



# Midhurst Town Council

**The Annual Meeting of Midhurst Town Council took place on Monday 16<sup>th</sup> May 2022 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 R. Watts, Cllr A. Procter, Cllr D. Smallman, Cllr M. Richardson, Cllr J. Travers, Cllr L. Jeffries and Cllr D. Fraser  
**In attendance:** County Councillor Kate O’Kelly, Sharon Hurr, Town Clerk and RFO, Philippa McCullough, Midhurst Vision, and Margaret Guest, Rother Valley Together

**C/075/22 – Election of a Chairman of the Council 2022-2023.** The Clerk invited nominations for the role of Chairman. Cllr Lintott was nominated and there being no other nominations, Cllr Lintott was duly elected as Chairman for 2022-23.

**C/076/22 – Declaration of Acceptance of Office.** Cllr Lintott signed the Declaration of Acceptance of Office, which was witnessed and signed by the Clerk.

**C/077/22 – Election of Vice Chairman of the Council 2022-2023.** Cllr Lintott nominated Cllr Watts and there being no other nominations, Cllr Watts was duly elected as Vice Chairman for 2022-23.

**C/078/22 - Declaration of Acceptance of Office.** Cllr Watts signed the Declaration of Acceptance of Office, which was witnessed and signed by the Clerk.

**C/079/22 – Chairman’s Announcements.** None.

**C/080/22 – Apologies for Absence -** Cllr Upjohn.

**C/081/22 - Declarations of Interest –** Cllrs Procter and Richardson, expressed a personal interest in ‘Rother Valley Together’.

Meeting halted for Public Participation Session

### **C/082/22 - Public Participation Session**

Philippa McCullough from Midhurst Vision gave a power point presentation regarding current short-term projects (see appendix one).

Margaret Guest from Rother Valley Together gave a power point presentation regarding the work of the organisation (see appendix two).

Meeting reconvened.

### **C/083/22 - Minutes of the Previous Meeting**



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The minutes of the meeting held on 19<sup>th</sup> April 2022 were proposed by Cllr Smallman, seconded Cllr Coote, all agreed.

**C/084/22 - Matters Arising from those Minutes.** None.

**C/085/22 - Report from County and District Councillors**

**West Sussex County Councillor Kate O’Kelly** – Report circulated prior to the meeting. There were no questions.

**District Councillor Gordon McAra** - Report circulated prior to the meeting. There were no questions.

**C/086/22 – Finance, Asset and Policy Committee**

Minutes of 28<sup>th</sup> March 2022 were adopted by Council. Proposed by Cllr Fraser, seconded by Cllr Travers, all agreed.

**C/087/22 - Planning and Infrastructure Committee**

Minutes of 11<sup>th</sup> April 2022 were adopted by Council. Proposed Cllr Fraser, seconded Cllr Sutton, all agreed. Cllr Coote confirmed that a response to the Glover Report had been submitted.

**C/088/22 - Planning and Infrastructure Committee**

Minutes of 25<sup>th</sup> April 2022 were adopted by Council. Proposed Cllr Richardson, seconded Cllr Fraser, all agreed. In response to Cllr Proctor’s question regarding pollution in the river Rother, Cllr Coote confirmed that a Councillor visit to South Ambersham, to meet with Southern Water representatives had been arranged for the morning of 18<sup>th</sup> May 2022.

**C/089/22 – Community and Environment Committee**

Minutes of 11<sup>th</sup> April 2022 were adopted by Council. Proposed Cllr Smallman, seconded Cllr Jeffries, all agreed.

**C/090/22 – Internal Auditor’s Year-End report 2021-22 and Annual Governance and**

**Accountability Return (AGAR).** The Internal Auditor’s Report was circulated at the meeting. The Clerk read aloud the Governance Statements, and the signing of the annual return by the Chairman and Clerk/RFO was proposed by Cllr Richardson, seconded by Cllr Sutton, all agreed. The Notice of Public Rights form as per the regulations will be displayed on all notice boards and the Clerk and will forward the annual return to the external auditor.

**Actions: The Clerk to submit AGAR to the external auditor and display the Notice of Public Rights form on the appropriate date.**

**C/091/22 – Actions.** There are no outstanding actions.

**C/092/22 - Reports from Outside Meetings.** None

**C/093/22 - Matters of Report.** Cllr Coote confirmed that Jubilee trees had been planted and gave a very pleasant vista. The Clerk reported that the Transfer Documents for St Ann’s Hill had



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been received and would be signed by the Chairman at the close of the meeting, and also that a request had been received for the installation of a Memorial Bench at the Carron Lane Recreation Ground.

**C/094/22 - Date of Next Meeting.** The next meeting will take place on Monday 13<sup>th</sup> June 2022 at 7pm.

Signed:.....

Dated.....

