



Midhurst Town Council

**A MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE
TOOK PLACE ON MONDAY 11th OCTOBER 2021 IN THE MIDHURST TOWN COUNCIL OFFICE,
THE OLD LIBRARY, KNOCKHUNDRED ROW, MIDHURST AT 7:30PM**

MINUTES

Present: Cllr N. Yeo, Cllr G. Upjohn, Cllr C. Lintott, Cllr J. Sutton, Cllr R. Watts, Cllr D. Smallman and Cllr A. Procter

Officer: Julian Quail Assistant Town Clerk

Also Present: Sharon Hurr, Town Clerk and RFO, Jess Brown-Fuller, Events and Promotions Officer and Cllr D. Fraser.

CE/072/21 - Apologies for Absence – Cllr Purves.

CE/073/21 - Declarations of Interest

- Cllr Yeo declared an interest in agenda item 11 “Midhurst Grants 2021” as a member of Midhurst Meds.
- Cllr Sutton declared an interest in agenda item 11 “Midhurst Grants 2021” as a member of the Midhurst Community Hub.

Cllr Smallman arrived at 19:32

CE/074/21 - Approve the Minutes of Meeting Held on 13th September 2021

The minutes were approved as a true and accurate record of the meeting.

Proposed Cllr Procter, seconded Cllr Sutton, all agreed.

CE/075/21 – Public Participation – adjournment of meeting

There was no public participation.

Meeting Reconvened

CE/076/21 - Policing in Midhurst

The Assistant Town Clerk informed the meeting that he had arranged for Sgt Danny West and PCSO Nathan Ford to attend Full Council on 17th January 2022 to provide an update on policing in Midhurst.

Action: The Assistant Town Clerk to ask all councillors for their questions for Sgt Danny West and PCSO Nathan Ford prior to the meeting.

CE/077/21 – Civic Activities and Rural Amenities

Northern Gateway – Cllr Sutton explained that a quote had now been received from Tara Signs which provided a competitive costing for the new sign, which is expected to be unveiled in the Autumn of 2022. There would be some challenging logistics as a large crane is required to install the sign and will require the closure of the A272 for a short period of time. With regards to the planting of new flowers, preparatory work should begin this Autumn, as it will be necessary to kill all the existing foliage. It has been established that MTC are in a position to seek a grant from CDC under the banner of the



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Welcome Back Fund. It is currently anticipated that the final costing for both the sign and the planting will exceed the budget by £3,000 to £4,000.

Performing artists open stage at the Market Square on Sunday afternoons - Cllr Fraser wishes to organise an open stage for all types of artists in the Market Square on Sunday afternoons from 13:30 to 15:30. This could involve all kinds of artists from actors to musicians. Cllr Fraser met with the Town Trust and outlined his thoughts. The Town Trust have reacted positively to his request, which will involve several monthly events between May and September 2022. Cllr Fraser is currently developing a feasibility study for consideration at the meeting in November.

Carron Lane Recreation Ground – Two quotations had been received to resolve erosion of the path that leads from the carpark to the new skate park at the Carron Lane recreation ground. It was proposed and agreed that Sussex Land Works been given the contract for £2,900 (ex VAT). Proposed Cllr Watts, seconded Cllr Lintott, all agreed.

2022 Summer and Winter Flowers – Although it had not been possible for Cllr Purves and the Assistant Town Clerk to walk round the town and review the current flowers, it had been agreed that this was not necessary as the current model doesn't need changing. The spreadsheet provided indicative costs of the 2022 costings with a 10% uplift. A formal quotation will be presented at the next meeting.

Speedwatch – It was agreed that following the resignation of Cllr Travers from the MTC speedwatch that Cllr Yeo would take over.

Cemetery Working Group – The Town Clerk informed the meeting that the name had been changed to the Cemetery Sub Committee, who had met on Wednesday 29th September to discuss a number of issues. The following issues were discussed and agreed:

- The draft Terms of Reference were agreed.
- The draft Memorial policy was agreed.
- It was necessary to survey the cemetery in order to produce a new map and establish future plot locations. Cemetery software will also be investigated.
- Investigation into a turning circle and/or potential to use the perimeter road.
- Consideration will be given to additional resource to improve current condition of the cemetery.
- The budget for the current financial year was reviewed. A project plan and associated business case will be prepared and submitted to FAP for their consideration.

CE/078/21 – Grants 2021

The recommendations from the MTC Grants Panel were reviewed. The recommendations were proposed by Cllr Upjohn, seconded Cllr Lintott, all agreed. It was noted that when awarding the grants, priority was given to local rather than national charities.

Action: Assistant Clerk to e-mail the Midhurst Community Hub business case to all councillors.

The philosophy and relevant process for future grants were discussed. To enable due diligence and to comply with future audits, it was agreed in principle, to amend the current process pending a paper from the Town Clerk.



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Action: Town Clerk to write a paper on the proposal for the future of the grant process.

CE/079/21 - Actions

The actions were provided to the committee before the meeting, who reviewed those that were outstanding. A number were closed and a revised table is attached to the minutes indicating the latest progress.

CE/080/21 – Events

Big Town Tidy – The Big Town Tidy will be held on Sunday 16th October 2021 between 09:30 and 13:00. Any member of the committee and the wider public are welcome to take part. Please meet Jess Brown-Fuller at the Old Library at the above date and time. All councillors are encouraged to attend.

Halloween Trail – A Halloween Trail will take place on 31st October from the Old Library. Prizes will be available and MTC hope that children and parents will take part.

Christmas Window Competition – While MTC are keen to work with the Town Team CIC on delivering a Christmas window competition, it is important to recognise that the Council consider this free to enter and will not be charging shops for the opportunity to enjoy this festive competition. The Events Officer is liaising with the TTCIC. It has yet to be decided who will judge the competition.

Christmas Street Party – The Christmas Street Party will be held on Friday 3rd December 2021 between 17:00 and 20:00. It was noted that two people are required to marshal each road closure. It is important that all councillors take part.

Beacon 2022 – To coincide with the Queen’s Platinum Jubilee, the lighting of a beacon is being considered with Easebourne Parish Council, providing Cowdray Estate give the necessary permission.

Monthly Market - The Town Clerk and Events Officer spoke to the Clerk from Petworth town Council about the monthly Petworth Farmer’s Market. The information gleaned was helpful in assessing the future viability of a monthly market in Midhurst.

CE/081/21 - Matters of Report

Cllr Jeffries noted that not many people were using the Yellow Bus in Midhurst and suggested that MTC publicise its use.

There being no further business the Meeting was closed at 9.10pm.

Signed:.....
Chairman

Date.....