**TANGMERE PARISH COUNCIL**



Tangmere Village Centre

Malcolm Road

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Minutes of a meeting of the **Environment Committee**

held on **Tuesday 6 June 2023**

**Present:**

Councillors Trevor Ware, Don Wright, Andrew Irwin, Kate Beach, Roger Birkett, George Bailey, Regan Du Closel and Simon Oakley

**In attendance:**

Caroline Davison – Parish Clerk and RFO

**Apologies**

001/23. All elected members were present at the Meeting. An invitation had been sent to the District Councillor David Bett who had sent his apologies.

**Declarations of Interest**

002/23. Councillor Simon Oakley declared non-pecuniary interests, in general terms, as a member of West Sussex County Council (WSCC). Councillor George Bailey declared his non-pecuniary interest in planning application TG/23/01168/LBC and Agenda Item 9b).

**Election of Chairman**

003/23. Councillor Trevor Ware was unanimously elected as Chairman of the Environment Committee for the municipal year.

**Election of Vice-Chairman**

004/23. Councillor Don Wright was elected as Vice Chairman of the Environment Committee for the municipal year.

**Public participation**

005/23. No members of the public were present.

**Minutes**

006/23. **RESOLVED –** that the Minutes of the Environment Committee Meeting held on Tuesday 28 March 2023 were approved as an accurate record and signed as such by the Chairman.

**Planning Applications**

Members considered the following Planning Applications:

007/23. Planning Applications TG/23/01167/DOM and TG/23/01168/LBC both related to the dismantling and rebuild of the chimney stack at Hill Farm, Chestnut Walk. Members raised **NO OBJECTION** to replacement of the chimney in the same design and materials.

008/23. TG/22/01711/FUL Cassons Restaurant, Tangmere. Members considered the plans to convert the existing restaurant into two residential units and to build an additional two dwellings adjacent. Members raised a unanimous **OBJECTION** to the planning application and raised the following concerns:

* The suitability of residential accommodation located in such close proximity to A27 specifically in terms of noise and air pollution and safe access
* Whether there is a sufficient number of parking spaces allocated in the plans, particularly for visitors
* How the refuse and recycling will be safely collected from the properties
* That there is no indication of what energy sustainability measures are to be put in place
* It is not clear where the access is to the front door of Plot 1 from the allocated parking spaces
* Whether the design and layout of the kitchen/dining is suitable for the size of property
* If the car port space is large enough to accommodate two cars

The Parish Council also wishes to see the requirement that the car parking spaces in the car port are retained in perpetuity.

**Planning Decisions**

Members noted the following Planning Decisions:

009/23. TG/23/00617/FUL The Parish Council had supported the CDC decision to **PERMIT** the permanent use of twelve vehicular parking spaces at Sage House for use by Dementia Support.

**Allotments**

010/23. At its Annual Council Meeting held on 16 May 2023, Tangmere Parish Council agreed to the incorporation of a new Tangmere Allotments Advisory Group (TAAG) to act as a formal interface between the Parish Council who undertake the management of the allotments and the allotment holders. Councillors Andrew Irwin, Regan Du Closel and Roger Birkett were elected as members of the Group from the Parish Council. It had also been agreed that the allotment holders would be advised in writing of the formation of the new group and would be given the opportunity to determine collectively which of their members wish to represent the allotment holders at Group meetings and to put these names forward to the Parish Council.

At this meeting it was **RESOLVED** that the first meeting of TAAG be held on Tuesday 18 July 2023 commencing at 7.00pm.

**Action Points**

011/23. Area at top of Copper Beech Drive

It was noted that members of the Copper Beech Drive Management Group and their gardener had untaken clearance works to this area. In doing so they had uncovered a damaged metal grill which had been temporarily covered and taped off. WSCC Highways had been approached to verify whether the area of land was in their ownership and what could be done to repair or replace the metal grill. It was considered that it might have formed part of the original drainage system for the pond which ran to the west of Tangmere House before the new culvert was created. Members discussed future management of the area and it was **AGREED** that Councillor Roger Birkett, in conjunction with the Clerk,approach the ground maintenance contractors and to develop a proposed maintenance schedule and obtain quotations for the same. It was noted that the hedges for Nos 3 and 4 Dukes Cottage form a boundary with the area and therefore the householders would need to be consulted with regarding any future plans.

