

# WASHINGTON PARISH COUNCIL



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

**MINUTES** of the Open Spaces, Recreation, Allotments, Footpaths and Conservation Committee Meeting  
held on Monday 21<sup>st</sup> November 2022 at 6:30 pm at Washington Village Hall (Dore Room)

**PRESENT:** Cllr S Buddell (SB), Cllr K Capella (KC), Cllr J Luckin (JL) and co-opted Cllr J Thomas (JT)

**ALSO:** RWE Commercial Manager, James D'Alessandro and Carter Jonas Land Agent for Rampion 2, Lucy Tebbutt, Clerk to the Council Zoe Savill Clerk to the Council Zoe Savill

**MEMBERS OF THE PUBLIC:** 0

**ABSENT:** Cllrs Brendan Hanvey and Trevor Keech

The Meeting was opened at 19.00hours.

### 1. To Nominate and Agree Chairperson of the Committee

SB was nominated and it was unanimously **RESOLVED** that he Chair the Committee. There were no other nomination.

### 2. Receive apologies for absence

**RESOLVED** to accept apologies from BH and TK.

### 3. Declaration of interest and Dispensations.

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

### 4. Public Speaking

RWE Commercial Manager, James D'Alessandro and Carter Jonas Land Agent for Rampion 2, Lucy Tebbutt Mr James Alessandro addressed the Committee on the proposed Rampion 2 cable route through the Recreation Ground and legal process for the land access rights. They answered

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questions from members on the impact of the cable route on the use of the grounds and the village hall.

- Up to 4 cable ducts would be at least 6m underneath the Recreation Ground by horizontal direction drilling and would take up to 3 months;
- If there are jointing ducts in the grounds, these would be at least 4m below ground. There be no inspection chambers for jointing ducts or fencing on the grounds and no affect on existing trees on the grounds or the allotment.
- The noise level of underground drilling for the cable ducts on land to the west of the A24 and exit point on land to the east of the A283: the decibel levels would be the equivalent of a washing machine. Estimated to take about a week per drilling activity.
- Would not require access to service the cable route under the Recreation Ground
- It is generally requested that once the cables are installed that there is no planting of trees or construction of buildings for the 99-year easement for a corridor of around 30m wide easement. He asked to be informed of any future plans for buildings and we can consider those.
- Easement area on the MUGA? The yellow shaded area – it potentially go under the courts just to the side of the MUGA. There would be no impact on the structure of the courts or buildings. Any future damage to structures after the route is laid: we have to be able to ensure that What about after the cables are laid:
- There would be survey work with the Council before and after the drilling to ensure there is no existing issue before works and when the land is handed back.
- Rampion would be approaching the Council to discuss commercial terms based on compensation payments per linear meter of cable. Up to £3,000 would be offered for land agent advice for the negotiation and options agreement plus up to £3,000 for legal advice.
- Access requirements to the cable on the grounds for maintenance and during an emergency situation: they would not expect to require access to the grounds for inspections or maintenance.
- Would the cables be removed at the end of their lifespan and what would be the disruption from the process? They would assume the cable ducting to remain in the ground in perpetuity if they do not become an issue; possibly retrieve the cabling in the future and recycled for their metal value.
- You have construction access from 7am until 7pm, however you might need to go outside of this?

A: Generally where we are doing trenchworks yes but when we start drilling the operation would be continuous. Your 90dcb equivalent to a - 90dcb is actually harmful and the upper limit in the UK on an 8-hour average is 85dcb. So why are you proposing 90dcb 24/7? A: It would be 90dcb if you were standing right next to the drilling but we can put some noise screening around the works. The fact it would be more remote and the screening would reduce the effect from the drilling there. But that would be within the permitted working hours timeframe.

*The Chairman thanked the Speakers for their presentation and answering questions. It was agreed that any further questions would be via the Clerk. The Speakers thanked the Committee and agreed to provide a summary of the presentation after the meeting. They left the meeting.*

S.J. Buddell  
23/01/23



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

**RESOLVED** to **APPROVE** the minutes of the meeting held on 17<sup>th</sup> October 2022 and to be duly signed by the Chairman.

**6. Allotments**

**To Receive Notice to Quit from the Tenant of Plot 7**

It was noted that on 31<sup>st</sup> October 2022, tenant Mrs Josephine Stonard, has served a notice to quit Plot 7. The clerk has formally acknowledged the notice in writing which is to take effect from 1<sup>st</sup> January 2023.

**RESOLVED** to accept a notice to quit plot 7 from Mrs Josephine Stonard in accordance with the terms of the tenancy agreement. It was noted that the Stewards have been asked to invite the next person on the waiting list to confirm their interest in the plot and arrange a site visit. A response is still pending. Clerk to chase.

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

Members noted a report from the Stewards that there was little or no signs of management on 3 plots this year; to consider including provision in the 2023/24 budget for annual clearance of vegetation on the council's land behind plots 4, 5 and 6. Following a discussion it was **RESOLVED** to issue a letter to those Tenants to remind them of their obligations. Progress would be reviewed again next Spring; to include clearance costs of the vegetation in next year's budget. Clerk to seek quotation from the groundsman. A request from one of the Stewards to take over Plot 8 if it was to become available could not be discussed until a vacancy arises.

**Allotment Waiting List**

There are 4 remaining on the Waiting List, 3 of whom live in the parish. No further enquiries since the last meeting. The information was noted.

**2023 Allotment Rent**

Rent reminders to plot holders would be issued for the new year. The information was noted.

**RECOMMENDATION: To note the information**

**7. First Extension Graveyard**

**To Receive monthly inspection reports of the First Extension Graveyard and Consider any recommended action.**

Members considered November's inspection report from JL and **RESOLVED** to note that there were no further reports for concern.

*The Speakers left the meeting.*

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

The following to be reported:



### **Jubilee Tree Planting**

Horsham District Council has acknowledged receipt of the Council's cancellation of the beech tree sapling, agreed by Full Council on 7<sup>th</sup> November 2022.

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

Contractor for Stocker & Cowell reported (phone call 14.11.2022) that repairs of the noticeboards may be delayed until after Christmas due to supplier issues for the timber from Greenbarnes.

### **New Street lamp by the London Road bus stop:**

HDC Building Services Engineer has confirmed (email 14.11.2022) that the 'Winston' Heritage lamp (agreed by Full Council on 7<sup>th</sup> November) will be ordered for the bus stop light in London Road, and will advise on the programme of works.

**RESOLVED** to note the information.

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

### **To Agree quotation for HS2 tree works recommended in the 2022 tree inspection**

Members considered and unanimously **RESOLVED** to engage Sawing Heights to carry out the recommended HS2 tree works on the Council's tree management plan for the quoted cost of £1,560.

### **To Agree quotation for repairs to the picnic bench in the Play Area**

Members considered and unanimously **RESOLVED** to engage Delwood to repair the picnic bench for the quoted cost of £65.

### **To Consider quotation to replace the MUGA lights**

Members considered and unanimously **RESOLVED** to engage J Electrical to replace the 4 MUGA floodlamps at the quoted cost of £510, to include hire of a tower and two engineers.

### **To Receive the November electricity meter reading for the MUGA lights:**

**RESOLVED** to note the following monthly MUGA electricity readings from the Village Hall:

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

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

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

**RECOMMENDATION:** To note the information.

### **To Agree base for the football storage unit**

Members considered and unanimously **RESOLVED** to approve the proposed cellpaving base with small stones for the youth football club's storage unit by the MUGA. This is on the condition that the club has responsibility for the maintenance and repairs. A specification was previously circulated from Mr Mathew Wroe, one of the coaches. He had confirmed that the unit will have gaps for ventilation.

### **To Agree on proposed memorial bench and inscription**

Item deferred pending a quotation from the contractor.



**To Agree on removal and storage of old council documents and filing cabinet from a temporary location in the parish.**

A local resident in Chanctonbury Close has requested that the Council removes archive documents and a filing cabinet which has been stored in her garage since her late husband was the Chairman in the early 2000s. She has requested that the property is removed before Christmas because she urgently needs the space. It was noted that the clerk had briefly inspected the cabinet and documents on Monday 14<sup>th</sup> November and found a number of old minutes which should be retained. There were other assorted documents which appear to be no longer relevant but possibly of historical value. This includes consultation paperwork relating to the Village Design Statement preparation (this now forms part of the Neighbourhood Plan). The cabinet is very rusty but is useful for keeping the documents until a permanent solution is found. Following a discussion it was unanimously **RESOLVED** that the Clerk would offer to sort through the documents in stages for retention or disposal and to arrange the destruction of the filing cabinet at a cost of up to £150 from the budget. Clerk to enquire if West Sussex County Council is still offering a free archiving service.

