

RUSTINGTON PARISH COUNCIL

LIGHTING AND AMENITIES COMMITTEE

MINUTES: of the Meeting held on 15 October 2009

PRESENT: Councillors A Akbar, T Field, Mrs F Harrison, M Jones and D Rogers

37/09 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs Lines (Personal Commitment) and Perry (Work Commitment). These apologies were accepted by the Committee.

38/09 **DECLARATIONS OF INTEREST BY MEMBERS**

There were no Declarations of Interest recorded by Members.

39/09 **MINUTES**

The Minutes of the Meeting held on 4 June 2009 were signed by the Chairman as a correct record.

40/09 **PUBLIC CONVENIENCES**

(a) **Situation Report/Monthly Inspections**

The Clerk referred to Minute 24/09(a) and reported that each unit was continuing to be inspected regularly, with the overall standard of cleansing most satisfactory.

She then said that it had now become apparent that the planned refurbishment of The Woodlands Centre Public Toilets would be significantly more expensive than was originally anticipated. She said that the total cost of the Wallgate Toilets and Urinals alone was likely to be in the region of £4,000.00, which would mean that insufficient funds would be available for redecoration, new flooring, internal doors and door frames.

She said that increased provision had been made in the draft Estimates for 2010/2011, which the Committee would be considering later in the Meeting.

The Committee NOTED this information.

41/09 **BUS SHELTERS AND BEACH SHELTER**

(a) **Situation Report/Cleansing**

The Clerk referred to Minute 25/09(a) and reported that the Council's Toilet Cleansing Contractor was continuing to carry out daily cleansing of the Beach Shelter and periodic inspections and cleansing of the Bus Shelters throughout the Village.

The Committee NOTED this information.

(b) **Refurbishment/Replacement of Bus Shelters**

The Clerk referred to Minute 25/09(b) and reported that the Council had been successful with its application for grant funding of 40% towards the cost of replacing the Bus Shelter on the south side of Station Road (at its junction with Ruston Park).

She said that she had also been advised by the West Sussex County Council that consent to the siting of the Bus Shelter would be given once permission had been obtained from those frontages with an interest. She confirmed that the occupant of the property concerned had been formally approached in this regard and if no response was received by 29 October 2009, it would be presumed that the resident had no objections to the siting of the replacement Bus Shelter at this location.

She advised that, if permission was granted for the replacement Bus Shelter in Station Road, provision would need to be made by the Committee in its 2010/2011 Estimates, as one replacement Shelter had already been provided for in the 2009/2010 Estimates. She said that she hoped the Committee would make further provision for the replacement of one of the two remaining wooden Bus Shelters, namely in Station Road or The Street, when it considered its 2011/2012 Estimates in the next financial year.

The Committee NOTED this information.

The Clerk also referred to a representation she had received from Councillor Akbar, regarding the possibility of lowering the window or raising the seat in the new Bus Shelter in North Lane, as people were unable to see buses approaching through the window when sitting on the seat therein, as the seat was too low and the window too high. She said that Councillor Akbar had also asked if the planter could be lowered, as this was positioned so that it was also restricting visibility.

She said that whilst she was reluctant, in the interests of health and safety, to tamper with the structure in any way, she had asked the Council's Planting Contractor to alter the position of the floral planter.

Following a brief discussion, the Committee agreed that the Clerk should approach the manufacturers of the aforementioned Bus Shelter, advising them of the representations being received, and asking if there was anything that could be done to solve the problem of people being unable to see buses approaching when sitting in the Shelter, due to the height of the seat and the positioning of the side window.

(c) **Additional Bus Shelter - The Street**

The Clerk referred to Minute 25/09(c) and reported that she had now received notification from the West Sussex County Council that, having considered the location, with only 2.1 metres of available footway width, consideration would only be given to a 1.6m maximum width cantilevered type shelter with the posts back at the fence to allow pedestrian passage.

Reference was also made to a previous request for a new Bus Shelter to be installed in Station Road, in the vicinity of St Joseph's Catholic Church.

Following a detailed discussion, the Committee RECOMMENDED that no further action be taken in this regard at the present time, but that consideration be given to a new Bus Shelter being purchased and installed at one of the aforementioned locations in the next financial year commencing 1 April 2011.

42/09 PUBLIC SEATS

(a) **Situation Report**

The Clerk referred to Minute 27/09(a) and reported that the programme of refurbishment had been continuing throughout the Spring and Summer months, with seats being refurbished at a number of locations throughout the Parish and, in particular, throughout the Village Centre. She said that, with the exception of any emergency repairs, this programme had now ended for the current financial year.

She also reminded the Committee that three seats had been replaced since the beginning of the current financial year, one as a result of damage being caused beyond economic repair, one which had been destroyed by a motor vehicle, and the seat outside the Public Toilets, which had been replaced because it was in such a poor condition.

The Committee NOTED this information.

43/09 ANNUAL MAINTENANCE OF AMENITY AREAS

(a) **Situation Report**

The Clerk referred to Minute 28/09(a) and reported that complimentary comments had continued to be received from numerous members of the public in respect of the Summer floral displays around the Village. She said that the outstanding quality of the floral displays throughout the Village was further evidenced by the recognition received at both the South and South East in Bloom and Britain in Bloom Awards in respect of the best floral displays for not only the region, but nationally as well.

The Committee was pleased to NOTE this information.

44/09 **POSSIBLE ENHANCEMENT OF PUBLIC OPEN SPACES IN RUSTINGTON**

(a) **Conbar Avenue Enhancement**

The Clerk referred to Minute 29/09(a) and reported that the new floral planter had been introduced for the Summer Season and had proved to be a great success with the recently formed Residents' Association. She said that its presence certainly improved the aesthetics of the entrance to the Allotment Site. She confirmed that she would be meeting with the Residents' Association in the near future to discuss their plans for planting in 2010.

