



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

draft MINUTES of the Committee Meeting held on Monday, held on 22nd May, 2017 at
Washington Village Hall

PRESENT: Cllr R Thomas, Cllr A Lisher and Cllr R Milner-Gulland

ALSO: Clerk to the Council

MEMBERS OF THE PUBLIC: 2

ABSENT: Cllr D Whyberd and Cllr J Wright.

Cllr Thomas opened the meeting at: 19:00 hours

1. To Receive Nominations and Elect a Chairman for the Meeting

Cllr Lisher nominated Cllr Thomas to chair the meeting and this was seconded by Cllr Milner-Gulland. Cllr Thomas accepted and was duly elected to chair the meeting.

2. Apologies for absence

Apologies were received from Cllr Whyberd and reasons accepted.

3. Declaration of interest and Dispensations.

There were no declarations.

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

The meeting of 24th April was cancelled due to inquoracy.

The minutes of the meeting on March 20th, 2017 were **AGREED** as a correct record and **duly signed** by the Chairman.

5. Public Speaking

No questions from the public

6. Matters arising from previous minutes

No matters raised.

7. Allotments

For information only

Clerk reported that Plots 7, half of Plot 8, Plot 9B and Plot 10A have either not been cultivated or maintained. Pathways alongside these plots have become overgrown. Clerk has written to the plot holders to remind them of their contractual obligations with the above. There have been two requests for plots from local residents: Mr Rupert Horne and Mr Jason Roberts, both Washington residents. The Clerk has added them to the waiting list. There are no other people on the list. Two outstanding Allotment fees from 2016/17 have been paid.

8. Recreation Ground and Parish Property

To Consider a request for trimming of the Lime tree on the Recreation Ground nearest to the London Road bus shelter.

Cllr Britt informed Full Council on May 8th that the basal growth needed pruning.

RESOLVED to request a quotation from Connor Geal as he would be pruning trees in the graveyard.

For information only

The Clerk has been advised that the Council should be keeping all Recreation Ground Charity business separate from Parish Council business, hold separate meetings, and have a separate bank account for its income.

Internal Auditor advised that the Council seeks specialist legal advice.

To be considered at the June meeting.

Clerk has booked annual inspection by the Play Inspection Company, agreed by Councillors at FC Meeting in May 2017, and booked a place on the RoSPA training course on 25th July.

Clerk has asked Mr Fielder if he is able to replace/repair some of the perimeter fencing at the London Road end, using old sections from the play area. Awaiting response.

Ground Maintenance

Clerk produced an invoice from Danny for April grass cutting for £378 and requested payment to be authorised by the Committee. The amount already agreed by Council when it approved Danny's quotation for the season. Clerk reported the work was satisfactory.

RESOLVED to AGREE £378 payment to Danny Flynn. To be reported to Council at its June meeting.

Clerk carried out routine inspection on 15th May and noticed that ditches are blocked with vegetation in parts of the ditches by allotments. Clerk to ask Danny when this will be cleared.

Danny will be cutting the grass on the grounds just before the Village Day, as before.

Village Hall

For information only

Clerk informed that two people had been appointed following an urgent appeal for volunteer helpers by the Village Hall Management Committee.

Youth shelter

Danny Flynn confirmed that the Youth shelter concrete base has been removed. Clerk notes that the turf is still dry but there are some signs of regrowth.

RESOLVED that the Clerk would ask Danny about replacing the turf.

Vera's Shelter

For information only

Council requested that the Clerk obtain quotations for paint for telephone box in Sanctuary Lane to get the best price as it is an expensive product.

To be considered at the next meeting. Will Pickford to carry out the painting.

MUGA

For information only

Part of the noticeboard on the fencing has been removed and placed by the gate. Clerk has asked George if he can repair, and will report to the next meeting. Former councillor Kevin Newman reported that the winder for the tennis nets has gone missing. Clerk to organise a more secure replacement.

Children's Play Area

For information only

Clerk has booked the annual inspection of the Recreation Ground and play area for June/July by the Play Inspection Company.

Handover of the new Play Area took on 12th April, attended by Mr Paul Leyton, contracts manager of HAGS-SMP, Cllr Whyberd and the clerk. Outstanding items to be installed at a date to be confirmed. Cllr Thomas commented on the wonderful publicity of the opening to the public, in the West Sussex County Times.

Bus Shelters

Nothing to report

Parish Noticeboards

Nothing to report

First Extension Graveyard

For information only

Full Council (May 2017) agreed Mr Connor Geal's 10% price increase to cut the grass of the graveyard for £1320, if it is held for two years. This was on the basis that the 10% increase is more than the average increase. Council had also agreed the additional day's work at £150 to tidy trees and hedges in the graveyard, and to include pruning the basal growth on the Lime tree by Bank Cottage.

9. Footpaths and Bridleways

For information only

Chairman reported that the Clerk requested path number 2665 (the old bridle route to Sullington and Storrington) is included in the WSCC Public Right of Way 2017 capital works programme, as it is often muddy and overgrown. Becky Lawton, WSCC

Rights of Way Officer, responded that the ranger would monitor its surface condition (issue no 12131), and that the side vegetation at the time of inspection in December 2016 had been cut back. She reminded the council that “side vegetation of any type is the responsibility of the landowner to keep cut back. Requests to clear overgrown side vegetation along PROW can also be made by the PC and may result in a swifter resolution.”

Cllr Milner-Gulland reported that it was only a short section of path and that the problems began after it was diverted from its previous position past Home farm, and all the surface water now drains onto it from the adjacent clay field. From time to time WSCC makes feeble attempts to improve the surface, he said, but it will get bad again if there is continuous rain.

RESOLVED that the clerk requests PROW what criteria is used for remedial action to improve the surface conditions for the path.

Conservation issues

Nothing to report

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

Cllr Milner Gulland reported that the County Highways’ recent grass cutting on the Triangle, though necessary, was rather close to the orchid flowering time, and it remained to be seen if any damage has been caused.

The Clerk to chase up County Council support for the Council’s TRO application along The Pike.

The Meeting Closed at 19:32 hours

Date of the next OSRA Committee meeting 19th June, 2017
Annual Parish Meeting 24th May 2017
Full Council Meeting 5th June, 2017

Signed.....

Date.....