**Meeting of Midhurst Town Council took place on**

**Monday 25th March 2024 at 7:30pm in**

**Midhurst Town Council Offices, Old Library, Knockhundred Row, Midhurst, GU29 9DQ**

**MINUTES**

**Present**: Cllr D Coote, Cllr M Facer, Cllr D Fraser, Cllr C Gilson, Cllr A Lambert, Cllr G McAra, Cllr P Piper, Cllr Travers and Cllr R Watts (Chairman).

**In attendance**: S Hurr (Town Clerk), and two members of the public.

**C/149/23 Chairman’s Announcements:** The Chairman welcomed all Councillors, new Cllr C Gilson and members of the public to the meeting.

**C/150/23 Apologies for Absence:** Apologies had been received from Cllr D Merritt and County Councillor K O’Kelly.

**C/151/23** **Declarations of Interest:** None

Meeting halted for Public Participation Session

**C/152/23 - Public Participation Session:** Andy Scott introduced himself as a Governor at Midhurst C of E Primary School with the remit of health and safety matters. Mr Scott explained that the school had been informed by West Sussex County Council (WSCC) that they would have a replacement School Crossing Patrol Officer for Bepton Road on the retirement of the current officer. The school had now been advised that this would no longer take place due to funding reductions. Mr Scott believes that a School Patrol Survey using the national formula for calculation had been carried out; the results of which met the criteria for a WSCC funded officer. Mr Scott was seeking support from the Town Council to gain a replacement School Crossing Patrol Officer or for the installation of a Pedestrian Crossing.

Mr Scott also asked for consideration to be given to requesting that a permit was available to allow parking in The Grange car park without the requirement of acquiring a free parking ticket from the machine.

Meeting reconvened.

**C/153/23 Report from County, and District Councillors.**  A report from Cllr O’Kelly had been circulated prior to the meeting. Cllr O’Kelly had also invited any questions to be emailed to her following the meeting.

The Town Council **resolved to** make contact with Cllr O’Kelly to ascertain further information and convey its support for a replacement officer and also include this item on the next agenda of the Planning and Infrastructure Committee meeting on 8th April 2024. With regards to the issue of parking at The Grange car park without acquiring a free parking ticket, Councillors considered the request could be submitted to Chichester District Council (CDC), but it was unlikely to be acceptable due to the difficulties of policing such a scheme.

***Post Meeting:*** *District Councillor J Brown-Fuller advised that a school parking permit would not be acceptable to CDC officers, but drivers could book a free ticket via the ‘MiPermit’ facility, which would negate the necessity to obtain a free parking ticket, but this would cost 10p for each booking.*

**Actions:** Cllr Watts to contact Cllr O’Kelly regarding a replacement School Crossing Patrol Officer, and the Clerk to include this matter as an item on the Planning and Infrastructure agenda.

Further discussion took place regarding the potential for the installation of a Pedestrian Crossing, and the likely impact this may have on parking for school drop-offs/collections as it would limit parking opportunities.

Cllr Piper also raised concerns regarding the number of ‘marked for repair’ potholes which had been omitted during a recent repair session.

**Action:** Cllr Watts to contact Cllr O’Kelly regarding the regime for repairing potholes, and specifically those which were being omitted during repair sessions.

**C/154/23 - Minutes of the Previous Meetings (and actions):** The minutes of the meeting held on 26th February 2024 were proposed by Cllr Fraser, as a correct record, seconded by Cllr McAra, agreed by all present and adopted. The minutes of the closed meeting held on 26th February 2024 were proposed by Cllr Fraser, as a correct record, seconded by Cllr McAra, agreed by all present and adopted.

**C/155/23 - Matters Arising from those Minutes:** None.

**C/156/23 Finance, Asset, Community and Environment Committee**: The minutes of the meeting held on 12th February 2024 were proposed by Cllr Piper as a correct record, seconded by Cllr Watts, agreed by all present and adopted.

**C/157/23 Planning and Infrastructure Committee**: Minutes of the meeting held on 12th February 2024 were proposed by Cllr Travers as a correct record, seconded by Cllr Piper, agreed by all present and adopted. Minutes of the meeting held on 26th February 2024 were proposed by Cllr Lambert as a correct record, seconded by Cllr Fraser, agreed by all present and adopted.

**C/158/23 Bepton Road Recycling Centre Report:** Cllr Watts reported that he and Cllr McAra had attended a meeting with officers from WSCC, Gareth Rollings, Head of Waste and Paul Madden, Recycling and Contracts Manager, and requested specifically that greater flexibility be given to the booked time slots to take into consideration the distance some users had to travel to use the facility and potential to be delayed by traffic/road works. Mr Rollings had agreed to review this matter.

The future of the facility and adjacent development were also discussed.

**Action:** Cllr Watts to contact Cllr O’Kelly regarding the future of the Bepton Road Recycling Centre.

**C/159/23 Health and Safety Checklist (including legionella bacteria) for Hall Hire:** The clerk had provided the checklist prior to the meeting and detailed the research undertaken in order to complete the list. Councillors sought clarification regarding the fire risk safety advice for hirers of the hall and the Clerk confirmed this would now be added to the Terms and Conditions of hire.

**C/160/23** **Reports from Outside Meetings:** None.

**C/161/23 Matters of Report:** Cllr Fraser reported that he had attend three of the four presentations regarding the life and work of Richard Coben taking place in the hall and the Clerk reminded Councillors that the last presentation would take place at 7.30pm on Thursday 28th March 2024.

**C/162/23 Date of Next Meeting:** 22nd April 2024

The meeting ended at 8.15pm.

Signed………………………………………………………… Dated……………………………………….

Chairman