



# EAST PRESTON PARISH COUNCIL

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## AMENITIES COMMITTEE

**MINUTES:** of the Proceedings of the Meeting of the Amenities Committee held on 22<sup>nd</sup> May 2023 at 19.00, at East Preston Infant School, Lashmar Road, East Preston.

**PRESENT:** Councillor S Wilkinson (Chairman), Councillor's S Toney (Vice-Chairman), Councillors R McElroy, D Moore, B Gale and C Bowman.

**ALSO:** Dawn Reid (Assistant Clerk to the Council)  
Simon Cross (Clerk to the Council)  
Mr R F [REDACTED]  
Mrs A F [REDACTED]

**APOLOGIES:** Councillor K Bradshaw and Councillor E Linton.

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As everyone attending the meeting was present, the Chairman opened the meeting at 19:00.

### **402/23 INTRODUCTIONS**

Cllr Wilkinson welcomed all those present.

### **403/23 ANNUAL APPOINTMENT OF THE CHAIRMAN OF THE AMENITIES COMMITTEE**

Councillor Gale was acting as teller for the voting. Voting took place by a paper ballot. Councillor Gale confirmed all councillors present had voted and the voting had resulted in a tie, therefore Councillor Wilkinson as Chairman held the casting vote. Councillor Wilkinson as Chairman held the casting vote. Councillor Wilkinson was elected as Chairman of the Amenities Committee for the new municipal year.

### **404/23 ANNUAL APPOINTMENT OF THE VICE-CHAIRMAN OF THE AMENITIES COMMITTEE**

Councillor Gale was acting teller for the voting. Voting took place by a paper ballot. Councillor Gale confirmed all councillors present had voted and the voting had resulted in a tie, therefore Councillor Wilkinson as Chairman held the casting vote. Councillor Toney was voted as Vice-Chairman of the Amenities Committee for the new municipal year.

### **405/23 APOLOGIES AND REASONS FOR ABSENCE**

Apologies were received from Councillor Bradshaw (previous engagement) and Councillor Linton (family business).

### **406/23 PERSONAL AND/OR PREJUDICIAL INTERESTS**

Councillor Wilkinson asked councillors to declare any Personal/Prejudicial Interest prior to the agenda item being discussed.

#### **407/23 PUBLIC QUESTION TIME**

As members of the public were present to discuss item 20a 'Correspondence' - request regarding the trees on Warren Recreation Ground and Two Acres', the Chairman brought this item forward in the Agenda for discussion.

Councillor Wilkinson welcomed Mr and Mrs [REDACTED] to the meeting. A round of introductions took place.

Mr and Mrs [REDACTED] began by reiterating their request, as detailed in a letter to Committee (appendix D) regarding the trees on the eastern boundary at Warren Recreation Ground. Mr [REDACTED] said the couple had spoken to Colin, Cricket Club, [REDACTED], Hodges Yard, and also their neighbours. All agree several of the trees have grown too high and need pruning back heavily, as have the trees have been on the western boundary. Councillor Wilkinson circulated a recent photograph which he had kindly taken of the said trees. Mr [REDACTED] pointed out where he thought the trees should be reduced back to. Mr [REDACTED] advised the trees are growing through the netting which means the netting may be damaged when pruned back. Mr [REDACTED] felt as the height of the netting greatly reduces at the southern end, the lower netting was ineffective. Mr and Mrs [REDACTED] said they would be happy to contribute to any work.

Councillor Bowman advised Mr and Mrs [REDACTED], Council had carried out a survey just prior to them moving into their property on playing Cricket. There had been no mention of the eastern trees in the report by any of the property owners and most of the people's comments had been positive. Councillor Bowman said she will provide Mr and Mrs [REDACTED] with a copy of this report.

The Clerk suggested considering a three-way meeting to enter into discussions. Attending could be two representatives from the Cricket Club, Committee, and Mr and Mrs [REDACTED]. All AGREED this would be a good way to move forward to open up discussions.

Committee asked the Assistant Clerk to consult with the Council's Arboriculturist and Tree Surgeon, for advice on the condition of the trees. The Assistant Clerk advised, for Committee's information she will circulate an extract from the 2022 Annual Tree Inspection report regarding the trees.

19.13 Mr and Mrs [REDACTED] left the meeting.

#### **408/23 MINUTES OF THE AMENITIES MEETING HELD ON 13<sup>th</sup> February 2023**

The draft minutes had been circulated to all councillors on 13<sup>th</sup> February 2023, asking for suggested amendments by 27<sup>th</sup> February 2023. No amendments had been received.

Committee agreed the minutes as a true record of the meeting, held on 13<sup>th</sup> February 2023, the minutes were duly signed by Councillor Wilkinson.

19.15 Councillor McElroy was called away from the meeting.

#### **409/23 TO CARRY OUT THE ANNUAL REVIEW OF THE TERMS OF REFERENCE FOR THE AMENITIES COMMITTEE**

The Terms of Reference had been circulated to all Councillors in advance of the meeting. There were no changes to the Terms of Reference. Committee AGREED to adopt the Annual Terms of Reference, for the year 2023/24.

#### **410/23 UPDATE ON MATTERS FROM PREVIOUS MEETINGS**

The committee noted the report which was circulated prior to the meeting.

#### **Matters Arising from previous Minutes and not covered on this Agenda**

#### **Matters Arising from 9<sup>th</sup> September 2019**

Minute 369/20 - To receive an update on the construction of a shed in the back garden of the Council Office.

Japanese Knotweed Ltd carried out a site visit on Thursday 16<sup>th</sup> February, 2023. The site visit was to survey the site and provide a written quote for excavation work to remove contaminated soil.

From the site. Rather than leave the site dug out to 1.5m, I asked for back fill and ground works to be included. The area would then be ready to pave or concrete to erect the shed.

Japanese Knotweed provided a written quote for the sum of £7,475.77 exc VAT, for the following work:

Excavate the site, Install root barrier adjacent to the site boundary to prevent underground encroachment, Backfill with material aggregate (MOT Type 1 Recycled), Handling and Installation of Backfill and Compaction, 12 Year Company Backed (Serviced) Guarantee.

All of the above information and the written quote was circulated electronically to committee for its consideration.

**Committee VOTED and AGREED to accept Japanese Knotweed Ltd.'s quote to carry out the above work.**

As there is not enough money in the Amenities budget to cover this work, Committee will request funding from the Council's Reserves budget, at the May Full Council Meeting.

