



**MINUTES OF ASSETS AND AMENITIES  
COMMITTEE MEETING  
WEDNESDAY 19<sup>TH</sup> OCTOBER 2016**

**PRESENT:** Cllr C Alden (Vice Chair of Committee), Cllr G Baum, Cllr A Brown, Cllr J Fletcher, Cllr D Johnson, Cllr M Mockford and Cllr T Wiener

**IN ATTENDANCE:** County Cllr B Smith, District Cllrs J Connor and D Wakeham, Cllr C Purnell

Cllr C Alden welcomed the Councillors and members of the public and opened the Assets and Amenities meeting at 7.56pm.

**AA.14/16 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs M Beal and S Newman. Cllrs C Dean and P Gibbs were absent.

District Cllr R Barrow sent his apologies.

**AA.15/16 TO RECEIVE AND DETERMINE DISPENSATION REQUESTS BY MEMBERS**

There were none.

**AA.16/16 TO APPROVE AND SIGN MINUTES OF ASSETS & AMENITIES MEETING HELD ON 6<sup>TH</sup> JULY 2016**

The minutes of the Assets and Amenities meeting held on 6<sup>th</sup> July 2016 had been previously circulated and were presented for approval.

Cllr A Brown proposed, seconded by Cllr J Fletcher, that the minutes be confirmed and signed as a true record.

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| For: 7 | Against: 0 | Abstained: 0 |
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**AA.17/16 CHAIRMAN'S ANNOUNCEMENTS**

There were none.

**AA.18/16 COMMUNICATIONS RECEIVED FOR INFORMATION**

Thank you note received from the Selsey Fireworks Committee regarding the use of the Recreation Ground.

**AA.19/16 TO RECEIVE MINUTES/REPORTS FROM WORKING GROUPS**

Events Working Group An interim report had been prepared by the Working Group and covered the events run this year including the Queen's 90<sup>th</sup> Birthday celebrations, Selsey Festival and Screen on the Green. The report also noted the planned Christmas celebrations which would include the installation of festive lighting to the High Street and East Beach shopping areas and a community lantern parade involving local schools. This report had been circulated to all Members along with a budget overview and the report was duly noted.

Festive Lighting Working Group A report had been prepared and circulated to Members. STC's stock of festive lighting had been subject to full testing and repairs were in progress. A regular attendance of volunteers had ensured that a reduced but reliable display at the High Street and East Beach would be possible this year. The report was noted and thanks given to the volunteers for their work on the lights.

**AA.20/16 TO RECEIVE A REQUEST FOR STC SUPPORT FOR THE PROPOSED SELSEY HISTORICAL PHOTOS PROJECT**

Members of the Selsey Society had approached STC for support in a project to digitise their archive of photographs and images of Selsey and make them available as a community resource via a dedicated website. Support and guidance in the project had been pledged by the West Sussex Library Service and the Record Office but STC would need to lead the project by applying for and holding the necessary grant funding. The MWHG had also pledged support to the project and would take on the management of the resulting website longterm. Members noted the benefit to the community of such a project and Cllrs C Alden and A Brown volunteered to sit on the management group and give assistance to the project where needed.

Cllr A Brown proposed, seconded by Cllr M Mockford, that STC support the project as requested.

**RESOLVED**

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| For: 7 | Against: 0 | Abstained: 0 |
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**PROPERTIES AND BUILDINGS**

Town Hall Complex Normal users would be returning the Complex in the week commencing Monday 24<sup>th</sup> October 2016 following the Year 7 Academy students return to the school site and thanks were once again given to these groups and organisations for their kind cooperation. The Clerk advised that the Complex looked likely to exceed its annual income target for 2016/17 but noted that some maintenance work was needed to the original building. The Operations Manager was arranging quotes for the same. The Sussex Police move into the Exhibition Hall was progressing and their surveyors had advised that planning permission would be sought for the alterations in the coming weeks. A date for works to start had yet to be finalised but it was hoped that the move would be complete by the new Financial Year. The Clerk and Operations Manager were liaising closely with the Police team to ensure that STC could keep its users appraised. The Selsey Society were continuing their vacation of the upstairs Committee Room and the removal of their archive to the Record Office in Chichester was in hand. The Manhood Wildlife and Heritage Group were assisting in this and had reiterated their interest in the room following a request to the Committee in January 2016.

