



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 6 March 2025, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Members: Cllr Michelle Harbord (Chair of Committee, Acting Chair & Vice-Chair of the Parish Council), Cllr Richard Rickard & Cllr George Stapley-Jones.

Clerk to Parish Council – Miss Marie Singleton

107 Agenda item 1 - Apologies for absence

Cllr's Denise Ramshaw, Katherine Jarman, Tom Blaylock, & Adrian Taylor (personal).

108 Agenda item 2 - Declarations of Interest

None to report.

109 Agenda item 3 - Public Participation

There were no members of the public in attendance.

110 Agenda item 4 - Approval of minutes of previous Street Scene meeting 19 December 2024

The minutes of the Street Scene Committee meeting dated 19 December 2024 were presented to members, where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Harbord, seconded Cllr Rickard. Cllr Harbord signed the minutes.

111 Agenda item 5 – matters arising from the previous meeting 19 December 2024

Nothing that is not on the agenda.

112 Agenda time 6 - Project Updates

- Sculpture Tourist Sign – Cllr Jarman advised that she had been in contact with Mark Jacobs at WSCC as agreed, who after a conversation had recommended that an enquiry should be made on the portal. This has been done but nothing further has been received to date.
- Planting – nothing new to note, Andrew McKellar has been asked by Cllr Harbord to re-do the hanging baskets on the bus shelter.
- Aldingbourne in Bloom – a proposal had been received from Cllr's Jarman, Ramshaw & Blaylock. The following was agreed:-

- The Clerk will administer queries from participants with a deadline of 27.06.25 for entries. A specification needs to be provided to interested participants.
 - The categories were agreed but without the “best allotment category” it was felt this was too small a group and could be included next year.
 - It was agreed to wait to see how many entries there were before prizes were agreed for each category. However, the Clerk was asked to put in an action point for Cllr Jarman to contact Denmans as see if the entry for two was offered as free, or if the parish council were paying for this as well as a garden voucher and to provide the date to the judge’s named in the proposal.
 - Cllr Harbord agreed to design a poster, with details of how to enter, deadline date 27.06.25. Judging date Monday 07.07.25 where photos should be taken. A discussion took place on a presentation ceremony for the 12.07.25, which would give time for a decision to be made on winners in each category, a certificate to be prepared and the prizes to be organised. The Clerk will provisionally book the ACSC for a couple of hours for that morning.
- Parish Noticeboards – see item below under Bus Shelters.
- Bus Shelters
 - a) To discuss any maintenance requirements – Adrian Taylor had kindly offered to see if anything were required and would report back by next meeting.
 - b) To agree size and type of hanging baskets to be purchased – Adrian Taylor to advise by the next meeting so that the Clerk can purchase as Full Council approval has already been given.
 - c) To agree requirements for any noticeboards – specification of previous ones purchased provided to Cllr Harbord and Adrian Taylor 20.06.24. To finalize and agree by the next meeting.
 - d) Cllr Rickard reported that he had been in contact with the bus company regarding RTI displays which had resulted in more being installed. He recommended that the parish council should consider other locations and had provided a list. The committee agreed that they were happy for Cllr Rickard to see if the bus company had any funding for more locations, and to contact Steve Hill at WSCC to see if any more bus shelters within the parish could be replaced by them, which the parish council would then be happy to adopt.
- Street name signs – nothing new to report.
- Speed Indicator Displays (SID’s) – Cllr Rickard advised he had requested Mike Dare at WSCC to re-consider a couple of locations and a reply had now been received confirming that he did not think the locations were suitable or safe to manage. Cllr Richard also had provided data and charts from the information that is downloaded from the SID to illustrate the number of vehicle counts, the average speed as well as the fastest speed that had been noted. (no registration details are taken) as it only counts numbers. The Clerk now has access to the software that is required to download the raw data into, and it was agreed that the above information is sufficient

for reporting to the Full Council, a like for like analysis will only be possible once the SID has been at a specific location on at least 3 occasions.