At the May Full Council meeting, Full Council, RESOLVED unanimously to set up a Japanese Knotweed Reserve using £10,000 from the General Reserve.

I have contacted Japanese Knotweed Ltd and asked them to schedule in the work.

For Committee's information, Japanese Knotweed Ltd, carried out its free of charge site visit on 27<sup>th</sup> March 2023 as promised, to remove the dead stems of Knotweed from site.

Dawn Reid – Assistant Clerk to the Council

16<sup>th</sup> May 2023

## **Matters Arising from 8<sup>th</sup> August 2022**

**Minute 724/22 - Electric Vehicle Charging Points - To note an update on the provision of electric vehicle charge points in the village.**

Not long before the committee's last meeting, the council was contacted by a representative of Connected Kerb wanting the council to reconsider the proposal to place electric vehicle charging points in the Warren Rec and Village Green car-parks. Previously, Connected Kerb would only work with this council if we agreed to have six bays in each car-park, all permanently only for use by electric vehicles charging. As both car-parks have fewer than twenty spaces, council felt we could not afford to lose that amount of parking for it to be used occasionally by electric vehicles. Connected Kerb's new offering was for "4 active EV charging bays and 2 passive at each site. The two passive bays would have underground infrastructure installed, but no actual chargers for an agreed upon amount of time (usually 1-2 years). We will need to determine whether this is financially feasible on our end as well, but it could be a solution to prevent taking up too much space in the car park for EVs too quickly."

I emailed this proposal to committee members on 28<sup>th</sup> February. By 8<sup>th</sup> March I had received enough responses to be able to say to committee members, "The strong feeling from the committee members who replied was a No, mainly, but not only, on the grounds the car-parks are too small."

I also let Connected Kerb know this, and the response was, "That is unfortunate to hear, but I do appreciate you getting back to me. A solution with 2 active and 2 passive bays is not financially feasible at this time (we need to cover our costs for the install in regards to number of sockets installed). I believe that in community landowner sites such as Warren Recreation Ground and East Preston Village Green, the landowner would be responsible for policing EV bay usage. I will move these two sites out of scope for the time being but please do let me know if anything changes."

Simon Cross – Clerk to the Council

16<sup>th</sup> May 2023

## **Matters Arising from 14<sup>th</sup> November 2022**

**Minute 676/21 - To receive an update on the request to remove the London Plane Tree adjacent to the Cricket Club House and the proposal to install a double bay net facility.**

To date, no further information has been received from the Cricket Club, on a new proposal of installing a double bay net facility, without having to remove the London Plane Tree.

Dawn Reid – Assistant Clerk to the Council

11<sup>th</sup> May 2023

## Matters Arising from 14<sup>th</sup> November 2022

### Minute 940/22 - To receive an update on the Millennium Yew Tree at Warren Recreation Ground.

The Handy Men installed the commemorative tree plaque next to the Millennium Tree in the south eastern corner of Warren Recreation Ground.



The Tree Surgeon advised, 'following the removal of the Elm Tree, the Millennium Tree can be pruned into shape when it is certain it has recovered and it is growing. The Millennium Tree is starting to show signs of recovery.

Dawn Reid – Assistant Clerk to the Council

18<sup>th</sup> April 2023

## Matters Arising from 14<sup>th</sup> November 2022

### Minute 947 /22 To receive an update on the trees along the western boundary at the Warren Recreation Ground.

Finally, the ground dried out enough for Tom, The Urban Surgeon, to carry out the tree reduction work to the western boundary trees. The work took place between 19<sup>th</sup> and 21<sup>st</sup> April 2023. Unfortunately, the ground was still slightly soft and the Tree Surgeon's vehicle left tyre indentations in the field. Because the first Cricket Match was the next weekend, Colin, Cricket Club, managed to hire a large heavy roller and flatten out all of the tyre marks. Tom, The Urban Surgeon, said he will cover the cost of the roller hire.

Following the western boundary tree work, Committee received the following request from Mr [REDACTED], regarding the Sycamore Tree adjacent to his property boundary:

*'My one and only request is that there is a big Elm tree (think it's Elm) that actually butts right up to my boundary and is no more than 1.5m ( ? ) from the North side of the house.*

*It's on the North boundary between my house and the tennis court (the tennis fence on the South side of the court).*

*It appeared to have been recently "pollard" and was done again with the tree works yesterday.*

*It really looks like a tree from World War 1 shell damage...and I fully understand why it needs to be pollard and I agree and no issues with the pollarding.*

*My request would be to actually take it down completely.....it will need frequent cutting/pollarding and it doesn't look it best afterwards. In the long run it would also seem economically sensible for the Parish accounts to have the one-off cost to take the*



tree down rather than frequent pollarding? No complaints re any work done by the team this week. Fully supportive of the Parish Council commissioned work re the trees this week'.

■■■■



Committee is asked to consider Mr ■■■■ request to remove the Sycamore Tree adjacent to his property boundary.

Dawn Reid – Assistant Clerk to the Council

21<sup>st</sup> April 2023

### **Matters Arising from 14<sup>th</sup> November 2022**

Minute 950/22 - To receive an update on the request to replace a section of the fencing along the northern boundary of Warren Recreation Ground.

Carters Gates and Fencing erected the new fencing adjacent to Mrs ■■■■ property, week commencing Monday 20<sup>th</sup> February 2023.





Mrs [REDACTED] contacted me regarding the next stretch of fencing adjacent to the far west side of the property's outer buildings. Mrs [REDACTED] thought this stretch of fencing was also being replaced and the cost for this had been included in the quote. I explained that this was not the case and asked Carters Gates and Fencing to quote for this additional work. Carters Gates and Fencing quoted the sum of £3,240.83 exc VAT. Mrs [REDACTED] said she is unable to contribute to this work and asked Committee to consider paying the total cost for the work.

For Committee's information, there is no evidence on land registry to indicate who owns the various boundaries around the WRG. The Council has therefore tried to do a 50/50 split wherever possible.

All of the above information was circulated to Committee for its consideration.

After consideration, Committee reiterated the Council's policy is to contribute 50% of the cost of replacing the boundary fencing.

