



Midhurst Town Council

**A MEETING OF THE COMMUNITY AND ENVIRONMENT COMMITTEE
TOOK PLACE ON MONDAY 8th NOVEMBER 2021 IN THE MIDHURST TOWN COUNCIL
OFFICE, THE OLD LIBRARY, KNOCKHUNDRED ROW, MIDHURST AT 7:30PM**

MINUTES

Present: Cllr M. Purves, Cllr N. Yeo, Cllr G. Upjohn, Cllr C. Lintott, Cllr J. Sutton, Cllr R. Watts, Cllr L. Jeffries and Cllr A. Procter

Officer: Julian Quail Assistant Town Clerk

Also Present: Sharon Hurr, Town Clerk and RFO and Cllr D. Fraser.

CE/082/21 - Apologies for Absence – None.
Not Present – Cllr Smallman.

CE/083/21 - Declarations of Interest - None

CE/084/21 - Approve the Minutes of Meeting Held on 11th October 2021

The minutes were approved as a true and accurate record of the meeting, with the following amendments:

- a. **CE/077/21 – Civic Activities and Rural Amenities:** The following should have read “With regards to the planting of new flowers, preparatory work should begin next Autumn.”
- b. Laura Jeffries was present at the previous meeting, but had been missed from the minutes.

Proposed Cllr Procter, seconded Cllr Yeo, all agreed.

CE/085/21 – Public Participation – adjournment of meeting

There was no public participation.

Meeting Reconvened

CE/086/21 - Policing in Midhurst

Cllr Yeo informed those present that both himself and Cllr Jeffries will be attending a Zoom meeting with Mandy Jameson, from the Crime Commissioners office, on Friday 26th November. Any questions for the focus group should be sent to Cllr Yeo.

Action: All Councillors to send questions for the Crime Commissioner’s Focus Group to Cllr Yeo no later than Thursday 25th November.

CE/087/21 – Civic Activities and Rural Amenities

Northern Gateway – Cllr Sutton explained how a grant might be available for the plants for the Northern Gateway if three quotations can be obtained. Cllr Procter, who is working on this with Cllr Sutton explained that it is almost impossible to get three quotes for identical plants because the list is very specific and includes items that are not easy to obtain, such as relatively mature common trees in large pots. The two councillors are working to get round this in order to qualify for this grant.



Midhurst Town Council

Performing artists open stage at the Market Square on Sunday afternoons - Cllr Fraser asked for this sub agenda item to be removed. *Cllr Fraser left the meeting at this point.*

Finger Post and Additional Finger – Prior to the meeting the Assistant Clerk had circulated the quotation from Leander Architectural for a new finger post, an additional sign post for the Methodist Church and two finger post extensions. Proposed Cllr Lintott, seconded Cllr Upjohn, all agreed.

2022 Summer and Winter Flowers – Following the discussion at the previous meeting, a quotation had been received from Windowflowers for the 2022/23 Summer and Winter flowers. It was proposed that this quotation for £13,580.75 be accepted. In addition, the cost of £500 for stress testing and contingency would require £15,000 to be ratified at Full Council. Proposed Cllr Lintott, seconded Cllr Sutton, all agreed.

It was noted that it may not be possible to move the two planters, currently at Carron Lane, to the bus station and permission from CDC should be sought soon. If CDC choose not to provide permission, it was agreed that the Assistant Town Clerk would speak with Bridget Clements, CDC City and Towns Coordinator, regarding additional hanging baskets. A discussion took place as to whether five or three planters should be positioned at Petersfield Road. A vote followed and it was agreed by a small majority that five planters should be replaced.

- Five Planters: Cllr Watts, Cllr Jeffries, Cllr Sutton and Cllr Procter.
- Three Planters: Cllr Purves and Cllr Lintott.
- Cllr Yeo abstained

Action: Assistant Clerk to confirm 2022/23 flower requirement with Windowflowers following ratification at Full Council.

Action: Assistant Clerk to seek permission from CDC to position the two planters from Carron Lane at the bus station.

Action: Assistant Clerk to liaise with Bridget Clements regarding additional hanging baskets.

Cemetery Working Group – Cllr Yeo and the Town Clerk drafted a business case for renovation of the cemetery. The scope of the project will include remedial practical work, a future-proof design for the cemetery with associated survey and construction work, a new maintenance regime and the introduction of technology-based administration. It was noted that the associated costs may rise following transfer of the thirteen cemetery books onto appropriate software and the acquisition of an iPad for the Groundsman to monitor current and future plots.

Recreation Ground – It was proposed and agreed that, while there this project would not be progressed until FY 22/23, it was important to obtain background information from an independent consultant. A business case for a consultant and project manager will be reviewed at Full Council on 15th November.

Action: Cllr Yeo to draft a business case for a consultant and project manager re changes to Carron Lane recreation ground.

CE/089/21 - 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.



Midhurst Town Council

CE/090/21 – Events

Christmas Street Party – The Town Clerk informed the meeting that plans for the Xmas Street Party were almost complete. New to this year is **Literary Corner**, which will be accessible from the Old Town Hall, above Gartons. There will be a number of local authors who will be happy to sign copies of their new books. There will be a craft market within the Old Library; all monies will go to charity. In addition, there will be a Rodeo Reindeer in the Old Library. There will be a variety of music in the Market Square, ranging from local school children singing Christmas carols to Rock and Roll. Santa’s Grotto will be based behind The Upholsterers shop on North Street. Each child will be given an age-related book. MTC are grateful to Grace Church for their help on the evening when they will be dressed as elves.

Late Night Shopping – Most of the shops in Midhurst will be also open during the Christmas Street Party.

Action: Events Officer to confirm if there are further late night shopping opportunities in Midhurst, in the build up to Christmas.

Shop Window Competition - There will be two prizes for the shop window competition: one, for best window, voted for by the public, which will win a £100 voucher from the Lamb and Spice restaurant, while the second prize will be voted for by a local social media influencer, My Midhurst Life, and will win a hamper, which is being organised by the Town Team.

Christmas Tree – The large Christmas tree for the Market Square will be gifted by Cowdray Estate again this year, for which the Council is very grateful. The tree is being put up on Friday 26th November and will be ready for the switching on of the lights during the Christmas Street Party on 3rd December.

CE/091/21 - Matters of Report

None

There being no further business the Meeting was closed at 8.32pm.

Signed:.....
Chairman

Date.....