Possible ideas put forward for future management of the area included securing more whips under the Chichester District Council scheme.

012/23. Southern Water pumping station by the Museum

It was advised that the wayleave for the electricity supply was still under discussion.

013/23. Maintenance of land at junction of Church Lane/Tangmere Road

The grass in this area had been historically cut and maintained by a resident living nearby. Since ill health had prevented them from being able to progress with this service, it had been noted that whilst WSCC undertook periodic grass cutting, their operatives did not remove the cuttings and the service was infrequent. Thus, leaving periods of time when the area looked unsightly. It was considered that with both the war memorial and finger post located in this area it was important to ensure regular future grass cutting and maintenance of the area. Councillor Roger Birkett agreed, in conjunction with the Clerk,to liaise with the grass cutting contractors to get a quotation for including this area in their regular grass cutting schedule.

014/23. Bishops Road Update

Members were updated with the background to this issue. In 2018 a resident had enclosed a 71m2 area of land off Bishops Road which lies outside the curtilage of their property by planting laurel bushes. The Parish Council at the time strongly objected to the illegal enclosure of this land **AGREED** it wishes to continue with its challenge. The Clerk in conjunction with Councillor Wright was instructed to write to the CDC Planning Enforcement Department and to progress with the research started by the former Clerk into the matter.

015/23. Bus Shelter Maintenance

It was advised that the bus shelter opposite the Coop in Geralds Road was missing a panel.

The Clerk to look into securing a replacement panel.

Councillor Roger Birkett to confirm when the last next bus shelter clean was carried out and when the next one was scheduled to take place.

016/23. Maintenance and Landscaping at Lysander Way

Whilst there hadn’t been any bluebells in bloom this year from the bulbs planted it was noted these normally only appear in the second year after planting. It would be necessary therefore to wait until next year to find out if the planting had established.

It was **AGREED** for Councillor Roger Birkett to arrange for the area to be strimmed.

017/23. Trees and Hedges

Following Members **AGREED** for the following works to be carried out under the instructions of the Clerk as scheduling and available funding permit:

1. The Annual Inspection of Trees and Hedges.
2. A TCA application to enable the maintenance works to the trees in the Recreation Field.
3. Removal of the three dead beech trees and to arrange for replacement by new trees.
4. To communicate with the manager at the Coop in Malcolm Road regarding the dead tree adjacent Tangmere Road.
5. To research when the hedge outside the Village Centre carpark is scheduled to be cut, what the schedule of works covers and the costings for the same.

It was also **AGREED** that the Clerk in conjunction with Councillors Andrew Irwin and Roger Birkitt would prepare an updated Schedule of Parish Maintenance Works.

018/23. School Parking

It was **AGREED** that the Clerk would arrange a meeting between the Parish Council, Tangmere Academy and WSCC.

Members were advised of a new trial being undertaken by WSCC under which a TPO in school access roads is applied for a sample of six schools during school pick up and drop off times requiring parents to park further away from the school.

019/23. Parish Bins

Members **AGREED** that the Clerk would speak with the new District Councillor regarding the constraints on the provision and emptying of new bins by CDC.

020/23 Annual and Routine Recreation Field Inspections

It was **AGREED** that Councillor Trevor Ware would undertake the weekly inspections for the Recreation Field for July. It was **NOTED** that RoSPA was due to provide a Weekly Inspection List that had been specifically designed for the Parish Council. The Clerk to forward this to Councillor Trevor Ware upon receipt.

**Bus Routes**

021/23. Councillor Simon Oakley gave a verbal report in respect of the new bus route 500 scheduled to be introduced by Stagecoach in July.

**Agenda Items for subsequent meetings**

022/23. Agenda Items for subsequent meetings to include:

* Bus Shelters – Signage
* Traffic Calming Measures – Tangmere Road
* Provision of Bins

**Date of next meeting**

023/23. It was noted that the next meeting of the Environment Committee is scheduled to be held on Tuesday 1 August 2023 at the Village Centre, Tangmere.

Signed: ……………………………………………….. Chair of Committee

Date: ………………………………..