

**MINUTES OF A MEETING OF THE ENVIRONMENT COMMITTEE  
HELD IN THE PARISH OFFICE, THE SQUARE, ANGMERING ON  
WEDNESDAY 20 JANUARY 2010 AT 7.30 pm.**

**PRESENT:** Councillor Pat Turner Chairman  
Councillor Jon Allcock  
Councillor Paul Bicknell  
Councillor Jennifer Bos  
Councillor Chris Verrinder

**In attendance:** Councillor Sylvia Verrinder  
Marilyn Burt Assistant Parish Clerk (APC)

**09/47 APOLOGIES FOR ABSENCE**  
Councillor Tim Walder; Councillor Nigel Nunn

**09/48 ELECTION OF VICE CHAIR**  
Councillor Jon Allcock was duly elected.  
Proposed by Councillor Bicknell and seconded by Councillor Bos.

**09/49 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**  
Councillor Paul Bicknell declared a personal interest in Item 6(e) which refers to discussions with Southern Water with whom he is employed.

**09/50 APPROVAL OF THE MINUTES**  
The minutes of the Environment Committee held on 22 September 2009 and the Joint Environment and Leisure Meeting held on 4 November 2009 was agreed and signed as a correct record.

**09/51 MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA**  
Report of the Assistant Parish Clerk ( as attached) was distributed to Members.  
**Minute Ref. 11.08.2009 – 09/21 Mill Lane/Carina Drive**  
Noted. See Item 6 (g) for further action re landownership in vicinity.  
**Minute Ref. 11.08.09 – 09/21(d) – Alcohol Restriction Area (ARA).**  
Noted. The Members , after discussion of the available evidence, decided to pursue the question of implementing an ARA with the police.  
**ACTION: Councillor Turner to draft and distribute to Members for approval, a letter to the PCSO for Angmering requesting the implementation of the procedure to create an ARA for the Mayflower Open Space and including the reasons for the request as discussed.**  
**Minute Ref. 11.08.2009 - 09/21(d) Sewers serving Angmering.**  
Noted.

09/52

**BRAMLEY GREEN DEVELOPMENT**

- a. **Update on maintenance control by Councillor Turner** – Members were advised that the contractors were up to date with maintenance issues and regularly litter pick the open spaces.
- b. **Rowan Way Play area.** Border around playground – seeding/ grassing issue. Quotations from Iss Waterers, Phil Geddes and Ferring Nurseries were considered. It was resolved that the quotation for turfing this area from Iss Waterers be accepted.  
**ACTION: APC to instruct ISS Waterers .**
- c. **Roundstone Lane: Maintenance of flower bed** - After discussion of quotation submitted by local nursery, Members agreed this may be an area which could be planted and maintained by residents (possibly local Residents' Association) with a grant from the Council.  
**ACTION: Councillor Turner to submit item for next Parish Council Newsletter.**
- d. **Holes on Community Centre Site** – reported at meeting on 22.09.2009. Assistant Parish Clerk confirmed that the Contractor filled in reported holes on 25.09.2009.
- e. **Ownership/responsibility for Mayflower Park outfall and works required.** APC reported that all enquiries had indicated that the current position is that the maintenance of outfall and adjoining drainage area is the responsibility of the Parish Council. This had been confirmed with Southern Water, the Developer Consortium and West Sussex County Council Agreements Officer. To confirm this further the original Section 106 would need to be referred to.

Councillor Paul Bicknell stated that the drainage system built for the Bramley Green Development was a Sustainable Urban Drain (SUD) which had been recognized as a award winning design on completion. The residents of the development currently benefit from a £25 p.a. rebate, worth in total around £15,000 p.a. Councillor Bicknell was of the opinion that the maintenance cost would be in the region of £6,000 p.a. if Southern Water could be persuaded to take this over.

Councillor Turner stated the attached drainage pond was not of the same concern as a maintenance issue.

**ACTION: APC to write to Southern Water and ask them to look at adopting this SUD and continue to investigate the facts re the original transfer.**

- f. **Bmx Track – remedial work**  
**ACTION: APC to pass to Leisure Committee to action.**
- g. **Ownership of pockets of land**  
Assistant Parish Clerk advised Members that the Solicitors had forwarded Land Registration documents and maps for three of the six development areas on Bramley Green. These documents have been received piecemeal and information on the awaited paperwork was not forthcoming. The APC confirmed that the Clerk had recently sent a letter to the Solicitors requesting their urgent attention to outstanding matters.

