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## Minutes of Amenities and Environment Committee held on 5<sup>th</sup> September 2018

		<b>Action</b>
	Meeting Commenced at 7.05am	
849	<b>Attendance:</b> Cllrs Mear, Glynn-Davies, Nicklen, Bashford  Asst Clerk – Sue Tubb	
850	<b>Apologies for Absence:</b> Cllr Smith	
851	<b>Declarations of interest by councillors on any of the agenda items below:</b> None	
852	<b>Request for DPI Dispensations:</b> None	
853	<b>Public Participation:</b> None	
854	<b>Minutes of last meeting:</b> 4 <sup>th</sup> July 2018 – item 843 amended – to reflect Cllr Mear was not a Trustee of the Penfold Trust, then agreed and signed as a true record.	
855	<b>Toilets on Sompting Rec:</b> The Assistant Clerk updated the members with the current quotes for the work needed. As only one covered the full itinerary of full building works, the Clerk is requested to obtain another quote. Councillor Glyn Davies suggested another company to try – details to be provided to Clerk.	Clerk
	<p>A discussion followed regarding the 'history' of how Sompting Parish Council came to be responsible for their upkeep. Cllr Glynn - Davies made a proposal that maybe Sompting Parish Council would like to close them permanently as they are frequently being vandalised – but this was not agreed by other members of the Committee. They mentioned it is a well-used resource and are needed on the Recreation Ground. The use of CCTV cameras (on the outside of the building) were mentioned, but this may cause Data Protection issues. The use of specific lighting may also help.</p> <p>It was suggested that a letter be drafted to Adur District Council suggesting that maybe there should be a new building on the Recreation Ground for visitors using the Recreation Ground. This item will be placed on the next A &amp; E agenda</p> <p>The committee finally decided the item should be referred to Full Council on 12<sup>th</sup> September for further discussion.</p>	Asst Clerk
856	<b>Memorial Bench :</b> Cllr Glynn Davies had been contacted by a member of the public saying that she thought the re-siting of the spare bench on the corner of Meadowview Road and Halewick Lane was the wrong place. The Assistant Clerk advised that the forms had all gone in to WSCC for that site and it had been agreed at a previous A&E meeting. The Assistant Clerk showed the quotes and it was agreed to go with TopDeck from Worthing when the Clerk has had sight of the Public Liability Insurance. If	Clerk

she is unable to see this – to go with alternative quote. Work to be carried out BY END OF October 2018.

- 857 **Millfield Outdoor Leisure Facility:** Cllr Glynn-Davies attended an Open meeting at Millfield with Lee Billingham, Carson Albury, Darren. They are looking at a low cost, low maintenance play area that would be managed by volunteers. A site had been earmarked behind two blocks. Although Millfield is receiving in excess of 6 million from Adur District Council this is for renovations to the buildings as they are in a poor state and not for outside areas. Councillor Glynn Davies hopes that Sompting Parish Council will look favourably on this initiative with support and maybe give funding. (Cllr Glynn Davies to attend the next meeting at Millfield and report to next A & E meeting).
- 858 **Millfield Parachute:** This item was unable to be taken forward separately until decisions made from Item 857. Noted
- 859 **Planters:** The Assistant Clerk reported that unfortunately the Contractor who was to start work at the beginning of September cancelled at the last minute. It was requested that the Clerk obtain alternative quotes. Cllr Glynn- Davies suggested another company to try – to provide details to Clerk. Clerk
- At the meeting referred to in Item 857 above – the residents are aware that Sompting Parish Council will be arranging for repairs to the planters with low maintenance plants. Some of the residents would be happy to be involved. Cllr Glynn- Davies would keep them informed when she attended their meetings
- 860 **Tree Planting Budget:** Cllr Glynn Davies said that unfortunately we had missed the August deadline for free trees from the Woodland Trust. Cllr Nicklen mentioned there were two options – to purchase the 105 trees for £105 or to wait to the next deadline which is February 2019 – but apply in good time in November 2018. This was the favoured option. Cllr Glynn-Davies had spoken with various people including Adur District Council. It was questioned whether we would like to share a batch of trees, but Cllr Nicklen thought that 105 could be accommodated easily in Malthouse Meadow – maybe the southern section. The Assistant Clerk raised the issue as to who would be responsible for planting, upkeep etc. Sustainable Sussex, Mike Tristram had shown interest and maybe local Scout and Guide Groups could be involved as well. Cllr Glynn- Davies said that Sompting Village Primary would also be interested in some larger saplings for their grounds. This to be an item on next A & E agenda. Asst Clerk
- 861 **Multi Agency Working Group – Anti Social Parking -** Cllr Glynn-Davies reported that Cllr Baxter had been working on a pack with posters. This was shown to the Committee. The Assistant Clerk reported that neither the Clerk or herself had seen this pack so Cllr Glynn- Davies will request that Cllr Baxter e mail this a.s.a.p. so this can be shared with all Councillors. Cllr Nicklen to e mail updated photos to Cllr Glynn-Davies. Cllrs Glynn Davies & Baxter
- The Clerk is requested for this to be placed on Full Council and Finance agendas with regard to approval and funding for printing of posters etc. It was agreed that the pilot area should be around Test Road by the shop and near Sompting Village Primary School. Clerk
- 862 **Local Traffic Survey –** Cllr Glynn Davies reported that this was going ahead week commencing 17<sup>th</sup> September
- 863 **Repairs to Bus Shelter Western Road:** The committee considered quotes for repairs and replacement of the vandalised bus shelter in Western Road. After much discussion. It was agreed to leave as it is without glass/poly carbonate or boarding and monitor the situation over next few months.

