

# WASHINGTON PARISH COUNCIL



Clerk to the Council.

Ms Zoe Savill.

Washington Parish Council

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**MINUTES** of the Open Spaces, Recreation, Allotments, Footpaths and Conservation Committee Meeting held on Monday 23<sup>rd</sup> January 2023 at 7:00pm at Washington Village Hall (Dore Room)

**PRESENT:** Cllr S Buddell (SB), Cllr B Hanvey (BH), Cllr T Keech (TK) and Cllr A Lisher (AL).

**ALSO:** Clerk to the Council Z Savill

**MEMBERS OF THE PUBLIC:** 0

**ABSENT:** JL

The Meeting was opened at 19.00 hours.

**1. Receive apologies for absence**

**RESOLVED** to accept apologies from JL.

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

No declarations were made as defined under the Localism Act 2011 and the Parish Council Code of Conduct.

**3. Public Speaking**

None.

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

**RESOLVED** to **APPROVE** the minutes of the meeting on 21<sup>st</sup> November 2022. It was noted that there was no meeting in December.

**5. Allotments**

**To Receive an Allotment Report and Consider any recommendations.**

It was reported that Plot 7 became vacant from 1<sup>st</sup> January but no one has expressed an interest in the tenancy. No other matters were reported. The next inspection would be reported to the February meeting. Tenants would be advised that the 2023 rent had not increased as no review was conducted.

It was previously reported that the next review should take place later in the year. The information was **NOTED**.

20/02/23

#### **To Report on the Allotment Waiting List**

It was reported that there are 4 remaining on the Waiting List, 3 of whom live in the parish. There had been no further enquiries since the last meeting. The information was NOTED.

#### **To Report on the Allotment 2023 Rent Income**

Rent income would be reported at the next meeting.

#### **6. First Extension Graveyard**

**To Receive January inspection report of the First Extension Graveyard and Consider any recommended action.**

Members noted the inspection report from JL for January which had been previously circulated. **RESOLVED** that there were no further matters for consideration and that the HS2 tree works would be considered under the next item.

#### **To Agree quotation for H2 tree works in the First Extension Graveyard recommended in the 2022 tree inspection**

Members considered and **RESOLVED** to engage Sawing Heights to carry out the HS2 tree works in the graveyard for the quotation of £380. The works were recommended in the 2022 tree inspection by GTC (Gale Tree Consultancy). Quotations for the remaining works were being sought.

**To Report on any matters arising from the last meeting and agree any recommended action.**

#### **HS2 Tree Works on the Recreation Ground**

Members noted that due to prolonged rainfall, the grounds were too wet for the HS2 works to be completed until May, three months outside the recommended time-frame in the tree report. The works included the felling of two Ash trees in the woodland. The clerk reported that the contractor had offered to do the works earlier at an additional cost as it required a machine to move the waste across the grounds. But it would damage the grounds because of the wet conditions. He was of the opinion that the trees were safer as they were not in leaf.

A revised quotation had not been provided in time for the meeting. Members discussed this and professional advice from GTC (Gale Tree Consultancy) on monitoring the trees.

It was **RESOLVED** to agree that the works go ahead if they can be completed next month, subject to costs to be agreed under delegated powers; to arrange professional monitoring of the trees subject to costs under delegated powers; to notify the Council's insurer if there is a delay in completing the tree works.

#### **Repair of 4 parish noticeboards**

Members noted that the Council had tried for two years to get the noticeboards repaired and replaced without success owing to contractor and supplier issues. The noticeboards were located at the Village Hall, Pixies Corner, Montpelier Gardens and Spring Gardens. It was previously agreed by the Council that the other noticeboard in Rock Road was no longer fit for purpose due to the difficulties of accessing it safely from the road. The sixth noticeboard at Millford Grange did not need replacing. Following a discussion it was **RESOLVED** to propose that the four noticeboards are replaced subject to quotations to be agreed by Full Council.

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

### **To Agree quotation for Electrical Inspection**

Members considered and **RESOLVED** to engage J Edwards to carry out the Council's 2023 annual electrical inspection on 26<sup>th</sup> January for the quotation of £155.

### **To Receive the December 2022 and January 2023 electricity meter reading for the MUGA lights:**

The following meter readings of the MUGA lights were NOTED:

#### **2022**

1<sup>st</sup> July: 5957

1<sup>st</sup> October: 6045

1<sup>st</sup> November: 6064.

1<sup>st</sup> December: 6077

#### **2023**

1<sup>st</sup> January: 6081

## **8.To Report the following:**

**Ground Maintenance:** Nothing to report.

**Village Hall:** Nothing further to report

**Defibrillator at the Village Hall:** Battery charged and unit intact.

**Defibrillator at Pixies Corner:** Battery charged and unit intact.

**MUGA:** Case Electricals have been notified that the Council has agreed their quotation to replace the lights. Clerk to chase for a response.

**Children's Play Area:** Nothing further to report

**Bus Shelters:** Nothing further to report. BH enquired to know when the new street lamp by the London Road bus shelter will be installed by Horsham District Council. The Clerk reported that works were in progress but that HDC are requesting costs for additional installation works which had not been anticipated. This would be considered by Full Council at its next meeting.

**Vera's Shelter:** Nothing further to report

**Parish Noticeboards:** 4 awaiting repairs. Discussed earlier in the meeting.

## **9.Footpaths and Bridleways**

A resident has reported overgrown vegetation on the path by the A24 underpass. It was noted that the matter had been reported last year to West Sussex 'Public Rights of Way' (PROW). Clerk to make a further report to PROW.

## **10.Conservation Issues**

Nothing further to report

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

### **The Council's defibrillator at the Village Hall**

Members noted that the village pub had not yet responded to the Council's request to relocate the defibrillator to the wall near the pub car park. It was also noted that the unit battery had failed intermittently during the recent freezing temperatures because there was no heating element in the

cabinet. Following a discussion it was **RESOLVED** to consider the option of a heated lockable cabinet for the defibrillator so that it could remain in its current location. Clerk to seek quotations for consideration at the next meeting.

**12. Date of the next meetings at the Washington Village Hall**

The following meeting dates were NOTED:

**Parish Council Meeting: Monday 6<sup>th</sup> February 2023, 7:30pm**

**Open Spaces Committee: Monday 20<sup>th</sup> February 2023, 7:00pm**

**Planning & Transport Committee: Monday 20<sup>th</sup> February 2023, 7:45pm**

There being no other business to report, the meeting was closed at 7:30pm.

Signed.....



Dated.....

20 FEBRUARY 2023