



# Midhurst Town Council

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Minutes of a meeting of Midhurst Town Council  
held at Rosemary's Parlour, North Street, Midhurst on 18<sup>th</sup> March 2019 at 7pm

## MEMBERS

Mr M Purves Chairman of the Council	✓ Mr G McAra Vice Chairman of the Council
✓ Rev. D Coote	✓ Mr N Cheshire
Ms J Fowler	Mr G Evans
✓ Ms C Lintott Vice Chairman of the Council	✓ Mrs M Guest
Mr J Quilter	✓ Mr S Morley
✓ Mrs T Truscott	✓ Mrs J Sutton
✓ Mr M Whittaker	Mr G Upjohn

✓=Present

In attendance: Miss S Hurr (Locum Town Clerk) and Mr J Quail (Assistant Town Clerk),  
One member of the Press was present. One member of the public attended.

**151.** The meeting began with a statement read by Rev. Coote:

In the light of the events in New Zealand, Midhurst Town Council offer to all Muslims who live locally our thoughts and prayers and an assurance that Midhurst Town Council affirms its commitment to do all it can to ensure that Midhurst is a welcoming and tolerant place for all, irrespective of race, religion and cultural background.

All Councillors present agree this is adopted by the Town Council.

**152. Apologies for Absence**

Apologies were received from Mr Purves, Mr Upjohn, Ms Fowler, Mr Quilter and Mr Evans.

**153. Declarations of Interest:** There no declarations of interest.

**154. Representations from the Public:** None

**155. Reports from West Sussex County Council (WSSC) and Chichester District Council (CDC) Councillors**

**i. WSSC Councillor**

Cllr O'Kelly had provided a written report which was read by Mr McAra:

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The soft sand consultation will close on 18<sup>th</sup> March 2019 and West Sussex County Council had held a meeting on 13<sup>th</sup> March 2019 to discuss this matter.

On 26<sup>th</sup> February 2019 a public meeting was held which included presentations by GPs and CCG regarding the potential opening of a 'frailty hub' for rural North Chichester by the end of the year.

£300k will be cut from subsidised bus services but route numbers 91, 92, 93, and 54 will remain unchanged for the next financial year, including route number 734 from South Harting to Chichester which was to have been cut. I (Cllr O'Kelly) will remain on the Member group looking at innovative solutions/partnerships for the routes affected. The next local bus group meeting will take place on 25<sup>th</sup> June 2019.

The County Council will not be scrutinising the Velo-South event at Select Committee as previously proposed but will be discussing a new major events protocol at Environment, Communities and Fire Select Committee in May 2019.

The consultation is now open for a City-wide controlled parking zone and the on-line link is: <https://haveyoursay.westsussex.gov.uk/highways-and-transport/chichester-proposed-parking-management-plan/>

## ii. CDC Councillors

Mr Morley reported that WSCC has asked CDC Councillors to comment on plans regarding the parking arrangements around the entrance of Midhurst Primary School in Ashfield Road and asked for Councillors to submit comments to him to coordinate the responses.

Mr Morley reported on the Midhurst Highways Review, as he had attended a meeting last week for 'Parking and Place'. Since learning of CDC's granting of the funding for a district wide parking review, he urged for a holistic approach to parking in Midhurst. The officers agreed that this was a far more practical way of reviewing the town centre's traffic problems and will therefore include this approach in the brief for the selected consultant. He also reported that Midhurst car park charges will not be increasing this year, and that the new signs for Midhurst car parks are planned to have different and more helpful information, stating Town Centre Car Park North and Town Car Park South. Markings have been laid at the Grange car park creating four designated bays for community minibuses in the north-east corner. These will not be free and costs are the same as all other bays including the first two hours which are free of charge. The bay near The Grange front door has been designated as a drop off point to facilitate the arrival and departure of community minibuses, and signage now indicates this.

Mr Morley reported that the North Street toilets will be entered into the 'Loo of the Year' competition by CDC and the district council have asked if MTC will support this

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venture? Mr Morley considers that with many councils cutting-back on these conveniences, it can only be beneficial for the town. To be recognised as somewhere that members of the public feel safe in visiting and which offers clean facilities, could help boost tourism and is certainly beneficial to residents. Mr Morley would like to

confirm that the facilities are safe and clean and that Midhurst Town Council and residents will help maintain a watch to ensure no vandalism occurs.

Mr Morley reported that District Council are reviewing their use of CCTV in Chichester city centre. There is a project to update specific cameras and £165k will be invested to achieve this and 'the upgrade will significantly improve the quality of surveillance footage captured in order to protect residents, visitors and businesses'. Mr Morley suggested that this may be an opportune time for MTC to request a review of the CCTV service in Midhurst. The cost, efficiency and effectiveness in terms of safety are questions yet to be answered and Mr Morley moved a motion for this to be included on the agenda for the appropriate committee in April.