- 864 **Cleaning of Bus Shelters:** The Assistant Clerk reported that quotes had been obtained for one-off cleans by Adur District Council at £28.10 per bus shelter. She reported that the cleaning of the shelters are part of the caretakers duties and this is done on a rota and being monitored. So the additional cost cannot be justified. Noted
- 865 **Noticeboard Replacement:** The Clerk had suggested that the replacement noticeboard at the Marquis PH was the most urgent one. She also suggested that an approximate size of 8 x A4 sheets be most appropriate size similar to that positioned outside the Harriet Johnson Centre. The committee thought that the replacement should be the same make as the one outside the HJ Centre to give uniformity throughout the District. It was also suggested that the Marquis PH replacement be a 'double one' as per current noticeboard. Assistant Clerk to find out the make and bring final quotes to the next meeting and establish if current posts are suitable. If amount likely to be over current budget – item to be put on Finance agenda  
Asst Clerk  
Clerk
- 866 **Sustainable Transport – North Sompting -** Cllr Glynn-Davies had spoken to several people in North Sompting regarding lack of public transport on Sundays in the area. Cllr Mear advised the committee that there had been problems in the past when the council was providing a service through Compass Buses. After discussion, it was agreed that Cllr Glynn- Davies contact Dial-a-Ride to see if they can help in any way. Cllr Mear to contact Brighton and Hove buses. Cllr Nicklen to explore other options with Community buses, PSV licences etc and report back to next meeting. It was suggested that maybe this could go into the next edition of Sompting Signpost at the end of the year.  
Cllrs Glynn-Davies, Mear & Nicklen  
Asst Clerk
- 867 **Budgets:** The Clerk reported that she had tried to trace records of the Penfold Trust as requested at the last meeting without success. Cllr Nicklen found something on line and Cllr Mear is to talk to Margaret Sherriff who was involved a number of years ago. The committee went through the current budget sheet then discussed the forthcoming budget suggestions by the Clerk in Item 868.
- 868 **Budgets 2019/2020:** The Committee discussed the comments/ suggestions made by the Clerk and also suggested additional new budgets for A & E Committee. The suggestions made were agreed apart from  
4274 Toddlers Play Equipment – retain £3000 and add further £3000 = £6000  
4275 Park enhancements – can this be used for Rec Toilets  
4365 Tree Planting (and maintenance) retain £500 and add further £500 = £1000  
4400 Planters – increase to £2500  
4404 New noticeboards increase to £1500  
4405 Bus Shelter retain £1500 and add further £1500 = £3000  
4240 Welcome Pack Increase to £600 – with new development in mind  
4265 Advertising Increase to £2000  
New Budgets  
Conservation/Community in the Countryside/EPIC etc £2000  
Children's & Adults Millfield Outdoor Leisure Facility £2000
- 869 **Sompting Recreation Ground Slide -** It was noted that the slide in question is in Sompting Road, Worthing not on Sompting Recreation Ground. No further discussion needed.
- 870 **Date of next meeting –** 3<sup>rd</sup> October 2018
- 871 **Meeting closed at 9.05pm**

Signed  
Chairman .....Date.....