

TANGMERE PARISH COUNCIL



Minutes of the Environment Committee Meeting held at 7.30pm on 15 January 2019 in the Committee Room

Present:

Councillors- Kate Beach (Chairman), Roger Birkett, David Blythe, and Simon Oakley

In attendance:

Louise Steele – Clerk to the Council

One member of the public

235	AGENDA ITEM 1 - APOLOGIES FOR ABSENCE Apologies were received from Councillors Hilton, Irwin, Lanchester, Stanbridge & Ware	
236	AGENDA ITEM 2- DECLARATIONS OF INTEREST Cllr Birkett declared a non-pecuniary interest in Agenda Item 8 Application No TG/18/03426/DOM on the grounds that the property is close to his home. Cllr Birket declared his intention not to participate in discussion of that application. Cllr Oakley declared a non-pecuniary interest as a Member of Chichester District Council (CDC) and as a Member of West Sussex County Council (WSSCC) in matters on the agenda in general. Cllr Oakley withdrew from the meeting to the public gallery for the duration of the Committee's deliberations on planning applications at Agenda Item 8 under consideration by Chichester District Council due to his Membership of that Council's Planning Committee. Any comments and observations from Chichester District Councillor Simon Oakley on planning applications were personal ones made at the invitation of the Chairman and related to matters of fact and clarification. .	
237	AGENDA ITEM 3 – PUBLIC PARTICIPATION A member of the public attended to follow up a question posed to Mr Culpitt of Seaward Properties on 20 November 2018 (Minute 189-18 refers). The street lamp in Jerrard Road is still not working. The Clerk confirmed that Mr Culpitt Had emailed denying that the street lamp was in Seaward Properties ownership and attaching a plan of their land owned in the area. The Clerk has responded demonstrating that the street lamp was located within the area owned by Seawards but had heard nothing further. The member of the public expressed frustration about a lack of progress in this matter.	
238	AGENDA ITEM 4 – MINUTES The minutes of the meeting held on 20 November 2018 were approved as an accurate record and signed as such by the Chairman.	
239	AGENDA ITEM 5 – ACTION POINTS Members considered a summary of action points and heard updates on progress against those action points, that summary annotated with additional information from the meeting is attached to these minutes.	
240	AGENDA ITEM 6 – CORRESPONDENCE There was no correspondence to be considered.	

241	<p>AGENDA ITEM 7 – ALLOTMENTS</p> <p>Members received a report from the Chairman of the Allotment Committee. Four plots are inundated with weeds and it was agreed that the Clerk should write a “tidy up” letter to two plot holders - thus covering three of those plots. For the fourth plot the Clerk should write to the plot holder giving notice that unless the plot is brought back to good order the Parish Council will not renew the allotment agreement.</p> <p>A working party is planned in April.</p> <p>AP72 - Write to allotment holders in respect of the three allotments inundated with weeds.</p>	Clerk
242	<p>AGENDA ITEM 8 – PLANNING</p> <p>Members declined to consider any of the planning applications because of the low number of Councillors present (indeed the Committee was rendered inquorate for one application because of interests declared by Councillors). These applications were deferred to an extraordinary meeting of the Committee planned for 29 January 2019.</p> <p>Members noted with dismay the following Appeal Decision: Appeal Ref: APP/L3815/W/18/3205290 (Planning App TG/17/03086/FUL) 1 Boxgrove Corner, Arundel Road, Tangmere PO18 0DU – Appeal allowed</p> <p>Members also noted a list of planning decisions by the Planning Authority in relation to applications previously considered by this Committee</p>	
243	<p>AGENDA ITEM 9 – COMMUNITY LITTER PICK</p> <p>Members agreed that a community litter pick should be held on Saturday 30 March 2019 from 10am to 12noon. The Clerk was asked to purchase six litter pickers and hoops</p> <p>AP73 – Purchase six litter pickers and hoops</p> <p>..</p>	Clerk
244	<p>AGENDA ITEM 10 – MAINTENANCE JOBS – MUGA AND OTHER AREAS AROUND THE RECREATION FIELD</p> <p>Members considered maintenance jobs to be undertaken on areas of the Recreation Field including specifically around the MUGA and it was noted that Cllr Birkett will obtain the relevant quotations from Matt Lubbe.</p> <p>AP 74 Obtain quotes from Matt Lubbe for maintenance jobs. Prepare risk assessments for the Council’s other open spaces and determine the frequency of ongoing inspection</p>	
245	<p>AGENDA ITEM 11 – OTHER MATTERS</p> <p>Members considered the latest position in relation to the matters below:</p> <ul style="list-style-type: none"> a) Speedwatch – there are two January dates planned – 22 and 31 January b) Lights at Spitfire Court and Jerrard Road (already considered see minute 237-18 above) c) WSCC Highways Matters (awaiting meeting with Chris Dye of WSCC) d) One Stop and Post Office (already considered with Action Points see minute 239-18 above) e) Removal of Phone boxes – the box has been removed but tidying up if the area (by village green) needs to be undertaken. f) Bloor owned Public Open Space at Wyvern Close and Lysander Way – Members gave the Clerk some advice on the subject of whether a commuted sum was required in respect of this transaction g) NHB 2018 – Speed Indicator Devices Project – this needs to commence in the next few months. 	

