

RUSTINGTON PARISH COUNCIL

LIGHTING AND AMENITIES COMMITTEE

MINUTES: of the Meeting held on 5 June 2008

PRESENT: Councillors A Akbar, T Field, Mrs F Harrison, Mrs S Lines, S Perry and M Warrington

13/08 ELECTION OF CHAIRMAN

It was proposed that Councillor Field be elected Chairman of the Committee for the ensuing year.

The Committee RESOLVED that Councillor Field be elected Chairman for the ensuing year.

14/08 ELECTION OF VICE-CHAIRMAN

It was proposed that Councillor Akbar be elected Vice-Chairman of the Committee for the ensuing year.

The Committee RESOLVED that Councillor Akbar be elected Vice-Chairman for the ensuing year.

15/08 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Murphy (Indisposition). This apology was accepted by the Committee.

16/08 DECLARATIONS OF INTEREST BY MEMBERS

There were no Declarations of Interest recorded by Members.

17/08 FAMILIARISATION OF LIGHTING AND AMENITIES FACILITIES

The Clerk reminded Members that the Committee had previously agreed that a physical tour to familiarise Members with the Committee's areas of responsibility was not necessary, but that any Members could make arrangements to meet with the Clerk regarding the Committee's areas of responsibility, if they so desired.

The Committee NOTED this information.

18/08 MINUTES

The Minutes of the Meeting held on 7 February 2008 were signed by the Chairman as a correct record.

19/08 PUBLIC CONVENIENCES

(a) Situation Report/Monthly Inspections

The Clerk referred to Minute 4/08(a) and reported that the programme of regular inspections was continuing. She said that the standard of cleansing was most satisfactory, as had been the case since the commencement of the new enhanced Contract on 1 April 2007. She said that she had not received any complaints from service users since the last Meeting of the Committee.

She again referred to the continuing problems that were being encountered at The Street toilets, where undesirable individuals were writing obscene messages in the gentlemen's toilets and generally causing damage to the cubicle doors. She said that this was still being monitored, but it was anticipated that as soon as the toilets were refurbished later in the year, these problems would cease to occur.

She also advised the Committee that the Wallgate Handwash Units at The Woodlands Centre external toilets were now in need of replacement. She said that the total cost for two new units for the Ladies and Gentlemen's toilets would be £2,766.00 excluding VAT, which would be funded from the Maintenance of Public Toilets' Budget Vote.

The Committee NOTED this information.

(b) Broadmark Lane

The Clerk referred to Minute 4/08(b) and reported that the fencing works were currently being undertaken and were due to be completed within the next few days. She said that some minor graffiti problems had arisen at the toilets, but again the Council's Contractor was taking remedial action as soon as practicably possible after these incidents occurred.

The Committee was pleased to NOTE this information.

She then reported that she had received the Plans from Berkeley Homes (Southern) Limited, for the construction of a permanent building to replace the existing temporary facility. She said that these had not yet been submitted to the local Planning Authority as a formal application.

Following a detailed discussion, the Committee RECOMMENDED that an application for Planning Permission should now be submitted to the local Planning Authority. If permission was subsequently granted, the Committee could then consider the possibility of obtaining estimated costings of providing a permanent toilet building at this location at some time in the future.

(c) The Street - Proposed Refurbishment

The Clerk referred to Minute 4/08(c) and reported that RJCA Chartered Architects were now in the process of drawing up plans for the proposed internal renovation of the toilets, to a similar standard to that of the Churchill Car Park toilets. She reiterated that as soon as estimated costings were received in respect of the proposed works, she would place them before the full Council for consideration and subsequent approval.

The Committee NOTED this information.

(d) Loo of the Year Awards 2008

The Clerk reported the receipt of an invitation to again enter the Loo of the Year Awards. She reminded the Committee of the 4 Star Grading and 3 Star Grading received in respect of the Churchill Car Park toilets and the Broadmark Lane toilets respectively, but said that there was little chance of achieving higher Gradings in this year's Competition, as the comments contained within the Summary Reports were unachievable, without major expenditure being made at both of the aforementioned toilet units.

Following a detailed discussion, the Committee RECOMMENDED that the Churchill Car Park toilets and the Broadmark Lane toilets should not be entered in the 2008 Loo of the Year Competition.

20/08 BUS SHELTERS AND BEACH SHELTER

(a) Situation Report/Cleansing

The Clerk reported that since the extensive damage that had been caused to the Beach Shelter earlier in the year, the Council's Cleansing Contractor had been undertaking intermittent inspections and cleansing of the Bus Shelters throughout the Village. She said that this would continue until the Beach Shelter was rebuilt.

The Committee NOTED this information.

