



Minutes of a meeting of Midhurst Town Council Finance and General Purposes Committee held at The Old Library, Knockhundred Row, Midhurst on 9 May 2016 at 7.00 p.m.

MEMBERS

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| ✓ Ms C Lintott (Chairman) | Mr M Purves (Vice Chairman) |
| ✓ Mr N Cheshire | Mr B Flynn |
| Mrs M Guest | ✓ Mr G McAra |
| ✓ Mr S Morley | ✓ Mrs J Sutton |
| ✓ Mr J Quilter Vice Chairman of the Council | |

✓=Present

The press also attended this meeting.

12. Apologies

Apologies were received from Mrs Guest, Mr Flynn and Mr Purves.

13. Declarations of Interest

There were none.

14. Representations from the Public

There were none.

15. Matters Arising from the Meeting held 11.04.2016

There were none.

16. Parish Boundary Review

Mr McAra advised that, as part of looking at the Local Plan, Mr Flynn, Rev. Coote and himself have been looking at the future of housing in Midhurst. Midhurst currently has a housing need of 150 houses, and needs room to expand in a way that is appropriate for a National Park. There is land to the south of Midhurst which currently falls into Cocking Parish Council and has no houses on it. If this area was included within the boundary of Midhurst, it would give a prospect for future housing development. This area was outlined on a map distributed by Mr McAra.

Mr McAra requested that MTC make a formal request to CDC to consider making a change to the boundary to include this area within the Midhurst boundary. It was proposed by Mr Quilter, seconded by Mr Morley and unanimously agreed to recommend to Council that this request be made to CDC.

17. Bus Shelters Holmbush

A report from Mr McAra regarding proposed bus shelters at Holmbush had been distributed to Members. Mr McAra advised that MTC had previously agreed to request S106 money for 2 bus shelters at the entrance to Holmbush, but the amount requested had been more than WSCC were prepared to give. He has now prepared another request for the amount of £21000 set aside under S106, which will be sufficient to purchase and install 2 shelters and pay for maintenance for 15 years. If the Council agrees in principal to take ownership of the shelters, he will then enter into discussions with WSCC to agree the transfer of the S106 money. He advised that MTC will need a licence from WSCC Highways Department to install the shelters.

Mr McAra therefore proposed that this matter be recommended to Council for approval. This was seconded by Mr Morley and unanimously agreed.

Dated this 16th May 2016.....Chairman



18. Request for Members to start to consider upcoming projects

Ms Lintott requested Members to start to consider projects for the next financial year, as early consideration of projects was needed if the Council is going to put a business plan together.

19. Creation of Policies for Disaster Recovery and Communications

Ms Lintott advised that a telephone cascade system needs to be put in place so that there is a way to contact other Members in the event of a disaster. Mr Quilter advised that this should be part of an integrated plan rather than a policy, and that MTC should rather put in place a practical disaster recovery plan. Mrs Sutton suggested that there also needs to be a plan in place for the means of communicating information to parishioners and the media should something major happen in the town.

It was agreed that Ms Lintott will start working on a disaster recovery plan draft for MTC, and that the Communications Group will look at a communications plan for in the event of a major incident in the town.

20. Old Library Management Sub-Committee

Mr Cheshire advised that the Sub-Committee had not met since the last Committee meeting, so there was nothing to report. The next Sub-Committee meeting will be on Wednesday 11 May.

21. Communications Group

A report from the Communications Group had been distributed. Mrs Sutton reported that a meeting had been held with CDC regarding the website. CDC were offering MTC a new website which CDC would host and backup for £500 per annum. MTC would be able to keep the current .gov.uk domain name. CDC would handle the migration to the new website and there would be no upfront cost. The CMS would be the same as the current website, but CDC offer training on this.

It was proposed by Mr Morley, seconded by MR Quilter and unanimously agreed to make a recommendation to Council to accept this offer from CDC.

Mr Cheshire, who currently updates the website, was of the opinion that it is not tenable for Councillors to continue with the task of updating the website into the future.

Mrs Sutton further advised that the Communications Group needs to start looking at a design for the website and perhaps a new identity for MTC, and might need funds for this.

22. Financial Statements

The Clerk advised that the bank statements had not yet been received and therefore the bank reconciliation and details of receipts and payments for April had not yet been completed. They will be tabled at the Council Meeting.

23. Town Centre Manager Report

A report from Mrs Burgoyne had been circulated and was noted.

24. Matters of Report

- 24.1.** Mr Morley wished to welcome the new management at the Grange, which was an organisation called Everyone Active, and reported that there had been a smooth transition. As the centre is not only a leisure centre but also a community centre, he thought that MTC, perhaps through the Community Care Committee, should be in contact with them regarding the community centre aspect.



- 24.2.** Mr Morley referred to the ideas put forward by Peter Field at the Annual Town Meeting, particularly regarding the extension of Centurion Way, and requested that they be a future agenda item.
- 24.3.** Mr Morley had received enquiries as to whether the Mace can be exhibited more often, and advised that it can be but that there are insurance limitations and that a Trustee has to remain with it at all times.
- 24.4.** Mr Morley referred to the ongoing traffic issues in Midhurst and the suggestions of a meeting with Easebourne Parish Council, and requested that this be a future agenda item.
- 24.5.** Mr McAra reported that WSCC are looking to make savings in waste management and are considering reducing the hours at the Midhurst Household Waste Site and ceasing the mobile sites. He is concerned that this will encourage fly tipping. The Clerk advised that this matter is on the agenda for the next Council meeting.
- 24.6.** Mr McAra was concerned that the Royal Coat of Arms had still not been moved to The Old Library. Ms Lintott assured him that it will be moved from Capron House to The Old Library and that Cowdray have offered to move it if MTC are able to wait until the redecoration of the conference room.

There being no further business the meeting closed at 8.10 p.m.