The Committee NOTED this information.

45/09 **2010 GARDENS COMPETITION**

The Committee considered arrangements for the 2010 Gardens' Competition and RECOMMENDED that:-

- (a) The Competition should be divided into six Classes:-

Class 1 - Window boxes, balconies, patio tubs etc. (residential)*

Class 2 - Window boxes, balconies, patio tubs etc. (commercial)*

Class 3 - Front Gardens of any size (residential)*

Class 4 - Front Gardens of any size (commercial)*

*(All entries to be clearly visible from the road)

Class 5 - Schools Competition

Class 6 - Community Garden

- (b) Entries should be invited from members of the public, with nomination forms being available from local shops, the Parish Council Offices, Village Information Centre and Rustington Museum, as well as being included with the Council's Annual Newsletter mail-out in May
- (c) Following the production of a short-list by the Rustington In-Bloom Committee, the judging to be by the Chairman of the District Council (if available), two representatives from the East Preston and Kingston Horticultural Society and a representative from Ferring Nurseries
- (d) The prizes should be:-

Class 1 Winner	£ 50.00 plus The Brand Trophy
Class 1 Runner Up	£ 25.00
Class 2 Winner	£ 50.00 plus The Taylor Trophy
Class 2 Runner Up	£ 25.00
Class 3 Winner	£100.00 plus The Championship Cup
Class 3 Runner Up	£ 25.00

Class 4 Winner	£ 50.00 plus The Menage Trophy
Class 4 Runner Up	£ 25.00
Class 5 Winner	£ 50.00 plus The Michael Harwood Cup
Class 5 Runner Up	£ 25.00
Class 6 Winner	£ 50.00 plus The Rustington Resident's Association Trophy
Class 6 Runner Up	£ 25.00

In addition, each prize winner to receive a small shield for retention

- (e) The closing date for nominations to be set as 23 June 2010, the short-list to be produced on 25 June 2010, with judging taking place during week commencing 28 June 2010
- (f) The Cups and Trophies to be awarded on an annual basis and returned each year to the Council for the next Competition. The Presentations of the Awards to be made at the Reception following the Annual Civic Thanksgiving Service in September each year.

The Committee again asked the Clerk to make the necessary arrangements for notices to be placed in the participating shops in February/March 2010, advertising the fact that a Gardens' Competition would be held later in the year and encouraging participation.

The Committee further RECOMMENDED that each Member of the Council be again asked to nominate an entry in each of the Classes for the 2010 Competition, to ensure a good response in respect of nominations received.

46/09 RUSTINGTON-IN-BLOOM

The Clerk referred to Minute 258/09 (Monthly Council Meeting Minutes - 28 September 2009) and reminded the Committee of Rustington's outstanding success in the 2009 South and South East in Bloom and Britain in Bloom Competitions.

She then said that the In-Bloom Committee had already commenced arrangements for the 2010 Campaign, with an Open Meeting being arranged for 24 November 2009. She said that the Committee would need to consider the provision of £1,750.00 which had been made in the Committee's 2010/2011 Draft Estimates, to ensure that the 2010 Campaign could retain the level of success achieved in 2009.

The Committee NOTED this information.

47/09 DONATED TREE PLANTING SCHEME - PUBLIC HIGHWAY

The Clerk referred to Minute 33/09(b) and said that the West Sussex County Council had now indicated that it would be happy for the Parish Council to extend its Tree Planting Scheme by having donated trees planted at suitable locations on the Public Highway.

The cost per individual tree would be £100.00, which would cover the purchase and planting of a good quality tree, with a stake, support and mulch/soil dressing, with watering arrangements to be the responsibility of the Parish Council, with the anticipated assistance of adjacent residents. The County Council would include all planted trees in its 'young tree maintenance programme', whereby they would receive an annual visit for the first three years of establishment, when stakes/ties would be adjusted, formative pruning undertaken and mulch re-applied. Unfortunately, commemorative plaques would not be permitted, as these could prove to be hazardous for the County Council's Contractors.

She said that the first planting of any such trees, which would be subject to consultation with adjacent residents, would be in the Winter of 2010/2011.

She advised the Committee that she would be including details in the next and subsequent quarterly newsletters to gauge if there was sufficient public interest in this Scheme.

The Committee NOTED this information.

48/09 TREE WARDEN SCHEME

The Clerk referred to Minute 34/09 and said that each of the Tree Wardens had now assumed responsibility for a section of the Village and were currently carrying out their own inspections on trees therein. She said that it was hoped one of the Tree Wardens would join the In-Bloom Committee for the 2010 Campaign, and a Meeting would be being convened in the near future to consider, in greater detail, the action plan for the Village in respect of the Tree Wardens' role.

The Committee NOTED this information, and the Clerk was asked to include an article on the Tree Warden Scheme and its progress in a future Newsletter.

49/09 INCOME AND EXPENDITURE FOR 2008/2009, 2009/2010 AND 2010/2011

The Committee considered a Report previously circulated by the Clerk of the Council.

The Committee RECOMMENDED that the Income and Expenditure requirements for the Lighting and Amenities Committee be as shown in the attached Schedule, which includes the following amendment to the original Schedule:-

2010/2011 Estimate

Improvements and Additions - Public Toilets

Delete: £10,000.00

50/09 DATE OF NEXT MEETING

The Chairman reminded the Committee that the next scheduled Meeting would be held on Thursday 11 February 2010.

Chairman:

Date: