

WASHINGTON PARISH 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 19th February, 2018 at
Washington Village Hall

PRESENT: Cllr D Glithero, Cllr A Lisher, Cllr G Lockerbie, Cllr R Milner-Gulland and Cllr R.
Thomas.

ALSO: Zoe Savill Clerk of the Council

MEMBERS OF THE PUBLIC: 0

ABSENT: Cllr D Whyberd (Chairman)

1. To nominate Chairman of the meeting

Cllr Lockerbie proposed and Cllr Glithero seconded the election of Cllr Thomas to
Chair the meeting, and was unanimously agreed. Cllr Thomas accepted.

The Chairman opened the meeting at: 19:05 hours

2. Apologies for absence

Apologies were received and accepted from Cllr Whyberd (unwell) and Cllr Milner-
Gulland (arrived later from meeting)

3. Declaration of interest and Dispensations.

Declaration of personal interest received from Cllr Thomas (*information only item -
Vera's Shelter*)

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

The minutes of the meeting on 20th November, 2017 were **AGREED** as a correct
record and **duly signed** by the Chairman. No meetings in December and January.

5. Public Speaking

None present

6. Matters arising from previous minutes (For information only)

There were no matters arising.

7. Allotments

To Receive and Agree tenancy applications for Plot 7 and Plot 11B

Graham Turner has requested the full-length Plot 7 and his neighbour

Andrew Richards has requested the half Plot 11B.

Both plots are vacant, and both live in the parish.

Annual rent for Plot 7 is £7 and £5 for Plot 11B. Both will be required to make a £10 deposit.

RESOLVED to agree the tenancies subject to signed Tenancy Agreement by all parties, and payment of rent and deposit.

NOTED that all 2017 outstanding rent from current tenants has been received.

Recreation Ground and Parish Property

To Consider quotations for the Parish Ground Maintenance 2018 Schedule

Quotations from three contractors were received and discussed.

RESOLVED to recommend Contractor B (Sussex Land Services Ltd) as it was significantly the lowest.

The recommendation will be submitted to Full Council for consideration of approval at their meeting on 5th March. This is subject to references and contractor's liability cover.

To Consider interim tree inspections

Councillors discussed Interim tree inspections on Parish Council land by the Parish Tree Warden David Hill on a voluntary basis. This would be additional to the 3-year inspections by a specialist, sufficient to meet the Council's insurance policy requirement for risk assessment. Mr Hill has completed a basic on-the-ground tree inspection which recommends seasonal inspections. These would be covered by the Council's insurance policy.

RESOLVED to recommend that the Tree Warden undertakes 'an informal observation' of the trees on Parish Council land and to highlight any areas of interest. The arrangement to be based on proper Terms of Reference.

To Consider quotation for works to Sycamore in First Extension Churchyard.

Councillors considered a quotation by Andrew Gale for works to a Sycamore in the closed churchyard recommended in his tree report.

An application to the HDC tree officer Will Jones, would be made by Mr Gale

because the tree is in a conservation area.

The current budget position for Open Spaces was circulated prior to the meeting.

RESOLVED to instruct Andrew Gale to carry out the works for the quoted £450 to be funded from Reserves.

To Consider design spec for tennis net storage and quotation.

Councillors considered two design options for storage of the MUGA tennis nets. Quotation of £295 for a fabricated and galvanised flat-top mesh unit by the entrance gateways has been approved by the Parish Council (***Ref Minute 13.32 (ii)***) subject to confirmation of details of the design specification. A quotation for a solid unit at £380 was also discussed.

Current budget position of Open Spaces was circulated, including unspent Reserves.

RESOLVED to instruct P.A.C Welding, Washington, to make the specified mesh unit to include installation, and preferably unlockable, to be funded from earmarked Reserves

To Consider request to replace high powered MUGA lights with energy efficient LED.

Councillors considered a request from a resident to replace the MUGA lighting with LED. Clerk advised that power consumption of the existing lights is very low and may not be a legal requirement to switch to LED. Councillors were concerned about cost implications for the changes.

RESOLVED to investigate if LEDs are a requirement, and to review the options and costs at the next meeting.

To Consider taking part in the Great British Spring Clean Weekend 2-4 March

Councillors agreed to register an interest for a spring clean event in Washington if a co-ordinator and volunteers can be found. Cllr Glithero offered to publish the details on a local Facebook page, and appeal for volunteers. HDC is promoting the event throughout the district and offering equipment for volunteers on a first-come-first-serve basis. The Clerk advised that the event is best held on a Saturday afternoon, and would be additional to the parish's weekly litter collections.

RESOLVED to ask local resident David Horwood if he would like to co-ordinate a village spring clean, as he has done in the past. Clerk to action, and confirm the Parish Council's interest with HDC pending confirmation from Mr Horwood.

To Approve Payments

RESOLVED to NOTE there were no payments due.

RESOLVED to NOTE the following reports:

Defibrillators

Batteries fully charged.

Ground Maintenance

See Agenda item on quotations for ground maintenance 2018.

Village Hall

Nothing to report.

MUGA

Clerk advised that works to repair mesh fencing panels and replace basketball backboards/nets, tennis net and winder will be undertaken next month. Exact date to be advised by contractors.

Children's Play Area

Contractor advised that he hopes to begin repair works next month: replace non-slip matting under the senior swings, and gate adjustment.

Vera's Shelter

Steve Trott has agreed to care for the Shelter, starting April, and will consider sharing any other repairs and maintenance around the parish with George Fielder.

Bus Shelters

Nothing to report

Parish Noticeboards

Nothing to report

First Extension Graveyard

Clerk to ask Steve Trott if he can repair a small section of flint wall which was damaged by the falling branch of one of the Sycamores last year. Cost to be considered at the next meeting.

Footpaths and Bridleways

RESOLVED to NOTE there were no footpaths and bridleways maintenance issues within the parish to report. Inspections for routine maintenance work will be carried out this month, to be prioritised for delivery by the WSCC contractor.

RESOLVED to NOTE email confirmation of the Parish Council's response to the WSCC draft Public Rights of Way Management Plan 2018-202. This will be considered with other comments received.

Conservation issues

Update on management plans for the Triangle.

Clerk has written to Lead Ranger (Central Area) of the South Downs Park Authority, Tom Parry, to provide a revised programme of works for the Parish Council to manage the Triangle, as agreed a site meeting last July. This was welcomed by the Committee (August 2017) which favoured managing the WSCC-owned land with light intervention in order to protect the established woodland. A letter will then be sent to residents opposite the Triangle requesting their support. WSCC Darren Rolfe has offered manpower and tools to assist in the project subject to community support, particularly from those living opposite the Triangle, and a clear objective of management proposals by the Council. Community support has also been

demonstrated by the decision of the Parish Council in 2015 to agree management subject to costs.

RESOLVED to NOTE the Clerk's advice that the Committee takes this project forward at the next meeting pending the revised programme of works.

8. Any other Open Space, Recreation & Allotment and Footpaths & Conservation issues that may arise OR items for the next Agenda (information only)

CLlr Milner Gulland enquired about the deadline for copy for the Parish Council's Spring/Summer 2018 newsletter. Clerk advised this would be mid to late March in time for April publication and before the Annual Parish Meeting in May. A reminder for editorial is included on the agenda of the Parish Council meeting on 5th March.

RESOLVED to NOTE the information.

The Meeting Closed at 19:45 hours

Date of the next OSRA Committee meeting 19th March 2018

Full Council Meeting 5th March, 2018

Signed.....

Date.....

DRAFT