**Committee VOTED and AGREED to contribute £1,620.41, which equates to 50% of the total cost of the additional fencing.**

I have informed Mrs [REDACTED] of Committee's decision and Mrs [REDACTED] reiterated she is unable to contribute towards this work.

For Committee's information I have been monitoring the fencing over the past few months for any further deterioration. Unfortunately, during the strong wind in early April, the fence has deteriorated further (see images below).



Dawn Reid – Assistant Clerk to the Council

12<sup>th</sup> May 2023

## **Matters Arising from 14<sup>th</sup> November 2022**

**Minute 927/22 To note any correspondence received relevant to the Amenities Committee, not covered elsewhere on this Agenda. - Environment Group Proposal.**

At the November meeting, the Environment Group proposed that two new litter bins were installed at the two following sites. This may help to alleviate problems with litter: Bus shelter opposite Hares - half way along Roundstone Crescent by the dog poo bin. Junction of the Street and Old Worthing Rd.

Committee agreed to the request in principle and asked for costs of installing the new bins from ADC Cleansing. I have asked Cleansing for costs but to date I have not received any information. I recently spoke to Paul Amoo, EP Film Society, regarding sponsoring the two litter bins. The Film Society has kindly offered to cover the costs of the two new litter bins. Paul advised it probably would be after the Autumn film showing, so would be October or November time. I have informed the Environment Group of this.

Dawn Reid – Assistant Clerk to the Council

12<sup>th</sup> May 2023

## Matters Arising from 13<sup>th</sup> February 2023

**Minute 126/23 Public Toilets – Sea Road – To receive any updates on the concerns raised by the Disabled Action Group East Preston (DAG) regarding access problems to the Hoist Assisted Toilet (HAT).**

At the February 2023 Amenities meeting, as advised by the British Toilets Association Ltd, Committee agreed to fit grab rails to the inside of all the toilet doors. In addition to ease access to the HAT, Committee agreed to fit a slow close mechanism to its door. Essex Window and Door Centre have scheduled in this remedial work for 22<sup>nd</sup> May 2023.

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

## Matters Arising from 13<sup>th</sup> February 2023

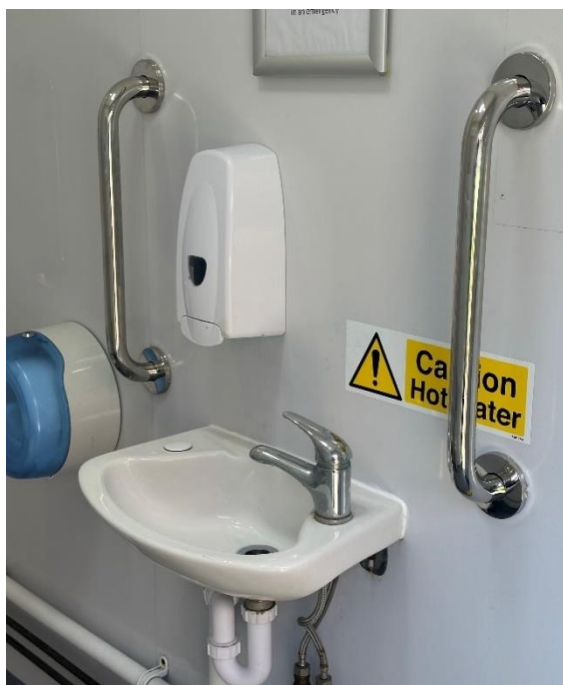
**Minute 127/23 Public Toilets – Sea Road - To receive any updates on the application to the Loo of the Year Awards 2022.**

Committee will recall on the Loo of the Year's B report, 'Opportunities for Improvement', it suggested installing a second grab rail around the sinks of the Unisex Toilets, in line with the latest standards. Committee agreed to proceed and also add another grab rail in the centre of the external wall between the two Unisex Toilets. Unfortunately, on their scheduled day, Pete and Ben the Handy Men, did not have time to carry out this work. I asked Cloud 9, who had supplied and fitted the original grab rails to quote for the work. Cloud 9 provided a quote for the sum of £511.46 + VAT to install the internal and external grab rails. The quote also included install the external drinking water tap as discussed at the last Amenities meeting (see item 10d).

All of the above information and quote was electronically circulated to committee for its consideration.

**Committee VOTED and AGREED to accept the quote and engage Cloud 9 to installation the grab rails at the Sea Road Toilets.**

The installation of the new grab rails was carried out on the 9<sup>th</sup> May 2023.



Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

## Matters Arising from 13<sup>th</sup> February 2023



**Minute 129/23 To receive an update on the proposal from EP in Bloom to create a small memorial garden for Her Majesty the Queen, in front of the platinum jubilee tree.**

Councillors Wilkinson and myself carried out the site visit to the Village Green, to assess what space was available for the proposed memorial garden. Because the Time Capsule is located to the rear of the Platinum Jubilee Tree, Councillor Wilkinson suggested creating a semi-circular shaped garden in front of the Platinum Jubilee Tree. The garden should measure a maximum of one metre out from the tree. The above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to EP in Bloom creating a semi-circle shaped memorial garden.**

EP in Bloom has dug out the bed and planted up the memorial garden. There are still just a few more shrubs to be added.



Dawn Reid – Assistant Clerk to the Council

25<sup>th</sup> April 2023

### **Matters Arising from 13<sup>th</sup> February 2023**

**Minute 144/23 Two Acres – To consider a request from the Yarn Bombers to focus the summer display on Two Acres.**

The Yarn Bombers submitted all the required paperwork for its 2023 summer display at Two Acres. Copies of their insurance document and risk assessment and method statements (RAMS) were sent to Councillor McElroy for his consideration. Councillor McElroy reviewed the documents and highlighted a health and safety issues with sitting on the chairs. Councillor McElroy advised, the chairs are not new, nor have they been properly structurally weight bearing tested, therefore it could be a potential hazard. Councillor McElroy advised the Yarn Bombers to display a sign indicating no sitting on chairs and to carry out random checks to ensure the displays have not been tampered with.

Dawn Reid – Assistant Clerk to the Council

9<sup>th</sup> May 2023

The Assistant Clerk updated Committee on the following items:

**Minute 724/22 - Electric Vehicle Charging Points - To note an update on the provision of electric vehicle charge points in the village.**

There was no further update to this item. Committee AGREED this item could now be removed for the Matters Arising from Previous Minutes.

