

# TANGMERE PARISH COUNCIL



## Minutes of the Environment Committee Meeting held at 7.30pm on 24 July 2018 in the Committee Room

### Present:

Councillors- Kate Beach (Chairman), Roger Birkett, Kirsten Lanchester, Simon Oakley, James Stanbridge, Trevor Ware

### In attendance:

Louise Steele – Locum Clerk to the Council  
Dulcie Oliver – Chairman of the Allotments Committee

75	<b>AGENDA ITEM 1 - APOLOGIES FOR ABSENCE</b> Apologies were received from Cllrs Hilton and Irwin.	
76	<b>AGENDA ITEM 2- DECLARATIONS OF INTEREST</b>  Cllr Beach declared a non-pecuniary interest in general terms arising from her involvement with the Community Garden.  Cllr Birkett declared a discloseable pecuniary interest in Agenda Item 8 (the list of planning decisions by the Planning Authority in relation to items previously considered by this Committee) on the grounds that one of the decisions listed concerned his own planning application. The list was merely noted and not discussed so Cllr Birkett did not withdraw from the meeting.  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.  Cllr Ware declared a non-pecuniary interest in general terms arising from his relationship with the Youth Club. .	
77	<b>AGENDA ITEM 3 – PUBLIC PARTICIPATION</b> Two members of the public attended and raised a concern about a street lamp column that was not working on Jerrard Road. It was noted that part of Jerrard Road was not public highway and it was believed that ownership had been retained by Swards. This was linked to two nearby street lights also not working and the Locum Clerk reported that she had emailed the Hyde Group asking for these lights to be repaired.	
78	<b>AGENDA ITEM 4 – MINUTES</b> The minutes of the meeting held on 22 May 2018 were approved as an accurate record and signed as such by the Chairman.	

79	<p><b>AGENDA ITEM 5 – ACTION POINTS</b></p> <p>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.</p>	Clerk
80	<p><b>AGENDA ITEM 6 – CORRESPONDENCE</b></p> <p>Members considered a list of correspondence tabled at the meeting. The list is attached to these minutes. Items 1 &amp; 2 were noted, item 3 concerning the offensive odours emanating from the Woodfield Close pumping station gave rise to significant discussion. A inaccurate number for Southern Water has been shared and therefore it has been difficult for residents to complain.</p> <p>It was agreed that the Parish Council needs to take a twin track approach- to go through Southern Water’s complaints process and then if they don’t deal with it satisfactorily go to OFWAT (but it is necessary to demonstrate that the complaints process has been exhausted first). This Committee can follow up with a letter to Southern Water (to Joel Halford) and put together a leaflet for distribution to residents.</p> <p><b>AP 27</b> Locum Clerk to write a letter to Southern Water</p> <p><b>AP 28</b> Locum Clerk &amp; Cllr Oakley to put together a leaflet on how to complain to Southern Water</p>	Clerk  Clerk & SO
81	<p><b>AGENDA ITEM 7 – ALLOTMENTS</b></p> <p>Members received the oral report of the Chair of the Allotments Committee and noted the reports of the Tangmere Allotments Committee meeting held on 13 June 2018.</p> <p>The allotment stewards have requested a strimmer (with brush cutter) in order to keep areas of the allotments clear. The Committee declined to recommend the purchase of a strimmer (because of concerns about safety) but did agree to seek a price from one of the Councillor’s grounds maintenance contractors (Matt Lubbe). It was noted that the contractor’s public liability insurance should be checked.</p> <p>Members also heard that as required by Action Point 9 Mrs Oliver and the Locum Clerk had met to discuss a new allotment agreement. As a result a new agreement based upon NALC’s allotment agreement template was recommended with the caveat that this agreement required additional rules “for the regulation and management of the Allotment Garden” (point 7 of the agreement).</p> <p>It was agreed that Mrs Oliver and the Locum Clerk should bring draft rules back to this Committee for consideration and that when the rules were agreed both documents should be recommended to Full Council.</p> <p><b>AP 29</b> Cllr Birkett to obtain a quote from Matt Lubbe for strimming the required areas of the allotments and ask Mr Lubbe to provide details of his public liability insurance.</p> <p><b>AP 30</b> Mrs Oliver and the Locum Clerk to draft allotment rules</p> <p>Mrs Oliver left the meeting at the conclusion of this item</p>	RB  Clerk & DO

