



# Midhurst Town Council

**A MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE  
TOOK PLACE ON MONDAY 24<sup>th</sup> FEBRUARY 2020 AT 7:30pm  
IN THE MIDHURST TOWN COUNCIL OFFICE, THE OLD LIBRARY,  
KNOCKHUNDRED ROW, MIDHURST**

## MINUTES

**Present:** Cllr G. Upjohn (Chairman), Cllr M. Purves, Cllr C. Lintott and Cllr J. Sutton  
**Officer:** Julian Quail, Assistant Town Clerk

**CE/12/20 - Apologies for Absence**  
Cllr D. Smallman and Cllr S. Morley

**CE/13/20 - Declarations of Interest**  
None declared

**CE/14/20 – Matters Arising from the Minutes of 27<sup>th</sup> January 2020**  
None to consider.

**CE/15/20 – Public Participation**  
No members of the public were present.  
Meeting re-convened

### **CE/16/20 – Merlin Lighting**

Following the tender evaluation last year, it was decided to invite the winning tender, James Tyson from Merlin, to speak to the committee to enable members to ask questions and seek clarification on the way forward.

A discussion took place on the option to trade-in the existing North Street lights and have them replaced with a motif in similar colours. The advantage is that the current lights will begin to degrade and there is the option of obtaining a competitive price as a trade in, while they are still serviceable, which would be approximately £100 per motif for 22 motifs. With regards to the potential trade in it was agreed that once MTC have confirmed that the necessary money is in the budget, James would provide options for new motifs.

Last year one of the lights on North Street did not work. It is not currently clear if it is the column or the motif that is causing the problem. James agreed to look at this during installation.

It was agreed that:

- the timers for the Stag Garden motif and the tree lights would be removed and the lights would be on 24 hours a day during the Christmas period.
- the lights in West Street would not be taken down each year to avoid damage.
- James would provide a quotation for:
  - gutter lights on the Spread Eagle and from the corner of West Street up to the last shop on Red Lion Street (Anthony Lodge).



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- gutter lights on the Old Library building and would supply lights for the tree outside the building too.
- replacement motifs for North Street.

The committee thanked James for his time.

## **CE/17/20 – 75th Anniversary of VE Day**

It has been decided that the cost of the marquee was too expensive and that three gazebos will provide tea and coffee, with seats for veterans. The event will start at 13:00 following an Ecumenical service at the Methodist church, which will begin at 12:00. The day will involve events including the Midhurst Choir, a marquee displaying kit and equipment from the 2<sup>nd</sup> World War and tours around the Cowdray Ruins by Tania Pond a local historian. It was agreed that the Events Officer should focus on publicising the event, contact the local press, asking them to attend the event and arrange for it to be filmed and photographed.

Concern was raised that there was no overarching control for the event and that a single focal point must be nominated to ensure that associated paperwork, especially the risk assessment, provides clarity regarding ownership of the event. Currently, the event is being managed by four groups: MTC, Easebourne Parish Council, Council and the British legion.

## **CE/18/20 – Remit, Aims and Objectives of the C&E Committee**

It was agreed that the remit of the committee should be revisited. The Assistant Clerk was asked to circulate the existing remit for discussion at the March meeting. It was noted that some town councils operated on a task and finish basis and that MTC should consider this approach. In addition, it was agreed that the committee needed to increase its profile with the local community, local groups and the police.

## **CE/19/20 – Grass Cutting**

West Sussex County Council will be reducing the number of grass cuttings to three within Midhurst from the 1<sup>st</sup> April. Therefore, it has been decided to seek tenders for a further nine cuts. This will cover a range of areas across the town. It is hoped that proposals will be provided by the next meeting.

## **CE/20/20 – Northern Gateway**

It was agreed that the working group should be re-convened to drive this project forward. The committee were grateful for all the work that Cllr Sutton had spent to this point in time. It was noted that there is currently no short-term plan for the Northern Gateway. It was agreed that this would be resolved by establishing bedding plants in a design that aligns with the 75<sup>th</sup> Anniversary of VE day. The Assistant Clerk would approach local nurseries to ascertain the costs.

## **CE/21/20 – Street Furniture – Sign Posts**

The Assistant Clerk informed the committee that an indicative price had been provided for the replacement of some existing fingers and some additional fingers. However, clarification was required from the company regarding potential refurbishment of other finger posts. The Assistant Clerk hopes to provide further information at the next meeting.

## **CE/22/20 – Stress Testing**

The Assistant Clerk advised that the new contractor was unable to stress test two lampposts as the equipment used to stress test them was unable to engage with the lampposts due to the proximity of the lampposts to the adjacent building. While this did not represent a problem with the floral display, it meant that currently MTC were unable to arrange for the traditional Christmas lights to be hung on these



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two lampposts. Councillors suggested these be tested by the previous contractor and that the funding should come from the Xmas lights fund as the floral display fund will have been depleted.

## **CE/23/20 - Planters for North Street**

The committee agreed the quotation from a local garden centre for the installation of the lavender, once the Cor-Ten steel planters had been received.

## **CE/24/20 - Matters of Report**

Cllr Upjohn noted that there were two bins missing from the corner of Bepton Road and New Road and outside the Old Court House.

There being no further business the Meeting was closed at 9.00pm.

Date: .....

Signed:.....

Chairman