**Minute 940/22 - To receive an update on the Millennium Yew Tree at Warren Recreation Ground.**



Committee thanked the Assistant Clerk for her report and AGREED this item is complete and can be removed from the matters arising from previous meetings.

**Minute 947/22 To receive an update on the trees along the western boundary at the Warren Recreation Ground.**

Councillor Wilkinson highlighted to Committee how unfortunate it had been was the Tree Surgeons vehicles left tyre indentations on the field and it was honourable that Tom, the Tree Surgeon, had agreed to cover the cost of the roller hire.

Committee thanked Mr [REDACTED] for his correspondence regarding the Sycamore Tree adjacent to his property. A discussion took place and in the first instance Committee asked the Assistant Clerk to circulate an extract from the 2022 Annual Tree Inspection report regarding the Sycamore Tree. Committee asked the Assistant Clerk to consult with the Council's Arboriculturist and Tree Surgeon, for advice on the tree's health and their advice on pollarding or removal. Councillor Wilkinson asked the Assistant Clerk to write to Mr [REDACTED] to inform him the Committee was seeking further professional advice and would contact him in due course.

**Minute 950/22 - To receive an update on the request to replace a section of the fencing along the northern boundary of Warren Recreation Ground.**

Councillor Gale registered an interest in this item and therefore abstained from any discussions.

Committee thanked the Assistant Clerk for bringing to its attention the further deterioration of this fencing. Several Committee members have seen the fencing first hand, all agreed it is in a poor state. Councillor Wilkinson asked the Assistant Clerk if she could find the copy of the Land Register documents, to clarify who actually owns the fencing. The Assistant Clerk will circulate her findings on this to Committee. Councillor Wilkinson asked Committee if it is willing to negotiate on its contribution percentage or come to some sort of compromise, towards the cost of replacing the fencing.

Committee VOTED and AGREED at the present time, to keep the Council's contribution to the fencing at 50%.

The Assistant Clerk will continue to monitor the fencing for any further deterioration.

**Minute 927/22 To note any correspondence received relevant to the Amenities Committee, not covered elsewhere on this Agenda. - Environment Group Proposal.**

Committee thanked the Assistant Clerk for her update. Committee thanked Paul Amoo, EP Film Society, for kindly offering to donate the two litter bins to the village.

Committee VOTED and AGREED to the Environment Group Proposal to install two litter bins. One at the Bus shelter opposite Hares, half way along Roundstone Crescent and the other at the Junction of the Street and Old Worthing Rd.

Committee AGREED should the Film Society not have sufficient funding for both litter bins, to cover the costs of one of the litter bins.

The Assistant Clerk said whilst on the subject of donations to the Village, the Clerk had suggested Committee may wish to consider thinking about compiling a 'Wish List' of items. Then if asked there could be choices of what could be donated off the Wish List. Committee felt this was a good idea and will begin to think of items for the list.

**Minute 126/23 Public Toilets – Sea Road – To receive any updates on the concerns raised by the Disabled Action Group East Preston (DAG) regarding access problems to the Hoist Assisted Toilet (HAT).**

The Assistant Clerk updated Committee, Essex Windows and Doors has fitted the grab rails to the inside of all three toilet doors. The Engineer was unable to fit the new slow close mechanism to the HAT door as scheduled, due to the location of an internal vent and the available space at the top of the frame. The Engineer did however remove the existing slow close mechanism and carried out a service to it. The slow close mechanism now works considerably better, the door halts at intervals and does close more slowly, allowing more time to access.

Committee thanked the Assistant Clerk for her update and NOTED the remedial work had been carried out to the toilet doors. Committee AGREED this item can be removed from the Matters from Previous Minutes.

19.47 Councillor McElroy re-joined the meeting.

**Minute 129/23 To receive an update on the proposal from EP in Bloom to create a small memorial garden for Her**

**Majesty the Queen, in front of the platinum jubilee tree.**

Committee all agreed the memorial garden looks beautiful and is a great success and thanked EP in Bloom for all its hard work. Committee AGREED this item could now be removed from the Matters Arising from Previous Minutes.

**Minute 144/23 Two Acres – To consider a request from the Yarn Bombers to focus the summer display on Two Acres.**

Councillor McElroy updated Committee he had spoken to the Yarn Bombers regarding its Risk Assessment and Method Statement (RAMS), following which a few amendments had been made. Councillor McElroy advised Committee he was now satisfied with the RAMS for this event.

Committee thanked Councillor McElroy for his update on this matter. Committee AGREED this event can go ahead and wished the Yarnbombers a successful summer project. Committee AGREED this item can now be removed from the Matters Arising from Previous Minutes.

**411/23 PUBLIC TOILETS – SEA ROAD - 10a) To receive any updates on the Sea Road Public Toilets.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

New 'No Smoking' signage has been installed in both the Unisex and the HAT. The signage reiterates that there is no smoking allowed within the toilet cubicles.

Dawn Reid – Assistant Clerk to the Council

11<sup>th</sup> May 2023

The Assistant Clerk updated Committee two bricks had broken off the external surrounding wall at the two Unisex Toilets. The Assistant Clerk had approached Cloud 9 contractors to carry out the urgent repair and ensure the wall is structurally safe. Cloud 9 has scheduled in the work for the next day.

Committee thanked the Assistant Clerk for her update. Committee NOTED 'No Smoking' signs have been installed in all toilets at the Sea Road Toilets.

**412/23 PUBLIC TOILETS – SEA ROAD – 10b) To consider an application to the Loo of the Year Awards 2023.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

The 2023 'Loo of the Year Awards' application form has been released. The cost per entry is £173.00, which includes the Inspection Visit and Report and Star Grading Award. There is available funding in the WRG Trust - Public Conveniences (Sea Rd) - Ongoing Maintenance and Improvements Budget to cover this cost.

Committee is asked to consider an application to the 2023 'Loo of the Year Awards' for the Sea Road Toilets.

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

Committee VOTED and AGREED to enter the Sea Road Toilets into the 2023 Loo of the Year Award and asked the Assistant Clerk to complete the application process.

**413/23 PUBLIC TOILETS – SEA ROAD – 10c) To receive an update on the installation of an external tap, for human consumption, on the Sea Road toilet block.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Committee will recall the Environmental Initiatives Working Party asked Committee to consider installing an external drinking water tap fit for human consumption. Committee agreed to defer this item to the May meeting to allow time for research.

