

PAGHAM PARISH COUNCIL

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5th July 2017

Date and time of meeting: 11th July 2017 at 7.30pm

Venue: Committee Room at Pagham Village Hall, Pagham Road, Pagham PO21 4NJ

Members of the Highways & Amenities Committee: Ms L Allard, Mr P Atkins, Mr D Huntley, Mr B James, Mr R Radmall, Ms A Rowles, Mrs D Salter

Members are hereby summoned to attend a meeting of the HIGHWAYS & AMENITIES COMMITTEE to transact the business detailed below:-

Members of the Public and Press are welcome and encouraged to attend

AGENDA

1. Apologies from Members.
2. To receive declarations of interest by Councillors on any of the agenda items below.
3. Public Session *(this will be limited to 10 minutes)*
4. To receive and approve the minutes of the Highways & Amenities Committee meeting held 30th May 2017 *(previously issued)*
5. Matters arising from the previous Minutes *(this is for information sharing purposes only)*
6. Schedule of works review *(previously circulated)*
7. Play areas
 - 7.1.Village Hall
 - 7.2.Hook Lane
8. Highways/Footpaths/Car Parks/Street lighting
 - 8.1.Licence for boat on roundabout in Beach Road *(report circulated)*
9. Bus Shelters/Benches/Notice Boards/Bins
10. Ditches & drainage
11. Orders for payment for authorisation *(previously received)*
12. Risk Assessment
13. To note the date of the next meeting

Signed: *Nicola Jones*
Nicola Jones - Clerk to the Council

Job	Action	Progress	Responsibility	Target date	Complete
Village Hall					
RoSPA report - table tennis table	Chipped edge needs repair/paint	10/4/16 Repair 2/28/17 Repair attempted but did not work 5/30/17 RR to supply epoxy concrete	RR and BJ BJ BJ	12/20/16 31/03/17 30/06/17	
Hook Lane					
RoSPA report - swing	Grease	11/15/16 BJ to undertake	BJ	12/20/16	30/04/17 BJ to redo
Paddock					
Highways/Footpaths					
The Parade	Improvement of communal areas by management company	10/4/16 Management company seeking quotes but progress unlikely before Spring 2017 28/02/17 DS will email. Reports of an injury received and will follow up 30/05/17 More photos sent of trip hazard Further deterioration reported. No Parish Council powers to intervene	DS DS DS	ongoing 31/03/17	
Signage	Produce tourist-friendly signage for attachment to PC assets	10/4/16 BJ to get quotes for production 11/15/16 Quotes obtained	BJ	11/15/16	11/15/16
	Further modifications required.	11/15/16 Emailable map required for artist	DS/NJ	1/17/17	
	Produce a leaflet version sponsored by local businesses	10/4/16 BJ to approach local businesses 11/15/16 LA to investigate alternative costs 2/28/17 Further feedback asked for - crossing over lagoon and access to beach should be shown. Amusements near beach and play area at village hall. Mention supermarket. Bus stops. Rose Green and Bognor Regis 28/02/17 LA to ask designer to update artwork 11/04/17 Mark footpaths with dotted lines 11/04/17 New Pagham crest to LA 30/05/17 BJ to get quote for new high res image	BJ LA LA DS DS BJ	31/03/17 to email	
Fingerpost					
Woodfield Road carpark					
	Holes in road	14/04/17 Asphalt	DS RR	30/04/17	
Streetlights					
Bus Shelter/Noticeboards/Benches/Bins					
Bus shelters	Audit to check condition and get quotes for work	PA to undertake audit	PA	7/11/17	
Nyetimber stores noticeboard	Community noticeboard brackets need attention	11/15/16 RR to attempt to fix 2/28/17 Co-Op and Betting shop brackets	RR RR	4/30/17 4/30/17	
Channel View	Bench repairs to memorial bench	2/28/17 Repairs needed.	RR		
Bin - The Parade	repairs to door needed	10/4/16 Remove bin 11/15/16 Complaint received about bin 5/30/17 Revisit removal of bin with ADC	RR	4/30/17	
Ditches/Drainage					
	prevention of recurrence of blockage of ditch at Pagham Road after operation watershed work	5/30/17 Clerk to contact WSCC to understand maintenance responsibility now ditch working well	NJ	7/11/17	