(b) Refurbishment/Replacement of Bus Shelters

The Clerk referred to Minute 5/08(c) and reported that a further application had been made to the West Sussex County Council for grant funding of 50% towards the cost of replacing the Bus Shelter on the eastern side of North Lane. She said that she was still awaiting a response in respect of this application.

She reminded the Committee that the ongoing maintenance programme for all of the Council's Wooden Bus Shelters throughout the Village was continuing, with a number of shelters being re-painted and repaired where necessary.

The Committee was pleased to NOTE this information.

(c) Provision of Additional Bus Shelter - Station Road

The Clerk referred to Minute 5/08(d) and reported that she had approached the County Council with regard to the possibility of obtaining a Licence to install a Shelter at the above location, and she understood that arrangements were now in hand for a consultation to take place in this regard. She said that she hoped to be able to report back to the Committee with the County Council's response at the next Meeting.

The Committee NOTED this information.

(d) Provision of Additional Bus Shelter - The Street

The Committee considered a request received from Mrs P Hunter for an additional Bus Shelter to be sited in The Street (southern side - opposite Westcourt Surgery).

The Clerk said that she had responded to this request, advising Mrs Hunter that in view of the financial constraints facing the Council at the present time, this request would not be able to be considered until the end of the current year, when the Council would be setting its Budget for the financial year commencing 1 April 2009.

The Clerk said that, in the meantime, she would look into both the possibility and the feasibility of a Bus Shelter being sited at this location, with both the West Sussex County Council and the local Planning Authority.

The Committee NOTED this information.

(e) Provision of New Beach Shelter

The Clerk referred to Minute 104/08 (Monthly Council Meeting - 17 March 2008) and reminded the Committee that she had previously circulated an Estimate received from Sussex Renovations Construction Limited for the construction of a new enhanced Shelter in the sum of £41,947.50 including VAT.

She advised the Committee that the Estimate received, was for a far superior type of Shelter than the previous Shelter, which had only been insured for some £12,000.00.

She said that in view of the excessive cost involved, she had now approached RJCA Chartered Architects, requesting them to draw up plans for the re-construction of the Shelter to a similar design as the original Shelter, but with a pitched roof. She said that as soon as she was in receipt of the plans and estimated costings, she would report back to the full Council.

The Committee NOTED this information and RECOMMENDED that no further action be taken in respect of the Estimate received from Sussex Renovations Construction Limited at the present time.

21/08 **PUBLIC SEATS**

(a) **Situation Report**

The Clerk referred to Minute 6/08(a) and reported that the programme of refurbishment had recommenced at the beginning of the current financial year and would continue throughout the year subject to weather conditions.

The Committee NOTED this information.

(b) **Provision of Additional/Replacement Seats**

The Clerk reported that a Seat located on the eastern side of Broadmark Lane at its junction with Glenville Road had recently been destroyed by vandals. She said that a claim had been submitted to the Council's Insurers, but due to the policy excess in respect of vandalism damage being £500.00, only a minimal amount would be received from the Insurers in respect of the replacement Seat.

The Committee was concerned to NOTE this information.

She then referred to Minute 6/08(b) and said that the donated Seat on the eastern side of Ash Lane had now been replaced, with the insurance claim settled by the Council's Insurers.

The Committee NOTED this information.

22/08 **ANNUAL MAINTENANCE OF AMENITY AREAS**

(a) **Situation Report**

The Clerk referred to Minute 7/08(a) and reported that once again many complimentary representations had been received from members of the public in respect of the Spring floral displays around the Village. She reminded the Council that, to date, no adverse comments had been received regarding the quality of the service provided by Ferring Nurseries.

She reminded the Committee that the major landscaping enhancement in Ash Lane had now been completed, together with the installation of a floral display on the roundabout at the junction of Worthing Road and Mill Lane. She also reported that the Summer displays were currently in the process of being planted and would, she had been assured by Ferring Nurseries, be most innovative and aesthetically pleasing.

The Committee was pleased to NOTE this information.

(b) **Future Floral Enhancement of other areas in the Village**

The Clerk referred to Minute 7/08(b) and reported that she had nothing further to report in this regard at the present time. She said that she planned to discuss possible areas which would benefit from enhancement with the Chairman and Ferring Nurseries, prior to the next Meeting, when the Committee would be considering its Estimates for the next financial year.

She said that she had received a suggestion from a member of the local community that both North Lane, in the vicinity of the Shops, and Windmill Parade would benefit from floral enhancement, and these areas would be included in the aforementioned discussions.

The Committee NOTED this information.

