

# WASHINGTON PARISH COUNCIL



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

**MINUTES** of Open Space (Recreation, Allotments, Footpaths and Conservation) Committee Meeting  
to be held on Monday 17<sup>th</sup> July at 7:45pm at Washington Village Hall (Doré Room)

**PRESENT:** Cllr B Hanvey, Cllr T. Keech (Chairman), Cllr A Lisher (co-opted) and Cllr J Luckin

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

**MEMBERS OF THE PUBLIC:** 0

**ABSENT:** Cllr Buddell

The Meeting to be opened by the Chairman at 7:45pm.

**0/7/23/1 To Receive and Approve apologies for absence.**  
The Committee **RESOLVED** to **ACCEPT** apologies from Cllr Buddell

**0/7/23/2 To Receive Declarations of Interest as defined under the Localism Act 2011.**  
None declared.

**0/7/23/3 To Approve the Minutes of the last meeting**  
The Committee **RESOLVED** that the minutes of the meeting on 19<sup>th</sup> June 2023 were a correct record and duly signed by the Chairman.

**0/7/23/4 Public Speaking**  
None.

**0/7/23/5 Outstanding Action and Matters Arising from the last meeting:**  
Members noted the following:

Action	Progress
Quotations for supply and installation of noticeboards. Clerk to action	Actioned. Quotes for supply were agreed by the Council at the FC meeting 3 <sup>rd</sup> July 2023.

Quotation for LED MUGA. Clerk to action	In progress. Quotations to be considered at the next OSRA meeting.
Contact the Football Club to relocate the storage unit by the MUGA fencing near the tennis net cage. Clerk to action	Actioned. Unit moved by the club to the agreed new location.
Tree management – Annual tree inspection to be arranged for August 2023. Clerk to action	Actioned. GTC has confirmed inspection to be undertaken end of the summer.
Arrange skip for clearing rubbish behind allotments. Clerk to action and notify Stewards.	Actioned. Skip to be delivered to the site, pending date agreed with Stewards and Plot holders.
Arrange to have Plot 7 split into two; and to plant hedging in gaps in the hedging by the Recreation Ground. Clerk delegated to action within budget.	Actioned. Groundsman has agreed to do the works and plant hedging in the Autumn. His quotation of £291 was agreed by the Chairman and Vice-Chairman (email 13 <sup>th</sup> July) to be ratified at the FC meeting 7 <sup>th</sup> August 2023.
Council's Liability form for Village Day to be signed by the Hirer. Clerk to action.	Actioned. Signed form received.
Arrange trespass warning notices for the allotment gate and gate to the rear. Clerk to action.	In progress. Notice displayed on main gate. Second notice is pending.

**0/7/23/6 Allotment: To Receive July 2023 inspection report and Consider any actions required.**  
The Allotment was inspected on 17<sup>th</sup> July. The following was reported:

- Most occupied plots were being managed and cultivated. Vacant plots 7 and 11B had been strimmed but needed rotivating in order to make them more attractive for prospective tenancies.
- There was an old slide and rubbish at the rear of vacant Plot 7.
- Rabbits were a big problem on the site and were eating through individual plot fencing and destroying crops. Rabbit-proof fencing around the site was needed to resolve the issue.
- The rear of Plots 5 and 6 on the common land had been strimmed but the area still needed more clearing. The report suggested that a long-term solution would be to turn the area into a wildflower meadow to increase diversity and address low number of pollinators, and to create more plots.
- The Clerk advised on the costs for a skip to clear rubbish on the site and that two Stewards had confirmed their interest in helping with a tidy-up. Plot Holders had been informed and invited to help. One Plot Holder had replied.

Following a discussion the Committee **RESOLVED** to note the report and to ask

the Stewards to make a written proposal for the fencing to be considered at the next meeting. Clerk to seek quotes for rotivating the vacant plots and to make arrangements on hiring a skip for one weekend for up to £350 to clear rubbish from the site.

**O/7/23/7**

**Allotment: To Discuss the Local Authority assessment for a Tree Preservation Order for the Washington Scarlet apple tree and Agree any further action.**

The Committee considered a written report by HDC Arboriculture Officer which advised that given the lack of threat to the tree, it was not expedient to make it subject to a Tree Preservation Order. Following a discussion, Members expressed disappointment but agreed there was no point seeking a review of the decision. It was **RESOLVED** to note the report. Cllr Luckin agreed to notify Roger Brown, the local apple trees specialist, of the outcome and invite him to take cuttings from the tree for propagation and to help ensure the continuation of the rare species.

**O/7/23/8**

**Allotment: To Receive and Agree an application for a vacant plot.**

This item was deferred pending a site visit to be arranged by the Stewards with the applicant.

**O/7/23/9**

**First Extension Graveyard: To Receive July 2023 Inspection Report and Agree any actions required.**

Cllr Luckin's inspection report of the graveyard was previously circulated and there were no matters for further action. The yew tree alongside the fence of Bank Cottage appeared to be greener and healthier since the last inspection, likely due to the recent rainfall, and was no longer a concern. The clerk reported that the annual inspection of the trees would be conducted by Gale Tree Consultancy at the end of the summer. The Committee thanked Cllr Luckin and **RESOLVED** to note the report.

