



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 4 September 2025, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Members: Cllr Michelle Harbord (Chair of Committee), Cllr Richard Rickard, Cllr Denise Ramshaw, & Cllr George Stapley-Jones.

Clerk to Parish Council – Miss Marie Singleton

141 Agenda item 1 - Apologies for absence

Cllr Tom Blaylock (personal).

142 Agenda item 2 - Declarations of Interest

None required.

143 Agenda item 3 - Public Participation

There were no members of the public in attendance.

144 Agenda item 4 - Approval of minutes of previous Street Scene meeting 5 June 2025

The minutes of the Street Scene Committee meeting dated 5 June 2025 were presented to members, where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Rickard, seconded Cllr Stapley-Jones. Cllr Harbord signed the minutes.

145 Agenda item 5 – matters arising from the previous meeting 5 June 2025

Nothing that is not on the agenda.

146 Agenda item 6 - Project Updates

- Sculpture Tourist Sign – Cllr Ramshaw advised that she had started the online form, a list of questions was posed at the meeting which will now finalise the application.
- Planting – Cllr Harbord advised that no response had been received from the letters posted through resident's doors asking them to contact the parish council if they were able to help. New planting was agreed in areas of the parish to include daffodils and crocuses up to £150. The Clerk will contact Cllr Blaylock to see if he is happy to

purchase them as per previous years. There is a litter picking event scheduled for Saturday 18.10.25 and it was agreed that volunteers would be split up into two groups, one for litter picking and the other for planting bulbs. Nature friendly verges were discussed as per the correspondence between Cllr Jarman and Steve Hill from WSCC; however, it was agreed that due to the need for ongoing maintenance should the parish agree and identify any verges, councillors voted not to progress this initiative further.

- Aldingbourne in Bloom – the competition was deemed a great success, and it was agreed that it should take place again in 2026. The committee will revisit this again at the March 2026 meeting and discuss ways of how to promote this competition.
- Parish Noticeboards – Cllr's Harbord and Stapley-Jones had measured the space on one of the new bus shelters for a noticeboard and a quote had been received for £804.40 which would include delivery, Cllr Stapley-Jones confirmed he was happy to install with some help. The costs were approved, proposed Cllr Stapley-Jones, seconded Cllr Harbord and agreed by all. The Clerk was asked to contact the company to ensure that the order was the same colour scheme as the other noticeboards in the parish. Cllr Rickard confirmed he now had a spare set of keys and that there were no maintenance requirements for any of the noticeboards.
- Bus Shelters - It was noted that Cllr Stapley-Jones had repaired the Westergate bus shelter as per the recommendations of Adrian Taylor and put up new brackets for the hanging baskets on the new bus shelters at the Wings development. The hanging baskets will be planted with autumn colours in due course.

Cllr Rickard advised he had been in dialogue with Steve Hill at WSCC regarding possible infrastructure funding that may be available for bus shelters and other transport needs and would put together a report on the needs of the parish.

- Speed Indicator Displays (SID's) – Cllr Rickard had provided data analysis, and this had been circulated to councillors. A new location at Woodgate had been approved by Enerveo and a license received from WSCC. Data on speeding had been passed onto the PCSO who advised she had passed it onto the appropriate department, hopefully the parish council will receive a response, however at least the information had been provided.

147 Agenda item 7 – Limmer Pond

Cllr Ramshaw advised that following a letter drop to residents one response had been received which provided important background on the pond. It is thought to be deemed under common ownership like village greens and is not owned by anybody. Research was undertaken at the time in 2007 in looking at making the site more attractive to wildlife, the opinion of Sussex Wildlife Trust, the Environment Agency and Pond Conservation was sought and it seemed that the detritus from the three roads and pollution from the drains and agricultural chemicals seeping from the adjacent fields were indicative of the ponds poor water quality and thus there was no expectation of wildlife interest. The advice was also not to remove the silt as this needed permission from the Environment Agency, to allow trees to

grown and be supplemented by planting native trees to the south to provide a shady habitat and depress some vegetation. It was agreed therefore to leave the pond as it is and to concentrate on the surrounding area which could be cleared, trees to be pollard and then consider installing benches for the public. Cllr Ramshaw will get a quote for the tree work.

148 Agenda item 8 – Tote Copse

- Deed of Release had been provided to Mr Gillbard however proof of ownership/inheritance is still outstanding, Mr Gillbard has chased his solicitors.
- New fencing had previously been approved, and the clerk confirmed that Scheduled Monument Consent had been given by Historic England and circulated to councillors. Smart Exteriors had been advised, and we are waiting for a date for the new fencing to be installed and the quarterly maintenance to take place. .
- The issue with the stile has been raised with WSCC and although nothing has been heard from them since 24.07.25 we have been advised it is on their works schedule.

149 Agenda item 9 – Allotments

An area of dumped rubbish that had been encroaching on another plot holder is still an ongoing issue despite the Clerk writing to plot holders. Cllr Harbord advised that she would organise a laminated sign to be put up, Cllr Stapley-Jones agreed to provide the wooden stake for the notice.

150 Agenda item 10 – Playground

- It was noted that the work on the playground as per the ADC inspection report will be taking place 02.10.25. The cost is £710 which has been approved on health and safety grounds by the Clerk and Chair of the Street Scene committee.
- Foster Landscapes recommended that as there are issues with the stepping logs and posts on the Jungle climber as noted in the ADC and Zurich inspection reports, and that consideration should be given for it to be replaced. Quote received £13,930.32. A discussion took place, and it was agreed that as this piece of equipment does not seem to be used much by children it would be an opportunity to look at alternative play equipment. Cllr Harbord agreed to research and report back as any funding could be taken from CIL.
- Complaints had been received regarding hedges and overgrowth surrounding the playground that impinges on residents' fences and gardens. Clerk has asked the grounds contractor for a quote and agreed to provide details along with the photos received to councillors.

151 Agenda item 11 – Footpaths & Litter

E-mail received from WSCC regarding public rights of way maintenance for Aldingbourne – circulated 14.08.25 – Cllr Rickard has been in correspondence with them regarding Nyton Road cycle path and footpath signs and they had indicated that they would be looked at. Cllr Blaylock had advised he will be undertaking an inspection, and the Clerk will contact Cllr

Blaylock and ask him to include the above in any conversations, if he was undertaking the inspection with the WSCC representative.

A discussion also took place regarding a bin opposite the Prachee where one of the new benches is situated, and rubbish is being left. Whilst moving an existing bin may then only incur installation charges, it is the cost of emptying that may be an issue, Cllr Harbord agreed to contact ADC and see if they would be willing to provide a bin at that location and if not to ascertain if there would be any charges, before a decision is made.

152 Agenda item 12 – Fingerposts (black & white)

It was noted that following approval at Full Council all fingerposts have been ordered 19.05.25. Clerk had asked Ralph Restorations for an update and can confirm that work has now started on the restorations and that all licenses have been approved by WSCC.

153 Agenda item 13 – Grounds maintenance throughout the parish

Nothing to report.

154 Agenda item 14 - Correspondence

Cllr Harbord advised that she had spoken to Beccy East at Artsworld regarding a new project that is being discussed at Ormiston Academy, Beccy has agreed to attend the December meeting where more information will be known on whether the parish council is able to participate in the project.

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

As above Beccy East has been invited to attend the next meeting.

156 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.

157 Agenda item 17 – To note the date of the next meeting 4 December 2025

Noted.

The meeting closed at 8.40 pm.

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 4 DECEMBER 2025.