I spoke with Southern Water to ascertain if the water is suitable for human consumption. Southern Water advised, to locate the water main supply and the water would need to come directly from it. I asked Cloud 9 for their advice as they had carried out all the initial plumbing etc. Cloud 9 advised, 'because there is no water storage unit at the toilet block, all the water comes directly from the mains.' Cloud 9 provided a quote for the sum of £511.46 + VAT, to install the external drinking water tap. The quote also included the installing of the internal and external grab rails as previously mentioned in Minute 127/23.

All of the above information and quote was electronically circulated to Committee for its consideration.

**Committee VOTED and AGREED to install an external drinking water tap, for human consumption, at the Sea Road Toilets.**

I have informed the Environmental Initiatives Working Party of Committee's decision.

The external drinking water tap was installed on the 9<sup>th</sup> May 2023. The appropriate signage has been ordered and will be installed once it has arrived.

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

Committee thanked the Assistant Clerk for her report and NOTED the external drinking water tap has been installed at the Sea Road Toilets. Committee AGREED this item is complete and can be removed from the Agenda.

**414/23 EAST PRESTON VILLAGE GREEN – 11a) To receive an update on the application from East Preston Festival Committee, to hold various events on the Village Green as part of the 2023 Festival.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

The Festival Committee have completed and submitted all the required paperwork for the following events:

Community Market – Saturday 3<sup>rd</sup> June

Party on the Green – Sunday 4<sup>th</sup> June

Circus Funday – Tuesday 6<sup>th</sup> June

Dog Show – Sunday 11<sup>th</sup> June

Copies of the Risk Assessments and Method Statements (RAMS), insurance documents have all been sent to Councillor McElroy for his consideration. Councillor McElroy will report back to Committee at the meeting.

Dawn Reid – Assistant Clerk to the Council

15<sup>th</sup> May 2023

Councillor McElroy updated Committee, the Festival Committee has greatly improved on its RAMS this year and he is wholly Satisfied with the paperwork submitted for the events. However, he advised 'The Songs of Praise' event's RAMS is not acceptable, further work on it is required for this event to take place. The Assistant Clerk will contact the event's organiser and advise of Councillor McElroy's findings. The Assistant Clerk will update the Committee in due course.

Committee thanked Councillor McElroy for his update on this item.

**415/23 EAST PRESTON VILLAGE GREEN – 11b) To receive an update on the installation of the King Charles III Coronation Tree on the Village Green.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Following the last meeting Councillor Wilkinson and myself carried out a site visit to the Village Green, to assess available space to locate the King's Coronation Tree. We both agreed there was not enough space for the tree to be planted next to the Queens Jubilee Tree, in fact there was very little availability around the entire boundary. After further consideration it was suggested it could be located at the northern boundary, near where the Christmas Tree and picnic bench.

The chosen species of tree is the Acer Campestre, which is the same tree as the Queens Jubilee tree. Unfortunately, due to lack of stock, Councillor Toney was not able to purchase the tree from Arundel Arboretum. I have been able to locate the same tree at Barcham Tree Specialists and I have also found a special commemorative tree plaque for the occasion. (see images below)





The approximate total cost for the tree and plaque is £550.00, plus Ferring Nurseries Planting and future care costs. Committee will recall, at the 2<sup>nd</sup> February 2023 Full Council meeting, it was agreed to spend up to £800 on the purchase of the Coronation tree from the Council's Annual Contingency budget.

All of the above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to locate the Kings Coronation at the northern boundary of the Village Green and to purchase the Kings Coronation commemorative tree plaque.**

Unfortunately, as we have now gone past the recommended tree planting season it is likely planting will not take place until November 2023. The Commemorative tree plaque has been ordered and is at the office for safekeeping. The Coronation tree will be ordered closer to planting time.

Dawn Reid – Assistant Clerk to the Council

20<sup>th</sup> April 2023

Committee thanked the Assistant Clerk for her report and will wait to hear further updates closer to the recommended planting time.

**416/23 EAST PRESTON VILLAGE GREEN – 11c) To receive any update on the 2023 Wildflower beds.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Tivoli provided its quote for the sum of £ 630.00 plus VAT to prepare and seed the Village Green and Sea Lane Wildflower Beds. For Committees information, the cost for the same work in 2022 was £661.00 plus VAT. Funding for this work has been allocated within the 2023-2024 budget. The above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to accept Tivoli's quote and proceed with the preparation and planting of the wildflower beds.**

The wildflower beds have been rotovated and prepared but seeding was delayed until after the King's Coronation Big Lunch.

Dawn Reid – Assistant Clerk to the Council

3<sup>rd</sup> May 2023

Committee thanked the Assistant Clerk for her update and will look forward to seeing a colourful wildflower display this year. Committee AGREED this item is complete and can be removed from the Agenda.

**417/23 EAST PRESTON VILLAGE GREEN CAR PARK – 12a) To receive an update on the Village Green Parking Scheme.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Committee NOTED the revenue received of £4213.88 for the financial year ending 2022/23, which was a £575.55 increase on the previous year's income.

**418/23 EAST PRESTON VILLAGE GREEN CAR PARK – 12b) To receive an update on the Automatic Number Plate Recognition System (ANPRS).**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Gavin, One Parking Solutions, informed me the new car park signage for the ANPRS is currently in production. As requested by Committee, the signage will include the 15 minutes grace period.

As previously agreed by Committee, due to the complexity of the ANPRS's capacity to monitor disabled vehicle parking, the disabled parking bay will no longer be free parking. This information has been included in the signage and members of the public will be informed in the Council's next Newsletter, which goes out at the end of May 2023. Therefore, we have proposed to OPS that the ANPRS should go live 12<sup>th</sup> June 2023. I have also informed UK Power Networks of this date, for the Unmetered power usage.

Dawn Reid – Assistant Clerk to the Council

27<sup>th</sup> April 2023

Committee thanked the Assistant Clerk for her report and NOTED the ANPRS will go live on 12<sup>th</sup> June 2023.

**419 /23 EAST PRESTON VILLAGE GREEN CAR PARK – 12c) To consider issues raised by Disabled Access Group East Preston (DAG), regarding access to the Village Green Car Park.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

At its last meeting DAG raised the following two points for Committee's consideration, regarding access to the Village Green Car Park.

1. There is no dropped kerb in the car park to allow easier access for wheelchair users, those with mobility problems, those who used wheeled walkers for example and people with pushchairs and prams, to get onto the village green. The current 'access points' are on grass and sloping, which is not great for an independent wheelchair user, or those with limited mobility'.
2. The possibility of a footpath on the village green, even if it is just a small path from a dropped kerb in the car park. It would also be better to have two disabled bays. I know you said at the time you had consulted people but I wonder if you consulted those same people whether they would agree they are easy to get in and out of'.

Committee is asked to consider the two points raised by DAG, regarding the Village Green Car Park access.

Dawn Reid – Assistant Clerk to the Council

27<sup>th</sup> April 2023

Committee thanked DAG for the issues it raised. A lengthy discussion took place on both of the issues raised. Regarding issue one, Committee felt there is adequate access to the Village Green using the large drop-down kerb adjacent to the car park's ticket machine, which allows access via the pavement to the Village Green entrance points. Committee asked the Assistant Clerk to check the Village Green low-level fencing entrance gaps for their suitability for wheelchair users and then report back on her findings. The Assistant Clerk advised Committee, the handy men are installing grass matting at the two new entrance points on the northern boundary fencing, whilst doing this she will ask them to also look at the slope inclines for suitable for wheelchair access. Committee all agreed, the car park does not have enough parking bays to be able to allocate a second disabled parking bay and highlighted there is road side parking which is free to disabled drivers.

A discussion took place regarding issue two, the request for a small footpath on the Village Green from a dropped kerb at the car park. Councillor Gale personally felt a separate path could make people feel segregated and she would much prefer to be on the actual green with everyone else.

Councillor McElroy reminded Committee the additional low-level fencing at the southern boundary had been installed as a deterrent to any unwanted visitors and removing this would leave the Village Green vulnerable.

Further discussions took place, Councillor McElroy advised, if a footpath were to be installed a turning point would also need to be considered.

Committee AGREED there is adequate access to the Village Green via the dropped kerb at the car park, via the pavement to the Village Green entrance points. Committee VOTED and AGREED not to install a footpath on the Village Green.

Councillor Wilkinson asked the Assistant Clerk to inform DAG of its decision.

**420/23 BANK AT THE JUNCTION OF LASHMAR ROAD AND NORTH LANE - 13a) To receive an update on improving the bank area at the south-western corner of Lashmar Road**

The committee NOTED the following paper which had been circulated in advance of the meeting:

In February 2023, Tivoli laid the new grass turf and it appears to have taken root well. We have received confirmation from WSCC the planting application has been approved, to install for the third Planter. NBB Recycled Furniture has delivered the third planter directly to Ferring Nurseries. The planter has arrived just in time to installing and plant up the Summer floral displays.



Dawn Reid – Assistant Clerk to the Council

8<sup>th</sup> May 2023

Committee thanked the Assistant Clerk for her report and NOTED that the third planter is to be installed at the end of May, beginning of June and it will be planted with the summer floral display.

**421/23 TO CONSIDER ANY TREE MATTER RELATING TO THE VILLAGE – 14a) To consider a request to plant a memorial tree in memory of Phil Wicks.**

The committee NOTED there were no further updates on this item at the time of writing the report.

Committee received a request from [REDACTED] to plant a memorial tree for her late father, Mr Philip Wicks. [REDACTED] preferred location choice for her father's memorial tree was either, the Village Green or Two Acres. The chosen tree species is the Prunus Pandora which is a small flowering cherry tree.

The application was circulated electronically to Committee for its consideration.

Committee VOTED and AGREED the Phil Wicks memorial tree could be planted at the Two Acres site.

I have informed [REDACTED] that we have just missed the tree planting season, November to February, therefore planting would now take place in November 2023.



Committee thanked the Assistant Clerk for her report and will wait for further updates closer to the time.

**422/23 TO CONSIDER ANY TREE MATTER RELATING TO THE VILLAGE – 14b) To consider a request to plant a memorial tree in memory of Gordon Rooke.**

The committee NOTED there were no further updates on this item at the time of writing the report.

Committee received a request from [REDACTED] to plant a memorial tree for her late father, Mr Gordon Rooke. [REDACTED] choice of location for the memorial tree was Two Acres. The chosen tree species is the Prunus Pandora which is a small flowering cherry tree.

The application was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED the Gordon Rooke memorial tree could be planted at the Two Acres site.**

I have informed [REDACTED] that we have just missed the tree planting season, November to February, therefore planting would now take place in November 2023.

Committee thanked the Assistant Clerk for her report and will wait for further updates closer to the time.

**423/23 WARREN RECREATION GROUND – 15a) To receive an update on the installation of lighting, at the north boundary of the car park.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Simon Francis, Enerveo, has provided the quote for the sum of £7,054.38, for the car park lighting project. The work is to install three lighting columns and lay the electrics up to the Village Hall. From that point, Roy Allen, Village Hall Premises Manager, preferred to organise the connection to the Village Hall's consumer unit. Roy has provided a quote from JE Electrical of £226.00 exc VAT for this part of the works. Committee will recall £25k was ringfenced to cover the cost of this project. All of the above information and both quotes were circulated electronically to Committee, for its consideration.

**Committee VOTED and AGREED to accept Enerveo's quote and progress with the installation of the lighting at the car park.**

**Committee VOTED and AGREED to accept JE Electrics quote for the connection to the Village Hall's consumer unit.**

JE Electrics have scheduled in the work on the Village Hall electrics for 22nd of May 2023. I have asked Simon Francis, Enerveo, to provide a start date to commence with the work.

The Assistant Clerk updated Committee, J E Electrics had carried out the connection to the Village Hall's consumer unit and she had been aware that Enerveo had communicated with Roy Allen, Village Hall Premises Manager, regarding the work. The Assistant Clerk will chase up Enerveo to schedule a date in for the lighting installation.

**424/23 WARREN RECREATION GROUND – 15b) To receive any updates on the Children's Playground**

The committee NOTED the following paper which had been circulated in advance of the meeting:

ROSPA Inspection - The 2023 ROSPA Inspection report has been scheduled in for some time during June 2023. Once the Inspection Report has been received it will be circulated to Committee.

Spinmee Roundabout - Fosters Landscapes Ltd have provided the quote below, for investigating the drainage issues as highlighted by Playsafe Playground Ltd. Committee may recall Fosters Landscape Ltd are the company who initially fitted the Spinmee Roundabout. I also asked them to include in the quote, an urgent repair to replace a rotten floor panel on the Multi Play Equipment.

