenities and Environment Committee held on 4th March 2015
Minute

Action

Meeting commenced at 7.00pm

- 502 Attendance: Cllrs Smith, Mear, Ms Vincent and Mrs Wood (Cllr Servante also in attendance)

- 503 Apologies for Absence: Cllr Tufnell
- 504 Declarations of interest by councillors on any of the agenda items below: None
- 505 Request for DPI Dispensations: None
- 506 Public participation: T Rowe and son
Alun Jones
- 507 Update on Bus Service Provision – Cllr Vincent gave timetable feedback to Compass Travel. Words to go on the timetable as agreed at the last meeting. 4,000 copies of the timetable to be provided with the brochure. Big Local meeting next week to agree the leaflet.
- Launch Event to be at Joyful Whippet - Compass to go to Stagecoach for final approval. Likely to be Thursday 26th March – also awaiting confirmation of the date. Awaiting contract from Compass Travel for its service provision. Cllr Vincent to report back.
The service to start on Good Friday – Cllr Vincent to confirm this day will be a free service and report back.
Cllr Smith enquired the status of the funding – none paid as yet – but Big Local to pay their £500 share via Sompting Parish Council.
End of April first payment from Sompting Parish Council, following receipt of invoice from Compass Travel – to be paid monthly in arrears.
- Cllr
Vincent
- 508 Toilets on Sompting Recreation Ground – A complaint had been received that the toilets had been closed. Suggestions that a sign be put up showing opening hours. The local PCSO to be informed of ongoing problems .
- 509 Outdoor Exercise Equipment – The Clerk to e-mail Adur District Council after the Adur District Council Budgets are confirmed to see how this project is to be established . Suggestions the toddler equipment be sited at Halewick rather than at Hamble Rec.
- Clerk
- 510 Hamble Skate Park – It was proposed that SPC work with the Big Local, ADC and other interested parties on the future of this. Cllr Smith to contact Big Local on long term strategy for improvement of the recreation grounds. Resident consultation to be undertaken, when the project is underway.
- Cllr
Smith
- 511 Main Village Signpost – A complaint had been received about the condition of the main signpost and a request for repainting. Members supported this but as the main column is wood – S. Long (handyman) to be instructed to oil the post

and paint the metal parts. Waivered the standing orders for S. Long to undertake these works.

512 West Street – scoping options for possible future enhancement works – Monday 30th March 10 am Cllrs Mear and Servante to attend. The Clerk to e-mail WSCC. Clerk

The meeting finished at 8pm

Minutes of Amenities and Environment Committee held on 4th February 2015

Minute Action

Meeting commenced at 7.00pm

496 Attendance: Cllrs Smith, Mear, Tufnell, Ms Vincent and Mrs Wood

497 Apologies for Absence: All present

498 Declarations of interest by councillors on any of the agenda items below: None

499 Request for DPI Dispensations: None

500 Public participation: None

501 Update on Bus Service Provision
a) Latest Update from Councillor Vincent
b) Confirmation of parties involved
c) Contract to be drawn up.

Cllr Vincent began her report by saying she had a meeting with Chris Chatfield (Compass Buses), regarding the forthcoming 7a (Sunday and Bank Holiday) service. Cllr Vincent had asked for a "heads of agreement" document to be created, to clarify responsibilities of the parties involved in funding/providing the new service. Mr Chatfield had passed this request to Stagecoach Buses and was awaiting the final document. Mr Chatfield also requested Stagecoach should set out how they wished to arrange for invoicing and payment (e.g. in six invoices for £500 at the end of each month, or one invoice for £3000, to be paid in monthly instalments).

Compass had also agreed to make available as much data as possible. Councillors were especially interested in trying to obtain data regarding the breakdown of use by Sompting residents.

Compass Buses and Stagecoach will produce printed matter

such as timetables and a booklet with all the bus details. At the meeting with Cllr Vincent, Compass offered to provide a free bus on Good Friday (originally they had only agreed to fund half of this).

They would like in return flyers and timetables to go out with next Signpost but this would be after the launch date so alternatives were discussed. One idea was for it to go with political leaflets but Cllr Smith thought this may not be a good idea as it may be seen to have come from that party.

Cllr Vincent is to contact Big Local to see if they have anyone available to do the distribution and if not, have they the money available in their Transport budget to fund distribution? Assistant clerk to inform Cllr Vincent details of who distributes Sompting Signpost.

Cllr Vincent to email Assistant Clerk the Compass/Stagecoach logo for use in future Signpost.

Publicity – A launch day has been mentioned by the bus company - on a Friday on Worthing seafront (so a report could go in the Herald the following week.) Suggested people to attend are Cllr Mear, Cllr Vincent, Big Local, Cllr Burns (who would be a user of the service)

The venue was questioned by Cllr Smith, who thought that as this was primarily a Sompting venture it should be within Sompting. The Joyful Whippet car park would be a good option – possibly on a Thursday – when the Senior Citizens club would be there. This was favoured as the first choice, with Worthing as the second choice. Cllr Vincent to contact bus company and Joyful Whippet.

Cllr Vincent had also asked if information regarding SPC's (and Sompting Big Local's) subsidy could be included in the printed matter. Mr Chatfield suggested that there should be room for a paragraph in the Stagecoach's booklet. Cllr Vincent to draft a paragraph and email to Councillors – to be discussed by editorial board before Full Council meeting.

If the scheme proved to be unsuccessful, two months' notice would be needed to cancel the service, so a review would have to be made by the fourth month of operation. Cllr Smith asked if the data from Compass could reflect the actual footfall by Sompting people and Cllr Vincent will follow this up.

If it is successful would we consider contacting other interested organisations (Lancing Parish Council, Broadwater, WSCC etc) Cllr Smith thought this had already been done – as per September 2014 minutes) . Cllr Vincent said some parties had been contacted, some not on a formal basis, but agreed that they should be re-contacted to convene a meeting and also be invited to the launch.

This would have to be in advance of when the next lot of

Funding was needed. Suggested timetable - data is collected by May, with June as a possible date for the meeting and decision.

The meeting finished at 7.30pm

Minutes of Amenities and Environment Committee held on 7th January 2015

Minute		Action
489	Meeting commenced at 7.05pm Mr O Pendered from Communities Matter and Colin Middleton of Adur Homes spoke to members regarding the proposed new gas main being provided to part of Sompting. Members were made aware of the proposal and the dates of installation with the proposed day event at the Village school (subject to confirmation) and at the HJC. Members suggested that the Big Local facilities in Cokeham Road may be another venue for the communication days. Members thanked Mr Pendered and Middleton for their presentation.	
490	Attendance: Cllrs Smith, Mear, Wood, Vincent, Lewis, Bamber, Bashford, Scotting, Tufnell and Servante	
491	Apologies for Absence: None	
492	Declarations of interest by councillors on any of the agenda items below: None	
493	Request for DPI Dispensations: None	
494	Public participation: None	
495	Sompting Estates Ecological Survey Data: Members were informed of the email and information on the survey given by Mike Tristram of Sompting Estates. The Chair requested that the Clerk thanks Mr Tristram for the information.	
496	Sompting Planters: The Clerk informed members that he had placed an Order to Browning Garden Services to undertake the work to the planters. His cost being within budget at £ 520	