**O/7/23/10**

**To Consider a quotation for the installation of two Council noticeboards**

A quotation was previously circulated from Nick Blunt Fencing Ltd of £270 to install the new post-mounted double noticeboard at the Hampers Lane/Sanctuary Lane site and £125 to install the wall-mounted double noticeboard at the Village Hall. The quotations for the supply of the boards were approved at the Full Council Meeting on 3<sup>rd</sup> July last. The Committee **RESOLVED** to approve the quotations for the installation. It was agreed that the contractor had previously carried out a high standard of similar work for the Council in 2021 and 2022.

**Washington Recreation Ground and Parish Property**

**O/7/23/11**

**To Consider quotation to repair or replace gate post near the Village Hall**

It was reported that the post for the pedestrian gate by the Village Hall was rotting at the base and had become partially dislodged from the concrete but was not hazardous. The Committee **RESOLVED** to approve a quotation by Nick Blunt Fencing Ltd for £250 to supply and install a new post.

**O/7/23/12**

**To Approve quotation to replace gates to the Play Area**

A quotation to supply and install new gates to the Play Area was not received in time for the meeting. The Committee **RESOLVED** to defer this item to the Full Council Meeting on 7<sup>th</sup> August.

**O/7/23/13**

**To Review the provision of the Council's business waste bin**

It was reported that the Council's business waste bin in the Village Hall car park (managed by the Council) was overflowing from fly-tipping rubbish on 10<sup>th</sup> July. The clerk had cleared the rubbish, and locked and relocated the bin. There had been no

issues since. A key and instructions had been given to the Litter Warden. Following a discussion it was **RESOLVED** to continue monitoring the situation and to review again if the problem re-occurs.

- O/7/23/14 To Consider a hire request from the Storrington Community Football Club**  
The Committee considered a request from the Storrington Community Youth Football Club to hire the Recreation Ground pitch on Thursday evenings 6-7pm for pre-training and games from July to end of September and for the season from the end of September to April. The Council charged £310 for the last season plus £25 per weekend home match. Following a discussion, the Committee **RESOLVED** to **AGREE** the hire subject to the usual conditions. Clerk to notify the Club.
- O/7/23/15 To Consider a hire request from the Ashington Cougars**  
The Committee considered a request from Manager of one of the youth teams of the Ashington Cougars, Peter Evan, to hire the Recreation Ground football pitch over the summer in July and August on Tuesdays from 5-6pm for training. Following a discussion, the Committee **RESOLVED** to **AGREE** the hire request at £10 per session for the two months, subject to the usual conditions.
- O/7/23/16 To Report the MUGA lights electricity reading for June 2023**  
The Committee noted the MUGA lights and security light electricity meter reading on 30<sup>th</sup> June of 06127. There was no change from the reading in May.
- O/7/23/17 To Receive reports on the Council's assets**  
The following reports were considered:
- Ground Maintenance:** Recent transfer of the football storage unit by the hall has left a patch of bare ground. Clerk advised that this is turfed or re-seeded. Following a discussion, the Committee **RESOLVED** to seek quotations from The Groundsman to turf this area and the newly infilled hole by the bench close to the Play Area. Clerk to action.
  - Village Hall – pathway and carpark:** No further report.
  - Defibrillator at the Village Hall:** Unit is intact and charged.
  - Defibrillator at Pixies Corner:** Unit is intact and charged. Cllr Lisher noted that the unit's post did not look secure. Following a discussion, the Committee **RESOLVED** to seek a quotation from Nick Blunt Fencing Ltd to repair. Clerk to action. Cllr Lisher agreed to clean the unit
  - MUGA:** Damaged goal repaired.
  - Children's Play Area:** Nothing further to report.
  - Bus Shelters:** Nothing further to report.
  - Vera's Shelter:** Nothing further to report.
  - Parish Noticeboards:** Decommissioning notices had been displayed on the Council's single boards at Montpelier Gardens and Spring Gardens. No feedback received from the public. To be reviewed at the next meeting.
- O/7/23/18 Rampion 2: To Report any updates affecting the Washington Recreation Ground**  
It was reported that the clerk had provided copies of registration documents (10<sup>th</sup> July) confirming the Village Green status of the grounds, at the request of the Rampion 2 land agents Carter Jonas. The Committee **RESOLVED** to note the information.

0/7/23/19

Any other urgent Open Space, Recreation & Allotment and Footpaths & Conservation issues that may arise OR items for the next Agenda.  
No items requested. The Committee **RESOLVED** to cancel the next meeting on 21<sup>st</sup> August 2023 unless there are any urgent matters of business.

0/7/23/20

**Date and Time of next meetings**

To Note the next meeting:

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

There being no further business to transact, the Chairman closed the meeting at 8.30pm.

Signed.....

Dated.....

18/9/23