



# Midhurst Town Council

**A Meeting of The Midhurst Town Council took place  
on Monday 15<sup>th</sup> November 2021 at 7:00pm at the Midhurst Town Council Office, Old  
Library, Knockhundred Row, Midhurst GU29 9DQ**

## **MINUTES**

**Present:** Cllr C. Lintott (Chairman), Cllr J. Sutton, Cllr D. Coote, Cllr G. McAra, Cllr M. Richardson, Cllr J. Travers, Cllr M. Purves, Cllr G. Upjohn, Cllr A. Procter, Cllr N. Yeo and Cllr D. Fraser

**Officer:** Sharon Hurr, Town Clerk and RFO

**Also Present:** Julian Quail, Assistant Town Clerk and Phillipa McCullough, Midhurst Vision

**C/147/21 - Apologies for Absence** – Cllr Watts, Cllr Purves and Cllr Jefferies

**C/148/21 – Declarations of Interest**

None.

**C/149/21 - Public Participation Session:**

Mrs McCullough provided a report prior to the meeting. The current position of the Vision Design work had been shared with the wider community including an article in Midhurst and Petworth Observer and a hand delivered letter to all businesses in the town centre. The businesses were very positive overall. With this in mind the Vision is hoping that MTC might be able to provide additional financial support for the next design stages and first implementation work in 2022 and early 2023. Cllr Lintott explained that MTC are currently developing the budget for the next FY 22/23. As such, unless the Vision can provide a business case for the additional funding before the end of the year it could be challenging to provide additional financial support during this period. The inclusion of additional work for the cycling route interface within the town centre and review of cycling racks etc has now been agreed with Deacon Design.

The recommendations for improvements to disabled access made by John Sumner and Nicky Harris have been put formally into the WSCC system by Kate O'Kelly, as it was agreed that improvements to pavements and roads through the Vision could take too long. Deacon have been made aware of these considerations.

The first stage of the work which is the preliminary site analysis findings feedback - constraints and opportunities - will hopefully be completed by the end of this month and presented in early December. Following this Deacon will produce an overview plan showing broad opportunities across the study area (town centre wayfinding route plus the area around Sainsburys) using plan diagrams and character/precedent images (examples). The Vision hope this second phase will be completed by the end of the year and presented to the project group in January. More specific proposals/concepts should be available for consultation in early spring.

Meeting reconvened.

**C/150/21 - Minutes of the Previous Meeting**

These were agreed and signed as a true record of the meeting held on 18<sup>th</sup> October 2021, with one exception - it was noted that Cllr Smallman was present at this meeting.

Proposed Cllr Smallman, seconded Cllr Coote, all agreed.



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## **C/151/21 - Matters Arising from those Minutes**

None.

## **C/152/21 - Report from County and District Councillors**

West Sussex County Councillor Kate O’Kelly - County Cllr O’Kelly was not present but she later provided a report, which included topics such as Electric Vehicle charging points and a motion on 20mph and a more flexible speed policy.

District Councillor Gordon McAra - Report previously circulated. Cllr McAra noted that WSCC and CDC no longer took down advertising signs across the town. However, a number of councillors and staff do. It was reported that a number of empty shops within the town were soon to be occupied again. It was noted that the new road sign has been damaged next to La Piazzetta on West Street.

**Action: Assistant Clerk to report the broken road sign to WSCC Highways.**

## **C/153/21 – Finance, Asset and Policy Committee**

Minutes of 27<sup>th</sup> September 2021 were adopted by Council. Proposed by Cllr Travers, seconded by Cllr Fraser, unanimously approved.

## **C/154/21 - Planning and Infrastructure Committee**

Minutes of 11<sup>th</sup> October 2021 were adopted by Council. Proposed Cllr McAra, seconded Cllr Upjohn, unanimously approved.

## **C/155/21 – Community and Environment Committee**

Minutes of 11<sup>th</sup> October 2021 were adopted by Council. Proposed Cllr Procter, seconded Cllr Sutton, unanimously approved.

## **C/155/21 – St Ann’s Hill Transfer**

Report circulated prior to the meeting with the following Motion: To accept the transfer of the site, known as St Ann’s Hill, Midhurst as outlined by Chichester District Council, at a nil consideration. Proposed Cllr McAra, seconded Cllr Fraser, all agreed with the exception of Cllr Travers and Cllr Richardson who abstained.

Cllr Richardson was concerned about the on-going costs and would welcome a longer term written vision. Cllr McAra explained that the working party would focus on the next three years and would provide further information as it became available. Cllr Fraser asked to be part of the working group.

## **C/155/21 – 2022/23 Business Cases**

A. **St Ann’s Hill** – Business case circulated prior to the meeting. Proposed Cllr Yeo, seconded Cllr Smallman, all agreed with the exception of Cllr Travers and Cllr Richardson who abstained. This will now be inserted in to the budget for FY 22/23.

B. **New Notice Board on North Street** – The original suggestion to replace the existing notice board on North Street was considered too expensive. The recommendation was to use the notice board at The Grange for all official correspondence. As such, the notice board on North



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Street will be removed and disposed of. It was noted however, that given the heritage statement of the wall and surrounding buildings, it maybe necessary to invest in any repairs. This could be costly and may negate any savings. It was also noted, that if this proves to be the case, and the notice board is replaced, then the original proposal to attach the new notice board by MTC was rejected and arrangements would need to be made for an external contractor to fix the notice board to the wall, especially given the associated weight of between 30-50kgs.