23/08 **POSSIBLE ENHANCEMENT OF PUBLIC OPEN SPACES IN RUSTINGTON**

The Clerk referred to Minute 8/08 and said that she had nothing further to report in this regard at the present time.

Councillor Mrs Lines said that she had recently had sight of the pieces of land in question, whilst participating in a Police Audit of certain parts of the Allangate Estate and the surrounding areas, and these were certainly in urgent need of some enhancement and a regular maintenance programme.

The Committee NOTED this information.

24/08 **DOG BINS/LITTER BINS**

The Clerk referred to Minute 9/08 and said that the additional bins had now been installed at the following locations:-

Hobbs Way - North side by Public Seat, near its junction with Sea Lane
Station Road - West Side, between Station Parade and Sheepfold Avenue
Greensward - At the end of Public Footpath No. 3560

She reminded the Committee that the new bins would be serviced and maintained by the Arun District Council.

The Committee was pleased to NOTE this information.

She said that she had also submitted a request to the Arun District Council for a Litter Bin to be installed on the cycle path leading from Windmill Bridge to the Rustington Retail Park, and she hoped that this would be installed in the near future.

She finally reported that she had received a request from Councillor Collins, following his own receipt of representations from members of the public, for a Dog Bin to be installed at the junction of Windmill Drive and Allangate Drive.

Following a brief discussion, the Committee RECOMMENDED that a further request should be made to the Arun District Council for a Dog Bin at the aforementioned location, for which the Council would be prepared to meet the purchase and installation costs.

25/08 **2008 GARDENS COMPETITION**

The Clerk referred to Minute 170/08 of the Annual Meeting Minutes (19 May 2008) and said that arrangements for the Competition were proceeding, with the posters and nominations forms already circulated to the participating shops in the Village. She reminded the Committee that a nomination form had also been included with the Annual Newsletter delivered to the majority of households at the end of May/beginning of June 2008.

She confirmed that the closing date for the 2008 Competition was 25 June 2008, with the short-list being produced on 27 June 2008, and the final judging taking place on 3 July 2008.

The Committee NOTED this information.

26/08 **RUSTINGTON-IN-BLOOM**

(a) **Progress Report**

The Clerk referred to Minute 165/08 of the Annual Meeting Minutes (19 May 2008), and said that the judging date for the Britain in Bloom Competition was on the morning of Friday 8 August 2008.

She also reminded the Committee that the judging for the South and South East in Bloom Competition would be taking place on Friday 11 July 2008 from 10.00 am - 12.00 noon.

She said that she would be grateful if any Members who were able to assist on either or both days with the final preparations around the Village could advise her to enable her to allocate areas to be checked and litter picked on the day.

She then referred to the In-Bloom Committee's fund-raising efforts and said that the Plant Sale which had been held on 24 May 2008 had been most successful. She said that the Committee hoped that the Grand Tombola Stall at the Carnival Fete on 7 June 2008 would prove to be even more successful.

The Committee NOTED this information.

Councillor Warrington expressed his concerns in respect of the increasing number of cigarette butts that were being discarded on the public highway, and in particular, in the vicinity of Broadmark Parade and the alleyway leading to the Somerfield Car Park at that point. He said that he had delivered some of the District Council's 'Stubbi' Packs into some of the upstairs' offices along the Parade, with a written plea that they be used for discarding cigarette butts, rather than the public highway.

The Clerk said that she would make contact with the Arun District Council's Cleansing Department, to ask for particular attention to be paid to this area.

The Committee was pleased to NOTE this information.

(b) Additional Raised Flower Bed (south side of The Street at junction with Broadmark Lane)

The Clerk referred to Minute 10/08(b) and reminded the Committee that the additional raised Flower Bed had been constructed on the south side of The Street at its junction with Broadmark Lane. She said that this was now well established and had recently been planted up with its Summer floral display.

She confirmed that the Residents' Association had borne the total costs for the construction of the planter and the floral displays for 2008, and she understood that the Association would continue to fund the planting for the foreseeable future.

The Committee was pleased to NOTE this information.

27/08 TREE WARDEN SCHEME

The Clerk reported that she had recently been contacted by a Member of the Public who was interested in becoming a Tree Warden. She said that she wondered if the Committee might like to resurrect the possibility of a Tree Warden Scheme being set up in Rustington, and with this in mind, she had included a plea for volunteers in the recent Newsletter.

The Committee NOTED this information and RECOMMENDED that if there was a significant response from the plea in the Newsletter, then the West Sussex County Council should be asked to assist in progressing the introduction of a Tree Warden Scheme in Rustington.

28/08 DATE OF NEXT MEETING

The Chairman reminded the Committee that the next scheduled Meeting would be held on Thursday 9 October 2008.

Chairman:

Date: