

# WASHINGTON PARISH COUNCIL



Clerk to the Council.  
Ms Zoe Savill.  
Small Croft, Georges Lane, Storrington,  
West Sussex. RH20 3JH  
Tel: 0777 6771921  
Email: [clerk@washingtonparish.org.uk](mailto:clerk@washingtonparish.org.uk)  
Website: [www.washingtonparish.org.uk](http://www.washingtonparish.org.uk)

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## Washington Parish Council Open Spaces (Recreation, Allotments, Footpaths and Conservation) Committee

**MINUTES of the Committee Meeting held on Monday 21st March 2016 at Washington Village Hall**

**PRESENT:** Cllr Whyberd (Chairman), Cllr Milner-Gulland, Cllr Thomas and Cllr Newman

**ALSO:** Zoe Savill (Clerk to Washington Parish Council)

**MEMBERS OF THE PUBLIC:** None present

**ABSENT:** Cllr Dore and Cllr Muddle

**Cllr Whyberd opened the meeting at: 19:00**

**1. Apologies for absence**

Apologies were received and accepted from Cllr Dore (illness).

**2. Declaration of interest and Dispensations.**

None received

**3. Approval of the Minutes of the last Open Spaces (Recreation, Allotments and Open Spaces meeting**

The Minutes of the Committee Meeting of the 15th February, 2016 were **accepted** as a correct record and duly signed by the Chairman.

**4. Public Question Time**

No questions at this time

**5. Matters arising from previous minutes**

None raised

**6. Allotments**

*To discuss the request from allotment holder to replace the Keep Clear sign missing from the main entrance gate*

Plot holder, Gina Condie, has reported that the sign has disappeared and has requested its replacement.

Cllr Newman reported a continued access problem as a result of cars parking by the gate on the slip road access from the London Road.

Members discussed the general problem of car parking in the area by Kia garage, particularly in Sandhill Lane, and the dangers it posed to other highway users.

The clerk to contact HDC to find out if there are any planning regulations in force and whether any enforcement is possible in relation to car storage on the highway by the garage. Clerk to also contact WSCC Highways to find out if they own the land and to enquire about the installation of a double yellow parking restriction line to keep the allotment entrance clear. Clerk to purchase a new sign for the allotment gate.

*To receive an update on tree works on the allotment*

Andrew Gale has proposed to carry out works to the three trees on the allotment, as per his quote, on April 15th, 2016.

*To receive and note applications to be added to the waiting list for plots*

The clerk has received two applications from local residents this month and added their names to the waiting list. There are now currently five people on the list. Since 2011, from available records, applicants who remained on the list have waited less than a year for a plot to become available.

## **7. Recreation Ground and Parish Property**

*To discuss and agree quotations to improve the Children's Play Area and to submit to the Full Council for consideration.*

The clerk obtained three updated quotes for the provision and installation of equipment in the Children's Play Area. These were circulated prior to the meeting to enable the Committee to decide and recommend to Full Council the preferred contractor and to submit all three quotes for an application for S106 funding.

The quotes are: HAGS - £34,000 exc VAT; Playsafe - £44,512 exc VAT and Playdale Playgrounds - £29,999.03 inc VAT.

Members considered all three quotes and agreed that the quote from HAGS was the most detailed of the three, offered a more exciting and colourful range of equipment and the best value for money for the price.

Councillors therefore **AGREED** to **RECOMMEND** that the HAGS proposal be considered for approval at the next Full Council meeting.

*To discuss and agree the future provision of skate sessions in Washington and the purchase and storage of mobile skate park equipment from HDC*

Cllr Whyberd reported that the clerk was awaiting a quotation for the purchase of the mobile skate park equipment from HDC which was used at the skate session on the MUGA in February.

Future skateboard activity needed to be considered in the round, within the context of how much money the Parish Council can spend on children's facilities this year and what should be the priorities. Costed recommendations for staff and hiring the equipment were discussed at the Full Council Meeting on 7th March. Paul Taylor from HDC helped to organise the two-hour session on February 18th and provided the equipment and staff. Cllr Newman also helped on the day. It was reported as a great success and attended by 12-15 children.

The cost was £80 reduced from £110. This included £50 to hire the ramps. Staff costs were usually £30 per hour. HDC would provide free training for volunteers and this would save staff costs.

*To receive an update on progress by the Ashington Cougars Junior Football Club to seek funding for improvements to the Recreation Ground*

Cllr Whyberd said that Sarah Osborne, Secretary of the Ashington Cougars, which use the Recreation Ground, had informed the clerk that the club agreed to pay the Sussex FA to do the initial inspection.

This would be in order to find out if they qualify for the special scheme for improvements to the grounds. The club are hoping the FA will also look at some minor works needed on the Ashington Recreation Ground and to combine it with the Washington report. If so, the charge would be £100 in total. The club would be willing to pay this in full but would be grateful for any contribution. Sarah would be making the application and the clerk provided figures for the expenditure on ground maintenance in the last three years, as required for the application.

Councillors **AGREED** to consider the request for a funding contribution pending the outcome of the inspection.

*To review and agree a schedule of hire charges for the Recreation Ground*

Councillors discussed the idea of a schedule of hire charges for the Recreation Ground to include a standard tariff and a discount for local organisations.