**ACTION: APC to monitor and report back progress and check information received with the Clerk to ensure an accurate record is provided.**

h. **Community Centre Play area**

The circulated report and quotation for works from Foster Landscapes was noted. Councillor Turner reported that her information was that as the Parish Council had accepted the play area on its handover, the Clerk has advised that the Council would appear to be responsible for arising maintenance issues and an insurance claim for repairs would not be possible. Councillor Turner expressed concerns that advice may have not been given on this point by the Solicitors dealing with the transfer.

Councillor Bos raised the issue of whether there are guidelines on the specification for playground construction and Councillor Allcock stated that there is a Playgrounds Association who may be able to provide this information. The question was also raised as to whether Building Inspectors monitor playgrounds during construction.

**ACTION:** Councillor Allcock agreed to investigate the construction and guideline issue and report back to Members.

**09/53**

**VILLAGE MAINTENANCE**

(1) Paul Bicknell raised an issue of a large sign which had appeared on the Library site. The APC confirmed that this was a matter which had been passed to ADC Development Control and was awaiting feedback.

(2) Fletchers' Field - Councillor Turner stated that the entrance bollards had been installed by the local Scouts' group, who rent their hut from the Church, and with their permission. Unfortunately, when in a prone position, these had caused damage to a number of cars entering the field for an event. Through an agreement with the Trustees, the maintenance of this field had become the Parish Council responsibility and this extends to related insurance claims.

**ACTION: APC to investigate**

**(1) What claims are outstanding relating to the damage by the bollards; and**

**(2) Has the issue been rectified**

**(3) Have there been any other insurance claims relating to this area.**

**09/54**

**WATER LANE IMPROVEMENTS**

Discussed under Item 10 – Community Payback Scheme

**09/55**

**DOWNSWAY POCKET PARK**

The APC informed Members that enquiries had been made to confirm ownership with Arun District Council, West Sussex County Council (map of their land holdings distributed to Members which did not include this Downsway area) and the Land Registry, the latter showing that the park was unregistered land. Replies from WSCC Highways and their Legal Section were awaited.

**ACTION:** APC to update members when further information becomes available.

09/56

**COMMUNITY PAYBACK SCHEME**

The APC confirmed that a meeting had taken place with the Project Manager and referred to the report attached to the agenda. This meeting had included Angmering Sports & Recreation Association and the projects, including remedial work to the entrance driveway, exterior maintenance and internal decoration, were agreed and work had recently started under supervision of the Management Committee.

As the Twittens maintenance by the CP team is being taken forward by WSCC and the tarmac path between St. Margaret's Church and the Health Centre was not possible, Members decided to remove these from the list. The wall in St. Nicholas', which is in need of some remedial work, is to be added to the list.

Report Item 9 – Water Lane. Members agreed the planting of English Lavender. Councillor Bicknell suggested this should be done along the length of the boundary with Water Lane and 3 metres deep.

Proposed by Councillor Allcock and seconded by Councillor Bos.

**ACTION: APC to meet with CP gardener to discuss clearance of site, tidying and planting, including quantities required and investigate a plant supplier.**

Report Item 11 – Cobbling in Village Centre.

**ACTION:** Councillor Bicknell to provide further information regarding the location and extent of area for assessment by CP team.

Report Item 14 – Mayflower Open Space parking area. The Members were advised that the exact area has to be specified and Councillor Bicknell stated that it was also intended to place dragons teeth fencing on the far side of the access way to prevent vehicles from moving outside the designated parking area.

**ACTION: Councillor Bicknell to draw up a plan and specification.**

Report Items 13 & 15 – Skate Bowl and BMX Track. Awaiting decision of Leisure Committee on action required.

09/57

**BUDGET 2009/2010**

Councillor Bicknell suggested that the Littlehampton A & B Teams should be used more when considering quotations for authorised work.

The APC advised members that a further request had been received from a local resident abutting St. Nicholas' Garden for the Parish Council to shorten shrubs on one boundary wall. Members expressed concern over whether this was the correct time to prioritise this work as the sap was rising and birds were nesting, and Members decided the work was not necessary at the present time.

Discussion on budgetary expenditure for this year to be deferred to next meeting.

**ACTION: Letter to be sent to resident on St. Nicholas maintenance by The Clerk .**

**09/58 MATTERS OF URGENCY AS PREVIOUSLY CERTIFIED BY THE CHAIR**

The following to be added to the next agenda:

- (1) Alcohol Restriction Area
- (2) Bramley Green Development – Naming of Play Park Areas
- (3) Management of Fletchers' Field

**09/59 MATTERS REQUIRING FULL COUNCIL DECISIONS**

None.

**09/60 MATTERS TO BE REFERRED TO THE POLICY AND FINANCE COMMITTEE**

None.

**09/61 DATE OF NEXT MEETING**

The next Environment Committee will be held on Wednesday 24 February 2010 at the Parish Office

The meeting ended at 10.05 p.m.

Committee Chairman

Date: