



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

**Draft MINUTES of the Committee Meeting held on Monday, held on 20th June at
Washington Village Hall**

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

ALSO: Z Savill (Clerk to the Council)

MEMBERS OF THE PUBLIC: None present

ABSENT: Cllr Dore and Cllr Muddle

Cllr Whyberd opened the meeting at: 19:06 hours

1. Apologies for absence

Cllr Whyberd (Chairman) announced that he was saddened to receive news that Cllr Dore had resigned her position as parish councillor because of ill health, and that he would be writing her a letter to thank her for her many years of devoted service to the Parish Council and to the local community.

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 23rd May, 2016 were **AGREED** as the correct record and duly signed by the Chairman.

4. Public Question Time

No questions raised.

5. Matters arising from previous minutes

None raised.

6. Allotments

Cllr Whyberd to speak to Mr George Fielder about repairs to the allotment gate.
Cllr Newman arrived at 19:16 hours.

Clerk informed Councillors that the shed on plot 7 to be retained by the outgoing tenant unless it is required by the incoming tenant.

7. Recreation Ground and Parish Property

To consider hire charges for the Recreation Ground

Cllr Whyberd commented that a review of the current hire charges of £10 per hour, for private functions on the grounds was necessary, and a list of hire charges by neighbouring parishes was circulated to councillors by the clerk before the meeting. Cllr Thomas and Cllr Newman welcomed the idea of charging organisations such as sports clubs, for using the grounds because there were occasions when parishioners were unable to use the facility, particularly when the cricket club played matches. Cllr Thomas suggested that a contribution towards costs from local organisations, and a higher fee for those outside the area. Cllr Newman, suggested that any monies from hire fees could be ring-fenced for improving facilities, and would be compensation to the parishioners who have not been able to use the grounds. Cllr Whyberd commented that it was a good idea in principle, in view of spending caps by local authorities. He proposed that he would consult Mr Rob Gerig on hire charges for the village hall including those levied on sports organisations such as the cricket club who use both facilities.

The clerk reported that the PC does not charge the cricket club a hire fee because its members maintain the square. In the past, local football clubs were charged £10 per hire but the grounds had been too wet to use this season. A £15 flat rate fee was levied for a wedding booking on the Recreation Ground the previous year.

Councillors therefore **AGREED** to defer a decision on hire charges pending the preparation of proposed charges by Cllr Whyberd.

Councillor Thomas proposed and Councillors **AGREED** that the Full Council should consider the principle of allocation of those funds.

To consider a request for maintenance of Vera's Shelter and the telephone box in Sanctuary Lane.

Cllr Whyberd informed Councillors that he had received a request from Cllr Christine Beglan for a fresh coat of wood preservative on Vera's Shelter and to re-paint the telephone box in nearby Sanctuary Lane. Cllr Beglan and her husband Lloyd had restored the phone box with some willing neighbours on a previous occasion but were unable to fulfil the task again. Cllr Beglan had some spare white paint and the contact details for the company which provides the red paint.

Cllr Whyberd proposed and it was **AGREED** that he would contact the Parish's handyman Mr George Fielder, to carry out the work.

To discuss the repair or replacement of the padlock to the Recreation Ground

Clerk informed Councillors that the padlock did not open and that she is awaiting a response from Mr George Fielder to investigate the problem.

Ground Maintenance

Mr Danny Flynn had completed mowing the grass on the Recreation Ground for the month of MAY all areas on 4th, 11th, 18th and 25th. He had submitted an invoice for the works for £504 including VAT.

Village Hall

Youth Shelter

MUGA

Clerk informed councillors before the meeting that Mr Lee Harris has repaired and fitted the latch on the MUGA gate.

Children's Play Area

To receive confirmation of S106 award towards the provision of new play equipment for the Children's Play Area, and confirmation of planning application for the works.

Cllr Whyberd was pleased to be informed by the clerk that the HDC Planning Obligation Panel had awarded Washington Parish Council £28,605.14 S106 monies towards the cost of upgrading the play equipment at Washington Recreation Ground, subject to obtaining planning permission. A confirmation letter from HDC was circulated before the meeting.

Clerk had informed Councillors that she had submitted a planning application, on the advice of HDC, for the proposed new play equipment. A cheque for £97.50 for the application costs was agreed and signed by Cllr Whyberd.

The clerk believed that, pending the successful outcome of the planning application, and the schedule of the contractor, works could begin at the end of the summer.

Bus Shelters

Parish Noticeboards

8. Footpaths and Bridleways

To consider evidence of razor wire by a footpath on the Downs at Washington, and a course of action.

The clerk had circulated a photo of the wire by Cllr Newman, before the meeting. Cllr Newman told Councillors that the wire was not dangerously close to the footpath as was previously suspected, but he questioned whether it was legal. Councillors **AGREED** with a proposal by Cllr Whyberd that he raise the issue with Rights of Way at West Sussex County Council.

To receive an update on Parish's request to include the Millennium Way path in the WSCC Draft Walking and Cycling Strategy 2016-2026

The clerk informed Councillors that she had been emailed by Andy Ekinsmyth, head of Transport and Countryside Services at West Sussex, that the Parish Council had missed the deadline to propose the inclusion of the South Downs route in the draft Walking and Cycling Strategy, but the PC would be consulted as stakeholders, for any future proposals. A copy of the document had been circulated to Councillors at the Full Council meeting on June 6th. A screenshot to illustrate the proposed routes for the Washington area, was circulated to councillors before the OSRA meeting.

To receive WSCC report and list of annual works summary of Public Rights of Way works in the Washington Parish in 2015 and consider any response.

Clerk circulated a summary and list of Public Rights of Way works undertaken by WSCC in the Parish during 2015.

Cllr Whyberd reported that last year's works in the parish on PRW, were satisfactory but that an increase in this year's rolling programme from 9 months to 15 months' interval, could be detrimental to the survival of the footpaths unless volunteers carried out the work.

Councillors **AGREED** that the clerk should contact volunteers who have helped in the past, and to write to Mr Darren Rolfe at WSCC to request equipment and support.

Cllr Whyberd proposed and Councillors **AGREED** that the clerk should contact Mr George Fielder about cutting back overhanging tree branches along the old London Road, between Stocks Mead and The Street, and weeds around the bench at the Triangle.

9. Conservation issues

To consider a request for posts to protect wild orchids on Notable Verge, the Triangle

Cllr Milner-Gulland reported that the Notable Verge where the wild orchids grow had been damaged by car parking, and particularly where there were tractor marks from the winter. He suspected these were made by the County Highways mowing contractors who had cut further back than was necessary. He commented that County Highways should be protecting their Notable Verges and that the installation of two signs could help prevent further damage. Similar damage was evident on the opposite verge.

Councillors **AGREED** that the clerk alert WSCC Highways to the problem and to request the signs.

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

None raised.

The Meeting Closed at 19:50 hours

Date of the next OSRA Committee meeting 18th July 2016

Signed.....

Date.....