Councillors **AGREED** to the idea of a schedule of charges for the Recreation Ground and to consider the various charges at a later date when they have been drafted by the clerk.

*To discuss and agree the proposal from the PTA of St Mary's CE First School, Washington, to organise the annual Village Day and to agree their request to hire the Recreation Ground for the event on Saturday 9th July 12-5pm.*

Cllr Whyberd informed members that he clerk received a request from Elaine Boys, Chairperson of the School's PTA, for some of the members, including parents from Washington Village, to organise a Village Day after they heard that the annual event was not able to take place this year. They have requested the use of the Recreation Ground on Saturday 9th July 12-3pm and for permission to set up on Friday evening and Saturday morning. There are no bookings for the grounds on those days and times or sporting events. The PTA have booked the date at the village hall. The clerk was to inform the grounds maintenance contractor, Danny Flynn so that he could prepare the grounds for the event, perhaps including trimming the hedges.

The Committee expressed its thanks to Mrs Boys and parents for organising the event.

Councillors **AGREED** that there would be no charge for the village event which is open to the public.

*To discuss and agree an amended proposal from a parents and children's group for the use of the Recreation Ground for a Families' Day on 24th April 2016, 11.30am-4.30pm and consider a hire charge.*

A previous request by the group to hire the whole ground for a 100m race or 5-a-side football, small car racing, small petting zoo and a bouncy castle, was agreed by Councillors at the FC meeting on 7th March for a £100 hire fee.

Cllr Whyberd said the group have resubmitted a hire request for the same date and time but for a reduced area of the ground (approximately 110m x 15m) and reduced number of activities, namely a 100m race or 5-a-side football game. They have proposed not to hold the other activities. The group hold their own public liability insurance.

Councillors **AGREED** to make a nominal £25 charge for hire of a reduced area of the Recreation Ground.

*To consider and agree a request for a pathway by the MUGA*

The clerk informed the Committee that Cllr Newman had requested the Council consider the provision of a hard pathway along the side of the MUGA as far as the basketball semi-court. He said that the children disliked using this area partly because the basketball nets were in a poor state but also because the ground conditions were very muddy and slippery for several months of the year. Cllr Newman had suggested that if a skate park was provided in place of the old basketball nets, it was unlikely to be used for more than six months a year because of the absence of a path. He said it would also be dangerously slippery to those who do use the park. Cllr Newman had also suggested the possibility of the path being provided as part of the drainage works.

Councillors **AGREED** to obtain a quote for the path from a contractor used for similar work in the past. The clerk was asked to action this.

*To receive and consider a schedule of locations for litter collection by the Litter Warden Stella Russell.*

The clerk produced a map and list of the areas where litter is collected by Stella. It was agreed that the clerk should use this to draw up a schedule for the litter warden.

## **8. Footpaths and Bridleways**

*To receive and consider the addition of the proposed "Storrington to Washington Link Footpath" to the WSCC Cycling and Walking Strategy.*

The Committee applauded the joint proposal made by Sandgate Conservation Society and Storrington Parish Council and which has been registered for consideration by WSCC for inclusion in the Strategy. The Society had stated that the route from Sullington Warren to the National Trust car park was chosen as it avoided main and dangerous roads. This had the benefit of being achievable with very little effort as it concentrates to a great extent on the use of existing footpaths although some may not currently be registered.

The proposal will be considered alongside a revised walking and cycling strategy that is currently being developed by WSCC. Potential schemes will be considered for funding and stakeholders will have the opportunity to make additions in March and/or later in the year.

## **9. Conservation issues**

*To receive an update on the proposed meeting at the Triangle between Cllr Whyberd, Cllrs Milner-Gulland and Whyberd with Dr Tony Whitbread, Chief Executive of Sussex Wildlife Trust.*

Cllr Milner-Gulland informed the Committee that he had contacted Dr Whitbread to arrange meeting and is awaiting his response. The meeting is with a view to finding out how much

assistance would be available from the Trust in managing the area.

**10. Any other Open Space, Recreation & Allotment and Footpaths & Conservation issues that may arise OR items for the next Agenda**

*To discuss and decide a suitable day to partake in the WSCC "Clean For The Queen" litter collection initiative.*

The clerk informed the Committee that Cllr Lesley Britt had agreed to lead the litter-picking initiative on behalf of the Parish Council and organise volunteers. A suitable date for it to take place was to be agreed with the WSCC organiser, Darren Rolfe. The event would be covered by WSCC insurance. Details, including an appeal for litter pickers, would be published in the newsletter and advertised on noticeboards.

*To discuss and consider a request for the provision of dog bins at the entrance/s of Sandgate Park.*

The clerk informed the Committee that a local resident enquired about the provision of dog bins at the Washington Parish entrance to Sandgate Park. Members heard there was no such provision. The previous clerk had contacted HDC to ask if they could fund this as it would be on land which is owned and managed by Horsham. The current clerk contacted HDC for a progress report and was informed that the area is owned by HDC and that a meeting will take place later this month to discuss and consider the provision and installation of dog bins. Cllr Whyberd told the Committee he was reluctant to agree to the provision of a dog bin at the park if the Parish Council was to be responsible for its upkeep and emptying costs. It was agreed the clerk should contact HDC to establish who would be responsible for this.

**The Meeting Closed at 20:55 hours**

Date of the next OSRA Committee meeting 18th April 2016

Signed.....

Date.....