**Fosters Landscapes Ltd provided the quote for the sum of £875.00 exc VAT, to supply and install new floor panel on play unit. Take apart roundabout, grease it all and investigate the problem. Report back with our findings.**

For committee's information there is currently £1,333.00 in the 2022-23 WRG Trust - Recreations – Children's Play Area budget.

All of the above information and quote were circulated electronically to Committee for consideration.

**Committee VOTED and AGREED to accept Fosters Landscaped Ltd quote and proceed with the remedial work to the Multi Play Equipment and also to investigate the Spinmee Roundabout drainage issues**

Fosters Landscape Ltd has ordered the new floor panel and advised as soon as it arrives they will schedule in the remedial work.

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

The Assistant Clerk updated Committee, Fosters Landscape Ltd said it would be carrying out the remedial work on the Multi Play Equipment and Spinmee Roundabout that day. As far as she was aware no contractors had called in the office to collect the height barrier keys, therefore she was unsure if any work had taken place. The Assistant Clerk will report back to the Committee when the repairs have been carried out.

**425/23 WARREN RECREATION GROUND – 15c) To receive an update on the installation of the Intergenerational Play Panels.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

As planned week commencing 13<sup>th</sup> February 2023, TT Driveways extended the width of the tarmac footpath leading from the pedestrian entrance to the northern boundary of Warren Recreation Ground. Councillors Toney and Wilkinson suggested the join between the existing and extended footpath should be 'overbanded' (molten tar between the old and new joint), to help minimise the risk of the freeze/thaw process breaking up the path. Tony, TT Driveways, said "for insurance purposes WSCC Highways had not overbanded for over 9 years no longer overbanded as it can result in a ridge. This can be a safety hazard and could lead to cyclists or pedestrians having an accident". He advised the joints had been sealed with bitumen. However, he said he could overband if the council wished to accept liability and he would quote for this work. To date I have not received the quote from TT Driveways and have asked several times.

Despite all of the awful weather we had at the beginning of March, Proludic were still able to install the four Play Panels and protective matting at the north eastern corner of the rec. The response from members of the public has been very positive and the panels are being used.



Following the installation of the Play Panels, Committee received the following correspondence from Colin, Cricket Club, regarding additional signage:

*'I noticed that the Play Panels have been installed, they look very impressive. However, we have some concerns particularly around the actual siting of them.  
In hindsight we should have asked where on the site they were going to be placed before they were installed.  
Our main concern is from a H&S aspect. Anyone using the Panels will have their backs to the cricket area. I acknowledge that cricket or stoolball is not being played all the time so are there any plans for the Council to install signage to warn the public of the possible dangers.'*

*Regards  
Colin  
(Secretary EPCC)*

**Committee is asked to CONSIDER the Cricket Club's request for additional signage to warn the public of the possible dangers of stray cricket balls.**

Dawn Reid – Assistant Clerk to the Council

3<sup>rd</sup> May 2023

The Assistant Clerk updated Committee that the Play Panels have been added to the annual ROSPA play inspection. Committee thanked the Assistant Clerk for her update.

A discussion took place regarding the Cricket Club's request for additional signage to warn the public of the possible dangers of stray cricket balls. Committee AGREED it is the Cricket Club's responsibility to display appropriate signage warning of the dangers of stray balls. Councillor Wilkinson asked the Assistant Clerk to write to the Cricket Club to inform it of Committee's decision.

Committee thanked the Assistant Clerk for her update and AGREED this item is complete and can be removed from the Agenda.

**426/23 WARREN RECREATION GROUND – 15d) To receive an update on security measures at the access to Warren Recreation Ground**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Following their recent site visits, Carters Gates and Fencing and New Place Fencing provided the following quotes, to install metal security gates at the site's vehicle access entrance:

Carters Gates and Fencing - £4,175.00 inc VAT.

New Place Fencing - £3,552.00 inc VAT



The bow top gates will be 5mtr wide and 1.45mtrs high and made from steel, with lockable slide latch and lockable drop-down bolts. All of the above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to accept New Place Fencing's quote for the sum of £3,552.00 inc VAT, to install bow top style gates.**

New Place Fencing ordered the bow top gates and have been advised there is a six-week lead time for delivery.



At the Pedestrian footpath entrance, Tivoli has extended the low brick wall along to the tarmac footpath and built up the extended mound area. The Concrete Chess Table, which was kindly donated by EP Film Society, has been installed in the new third recess as Committee agreed. Tivoli is now able to build the rear retaining wall behind the chess table and grass turf the rest of the mound.



Committee has received the following two requests regarding the newly extended mound area:

██████████ has asked for a bench to be placed on top of the mound, for people to watch the chess.

EP in Bloom, asked to plant bulbs, low shrubs and hebes at the mound area.

**Committee is asked to CONSIDER both of the above requests regarding the newly extended mound area.**

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023

The Assistant Clerk updated Committee she has no further information on the installation date for the new security gates, to the vehicle entrance to Warren Recreation Ground.

Committee thanked both ██████████ and E P in Bloom for their requests regarding the newly extended mound area. A discussion took place and Committee agreed due to health and safety issues it was not a good idea to place a seat on the mound.

Committee VOTED and unanimously AGREED to allow E P in Bloom to plant bulbs and shrubs on the mound area.

The Assistant Clerk will inform both ██████████ and EP in Bloom of Committee's decision.

**427/23 WARREN RECREATION GROUND – 15e) To receive an update on repairs to the outdoor Gym Equipment.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Following February's meeting I contacted Freshair Fitness again and finally received a response regarding the Double Air Walkers limiter's stop mounts and the problem with the wear on the C shaped metal holder. Freshair Fitness were able to carry out this remedial work and provided a quote for the sum of £297.60 inc VAT. There is £500.00 allocated in the 23/24 budget WRG Trust – Recreation – Outdoor Gym Equipment, which could cover the cost of this work.

All of the above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to accept Freshair Fitness's quote for the sum of £297.60 inc VAT and proceed with the remedial work on the Double Air Walker.**

Freshair Fitness carried out the remedial work on the 15<sup>th</sup> May 2023 and advised it will forward its report in due course.