**To Discuss and recommend proposals for the OSRA 2023/24 draft budget.**

A copy of the Clerk's proposed £17,399 draft OSRA (Open Spaces and Recreation Ground and Allotment) Committee budget with supporting papers was previously circulated. Members discussed and unanimously **RESOLVED** to agreed that the following should be added to the 2023/24 proposed expenditure:

- New toddler swings – to be funded from Community Infrastructure (CIL) monies
- Safety surfacing – as above
- Verge markers on the School Lane boundary of the Recreation Grounds – as above
- Allotment access – measures to resolve obstruction to be funded from CIL monies
- Build earmarked reserves for remedial works in the graveyard

The proposals would be considered by the Finance Committee at its budget review meeting on 5<sup>th</sup> December 2022.

**To Discuss and Agree the WRGC's trustee comments on the Rampion 2 potential changes to the proposed inshore cable route on the Washington Recreation Ground.**

Supporting papers and legal advice via the West Sussex Association of Local Councils were previously circulated. Following a discussion it was unanimously **RESOLVED** to report to the Extraordinary Meeting of the Council (after this meeting) on members' comments expressed during the earlier public session on the Rampion 2 proposed cable route modifications affecting the Recreation Ground.

**To Report the following:**

**Ground Maintenance:** holes on the grounds including one recently excavated behind the bench nearest to the Play Area. Awaiting the groundsman to fill the holes and to quote on filling the 'man-made' one by the bench – this one is not in the way of public access and not hazardous. There are signs of children making dens on the allotment boundary. Pieces of timber have been used to make a footbridge to the allotment.

**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:** one of the MUGA light bulbs has blown and the others are working intermittently or not at all. See earlier meeting item on quotation agreed for replacement bulbs.

The Clerk has purchased 3 replacement basketball nets to replace the damaged ones.

Committee requested to delegate powers to the Clerk to engage a contractor for this within



£50 budget limit or ask Delwood contractors to do this when they fix the picnic bench.

**Children's Play Area:** Picnic bench to be repaired. See earlier meeting item on quotation agreed.

**Bus Shelters:** Nothing further to report.

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

**Parish Noticeboards:** 4 are still waiting repairs. See earlier meeting item.

## **9. Footpaths and Bridleways**

Nothing raised under this item.

### **Planned Closure of Kithurst Hill Car Park**

It was reported that the popular Kithurst Hill Car Park by the South Downs Way, is facing closure on 22<sup>nd</sup> December following WSCC's decision to withdraw its management due to financial pressures. The landowner is unable to insure the car park without their assistance. Other car parking managing companies have not expressed an interest due to the lack of a power supply. It was noted that the car park is a vital link to the South Downs Way and National Park for local residents and visitors further afield. The nearest free car park on the 18-mile stretch was at Whiteways. A copy of an email exchange between a resident and the South Downs National Park Authority was previously circulated. It explained the SDNPA's decision declining assistance due to financial constraints. Establishing a mandatory charging regime and required equipment at such a small car park would not be financially viable, and aesthetically intrusive in such a sensitive landscape. Following a discussion it was unanimously **RESOLVED** to write a letter to the South Downs National Park Authority urging them to re-consider and work with WSCC in finding a solution to keep the car park open. Clerk to action and copy in Cllr James Wright (HDC).

## **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 To Report items for the next Agenda**

None raised.

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

The next meeting dates were noted as follows:

**Finance Committee Meeting:** Monday 5<sup>th</sup> December 2022, 7:00pm

**Parish Council Meeting:** Monday 12<sup>th</sup> December 2022, 7:30pm

**Open Spaces Committee:** No meeting in December

**Planning & Transport Committee:** No meeting in December

There being no further to transact, the meeting was closed at 19:21hours.

Signed.....

Dated..... 23 January 2023 .....