113 Agenda item 7 – Limmer Pond

This topic has been moved from the Full Council to the Street Scene committee who will continue to research ownership and maintenance options.

114 Agenda item 8 – Tote Copse

- Tote Copse Monument – clearance of the site had taken place with Alison McQuaid from Historic England in attendance who appeared happy with the work undertaken.
- A quote had been received for ongoing maintenance from the company that had cleared the site, but as previously agreed the other contractors that had been unsuccessful would be approached to see if they would still like to provide a quote.
- Cllr Harbord had asked the contractor whilst on site to provide a quote on the fencing and a quote had been received. £3,680 for complete renewal of post and rail fencing, or £1,750 just to repair the existing post and rail fencing. It was agreed to approve the complete renewal at a cost of £3,680, but for Alison McQuaid from Historic England to provide guidance on this project before work started.
- A draft deed of release had been received from the solicitors and the following was agreed:-
 - The intention is to release the Gillbards from their covenant and at the same time release the parish council from its covenant to pay the two pounds and ten shillings to the Gillbards for maintaining the fence.
 - To include that the parish council must maintain the fencing in good repair and free from noxious weeds (this is to ensure there is no misunderstanding for future councillors in their responsibilities).
 - For the Gillbards to provide proof of ownership as the original covenant was in the name of different family members and they would need to provide evidence of succession.
 - It was also agreed that the land did not need to be registered with HM Land Registry as it is a listed ancient scheduled monument.

115 Agenda item 9 – Allotments

To note that one allotment holder had relinquished their plot, but this had now been filled.

It was also agreed that the rents should be reviewed at the September 2025 meeting, as there had been no price increase since 2023.

116 Agenda item 10 – Playground

- A new date had been agreed with Fosters Landscapes for the replacement of the bark pits, this will take place w/c 18.03.25 weather permitting. Hopefully, the new fort net will also be installed.
- Cllr Harbord provided costing details for a new bin to be situated where the two new benches had been installed. £164.95 for a black bin which will need ground fixing bolts. ACSC to be informed and Cllr Harbord to provide the link

to the Clerk for purchasing. Approved by all 3 councillors in attendance. The Clerk was also asked to obtain a quote for fixing the bin in place.

117 Agenda item 11 – Footpaths & Litter

- Litter picking date booked for 29.03.25, ACSC has been booked. Cllr Rickard also asked as a part of this event if consideration could be given to wash the Village Gateway Signs as there would be plenty of volunteers to ensure safety measures were in place.
- Litter bins in the parish have been numbered by ADC to make identifying them easier if there are issues. There are a couple that are missing numbers, Cllr Rickard will provide the locations for the Clerk to advise ADC.

118 Agenda item 12 – Fingerposts (black & white)

It was agreed to go ahead with asking the contractor Ralph Restorations to look at the fingerpost signs and provide a quote for their restoration as CIL funding could be used. There are four in total and Cllr Rickard volunteered to go around with the contractor to identify the locations. Approved by all councillors in attendance.

119 Agenda item 13 – Grounds maintenance throughout the parish

To wait until Limmer Pond and Tote Copse have been sorted regarding any ongoing maintenance commitments.

120 Agenda item 14 - Correspondence

Nothing to note.

121 Agenda item 15 - Any other business for information: – Items for inclusion on the next agenda

To note that a Village Gateway sign had been knocked over because of a car accident. Police were involved and Cllr Harbord asked our PCSO for details and a police report to see if a claim could be made on the drivers' insurance. Regardless of outcome the cost for replacement and installation would be £638 and all councillors approved the costing. CIL funding to be used.

122 Agenda item 16 - 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.

123 Agenda item 17 – To note the date of the next meeting 5 June 2025

Noted.

The meeting closed at 9.15 pm.

SIGNED

Chair

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 MARCH 2025