The Assistant Clerk updated Committee, to date she has not yet received a report on the remedial work to the Double Air Walker. The Assistant Clerk will contact Freshair Fitness for an update on the remedial work carried out.

Committee thanked the Assistant Clerk for her report and NOTED the remedial work had been carried out on the Gym Equipment's Double Air Walker.

**428/23 PUBLIC SEATING – 16a) To receive an update on Public Seating around the Village.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Committee received a request from [REDACTED], a long-term EP resident with a very popular now late husband, Alan Druce. [REDACTED] asked if she could place a memorial plaque in memory of Alan, on the bench next to the Steve Rolph's bench at Warren Recreation Ground.

For Committee's information this is a Council owned bench which has recently been refurbished with recycled plastic slats.

**Committee is asked to consider [REDACTED] request to place a memorial plaque on the bench next to the Steve Rolph's bench, at Warren Recreation Ground.**

Committee thanked [REDACTED] for her request. Committee VOTED and unanimously AGREED to allow [REDACTED] to place a memorial plaque in memory of her late husband Alan, on the bench next to the Steve Rolph bench at Warren Recreation Ground.

**429/23 SEA ROAD ISLAND – 17a) To receive any update on the installation of the planters on the Island in Sea Road.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

The Sea Road Island planters have been delivered to Ferring Nurseries and I have been speaking with Courtenay regarding their construction, installation and planting.

Courtenay is liaising directly with Plantscape regarding the construction and he said he is able to deliver and plant up. As Committee previously agreed, Councillor Toney will oversee the installation as he holds a New Roads and Street works accreditation.

Courtenay advised we have missed the Spring planting and he suggested the following options:

1. Install the planters mid to end of May and plant Summer floral display (to save costs)
2. Install in the next week or two and plant spring plants for the short term.  
(this planting will only be for a few weeks)

Courtenay was unable to tell me the exact costs for seasonal planting but as a guide, the Northern Shops planter costs approx. £400 per seasonal planting, this includes watering and upkeep. I am thinking approx. £500-£600.

All of the above information was circulated electronically to Committee for its consideration.

**Committee VOTED and AGREED to install the interlocking planters and summer floral displays, at the Sea Road Island at the end of May.**

The Assistant Clerk advised Committee, to date she has no definite date for the installation of the Interlocking Planters just the end of May beginning of June. The Assistant Clerk will update Committee when she has any further information.

**430/23 SEA ROAD BEACH ACCESS PROPOSAL – 18a) To receive an update on DAG's proposal to improve access to the beach.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Following the meeting between Cllrs Toney and Wilkinson, ADC's Joe Russell-Wells and me, I had to chase Joe a couple of times for the response to his promise to let us know about Planning Permission and also whether Coastal Partners would be willing to talk to us about the proposal. Joe had his colleague Karl McLaughlin call me on 5<sup>th</sup> April, and it was a very useful call. Karl promised to follow-up the call in writing, so I didn't take any notes but, to date, he has not followed up in writing. I have chased him. He had spoken to Coastal Partners and they felt our project was too small for them to get involved with. Karl felt it likely ADC would want to pursue beach access across the district more fully in the next couple of years, and East Preston could be near the top of the list because it has already shown a willingness to work together. It is possible I have not had anything in writing from Karl yet because he has been waiting to see what changes may occur as a result of the recent Local Elections.

Simon Cross – Clerk to the Council

15<sup>th</sup> May 2023

Committee thanked the Clerk for his report. Committee NOTED the response from Coastal Partners and ADC and will await further updates in due course.

**431/23 BUDGETS – 19a) To note the 2023/24 Income and Expenditure for the Amenities Committee and the Warren Recreation Ground Trust to date.**

Committee thanked Mrs Khoo for providing the 2023-24 budget papers to date, for the Amenities Committee and the Warren Recreation Ground Trust.

Committee NOTED the 2023/24 Income and Expenditure for the Amenities Committee and the Warren Recreation Ground Trust to date.

**432/23 CORRESPONDENCE – 20a) To note any correspondence received relevant to the Amenities Committee, not covered elsewhere on this Agenda.**

The committee NOTED the following paper which had been circulated in advance of the meeting:

Committee has received the following correspondence from Mr and Mrs [REDACTED] regarding the trees on Warren Recreation Ground and Two Acres. The request was mentioned at the meeting Cllrs Toney and Wilkinson and I had with the Cricket Club in April. The Cricket Club were not against some cutting back of the trees, but the details would probably need to be agreed in a three-way meeting – council, club and [REDACTED].

(See appendix D)

Simon Cross – Clerk to the Council

15<sup>th</sup> May 2023

Committee has received the following correspondence from [REDACTED] regarding a Toilet Twinning Scheme:

*'I've seen a copy of the recent East Preston Parish Council Newsletter where Councillors are looking back over the past term. Mention is made a few times of the Sea Road Toilet refurbishment and awards that have been won. I wonder if the Council have heard of the Toilet Twinning Scheme run by the charity Tearfund where toilets are twinned with those abroad for a small payment? I thought it could be appropriate for the village's toilets?'*

[REDACTED]

The scheme supports the world's poorest countries to enable families to build a basic toilet, have access to clean water and learn about hygiene – a vital combination that saves lives. There is a £60 donation to twin your toilet and then you will receive a certificate to display in the toilet block which shows a photograph of the overseas toilet twin and GPS coordinates so you can look up the twin's location on Google Maps!:

Further information on toilet twinning can be found at the toilet twinning website:

<https://www.toilettwinning.org/why-60/>

Dawn Reid – Assistant Clerk to the Council

10<sup>th</sup> May 2023



Committee thanked [REDACTED] for her correspondence and information on the Toilet Twinning Scheme.

A discussion took place on the Toilet Twinning Scheme and Committee AGREED at this time not to enter into the scheme. Councillor Wilkinson asked the Assistant Clerk to contact [REDACTED] and inform her of Committee's decision.

**433/23 URGENT MATTERS ARISING (FOR INFORMATION ONLY)**

There were no urgent matters arising.

**434/23 ITEMS TO BE REFERRED TO THE NEXT AMENITIES AGENDA**

There were no items to be referred to the next meeting.

The date of the next meeting is 14<sup>th</sup> August 2023.

**The meeting concluded at 20.24 hrs.**

Chairman: *Councillor S Wilkinson*      Date: 14<sup>th</sup> August 2023