246	AGENDA ITEM 12 – OTHER MATTERS FOR INFORMATION ONLY There was discussion of the topographic survey of the Recreation Field and the planting of a hedge for the Recreation Field perimeter.	
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Date of next meeting: Extraordinary – 29 January; Ordinary – 12 March 2019

Chairman:

Date:

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Tangmere Parish Council – Action Points 2018/19

No	Meeting/Date/Minute	What?	By whom?	Comments/Progress	Target Completion Date	Actual Completion Date
AP10	Env/22 May 18/30-18	Cllr Hilton to undertake weekly inspections of the Recreation Field.	Cllr Hilton	Inspections have been regularly undertaken	Ongoing	Ongoing
AP12	Env/22 May 18/31-18	(AP29 from 20 March) Ask for 20cm diameter, 1m high, round top concrete bollards to be sited at the road side corners of the bus shelter at the Museum to prevent repeated damage	Clerk	Clerk emailed Chris Dye 31 May, 5 July 2018 and 12 November 2018		
AP13	Env/22 May 18/32-18	Establish legal obligation in respect of weekly inspection of publicly accessible areas.	Clerk	Agenda item for this meeting		
AP27	Env/24 July/80-18	Write a letter to Southern Water re odours from Woodfield Close Pumping Station	Clerk	This action to be expanded to include addressing issues about controlling vegetation.	18 Sept 18	
AP28	Env/24 July/80-18	Put together a leaflet on how to complain to Southern Water	Clerk & Cllr Oakley	Action outstanding	18 Sept 18	
AP30	Env/24 July/81-18	Mrs Oliver and the Locum Clerk to draft allotment rules	Clerk & Mrs Oliver	Action outstanding	18 Sep 18	
AP31	Env/24 July/83-18	Locum Clerk to instruct a contractor to clean the playground equipment	Clerk	Cllr Birkett to pick this action up.	ASAP	
AP33	Env/24 July/84-18	Locum Clerk to write to WSCC to request that they clear the growth at Chichester Drive and then TPC will take it over.	Clerk	Clerk wrote to Chris Dye at WSCC on 12 November 2018	18 Sep 18	12 Nov 18
AP40	FC/6 Sept/114	Write and congratulate the Medical Centre	Clerk	Action complete	ASAP	12 Nov 18
AP41	FC/6 Sept/114	Write to Post Office Counters Ltd	Clerk	Email sent to Post Office Ltd on 12 November 2018	ASAP	12 Nov 18
AP44	Env/18 Sept/132	Purchase roll of Myplex for allotments, subject to price.	Clerk	Action outstanding		
AP45	Env/18 Sept/135	Seek competitive quotes for a safety survey of the trees in the parish council's ownership	Clerk	Action in hand		
AP46	Env/18 Sept/136	Apply to have the One Stop premises listed as an asset of community value.	Clerk	Application made		12 Nov 18

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