82	<p><b>AGENDA ITEM 8 – PLANNING</b> Councillors considered the following applications and commented upon them as shown:</p> <p><b>TG/18/01597/DOM</b> Two storey side extension with pitched roofs and single storey rear extension with flat roof. Variation of condition 2 from planning permission 17/01799/DOM; cladding in replacement of render. Holly Cottage, Arundel Road, Tangmere, PO18 0JZ</p> <p>No objection</p> <p><b>TG/18/01411/LBC</b> Demolition of concrete panel garage with an asbestos roof and replace with timber construction. Bay Cottage, Tangmere Road, Tangmere, Chichester, West Sussex, PO20 2HE</p> <p>No objection</p> <p>Members noted a tabled list of planning decisions by the Planning Authority in relation to applications previously considered by the Committee.</p>	
83	<p><b>AGENDA ITEM 9 – RECREATION FIELD</b> Members considered a number of issues relating to the Recreation Field. A recent spate of anti-social behaviour has meant that there is a bench repair to be carried out. The play equipment needs cleaning and the Locum Clerk was asked to find a contractor to undertake the task. Also it is necessary to consider an inspection of the trees around the field and the Locum Clerk was asked to bring the previous tree inspection report to the next meeting of this Committee.</p> <p><b>AP31</b> Locum Clerk to instruct a contractor to clean the playground equipment</p> <p><b>AP32</b> Locum Clerk to put the previous tree inspection report on the agenda for the next meeting of this Committee</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
84	<p><b>AGENDA ITEM 10 – OTHER MATTERS</b> Members considered the latest position in relation to:</p> <ul style="list-style-type: none"> <li>a) Road Safety <ul style="list-style-type: none"> <li>i.Speedwatch – Cllr Stanbridge reported that two Speedwatch dates have been arranged for September</li> <li>ii.Crossing in Meadow Way – (AP11) there appears to be good progress on this</li> </ul> </li> <li>b) Bus Matters</li> <li>c) Litter</li> <li>d) Remedial Works – the new bus shelter in Meadow Way/Hawker Close has a panel missing; (AP12) no further progress; Chichester Drive –the Locum Clerk was asked to write to WSCC to request that they clear the growth and then TPC will take it over.</li> </ul> <p><b>AP 33</b> Locum Clerk to write to WSCC to request that they clear the growth at Chichester Drive and then TPC will take it over.</p>	<p><b>Clerk</b></p>
85	<p><b>AGENDA ITEM 11 – WEEKLY INSPECTION – PUBLICLY ACCESSIBLE AREAS</b> This matter was deferred until the next meeting of the Committee</p>	
86	<p><b>AGENDA ITEM 12 – NEW HOMES BONUS, COMMUNITY INFRASTRUCTURE LEVY (CIL) &amp; S106</b> Members noted that three NHB applications (for two mobile Speed Indicator Devices, additional trees and a multi-media installation in the Village Centre) were in progress to made to CDC by the end of July 2018.</p>	

<b>87</b>	<b>AGENDA ITEM 13 - MATTERS FOR INFORMATION ONLY</b> Cllr Ware had made a successful application to CDC's Battle's Over fund for £250 to fund an event marking the centenary of the end of WW1. It was suggested that the Finance Committee be asked to confirm that an airman and a soldier silhouette be purchased, the latter to be funded from the Parish Council's own funds.	
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**Date of next meeting: 18 September 2018**

**Chairman:**

**Date:**

## **Correspondence List – Environment Committee 24 July 2018**

1. Letter from Arun District Council 16/07/18 – Arun Local Plan – Planning Inspector's Report
2. Letter from Arun District Council 20/07/18 – Adoption of the Arun Local Plan (2011-2031)
3. Email 24/07/18 from Rosemary Marley re Woodfield Close Pumping Station