Mr Morley reported that CDC is inviting the residents of our district to air its views on their new housing strategy. The strategy sets out how Chichester DC plans to meet local housing needs. The key areas they are interested in are Affordability, Homelessness, Private sector and Community led housing, and the council's housing register. Questions include how people should be prioritised for the register, how many affordable homes they should provide and what might have the greatest impact on reducing homelessness. Views can be submitted at [www.chichester.gov.uk/letstalkhousing](http://www.chichester.gov.uk/letstalkhousing) and the deadline is 15<sup>th</sup> March 2019 and all Councillors were encouraged to respond.

Mr McAra reported that Scottish and Southern Energy (SSE) staff had confirmed that the current works will be completed at the weekend (23<sup>rd</sup>/24<sup>th</sup> March 2019). Further cables potentially laid in the 1950s from The Angel public house to Lamberts Lane will be worked upon over the Easter period and temporary traffic lights will be in place whilst the work takes place. Mr Morley added that the car park may also be closed over the Easter period, but the school car park will be made available during this time.

Mr McAra reported that the CDC council tax bill information had not provided a breakdown of the allocation, which was disappointing, although leaflets regarding recycling had been included with the bill.

## **156.Minutes of the meeting 18<sup>th</sup> February 2019**

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Mr McAra proposed the adoption of the minutes, Mrs Truscott seconded, all agreed and adopted as a true record.

## **157. Matters arising from the minutes of 18<sup>th</sup> February 2019**

Mr McAra confirmed that a response had been submitted to the 'soft sand reviews – consultation' and a second email had been sent to Cowdray Estate. *Mr McAra also drew attention to the Government's future approach to sand quarries.*

## **158. Minutes of Planning & Infrastructure Committee Meeting 25<sup>th</sup> February and 11<sup>th</sup> March 2019**

Mr Whittaker proposed the adoption of the minutes, Mr Whittaker seconded, all agreed and adopted as a true record.

## **159. Matters arising**

Mr McAra confirmed that no construction will take place in Park Crescent.

## **160. Minutes of Finance Asset & Policy Committee Meeting 11<sup>th</sup> February 2019**

Mr Whittaker proposed the adoption of the minutes, Mr McAra seconded, all agreed and adopted as a true record.

## **161. Matters arising**

None.

## **162. Financial Reports for January 2019**

Ms Lintott reported that further work was required regarding the Bank Reconciliation, Payments Report, Receipts Report, and Financial Summary for February 2019 and therefore this will be reported at the April 2019 meeting together with the March 2019 reports.

## **163. Appointment of Internal Auditor**

Ms Lintott proposed that Rachel Hall is appointed as the Internal Auditor, which was seconded by Ms Sutton and agreed by all.

## **164. Reports on documents received & meetings attended**

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- a. Mrs Truscott and Assistant Town Clerk Mr Quail had attended a Town Team meeting and two contracts were discussed which were for Christmas lights and floral displays. The Town Team would prefer a single contract for 2019-20 for both items, and may be able to assist with the necessary funding. Mrs Truscott asked for suggestions as to any companies to contact which may be able to provide these services, but if this proved too expensive as a single contract, then this would not be an option. Ms Lintott commented that MTC has its own initiatives, therefore costs must be reported to the Council and MTC must obtain its own quotations. Any money which was forthcoming from other Town Team sponsors would have to be passed to MTC and be under the control of MTC. With regards to the floral displays, Mrs Truscott asked if a contractor could provide a quotation for hanging baskets, which the Town Team could fund directly and in future years, the Town Team would work more closely with MTC on these matters. Ms Lintott iterated that MTC must obtain its own quotations.
- b. Rev. Coote explained that the Town Team Community Interest Company had requested if it was possible to obtain a 'list of local landlords'? Mr McAra commented that his list had been initiated by the previous Rural Town Co-ordinator but not complete. Mr Morley reminded the Council that such a list would raise data protection issues.
- c. Mrs Truscott reported that new business had confirmed that Midhurst was a 'good' place to be located.
- d. Mrs Truscott reported that this months' Midhurst Business Networking meeting, had been well attended.
- e. Mrs Truscott reported that The Wheatsheaf is closing for refurbishment.
- f. Mr Morley reported that all is well with the Green Volunteers as confirmed by their team leader.

## **165. Matters of Report**

- a. Mrs Truscott reported that requests had made to rent The Old Library, and moved a motion for an agenda item to review the charges.
- b. Ms Lintott confirmed that the advertisement for a new Town Clerk was now on the Surrey and Sussex Association for Local Councils' website. Interviews will take place on 12<sup>th</sup> April 2019.
- c. Mr Morley reported that weeds and particularly Buddleia was growing at the Frazer Nash building and requested a letter should be written to ask for this to be dealt with.

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- d. Mr McAra reported that new tourist guide has now been published.
- e. Miss Hurr explained that she will undertake to work ten hours per week (with some flexibility) as a Locum Town Clerk until the new Clerk begins.

**166. Signing of Cheques:** Ms Lintott and Mr Morley signed four cheques.

**167. Proposal to enter Closed Session**

Mr McAra posed that the meeting enter 'closed session' to discuss staff matters.

With no further business, the meeting closed at 7.46pm.