



Midhurst Town Council

**A Meeting of The Midhurst Town Council took place
on Monday 17th May 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 L. Jeffries, Cllr G. McAra, Cllr A. Procter, Cllr M. Richardson, Cllr J. Travers, Cllr G. Upjohn, Cllr R. Watts, Cllr D. Smallman and Cllr D. Fraser

Officer: Julian Quail, Assistant Town Clerk

Also present: County Councillor K. O'Kelly

C/64/21 – Election of a Chairman of The Council for the Civic Year 2021 - 2022

Resolution: Cllr Carol Lintott was elected as Chairman for the Civic Year 2021 -2022.
Proposed Cllr Sutton, seconded Cllr Procter, unanimously agreed.
Cllr Lintott accepted office and took the chair.

C/65/21 - Election of Vice- Chairman for the Civic Year 2021 -2022

Resolution: Cllr Jeanette Sutton was appointed as Vice-chairman for the Civic year 2021-2022.
Proposed Cllr McAra, seconded Cllr Smallman, unanimously agreed.
Cllr Sutton accepted the position.

C/66/21 - Chairman's Announcements – Cllr Lintott thanked her colleagues for showing their confidence in her to lead the council in the next year and welcomed Cllr Sutton as her vice-chairman.

C/67/21 - Apologies for Absence – Cllr M Purves and Cllr N Yeo.

C/68/21 - Declarations of Interest – None declared.

C/69/21 - Public Participation Session:

Mrs McCullough representing Midhurst Vision was not able to attend the meeting but had prepared an update which the Assistant Town Clerk read: *The Wayfinding and Placemaking Design has been sent out to four landscape architect companies - we hope to include a fifth who has just been recommended. They are Terrafirma (did design work for EW&B), Furse, Lizard Landscaping, Landscape Perspective and the fifth one Dobra (based in Haslemere). We have asked them to let us know quickly if they are interested and to tender by mid-June. We are asking them to do a brief pitch over zoom before a decision is made on who to appoint. The decision will be made on a reasonable balance of creativity, meeting the brief, practicality and suitability for the public realm. Regarding supporting businesses, Visit Midhurst and the Town Team are working together to promote Midhurst to people coming to the town for vaccines. Visit Midhurst brochures have been at Memorial Hall for some weeks and will shortly be supplemented by posters produced by the TT. Raj and Katy, the organisers, are very supportive and marshals help encourage people to stay and explore the town. A great collaborative effort.*

Meeting reconvened.



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C/70/21 - Minutes of the Previous Meeting

These were agreed and signed as a true record of the meeting held on 19th March 2021.
Proposed Cllr Smallman, seconded Cllr Coote, all agreed.

C/71/21 - Matters Arising from those Minutes

Cllr Lintott confirmed that an article had been placed in the Midhurst and Petworth Observer thanking Cllr Morley, who retired recently, for all his help and hard work for the council. He had also been presented with a small gift.

C/72/21 - Report from County and District Councillors

West Sussex County Councillor Kate O’Kelly - Report previously circulated and attached.

Cllr McAra asked if additional pressure could be placed on WSCC Highways regarding a disappointing letter from the Matt Davey, Director of Highways, Transport and Planning, about car parking on the verge on Petersfield Road. Cllr Coote agreed to visit the family and ask them if they would refrain from parking their car on the verge, before asking WSCC Cllr O’Kelly to intercede.

Action: Cllr McAra to draft a letter to Matt Davey, Director of Highways, Transport and Planning

District Councillor Gordon McAra - Report previously circulated and attached.

In addition, Cllr McAra mentioned the Air Quality Action Plan (AQAP) has been revised by CDC. The Council are invited to view and comment on the document via the following link:

www.chichester.gov.uk/letstalkairquality. Cllr Yeo had been asked to review this and it was agreed that it will be reviewed at the next Community and Environment meeting on Monday 7th June.

Action: Assistant Clerk to ensure the item is added to the C&E Agenda.

C/73/21 - Finance, Asset and Policy Committee

Minutes of 22nd March 2021 were adopted by Council. Proposed Cllr Procter, seconded Cllr McAra, unanimously approved.

Cllr Watts noted an action from the last Planning and Finance meeting (under F/29/21) that Carron Lane cemetery needs tidying up. He is meeting tomorrow to discuss phase two of the project with Sussex Landworks.

