

WASHINGTON PARISH COUNCIL



Clerk to the Council.
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Washington Parish Council Open Spaces (Recreation, Allotments, Footpaths and Conservation) Committee Meeting

**Draft MINUTES of the Committee Meeting held on Monday, held on 17th October, 2016 at
Washington Village Hall**

PRESENT: Cllr D Whyberd, Cllr K Newman, Cllr R Thomas, Cllr R Milner-Gulland and
and Cllr J Wright

ALSO: Clerk of the Council, Ms Z Savill

MEMBERS OF THE PUBLIC: None present

ABSENT: None absent

Cllr Whyberd opened the meeting at: 19:06 hours

1. Apologies for absence

There were no apologies

2. Declaration of interest and Dispensations.

None declared

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

The Minutes of the Committee Meeting of the 18th July, 2016 were AGREED as a
correct record and duly signed by the Chairman. There were no committees in
August and September.

4. Public Question Time

None raised

5. Matters arising from previous minutes

Cllr Newman enquired about provision of tennis storage which had been discussed
by councillors at the beginning of the year. He reported that Mr Flynn had
suggested drilling two holes in the courts for posts to allow the nets to be folded
away when not in use. The Clerk was instructed to make enquiries. Cllr Wright

would also make enquiries about storage against fencing, with an option for advertising on the tarpaulin cover similar to other clubs he had seen.

6. Allotments

The clerk reported that Mr Mike Ollis, who has recently taken out a tenancy of the half plot 9b, has requested a larger end plot.

Councillors agreed the clerk should add his name to the waiting list and offer the plot to him should one become available. There was only one person on the waiting list and they lived outside the area in Findon Valley. Priority is given to parishioners. Clerk informed Councillors that a tenant enquired about the possibility of tenants taking over the Parish Council's role of managing the day to day care of the allotments, and that a similar arrangement at West Chiltington had proved successful. Cllr Thomas welcomed the idea if the management is conducted transparently and in a fair way.

Cllr Whyberd agreed but pointed out that a similar proposal in the past had failed because of lack of support from a number of other tenants.

It was agreed that the clerk would seek legal advice from the SLCC and contact the West Chiltington allotment society for further information, and report to Councillors.

7. Recreation Ground and Parish Property

To carefully review the HAGS contract for the Children's Play Area and recommend to Full Council for approval before works commences.

Cllr Whyberd reported that councillors had agreed at the October FC meeting that the OSRA committee carefully considers details of the quotation and terms and conditions with HAGS-SMP for the new play equipment and report to the next Full Council for its consideration.

At the OSRA meeting, Cllr Wright agreed that he would examine the documents and make enquiries about any unforeseen costs, including underground service pipes, and report to the Full Council meeting in November. He also agreed to act as a clerk of works to oversee the project works on behalf of the Parish Council.

Cllr Whyberd reported that a decision on the PC's planning application for the development was expected on 26th October, the end of the public consultation period. The project would be completed within six weeks once an order is placed, and he hoped that it could be before Christmas.

To receive the resignation of Mr Frank Hottenbacher.

Cllr Whyberd reported that Mr Hottenbacher was unable to carry out maintenance and grass cutting at Vera's Shelter in Sanctuary Lane because of conflicting work commitments. He would do the last cut at the beginning of November, and invoice the clerk for his work for the year.

Councillors agreed that the clerk should thank Mr Hottenbacher for his service and to advertise for another contractor in the newsletter. Cllr Milner-Gulland reported that he knew a local resident who may be interested in the new role, and agreed to ask him to contact the clerk for further details.

For information only:

Telephone box, Sanctuary Lane

The clerk had been given contact details of a local painter who may be interested in quoting for the works in the spring.

Allotment and recreation ground gates

The clerk reported that Mr George Fielder had carried out an excellent repair of damaged and missing timbers on both gates.

Ground Maintenance

The clerk reported that Mr Danny Flynn has satisfactorily completed the mole drainage of the recreation ground, finished the hedge cutting at the beginning of October and would carry out a final cut of the grounds later in the month. The clerk had requested that he ensures that any grass cuttings are kept off the paths. This followed a report from a local resident to Cllr Whyberd that recent wet weather had made them potentially hazardous.

Village Hall

Cllr Whyberd reported that Mr Rob Gerig had informed the clerk that work on replacing the roof of the Dore Room kitchen has begun. There would be restricted parking but any disruption for hall users would be kept to a minimum. Security lighting in the car park may be affected at night.

Youth Shelter

To consider minor repair of missing timber slats from the shelter and the perimeter Fence of the Shelter.

Cllr Whyberd informed councillors that the clerk had reported a number of missing timbers on the shelter and the perimeter fence, and the gate had disappeared. There was no danger but repairs were necessary to prevent further deterioration. Mr Fielder would not be able to carry out the repairs as he is due to have an operation. Cllr Newman suggested that the shelter is removed. Cllr Whyberd instructed the clerk to make this an agenda item for consideration at the next meeting.

MUGA

See item 5.

Children's Play Area

To be replaced pending approval of the planning application for new equipment, play surface and perimeter fencing. See item 7.

Bus Shelters

Nothing to report.

Parish Noticeboards

Cllr Whyberd informed councillors that Malcolm Westcott of Barratts had assured the council chairman Cllr Heeley that a new noticeboard will be installed at the Millford Grange site before the end of October. A letterbox would also be installed near the entrance.

8. Footpaths and Bridleways

The clerk informed councillors that the footpath between London Road and School Lane, alongside the recreation ground, had been cleared by WSCC following a complaint by a local resident.

9. Conservation issues

To discuss the response from WSCC to a seasonal grass cutting problem at The Triangle.

The clerk reported to WSCC earlier in the year that their contractors were severely cutting the grass on the Notable Verge at The Triangle, and destroying the orchid habitat. Cllr Whyberd informed councillors that Horsham manager of WSCC Highways, Mr Chris Stark, agreed to pass on the information to the Routine Maintenance Team who look after green issues. He requested a more accurate date when the grass cutting problems arose, as this would be helpful. Cllr Milner-Gulland, who had originally raised the issue, was unable to provide the information.

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

The Meeting Closed at 19.45 hours

Date of the next OSRA Committee meeting 21st November 2016
Full Council Meeting 7th November, 2016

Signed.....

Date.....