

**Easebourne Parish Council**

**Community & Environment Committee**

**Minutes of a Meeting Held at**

**6.00pm on Wednesday 6th December 2023**

**At Easebourne CE Primary School**

**Present –** Mike Noble (MN) – chairman, D Pack (DP), I Milne (IM), E Roberts-Grimsey (ERG)

**In attendance –** E Tremaine (ET) – Parish Clerk, E Sharman (potential new Councillor)

1. **Public Question Time –** No members of the public were present.
2. **Apologies and Reasons for Absence –** J Macdonald-Lawson for personal reasons
3. **Code of Conduct**
   1. No declarations of interest
   2. No dispensation requests
4. **Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 4th October were agreed as a correct record and signed. Proposed by IM, seconded by ERG. All actions have been resolved.
5. **Co-option of New Councillor to Highways Panel –** MN introduced Ella Sharman (ES). She is observing the meeting and will be co-opted on to the Highways Panel as agreed at the last Full Council meeting with a view to joining the Council at the next full meeting in January 2024. Proposed by MN, seconded by ERG and agreed by all.
6. **Verbal/Written Panel & Project Group Reports –** 
   1. **Communications (Volunteers and Staffing) –** JML was not present but had sent her comments, she has submitted the latest article to the parish magazine. MN has a meeting with Jan Harvey & Derek the vicar in January to discuss direction for the magazine.
   2. **Easebourne Park –** 
      1. Possible use of a local handyman – IM commented that while that could be useful usually a more specialist contractor is required (e.g Artizans to fix the toilet door). There was a short discussion and it was decided that there was no need for a handy man at this stage
      2. Kiosk project – the application for the services is proving lengthy and difficult. IM has had the application returned multiple times and suggested that we look at engaging a professional for advice. Both IM and MN have tried to contact Daniel White from Affinity who project managed the park but have been unable to contact him. DP recommended Clive Fish who he has used in the past, he will pass details to IM to contact. MN will also keep trying Daniel and Andy Thomas. Proposal to engage a professional regarding connection of services made by IM, seconded MN.

**ACTION – IM to engage a professional to assist with the connection of services for the kiosk.**

* + 1. MN asked about the Just Giving account for the park, ET explained the challenge with the platform that a personal bank account is required. There are concerns about transparency etc. ERG suggested an event to raise money for the park. There was a discussion about getting a card terminal to take more donations. ET suggested using Stripe. MN also suggested asking Hooli for advice to try and put a payment page onto the website.

**ACTION – MN to speak to Hooli**

**ACTION – ET to look at Stripe**

* 1. **Emergencies and Winter Planning –** nothing to report.
  2. **Footpaths -** ERG reported that there is a meeting on 10th Jan at 12.15pm with WSCC about plans to improve the Jubilee footpath near the Grange which could feed down to the river bank leading down to Easebourne. IM will attend. ERG will send details to IM.
  3. **Highways –** DP contacted Tom Richardson (TR) about speed on the A286 as raised at the previous meeting, TR suggested that this could be proposed through the usual application process. There was a conversation about speed limits throughout the main A roads in the Parish with a view to bringing all these suggestions to Tom to discuss. ERG also suggested looking at King’s Drive as there have been several incidents. MN suggested that he, ES and DP arrange to meet with TR to talk through the whole proposal. DP also reported that there has been another incident at the Golf Club entrance since the last meeting. MN also suggested looking to put up some more VAS signs.

**ACTION – MN will set up a meeting with TR.**

DP raised the bend sign by the Church steps which has been obscured by the hedge, he will look into who owns the hedge to get it trimmed back.

* 1. **Parishes Environment Group –** ERG sent minutes of the latest meeting around and gave an update on recent progress. (see appendix). While discussing the tree section IM was reminded that the park was invited to apply for funding for trees by Chichester District Council.

**ACTION – IM to follow up with CDC about tree funding.**

1. **Proposals to Full Council -** none
2. **Matters of Report –** DP asked about the new defibrillator, **ACTION - IM to chase as no invoice has been received.**
3. **Date of Next Meeting –** 6.00pm Wednesday 7th February 2024.

**Meeting Closed at 18.59**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman

Appendix- PEG notes

1. The three parish presentations have been well received and there is support for progressing onwards to set up Greenheal and get underway with identified environmental improvement projects.We discussed the preferred option of setting up a Charitable Incorporated Organisation (CIO) which is governed by Charity and not Company Law.There is no minimum level of income required to register s a CIO so a new organisation can immediately apply to be registered at the Charity Commission. **SP and JS agreed to investigate and report back with a course of action. ERG also agreed to approach PECAN for their set of articles so we can see how they have set themselves up.**We agreed that to begin with the three current representatives of the parishes ie members of this group would form the first effective group of "trustees" of any CIO.

2. We discussed progressing the Greenheal logo and agreed that Hooli are just too expensive. ERG has already explored Fiverr and showed some examples of logos with the simplest of brief. While we don't have any costs they are believed to be substantially less than Hooli. **ERG agreed to write a short brief and share before submitting this to the Fiverr portal.** Any initial costs that are incurred could be set up as a cost centre within the current parish council structure.

3. With regard to initial projects it was agreed that we would focus on fruit trees and swift boxes. **With regard to trees FH will send the link for requesting trees via CDC website.** We will need to think through the logistics of how trees are distributed.

**ERG agreed to approach Hampshire Swifts to see if they would be willing to provide us with free boxes despite the fact that we are not in Hampshire!** Alternately they may be willing to supply for a donation from our fund.