C/74/21 - Planning and Infrastructure Committee

Minutes of 12th April 2021 were adopted by Council. Proposed Cllr Upjohn, seconded Cllr Watts, unanimously approved.

Minutes of 26th April 2021 were adopted by Council. Proposed Cllr Watts, seconded Cllr Upjohn, unanimously approved.

C/75/21 - Community and Environment Committee

Minutes of 12th April 2021 were adopted by Council. Proposed Cllr Sutton, seconded Cllr Watts, unanimously approved.

It was noted that the action regarding additional bins for Carron Lane recreation ground (CE/39/21) was no longer a requirement. However, an additional trade waste bin was required and is being ordered for Cemetery Lodge.



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C/76/21 – Fixed Asset Register

The 2021/22 Asset Register was adopted by Council, with the following amendment. Proposed Cllr Richardson, seconded Cllr McAra, unanimously approved.

- Conference Tables were costed at £1,500
- Conference Chairs were costed at £2,000

C/77/21 – Northern Gateway

Cllr Sutton provided a brief summary of where the project was. Three revised designs had been received from Peter Anderson Studio.

Following discussion, Councillors felt that Concept One was too much like the SDNPA branded signage, the view looking out from Midhurst being primarily trees, the downs can be seen from high vantage points but it's not the first vista when looking outward from North Street. Councillors wanted to ensure Midhurst builds on its own identity, depicting the interpretation of the towns name, while retaining our unique link with the SDNPA by using the same material as the authority in our signage and including the words 'Heart of the South Downs National Park' at the centre (not 'The Heart....').

Option two was adopted by Council, with the simple amendment to remove the first 'The'. Proposed by Cllr Coote, seconded by Cllr Fraser. Approved by all, with the following exceptions: Cllr Procter and Cllr Jeffries.

C/78/21 – Finger Posts

The Assistant Clerk explained that a request had been received from Cllr Coote to include signage for the Methodist Church; the finger posts provide directions to key locations in the town. The budget allowed for two extra signs, which was deemed adequate. It was noted that the finger post in Grange Road was considered too high and some of the fingers would need to be joined.

Action: The Assistant Clerk would provide the final changes to Leander Architectural and obtain the timing for the new fingers.

Cllr Lintott thanked the Assistant Clerk for all his hard work. It was agreed that a small team of volunteers would be required to ensure that the signage was pointing in the right direction when they are being fitted.

C/79/21 – Community Speed Watch (CSW)

Cllr Travers provided a brief summary of the work undertaken over the last 18 months. Unfortunately, progress had stalled during the pandemic. Recently the CSW had undertaken activity at locations on Petersfield Road and New Road. The results were skewed at the first location because cars were warning each other. Some 70 vehicles were recorded travelling at over 36mph in a 30mph area. The information was passed to the police, who sent out warning letters. The CSW were short of volunteers. Cllr Fraser and Cllr Procter volunteered to join the team. Training will be required.

Action: The Events Officer to be asked to advertise the need for more CSW volunteers on the MTC Facebook page.



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Currently the council is borrowing a radar gun from the police. It was suggested that for the relatively small sum of £500, the council could buy its own radar gun and supporting equipment. This was generally considered a good idea if the council are to progress this project seriously.

It was noted that the fixed SID on Petersfield Road is not currently working.

Action: The Assistant Town Clerk to contact Chris Stark, WSCC Area Highways Manager, regarding the repair/replacement of the Petersfield Road SID.

Reports from Outside Meetings – There were none.

C/80/21 - Matters of Report

Cllr McAra was concerned at the noise created by keeping front door of the Old Library open during Council meetings.

Cllr Upjohn asked for electronic bus stop notification signs to be erected at the North Street bus station. The Assistant Clerk explained that a request had been made to Stagecoach and he was awaiting a response.

Cllr Coote reiterated the need to replace the bench outside Rosemary's Parlour. He explained that Midhurst Society has expressed an interest in paying for it.

Cllr Fraser informed the meeting that Sainsburys will not be installing a cash machine.

Cllr Lintott reminded everyone that the next meeting will include confirmation of committee memberships, these would remain the same unless Councillors request a change. Cllr Fraser to advise which committees he wishes to sit on.

C/81/21 - Date of Next Meeting – The next meeting will be Monday 21st June 2021 at 7pm.

There being no further business the Chairman declared the Meeting closed at 20:00.

Signed:..... Dated.....

Chairman