

TANGMERE PARISH COUNCIL



Clerk to the Council

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MEMBERS OF THE ENVIRONMENT COMMITTEE

ARE HEREBY INVITED TO AN EXTRAORDINARY MEETING OF THE COMMITTEE TO
BE HELD AT

7.30PM ON TUESDAY 1 SEPTEMBER 2020 IN THE MAIN HALL,
TANGMERE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE AND REMOTELY
USING ZOOM SOFTWARE
Meeting ID: 891 6759 1080
Passcode: 656460

ALL MEMBERS OF THE PUBLIC HAVE A RIGHT, AND ARE WELCOME, TO ATTEND IN
PERSON OR REMOTELY (AND THE MEETING ID AND PASSCODE ARE GIVEN ABOVE
TO FACILITATE THIS). TOTAL NUMBERS IN THE HALL WILL BE LIMITED TO 30 AND
ALL PRESENT WILL BE ASKED TO WEAR A FACE COVERING

26 August 2020

Louise Steele - Parish Clerk

AGENDA

1. Apologies

To receive apologies for absence

2. Declarations of Interest

To receive from Members any declarations of discloseable pecuniary and non-pecuniary interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Tangmere Members' Code of Conduct.

3. Public participation

Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.

4. Minutes

To approve as an accurate record the minutes of the meeting held on 17 March 2020 (draft minutes circulated with this agenda).

5. Allotments

To receive the report of the Chairman of the Allotment Committee.

To consider the number of individuals on the allotment waiting list and to clarify and review protocols about the management of the waiting list. The Clerk to report orally.

6. Action Points

To note the action points from previous meetings and to hear updates on progress against those action points (summary of Action Points to be tabled at the meeting).

7. Correspondence

To note correspondence received and consider whether any of the correspondence should form an agenda item at a subsequent meeting. The list of correspondence to be tabled at the meeting.

8. Planning

To consider the Committee's observations on the planning application listed below:

[20/01458/FUL](#)

Installation of parking spaces for 12 no. vehicles for a temporary period of 3 years.
Land At Neville Duke Way Oakwood Close Tangmere West Sussex PO20 2WD

[20/01852/DOM](#)

Change of use of detached garage to habitable accommodation with alterations to fenestration and roof including addition of 1 no. dormer.
Saxony House Easthampnett Lane East Hampnett Tangmere PO18 0JY

[20/02063/TCA](#)

Notification of intention to crown reduce by up to 1.5m on 1 no. Cherry tree. Remove 1 no. 4m limb on south west sector on 1 no. Alder tree (T2). Remove 2 no. 5m long stems on 1 no. Plum tree (T3). Reduce crown by up to 2m on 3 no. Apple trees (T4, T5, T6). Fell 1 no. Alder tree (T7). Reduce 1 no. limb by 2m, 2 no. limbs by 3m and 1 no. limb by 4m on east sector on 1 no. Plum tree (T8).
12 Nettleton Avenue Tangmere PO20 2HZ

[20/02113/TPA](#)

Crown thin by 20% on 1 no. Lime tree (T50) and fell 1 no. Lime tree (T77) subject to TG/79/01015/TPO.
Rossmore Tangmere Road Tangmere Chichester West Sussex PO20 2HW

Members also to consider whether further response needs to be made regarding plans to alter the traffic lights and junction at the Shopwhyke junction of the A27. Anecdotally the Clerk has been informed that a final comments are invited but is, at the time of drafting this agenda, unable to find out by whom; she hopes to be able to report further orally at the meeting.

9. Consultations on Reform of the Planning System

The Committee is asked to note that in the first week of August the Ministry of Housing, Communities and Local Government (MHCLG) issued three consultations on reform of the planning system, The National Association of Local Councils (NALC) has asked for responses to the consultations by the deadline shown. Each consultation can be viewed by clicking on the hyperlinks below:

[Changes to the current planning system](#) (NALC deadline for responses 17 September)

[Planning for the future](#) - the planning white paper (NALC deadline for responses 15 October)

[Transparency and competition: a call for evidence on data on land control](#) (NALC deadline for responses 16 October)

Members to consider whether the Parish Council should respond to consultation, whether that response should be via NALC or direct to MHCLG and, if a response is to be made, what the mechanism should be for agreeing a Parish Council response within the deadlines.

