

MINUTES of the meeting of the **COMMUNITY AFFAIRS Committee** on Thursday 5th September 2019 held at 8:00pm in the Village Centre, Trinity Road, Hurstpierpoint.

Committee Members Present

Claire Majsai (Chair)
Michael Avery
Duncan Ranger

Also Present:

Lorna Cooksey Assistant Clerk to the Council
Peter Griffiths
3 Members of the Public

CA19/016. Apologies for absence and declarations of interest: the Committee received the following apologies for absence prior to the meeting which were accepted: David Evans, Bob Sampson, Seth Jee and Helen Olsen Bedford. There were no other declarations of interest.

CA19/017. Minutes of the Community Affairs Committee Meeting held on 30th May 2019: the Committee received and accepted the minutes which were then signed by the chairman.

CA19/018. Matters arising from Community Affairs Meeting held on 30th May 2019: There were no other matters which were not covered elsewhere on the agenda.

CA19/019. Adjournment for questions from the public: The Committee was not required to consider whether to adjourn the Meeting in accordance with clause 1(d) of Standing Orders.

CA19/020. Community pilot in social care - presentation: The Committee did not receive the presentation due to illness and will be put on the Agenda for the next Community Affairs meeting in November.

CA19/021. Christmas Festival & Proposed Light Switching on Event: The Committee received a brief presentation from Matt Rosin regarding the vision for the Christmas Festival and Light Event. Matt asked for permission to investigate costs for improving the lighting through the high street and village green. Matt confirmed that any costs and contracts would be kept separate from the Parish Council and organised by the Christmas Festival committee. Matt asked for help from the Parish Council with the logistics of adding more attachment points through the high street. A councillor confirmed that this wasn't a straight forward process due to permissions and insurances. The council agreed that Matt could start talks with the property owners through the high street to see if he could find more properties who may agree to an attachment on their building. A Councillor suggested running a competition like Sayers Common to encourage traders and private owners to decorate their properties to enhance the lighting through the high street and village.

CA19/022. Parish Council Grant Applications: The Committee was asked to consider and where appropriate approve Council grants to local groups. In the current year 2019/2020, a budget of £4,000 is available for grants for local community groups.

CA19/023. Small Grants: Small Grants applications are considered at every Community Affairs Committee meeting.

Budget for Small Grants 2019/20: £4,000 Remaining: £3,500

Organisation	Amount Requested	Grant Request for:	Grant approved	Date Approved
Cancervive	£1,000	To go towards the running costs of the office to allow the project to continue running.	£600	5.9.19

A brief presentation was given by volunteers from Cancervive.

RESOLVED: The Committee approved a grant of £600 for Cancervive.

CA19/022. Community initiatives and projects:

CA19/021.1 Midwives: The Committee discussed the updated information received regarding adding a midwifery service back to Hurstpierpoint. The Committee asked that storage is discussed with the Facilities Manager and a solution is investigated for storage of equipment at Court Bushes Community Hub. The Assistant Clerk is asked to contact the midwife to suggest she applies for a grant from this committee for the difference between the cost at Court Bushes Community Hub and the cost at a site being used at Burgess Hill. The Midwife will also be informed that any equipment must be funded or borrowed by the NHS.

CA19/021.2 St Lawrence Fair: The Committee noted that the Parish Council attendance to this Fair is vital each year and appreciated the hard work from Bob Sampson, Julia Shorrocks and the Facilities Manager in putting this together at such short notice. The Committee noted that for next year, organisation must start much earlier allowing for better maps, visual displays, handouts and signage. The Committee requested that this is added to the first agenda for 2020.