**Action: Assistant Clerk to determine the costs of removing the notice board and any associated repairs.**

C. **Cemetery** - Business case circulated prior to the meeting. Proposed Cllr Yeo, seconded Cllr Travers, all agreed. This will now be inserted in to the budget for FY 22/23. It was noted that any improvements to the Lodge Chapel are not currently included in the project.

D. **Playground Consultant/Project Manager** - Business case circulated prior to the meeting. Proposed Cllr Yeo, seconded Cllr Procter, all agreed. This will now be inserted in to the budget for FY 22/23. It was noted that the requirement to potentially replace the surface (wet pour) at the playground will be progressed through the standard RG maintenance budget line.

E. **2022/23 Events** - Business case circulated prior to the meeting. Proposed Cllr Lintott, seconded Cllr Smallman, all agreed. This will now be inserted in to the budget for FY 22/23. It was noted that the Annual Town Meeting/Awards Evening was not included in the Business Case but it is expected this event will go ahead in May 2022.

## **C/156/21 – New Homes Bonus**

New Homes Bonus Process/New Homes Bonus (Agreement): The Clerk explained that further to the MTC's application for a grant from the New Homes Bonus (Parish Allocations) 2021/2022, an 'Agreement' from Chichester District Council had now been received. The Clerk gave information regarding the agreement relating to the New Homes Bonus and sought a resolution that the Parish Council would comply with the terms of the grant from the New Homes Bonus (Parish Allocations). **Resolution** passed to agree terms of the grant from the New Homes Bonus (Parish Allocations). The Assistant Clerk subsequently signed the two copies of the Agreement.

## **C/157/21 - Boiler**

The Clerk provided the Council with a summary of progress to date:

1. All works in the cellar had now been complete, including the fitting of the new electric boiler.
2. The majority of the electrics had been completed. Further work will be required once the three phase switch has been installed.
3. Scottish Power will be taking up the cobbles outside the Old Library on 4<sup>th</sup> December.
4. Total will be fitting the three phase switch on 7<sup>th</sup> December.
5. Testing of the new heating system will take place on 10<sup>th</sup> December.

It was noted that additional costs had been incurred because of the need to replace the expansion vessel.



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## **C/158/21 - Grange Rota**

The November Grange events were being covered by Cllr Lintott and Cllr Sutton. It was agreed that Cllr Procter Procter and Cllr Smallman would swap for December and January. As such, December is being covered by Cllr Sutton and Cllr Procter. January is being covered by Cllr Smallman and Cllr Travers. Cllr Lintott reminded Councillors that the Grange drop in is a commitment of two hours one Saturday morning per month and urged them to put their names forward to the Assistant Clerk to fill the gaps in the rota.

## **C/159/21 - Actions**

The actions were provided to the committee before the meeting. Two actions were complete. Although technically a C&E action, Cllr Lintott read out the key points from the response from Stagecoach South regarding potential plans to invest in green busses. Unfortunately, the company have no current plans to do so within the Chichester area.

## **C/160/21 - Reports from Outside Meetings**

Cllr Procter provided a repost on her meeting with Danielle Durford from The Great Sussex Way on 4th November. This meeting was called in response to Cllr Procter's comments on the Midhurst Page of their website and the lack of representation of the town. Danielle Durford explained that the visitor numbers to their area, was 6 million throughout the year (equal to Cornwall and IoW combined). Their website did not have sufficient traffic to reflect these numbers; they will be ready to upload new content in around 3 months and Midhurst is a priority. Danielle Durford explained further about the *Eroica Britannia* - a vintage cycle event (but not a race), which was started by four friends who took part in L'Eroica in 2008. Falling in love with everything it stood for, their vision was to create a ride in the wonderful English countryside and build a family-friendly festival. Eroica Britannia celebrates heritage, the best of food & drink, outfitting & style, craftsmanship, music & entertainment, with the joy of cycling leading the way. Currently, the event is not planned to go through Midhurst, however, Danielle Durford is aware that Midhurst Town had not been consulted, and did not want them to miss a business opportunity as the Town offered many of the things that this event aspired to and benefitted from other Goodwood Events. It was recommended that Goodwood make a presentation to the Full Council.

**Action: The Clerk to arrange a presentation from Goodwood to Full Council regarding *Eroica Britannia*.**

## **C/161/21 - Matters of Report**

Cllr Coote informed the Council that Glenn Jones, a one time Councillor, who has regularly watered the Queen's Tree had died and his widow had planted a tree in his memory. This replaced a Silver Birch that had died last year. He also explained that South Pond were planning to plant 13 trees along Jubilee Path for next year's Queen's Jubilee.

Cllr McAra explained that the current thinking was to site Philip Jackson's statue of Dante's in the corner of South Pond next to the Spread Eagle.

The Town Clerk informed Council that a small number of the Poppies, situated on lamp posts, had been removed by person or persons unknown.



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**C/162/21 - Date of Next Meeting** – The next meeting will be Monday 20<sup>th</sup> December 2021 at 7pm.

There being no further business the Chairman declared the meeting closed at 8pm.

Signed:.....

Dated.....

Chairman