Chairman



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## Appendix One

Philippa McCullough advised Councillors that the short-term projects for the Midhurst Vision have been agreed by representatives of each key stakeholder group were shared/discussed with the full town council. The intention is to share illustrations (photo montages) and street plans of these proposals with the wider community in June. This takes quite a lot of work and planning so the focus is to meet with the wider vision group to discuss this, other medium- and longer-term projects and finalising the masterplan.

The short-term projects are:

- **West Street improvements** - blocking off access from the mini-roundabout, making West St one-way and only accessible from Grange Road and making Grange Road beyond the small car park one way into West Street. The parking spaces which fit 3 cars on Grange Road could become disabled bays as all parking on West Street should cease - deliveries only. A green area with seating would be created at the western end of West St and that end would be pedestrianised except for deliveries - with potential break-out space for shops at weekends. The aim would be to widen pavements on West St, narrowing the now one-way car lane and making it more pedestrian friendly and somehow stopping all parking - particularly on pavements. Engagement with businesses and residents directly affected planned before wider consultation.
- The West Street scheme would be preceded by changes to car park signs and enhancements to encourage greater use of The Grange car park as the main town centre car park (to be discussed/agreed with CDC) and **improved wayfinding from Grange Car Park to West Street and the Mint Market**. May include interpretive boards SDNPA are considering.
- **Petersfield Road enhancement** - planting in pavement before mini-roundabout and bike rack outside bike shop - to enhance arrival from west direction - greening - looking through to greening at western end of West Street.
- **Plant area in front of police station** - to add to wildflower planting - more substantial planting including trees to screen unattractive building and petrol station behind it - add greening - improve sense of arrival from south - planted central island although this likely to happen in later phase. Subject to agreement with landowner. There have been a lot of improvements to this area of town with the new Lilyford Homes development, renovation of the Pet shop building and Sainsbury's - the police building and petrol station are the only real blot on the landscape now.
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- **North Street car park enhancement and wayfinding** - substantial planting/greening to screen rear of unattractive CDC building removing one parking space to widen planted bed by c.2.6m - other improvements to building possible - removal of external extractor fans, repainting etc. Wayfinding to North Street. Interpretive boards SDNPA? Review bike rack positions.

Apart from the proposed West Street improvements which involve highways changes and substantial costs, the other short-term projects largely involve greening, wayfinding and signs and could be achieved in a relatively short time subject to funding.



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Appendix Two

## **ROTHER VALLEY TOGETHER**

A Day and Lunch Club at The Grange in Midhurst offering activities, friendship, and support for those in their later years who have difficulty getting out and about independently and so risk becoming socially isolated.

Tuesday, Thursday and Friday - 10.30am – 2.30pm

### **Our Members**

- 48 members currently and increasing (capacity 55-60)
- Average age mid 80s (range from 52 to 97)
- 23 live alone
- 22 require home carer visits
- 30 live in Midhurst
- 25 require mobility aids
- 24 require door to door minibus service
- 14 living with dementia

### **The Team**

- 4 part time staff: Manager (21hrs), Support Worker (15hrs), Activities Coordinator (10hrs), Driver (10hrs).
- 6 volunteers assist members on the minibus
- 6 volunteers assist with club activities
- Grange staff prepare a 2-course lunch

### **Activities**

- Art and craft work; Pottery
- Word games – crosswords, anagrams, word wheels
- Board games, dominos, scrabble, puzzles
- Bingo and Quizzes
- Seated exercises
- Speakers on well-being, nutrition, safety, holidays, crafts, scams
- Music- Ukulele Band; Bell-ringing; Singalongs; Drumming
- Participation in consultations e.g. health services for older people
- Special Lunch Events: Harvest; Christmas; Easter; Queens' Jubilee

### **Funding Challenges**

- Annual running costs £55k- core funding from West Sussex County Council ended June 2021
- Generous financial support from local individual donors, organisations, and families and fundraising by members, volunteers and staff have ensured running costs for 2022/23 can be met.



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- Reviewing costs for efficiencies and seeking alternative funding sources to ensure sustainability.
- Securing and increasing regular annual funding commitments, in addition to one-off donations, are key to ensuring we can continue to offer our support to those who need it most.

**NB.** Larger donors (£10k plus) require evidence of others committing financial support before agreeing to any funding themselves.

## **Help Required**

- Financial support – commitment over the long term when possible
- Promotion, Publicity and Communication- e.g. link to our website
- Volunteers to support the team and our members with a range of activities, and so keep the club open as a valuable community asset
- Partnerships and collaboration to fill gaps and add to range of support available rather than to duplication of services
- To reach more people in the community who are socially isolated and who would benefit from our community's support

## **Specific Help Needed**

Volunteers to assist:

- members on the minibus
- music activities – play an instrument or singing
- craft activities
- health and well-being activities and exercises
- giving talks on subjects of interest
- marketing expertise – ensuring we are more effective in promoting the club, its support and activities to the wider community, including better use of social media
- up-dating website and managing face book page
- fundraising events

**Rother Valley Together**

**Charity no 1147272**

**Company no 07818977**

**Operating since 2011**