**A Meeting of the Finance, Asset, Community and Environment Committee**

**took place to be held at 7.30pm on Monday 12th June 2023,**

**in the Town Council Offices, the Old Library, Knockhundred Row, Midhurst**

**MINUTES**

**Present**: Cllr D Coote, Cllr M Facer, Cllr D Fraser, Cllr D Merritt, and Cllr J. Travers (Chairman),

**In attendance**: Sharon Hurr, Town Clerk, and Jess Brown-Fuller, Events Officer

**F/016/23 Chairman’s Announcements:** The Chairman welcomed everyone to the meeting

**F/017/23 Apologies for Absence:** Apologies had been received from Cllr Watts and Cllr McAra.

**F/018/23 Declarations of Interest:** Cllr Facer declared an interest in agenda item F/024/23b as a member of Midhurst Climate Action Network (Mi-CAN

*Meeting halted for Public Participation Session*

**F/019/23 Public Participation Session:** As there were no members of the public present, the meeting was reconvened.

**F/020 /23 Minutes of the Previous Meeting held on 22nd May 2023:** The minutes were proposed as an accurate record and agreed by all present.

**F/021/23 Matters Arising from those Minutes:** None

**F/022/23 Financial Reports for May 2023:** The financial reports for the end of May 2023 were circulated prior to the meeting.

The following payments in excess of £500 were also noted:

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Details** | **Amount** |
| West Sussex County Council | Salaries – May 2023 | £9,708.73 |
| Rialtas Business Solutions | Annual Subscription | £906.00 |
| CDS | Cemetery Mapping | £674.40 |
| Roger Gunn | Machinery Maintenance | £1,584.98 |
| All Asbestos | Asbestos Removal – Lilac Cottage | £2,250.00 |
| SSE | Street Light Contribution | £1,122.44 |
| Daniel Marchant | Tree Surgery – St Ann’s Hill | £1,000.00 |
| Legal and General | Ill Health Policy | £771.34 |
| Total Energies | Electricity – Old Library | £1,768.30 |

**F/023/23 Bank Reconciliations**: The bank reconciliations for the end of May 2023 were reviewed, and signed by the Chairman.

**F/024/23 Events** **Update:**

1. The Events Officerhad circulated a report prior to the meeting (see appendix one) regarding the proposal to run a Jumble Trail. Following a short discussion, Cllr Merritt proposed that a Jumble Trail was run, seconded by Cllr Fraser and agreed by all present.
2. Cllr Facer had circulated a report prior to the meeting (see appendix one) regarding the Mi-CAN group running a family activities day on 30th July 2023 and requested the use of St Ann’s Hill for this event. It was agreed that St Ann’s Hill could be used for the event and noted that currently there is no charge for the use of St Ann’s Hill.

**F/025/23** **Civic Activities and Rural Amenities:**

1. **Community Highway Partnership/Scheme Update:** Following the last meeting, the Clerk informed the officer at West Sussex County Council that the Committee had taken the decision not to pursue involvement in the scheme. The officer had sough clarification regarding the reasons which had been provided, and had requested a meeting with the Chairman Cllr Watts to discuss this matter further. This meeting will be organised shortly.

**F/026/23 Actions – Committee to review the outstanding actions:**

* + **Fairtrade Town Status:** Cllr Merritt confirmed that he had been in contact with Mr Culley who will provide his notes regarding this initiative to the Council.
  + **Relocation of bins:** The Clerk confirmed Cllr McAra will be taking this matter forward.

**F/027/23 Review outstanding actions:** None

**F/028/23 Matters of Report:**

* The Events Officer confirmed that a tender with scope and budget had been prepared for the Christmas Lights project. To date, three Christmas Light contractors had undertaken a site visit with her, and a fourth had visited unaccompanied. The previous contractor had also been requested to provide a quotation if they wished to do so. The Town Team had also offer a potential contribution to expand the provision for the town.
* Cllr Coote confirmed the MADhurst festivities program had been prepared and it would include a South Pond event.

**F/029/23 Date of Next Meeting –** 7.30pm, 10th July 2023

The meeting ended at 7.51pm.

**Signed:…………………………...........…...........…. Date..................................**

**Chairman**

*Appendix One*

**Jumble Trail**

1. Introduction – What is a Jumble Trail?
   1. A Jumble Trail allows residents to sell items they no longer need outside their homes, in their garden or garage, and retain the funds or donate to a charity as they wish.
   2. Jumble Trails promote sustainability via re-use of used items, as well as providing items at a low cost for buyers.
2. How does the Midhurst & Easebourne Jumble Trail Work?
   1. The Town Council use a piece of free software which provides an on-line map on which each seller is located on once they have registered with the Town Council. The maps can be printed or followed on a device.
3. Midhurst & Easebourne Jumble Trail 2022

3.1 In October 2022, we held our first Jumble Trail in and around Midhurst & Easebourne. This was originally scheduled for September but due to the death of Her Majesty the late Queen, it was rescheduled post the period of mourning.

3.2 The Jumble Trail was a challenge due to adverse weather conditions, therefore the Old Library was opened to

give those who wished to go ahead and did not have available cover an opportunity to sell and two

residents/families choose to take advantage of this offer. The Town Council was also able to sell items it did

not need, which returned £130 to the Town Council bank account.

1. Midhurst & Easebourne Jumble Trail 2023
   1. This year the event would be held in mid-Summer to take advantage of better weather.
   2. Three large Correx boards promoting the event were purchased in 2022 these can be re-used, with a simple date change using laminated paper.

4.3 Further costs would include officer time and a small number of new posters to be

purchased. The majority of advertising would take place via social media and the

*local paper.*

*Jess Brown-Fuller*

*Events Officer*

*12th June 2023*

**Mi-CAN Sustainability Event – 30th July 2023**

1. Introduction – What is Mi-CAN?
   1. Mi-CAN is a newly formed sustainability group in Midhurst. The full title of the group is Midhurst & Surrounding Area Climate Action Network. Its founder members are Michele Facer & Emily Sacco.
   2. The CAN network is a UK wide organisation supporting local “CAN” groups across the country. There is already a CAN group in South Harting, Petersfield, and the “Hanger” villages of Greatham and Hawkley. Mi-CAN are also in touch with groups from Haslemere and Alton.
   3. Mi-CAN aims to help residents of Midhurst and surrounding villages to reduce their carbon emissions and protect nature. They have a schedule of events planned for the summer and have already run two sustainable suppers with a third due to take place this coming Friday (16th June).
2. What do Mi-CAN want to do at their Sustainability Event?
   1. Mi-CAN want to run a free event for families with activities for children to help them understand climate change and how they can take steps to reduce their impact.
   2. There will be a set of activities in the morning and another offering in the afternoon with a “bring your own” picnic lunch in the middle.
   3. The event will be co-ordinated and supported by a retired teacher (Rachel Richie) who has been trained by the UN to work with children on climate issues. Rachel has worked in several schools in the area and is a founder member of PeCAN (the Petersfield Climate Action Network) and ERA (Eco Rother Action).
3. Where do Mi-CAN want to hold the event?
   1. Mi-CAN would like to host the event on St. Ann’s Hill and use the Old Library as a wet weather backup. Whilst there is process for booking the Old Library, no such process exists yet for St. Ann’s Hill. Mi-CAN are seeking the Council’s permission to use the space and are happy to pay a hiring fee if necessary.

*Michele Facer*

*Mi-CAN Co-Founder*

*12th June 2023*