The Selsey Centre A meeting with CDC had been requested following the receipt of quotes for the repair of the roof. The car park repainting and lighting had been completed over the summer months. As the building was now nearly ten years old some major internal maintenance was required including servicing of the partition and repairs to the floor of the Dance Studio and Sports Hall. Regular Management Committee meetings ensured these items were being progressed and the Centre Manager was arranging the necessary quotes and actions. It was noted that income to the end of September was at 62% and the team at the Centre were thanked for their hard work and commitment. The teams at the Town Hall and the Selsey Centre were working together to ensure that bookings were subject to the same conditions and procedures across the venues.

**Update on Recreation Ground Storage Unit**

The joint storage unit was now complete within budget with the installation of the electricity meters due in the next two weeks. A meeting had taken place between STC and Sports Dream regarding the tidying of the site and consensus had been reached, following the Premises Review Group meeting, over how to progress agreements between the clubs and STC over use of the building. STC solicitors had been instructed to draft an agreement and the matter was in hand. It was expected that STC's stock of festive lighting would be housed in the unit by end of November. It was noted that the experience of working with the cricket and football clubs via Sports Dream had been a very positive one and thanks were given to Gill Jennings, former Clerk to the town, for her dedication and support in progressing the project over several years.

**AA.21/16 AMENITY AREAS AND EQUIPMENT**

Play Areas Update The Operations Manager had carried out an inspection of all the play areas indicating their general condition and highlighting any areas in need of maintenance or repair. The report had been circulated to members and was noted but no queries were raised.

Skatepark Update

Following the Town Coordinator’s update in July STC had supported a request for the 2016/17 New Homes Bonus to fund the ongoing development of the Skatepark area and to support the establishment of the East Beach Social Club. Notification had been received of a grant award of £5000 towards the fencing and making good of the area surrounding the skatepark and the Town Co-Ordinator was meeting with the EBSC to progress this. STC was asked to resolve acceptance of the conditions of the grant and authorise signatory of the agreement.

Cllr J Fletcher proposed, seconded by Cllr A Brown, that the conditions of the New Homes Bonus grant be accepted and that the Clerk be authorised to sign on behalf of STC. **RESOLVED**

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| For: 7 | Against: 0 | Abstained: 0 |
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**AA.22/16 STREET SCENE – LIGHTING AND FURNITURE**

A report on the town’s Memorial Seating had been produced by the Operations Manager and circulated to Members. Following the adoption of a new Memorial Seating Policy in February 2016 a much larger number of families had been able to secure donation of seating in memory of their loved ones, The Operations Manager was now keen to investigate new sites for seating in some of Selsey’s open spaces.

**AA.23/16 FOOTPATHS, BRIDLEWAYS/CYCLEWAYS**

A brief update on The Selsey Greenway, the proposed commuter cycle way between Selsey and Chichester being progressed by a working group from the Community Forum, had advised that funding was proving hard to source for the environmental impact assessment. The group was working with local partners to find solutions.

**AA.24/16 TO RECEIVE REPORTS FROM OR ABOUT LOCAL SOCIAL AND SPORTING ORGANISATIONS AND EVENTS**

Thanks had been received from the Selsey Fireworks committee for use of the Recreation Ground as event parking and the maintenance team had confirmed that no damage had occurred.

**AA.25/16 MEMBERS’ QUESTIONS AND REPORTS ON A&A MATTERS**

There were none

There being no other business, Cllr C Alden closed the meeting at 8.23pm.

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Chairman