10. Trees

To consider the four matters relating to trees below:

a) **Tree Survey**

Recalling that on 17 March a detailed tree survey (carried out in January 2020 and previously circulated) was received, Members are asked to agree that the Clerk should ask the contractor to quote for undertaking an annual update to the survey in January 2021

b) **Trees on Recreation Field**

Further to the meeting of Full Council on 14 May 2020 (Minute 313-20 refers) Members to consider the location and viability of two beech whips planted on the recreation field (Clerk to report in more detail orally) and whether to retain the trees in that position or relocate them (and if relocated the options for a new location and how to consult the young person involved). Members are also invited to consider whether the matter creates any precedent and whether any policy about tree plant as a form of memorialisation is required

c) **Requests for work to reduce Parish Council owned trees**

Two recent requests have been received for the Council to undertake work on its trees. Those requests are circulated as confidential papers. Members to consider the requests.

d) **Trees at Churchwood Drive/Blenheim Park**

11. New Homes Bonus

To consider an update on the Council's NHB projects for 2018 and 2019. Copy of update report recently supplied to Chichester District Council attached.

To note the applications for NHB 2020 recently submitted (applications previously circulated).

12. Recreation Field Bund

To consider an oral update from the Clerk and Cllr Birkett about the completion of the bund around the recreation field.

Further to consider the quote received from the contractor who has completed the work so far for a new gate to complete the project. (Quote circulated as a confidential paper.).

13. Community Litter Pick

To consider the possibility of, and a date for, a community litter pick for the autumn of 2020.

14. Salt Bins

In response to a recent salt bin survey from West Sussex County Council it was noted that there are no salt bins for which the Parish Council has responsibility. Members to consider whether there should be any additional provision of salt bins.

15. One Stop Site

To consider what is known about the future of the One Stop site

16. Post Office Provision in Tangmere

To consider what is known about Post Office provision in Tangmere.

17. Other Matters

To consider the latest position in relation to:

- a) Reinstatement of the daffodils on the bend opposite the Museum
- b) Ownership of land at Bishops Road
- c) Bus shelters
- d) Dukes Meadow
- e) Maintenance and landscaping at Lysander Way
- f) New bins

18. Date of next meeting

The next listed meeting of the Environment Committee is scheduled to be held on 22 September 2020 and the meeting after that on 24 November 2020. Full Council is likely to be asked to consider a revised schedule of meetings for 2020/21.

TANGMERE PARISH COUNCIL



Minutes of the Environment Committee Meeting held at 7.30pm on 17 March 2020 in the Committee Room

Present:

Councillors- Kirsten Lanchester, Kate Beach, Roger Birkett, Andrew Irwin, Simon Oakley
Paul Spencer-Ellis and Trevor Ware

In attendance:

Louise Steele – Clerk to the Council

297	AGENDA ITEM 1 - APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr David Blythe and from Mrs Oliver – Allotments Committee	
298	AGENDA ITEM 2- DECLARATIONS OF INTEREST Cllr Oakley declared a non-pecuniary interest as a Member of Chichester District Council (CDC) and as a Member of West Sussex County Council (WSCC) 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 the 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.	
299	AGENDA ITEM 3 – PUBLIC PARTICIPATION There was no public participation.	
300	AGENDA ITEM 4 – MINUTES The minutes of the meeting held on 21 January 2020 were approved as an accurate record and signed as such by the Chairman.	
301	AGENDA ITEM 5 – ALLOTMENTS Mrs Oliver was unable to attend but the Clerk presented a short report from Mrs Oliver to the effect that allotment holders are waiting for the ground to dry out a bit before getting going with the plots. There are three vacant plots and the allotment holders are planning an AGM in April at which they will arrange a workparty day to tidy the communal plot and deal with the rubber from last year's manure. It was agreed that there would be no increase in allotment fees for 2020/21.	
302	AGENDA ITEM 6 – ACTION POINTS Members considered a summary of action points and heard updates on progress against those action points.	
303	AGENDA ITEM 7 – CORRESPONDENCE There was no correspondence to be considered.	