CA19/021.3 Dementia Awareness update: The Chair briefed the committee on her visit to a Memory Moments Café and explained what a comfortable and friendly environment she found it to be. The Café was well attended, very fun and interesting and she was very impressed. The chair highlighted the main issue of publicising the group and the Committee agreed that the Parish Council would use our Newsletters, Facebook and notice boards to help with this. A councillor discussed a conversation with Clarion and wanting to continue the growth of the Café and looking at new ideas like a choir or interaction with the children from the nursery. The committee are in full support of this. A Councillor raised whether 'safe places' in the high street had been investigated for people suffering with dementia. It was asked if Matt Rosin would liaise with certain traders who he felt would want to get involved with this project and would pass their contact details to the Assistant Clerk. If enough traders wanted to become involved an informal meeting would be held with the Committee, traders and Rachel Beckett from Burgess Hill Dementia Action Alliance.

CA19/021.4 Reeds Lane Play Area: The chair explained that this project is unfortunately proceeding rather slowly due to various issues and discussions would take place with the Chairman of the full Council.

CA19/021.5 Police Community Engagement Discussion: The Council noted the visit planned for 14th November 2019.

CA19/021.6 Community Groups for Elderly People and Pre-School Children : The Committee noted the details regarding a group set up for Older people and School children within Hurstpierpoint and felt it was a very inclusive group. Contact was made with the organiser to offer any support needed. The Committee are happy to support through advertising.

CA19/021.7 Defibrillators: The Assistant Clerk updated the Committee on possible funding through the British Heart Foundation including the requirement to have an unlocked cabinet. All the Committee members agreed that a unlocked cabinet would not be feasible at Court Bushes Community Hub or the Village Centre. A councillor suggested seeking funding from Hurst Colts or Lions (Burgess Hill Book Shop) as possible funding sources.

CA19/021.8 Village Garden: The Committee noted the planned work by Greenscene in the next year but felt the changes had been disappointing especially with regards to imagination and impact to what should be a focal point of the village. The Committee have requested from the Facilities Manager a detailed plan of what will be included for planting and changes over the next year.

CA19/022. Publicity: The Committee noted the following:

CA19/022.1 Newsletter – The summer newsletter has been distributed as planned and contains information about Court Bushes Community Hub, St Lawrence Fair, improvements to the Village Garden, Stephen Hoyles, Sayers Common bus shelter, memory moments café, staff changes and our Facebook page. The Committee commented the newsletter was more interesting and eye catching this time. The committee agreed the proposed newsletter schedule for 2019/2020.

RESOLVED: The committee agreed to the proposed newsletter schedule for 2019/2020

CA19/022.2 Website – The chair noted that there was not enough time to fully comment on each point of the specification and suggested appointing a small working group to mock up and agree a specification for the website. The suggested attendees of the working group include Bob Sampson, Helen Olsen Bedford, Claire Majsai and Assistant Clerk Lorna Cooksey. It was agreed by the Committee that this working group should also propose an increase in budget that will be presented to the Finance & General Purpose Committee on 12th October 2019. The Committee wanted to thank the Assistant Clerk for the hard work that has gone into the specification so far. The Committee would like to be tendering for the website before Christmas 2019.

CA19/022.3 Social Media – The Committee noted the increase in Facebook posts and were positive about trying to use this more to get information out to residents quickly.

CA19/023. Christmas Lights: The committee did not agree to approve the Christmas lighting as in previous years due to the substantial increase in costs for the Christmas tree. The Committee have asked for the Parish Council office to investigate costs with different contractors for the Christmas tree.

RESOLVED: The Committee did not agree to proceed with Christmas lighting to the same specification as 2018.

CA19/024. Mid Sussex Applauds Awards: The committee agreed to nominate the two people highlighted in the Briefing note, Mid Sussex Applauds Award 29.8.19.

RESOLVED: The Committee agreed to nominate the two highlighted people in the briefing note.

12. Information Items and Correspondence Received:

CA19/024. The committee noted the hard work by a voluntary group called the Monday Group and the fantastic work they have been doing within Hurstpierpoint and Sayers Common to repair styles etc. to improve footpaths. The Chair requested an email be sent to the group to personally thank them.