



ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

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Minutes of the Street Scene Committee held on Thursday 21 March 2024, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Members: Cllr Michelle Harbord (Chair of Committee), Cllr Richard Rickard, Cllr Katherine Jarman, Cllr Denise Ramshaw & Cllr Tom Blaylock

Clerk to Parish Council – Miss Marie Singleton

46. Agenda item 1 - Apologies for absence

Apologies for absence received from Adrian Taylor & Laura Neilson (committee members – personal).

47. Agenda item 2 - Declarations of Interest

Cllr Blaylock declared an interest as an allotment holder – agenda item 8, allotments.

48. Agenda item 3 - Public Participation

There were no members of the public in attendance.

49. Agenda item 4 - Approval of minutes of previous Street Scene meeting 28.11.23

The minutes of the Street Scene Committee meeting dated 28 November 2023 were presented to members, where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Rickard, seconded Cllr Jarman. Cllr Harbord signed the minutes.

50. Agenda item 5 – matters arising from the previous meeting 28.11.23

The action items listing was updated:-

Tote Copse – at the previous meeting Mr Taylor volunteered to arrange for a new frame for the Tote Copse sign. The Clerk advised that she would e-mail and see if this has been completed.

All other action items are included on this agenda or have RESOLVED – see action items listing.

51. Agenda item 6 - Project Updates

- Sculpture Tourist Sign – Nothing new to report, this is still being investigated by Steve Hill at WSCC.
- Benches – Licenses had been received from WSCC for 2 benches and these were signed by Cllr Harbord and countersigned by the Clerk at the meeting. Once confirmation from WSCC has been received benches can be ordered. The Clerk advised she would ask Smart Exteriors for a quote for four benches to include the one

already in storage for the ACSC playground and it was agreed to replace the bench outside the Methodist Church. Cllr Harbord had circulated different bench options all made from recycled material and the one chosen was the traditional three-seater. It was also agreed to include a plaque, so residents were aware that the parish council had provided the benches. Approved by all 5 councillors in attendance. Cllr Rickard agreed to meet with Smart Exteriors to discuss the location of the benches and to see if any additional work would be required for their installation so that an accurate quote could be provided.

- Planting – Noted that all the planting was looking nice throughout the parish. Additional daffodils would be needed on the verge opposite the restaurant next year. It was agreed to ask Andrew McKellar to replant the hanging baskets on the Westergate Street bus shelter.
- Parish Noticeboards – Cllr Blaylock advised he had been working on the seals to stop condensation getting into the noticeboards. The noticeboards are also cleaned to remove the green algae and stickers and flyers that were concealing the windows had been removed.
- Bus Shelters – the parish council is in the process of adopting the 2 bus shelters outside the Wings development but were waiting for the licenses from WSCC, the Clerk confirmed that chaser e-mails had been sent. Discussions were also in hand regarding the possibility of a bus shelter on Fontwell Avenue, but boundary issues had yet to be resolved and were being looked at by Steve Hill of WSCC. The parish council had also been led to believe that funding was available for WSCC to provide additional bus shelters along the 500-bus route and if this was forthcoming it was agreed by all councillors that the 2 bus shelters on Nyton Road should be replaced. The Clerk agreed to again contact Steve Hill for an update.
- Tote Copse Monument – see above item 50.

52. Agenda item 7 - Village Signs

Updated designs had been circulated prior to the meeting which incorporated the use of a parish council logo (still to be agreed) and Cllr Harbord advised that provisional approval had been received from WSCC, but licenses still needed to be completed. All locations were discussed individually and approved by all councillors in attendance with one exception LO3 which was still outstanding. There will be seven in total and approximate costings would be £9,750 for the signs and £6,032.50 for installation. It was agreed that this should be included on the Full Council agenda for approval with a request that authorisation should be given to spend between £17 - £20k on this project, which would be taken from CIL funding. Proposed Cllr Harbord, seconded Cllr Rickard and agreed by all councillors in attendance.

53. Agenda item 8 - Allotments

- It was noted that the works on the overhanging trees had been completed and Mr Gillbard the landowner had been thanked. Cllr Blaylock was also thanked for organising the work to take place.
- Three quotes had now been received to allow the committee to agree on a contractor to undertake the work required at the allotments. It was proposed by Cllr Harbord, seconded by Cllr Jarman that Smart Exteriors should be appointed with a request that care needed to be taken with the wildlife on site, this was agreed by four councillors

with one councillor abstaining. Cllr Blaylock agreed to oversee the work. The cost of the work would be approximately £1,800 depending on the number of loads that would be needed to clear the areas.

- It was noted that the Land Registry for the allotments had been completed, Surrey Hills Solicitors are awaiting confirmation and would provide a copy in due course, however information from the Land Registry portal was indicating this would not be available until 2025.
- Grant Application – It was agreed to use the funds from the grant application dated 2017 for the use of clearing the allotments as per the information above, and any remaining funds would be used and decided upon by consultation with the allotment holders.
- It was noted that SSEN would be undertaking tree works at the allotments to remove branches that were overhanging the electricity cables.

54. Agenda item 9 - Playground

- The management of the playground was discussed, and Cllr Harbord agreed to take on this responsibility.
- Cllr Harbord advised that the new equipment at the playground was due to be installed 18.04.24. Signs had been prepared and laminated to let residents know it would be closed with 2 weeks' notice provided. Once this was all completed it was agreed that an event would be organised to mark the installation of the new equipment.
- It was agreed that new signs should be put up when the logo has been approved but in the meantime the Clerk was asked to order a replacement no dogs sign.
- A new basketball hoop was needed, and it was agreed by all councillors that the Clerk could place an order with a cost up to £50.00.

55. Agenda item 10 - Footpaths

It was noted that the parish council had received an email regarding the Public Rights of Way Routine Maintenance that was due to take place and that contact had already been made with Cllr Blaylock for an inspection to take place. Cllr Harbord advised that damage had happened to several finger posts, and these had already been reported.

56. Agenda item 11 - Dog Bins

Nothing new to report and to be removed from further agendas.

57. Agenda item 12 - Correspondence

Nothing to report.

58. Agenda item 13- Any other business for information: – Items for inclusion on the next agenda

Nothing to note.

59. **Agenda item 14 - Exempt Business:** – for council to move to any exempt business in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personal or confidential matters (staffing) where publicity might be prejudicial to the special nature of the business.

Nothing to note.

60. **Agenda item 15 – To note the date of the next meeting 6 June 2024**

Noted.

The meeting closed at 9.10pm.

SIGNEDChair

Date.....

THESE MINUTES ARE IN DRAFT AND SUBJECT TO AMENDMENT UNTIL APPROVED AT THE NEXT MEETING OF THE STREET SCENE COMMITTEE MEETING TO BE HELD 6 JUNE 2024