304	<p>AGENDA ITEM 8 – PLANNING</p> <p>Members considered the Committee’s observations on the planning applications listed below and commented on them as shown:</p> <p><u>20/00483/DOM</u> Single storey extension Nampara Jerrard Road Tangmere PO20 2FD</p> <p>Tangmere Parish Council objects to this application on the grounds that it represents overdevelopment of the site and because of concerns about surface water drainage towards neighbouring properties and the location of the mains sewer.</p> <p><u>20/00233/DOM</u> Installation of woodburning stove and flue. Oldbury Barns Marsh Lane Easthampnett Tangmere PO18 0JW</p> <p>Tangmere Parish Council has no objection to this application.</p> <p><u>20/00370/TPA</u> Reduce crown by up to 4m (all round) and crown thin by 30% on 1 no. London Plane tree (T47) subject to TG/91/01021/TPO. 26 Middleton Gardens Tangmere Chichester West Sussex PO20 2JD</p> <p>Tangmere Parish Council has no objection to this application.</p> <p><u>20/00554/DOM</u> Single storey extension to rear and new porch to front elevation. 3 Copse Farm Cottages Tangmere Road Tangmere PO20 2EU</p> <p>Tangmere Parish Council has no objection to this application.</p>	
305	<p>AGENDA ITEM 9 – MASTERPLANNING FOR TANGMERE</p> <p>This item was superseded by the Covid-19 crisis.</p>	
306	<p>AGENDA ITEM 10 – RECREATION FIELD</p> <p>This item was superseded by the Covid-19 crisis.</p>	
307	<p>AGENDA ITEM 11 – TREES</p> <p>Members received the recent tree survey (previously circulated) but any way forward on annual updates and further triennial surveys was deferred until further notice.</p>	
308	<p>AGENDA ITEM 12 – SPEED INDICATOR DEVICES</p> <p>Members received an update on the positions and movement of the Council’s mobile speed indicator devices and agreed a schedule of movement.</p>	
309	<p>AGENDA ITEM 13 – COVID 19</p> <p>Members considered the latest information and guidance on Covid 19.</p> <p>It was resolved to create a working party to coordinate the Parish Council’s response to the Covid 19 in providing support to vulnerable households in the community. Membership of the working party to consist of Cllr Stanbridge, as Chairman, the Clerk and all other Councillors that wished to participate (Cllrs Beach, Birkett, Blythe, Irwin and Ware) and anyone else co-opted by the working party.</p>	

	<p>It was noted that all formal meetings scheduled to take place in March would be cancelled and the position reviewed for the Annual Meeting of Council scheduled for 14 May 2019.</p>	
<p>310</p>	<p>AGENDA ITEM 14 – OTHER MATTERS The matters below were discussed as shown:</p> <ul style="list-style-type: none"> a) Reinstatement of the daffodils on the bend opposite Museum – Clerk in process of applying for a license to plant b) Ownership of land at Bishops Road – Further research to be undertaken. Clerk to write to the Goodwood Estate c) Bus shelters – no update d) Dukes Meadow – no update e) Community Litter Pick – this will be deferred until further notice f) Maintenance and landscaping at Lysander Way – this is to be undertaken by Matt Lubbe 	

Date of next meeting: – 19 May 2020

Chairman:

Date:

	Ref	Title	Description	Application	Status	Sum awarded	Completion Date	Expenditure	Underspend	Update August 2020 for CDC
New Homes Bonus 2017	NHB 28 17	Bus Shelter	To install a new bus shelter on Meadow Way opposite the new Persimmon Housing site in order to serve not only the new residents but also City Fields workers and Tamar Way residents	£5,378.00		£5,380.00 Complete	Nov-17	£5,377.50	-£2.50	
New Homes Bonus 2017	NHB 29 17	Benches	Wooden bench seat on Tangmere Recreation Field, adjacent to Malcolm Road between the Village Centre and the Medical Centre. Wooden bench on the corner of Tangmere recreation field next to the car park.	£1,572.00	Awarded	£1,570.00 Complete	Jul-18	£1,336.00	-£234.00	
New Homes Bonus 2017	NHB 30 17	Trees	To provide 6 trees on Tangmere Recreation Field in order to further enhance the village	£1,019.94		£1,020.00 Complete	Dec-17	£608.02	-£411.98	
								£607.63	£607.63	2019/20 Expenditure on additional trees (not previously authorised by CDC) invoice attached.
New Homes Bonus 2018	NHB 34 18	AV System	To meet the requirements of different user groups of Tangmere Village Centre, the Parish Council would like to install a comprehensive audio-visual and lighting installation, with user friendly controls and broad functionality.			£11,900.00 Complete	Apr-19	£11,900.00	-£40.85	Cumulative underspend Full accounts and copy invoices submitted to CDC on 14 January 2020 because an element of the project was funded by S106

	Ref	Title	Description	Application	Status	Sum awarded	Completion Date	Expenditure	Underspend	Update August 2020 for CDC
New Homes Bonus 2018	NHB 36 18	SIDS	Tangmere Parish Council would like to address residents' concerns about the speed of cars passing through parts of the village, and are looking to purchase and install two Speed Indicator Devices at locations on the main thoroughfares.			£5,710.00 Complete	Jan-20	£5,710.00	£0.00	The project was completed on 24 January 2020 with the initial fixing of the brackets and the SIDS to lamp columns on Tangmere Road and Meadow Way. In a variation from the original application the SIDS are not moved by volunteers but by a contractor employed by the Parish Council. The SIDS are moved every four weeks in accordance with the schedule attached and this continued throughout lockdown. The expenditure evidenced here includes the cost of the initial fix of the brackets and one move but the ongoing costs of moving the SIDS is picked up by the Parish Council's budget
New Homes Bonus 2019	NHB 39 19	Youth Play Equipment	Tangmere Parish Council wish to provide additional climbing and viewing play equipment adjacent to the existing playpark.			£24,246.00 Complete		£24,246.00	£0.00	The project was completed, with the handover of the new equipment, on 18 June 2020 (delayed by Covid-19) and was opened to the public on 4 July 2020 when permitted by Government guidelines. Invoice for £29,270.31 attached, press release and photo attached.
New Homes Bonus 2019	NHB 41 19	Recreation Field Drainage	Installation of a drainage link between the South end of the recreation field ditch and the soakaways at the South West edge of the recreation field. This is to alleviate potential flooding of Malcolm Road and residential properties on the South side of the road.			£3,875.00 Ongoing				This project is ongoing, it has been delayed by Covid-19. Land Drainage Consent has been applied for and it is anticipated that work will commence in September 2020.

	Ref	Title	Description	Application	Status	Sum awarded	Completion Date	Expenditure	Underspend	Update August 2020 for CDC
New Homes Bonus 2019	NHB 42 19		The purchase of improved equipment for mowing and maintaining Tangmere's cricket square in order to improve pitch preparation and maintenance and reduce the manual workload of volunteer ground staff.			£6,857.00 Complete	Nov-19	£6,857.00	£0.00	This project was completed on 19 November 2019 with the delivery of the mower (invoice for £7,307 attached). The 2020 Cricket season was delayed but now that recreational cricket is permitted Tangmere Cricket pitch has seen more use than anticipated. In order to comply with ECB Covid-19 guidance some Cricket Clubs have needed to seek additional locations to play matches.