**Washington Parish Council**

**Open Spaces (Recreation, Allotments, Footpaths and Conservation) Committee Meeting**

**MINUTES** of the Committee Meeting held on Monday 26th April, 7:00pm via the Zoom Online Meeting Platform.

**PRESENT:** Cllr S Buddell (SB), Cllr B Hanvey (BH), Cllr A Lisher (AL), Cllr G Lockerbie (Chairman) and

Cllr K Woods (KW)

**ALSO:** Clerk to the Council

**MEMBERS OF THE PUBLIC**: 0

**ABSENT:** 0

The Chairman opened the meeting at 7:05pm

1. **Receive apologies for absence**

None

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1. **Declaration of interest and Dispensations**.

None.

1. **Approval of the Minutes of the last OSRA (Open Spaces, Recreation and Allotments) meeting**

**RESOLVED** that the minutes of the meeting on 15th March 2021 are approved as a correct record

1. **Public Speaking**

No public speaking or reports

1. **Allotments**

 **To Report Tenancy Agreement received for Plot 7**

 **RESOLVED to NOTE** that the signed tenancy agreement, rent and deposit is received from the

 new tenant of Plot 7, Ms Josephine Stonard.

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 **To Report update on the Allotment Waiting List.**

The Clerk reported thefollowing names are on the waiting list:

1. Mr Ryan Hone, Ashington - 29th Oct 2020
2. Ms Alice England, Washington – 20 Feb 2021
3. Ms Sophie Tullett of Washington – 27 Mar 2021.
4. Ms Deborah Gamble of Washington – 26th April 2021

The Chairman suggested stewards contact people directly on the waiting list when a plot becomes available. **RESOLVED** to **AGREE** subject to consent from those on the list to share their contact details. Clerk to action.

 **To Report on the monthly Allotment inspection**

 The Chairman reported good progress on the allotment during his recent visits this month with no

 issues. He had taken some photos of the site which he hopes will be published with his article

 for the parish council’s spring newsletter. **RESOLVED to NOTE** the inspection report.

1. **Recreation Ground, Parish Property and First Extension Graveyard**

**Matters arising from the last meeting:**

* **Disposal of the Parish Council’s redundant bus shelters**

The Clerk reported that Cllr Henderson’s neighbour has not been in touch to take up the offer of the bus shelters opposite the former Chardonnary Restaurant and Spring Gardens. The next person on the waiting list has been notified that they have become available again. She advised that the Committee might reconsider retaining and repairing the shelter opposite the former restaurant. This follows a recent request by WSCC ward member for the(Storrington Division (includes Washington) Cllr Paul Marshall that the parish council leads on a Community Highways Scheme application to improve the Rock Road/A24 junction. This would include a slip lane for public transport in order to re-instate the bus service. Member agreed that the Highways Authority would need to make provision for a new shelter if the scheme is successful. BH proposed and it was **RESOLVED** unanimously that the committee continues with the disposal of the redundant shelters. Clerk to action.

* **Morris dancing practice on the MUGA**

The Chairman reported that he and the Parish Council Chairman approved a hire request by the Temporary Measure North West Clog Morris Dancers for a two hour practice session on the MUGA on 19th and 25th April. This was on the basis that the musical accompaniment is not amplified and to follow Covid restriction guidelines. Clerk has invoiced the group £20 for the hires and has received a further request for another session in May on a date to be advised. The organiser has signed the parish council’s indemnity form.

**RESOLVED** to ratify approval of the April hires and to approve the additional hire request if it does not conflict with a prior booking. Clerk to request that the organiser makes group bookings.

* **Quotations for bollards to protect Recreation Ground verge, School Lane**

The Clerk reported that she has received a quotation from Contractor A for verge posts and is awaiting clarification of a quotation by Contractor B. **RESOLVED** to note that quotations will be considered at the appropriate Full Council Meeting.

1. **To Consider Recommendation and quotation to fell the small-leaf lime in the closed graveyard**

A copy of Gale Tree Consultancy’s inspection report of the small-leaf lime tree in the First Extension Graveyard was previously circulated. Members noted its findings that decay in the tree has advanced since the last detailed evaluation in 2017. **RESOLVED** unanimously to **APPROVE** the report’s recommendation to fell the tree in the interests of public safety within the next 12 months; to seek prior approval from the Local Planning Authority for the works because the tree is in a conservation area.

. A quotation from a local tree surgeon to fell the tree was considered. This includes the planning

 application. It was **RESOLVED** unanimously to seek a further quotation. Clerk to action for

 consideration at the next meeting,

 **To Approve Payments**

 **RESOLVED** unanimously to **APPROVE** payment of invoice for £180 to Gale Tree Consultancy for the

 tree inspection report. .

**To Consider quotation to replace the safety surface of the seesaw in the Play Area**

 Members considered and **RESOLVED** unanimously to engage Derek Collis to replace the safety

 surface under the Play Area see-saw for his quotation of £700.

 **To Agree Annual Play Inspection**

 **RESOLVED** unanimously to delegate authority to the Clerk to arrange the annual play inspection

 due in June/July.

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 **To Consider hire request for a family gathering on the Recreation Ground on Sunday 27 June**

 Members considered and **RESOLVED** unanimously to **APPROVE** a hire request by Mrs Nicola

 Carver for part of the grounds for an annual family gathering on Sunday 27th June noon-6pm.

 This is subject to the Government’s Covid-19 safety restrictions. The hire is £20 and Mrs Carver

 has signed the parish council’s indemnity form. The Clerk has notified the Parish Council’s insurers.

 **To Consider hire of the Recreation Ground for dog training classes on selected dates**

Members considered and **RESOLVED** unanimously to **APPROVE** the annual hire request for part

 of the grounds by Ms Pat O’Shea of the Findon Dog Training Club for classes on the following dates,

 weather-permitting on Tuesdays April 27th, May 4th and 11th.  6-8pm. This is subject to the

 Government’s Covie-19 restrictions. The £50 hire fee is received. **RESOLVED** unanimously to **RATIFY**

 **APPROVAL** of hire on Tuesdays 13th & 20th April. A copy of the club’s CFSG document, insurance

 policy and risk assessments were noted.

 **To Report monthly inspection of the First Extension Graveyard**

 A copy of AL’s April inspection report of the closed graveyard was previously circulated**.** Members noted the report and ongoing tree management of the ground. **RESOLVED** to **NOTE** the

 report and that there were no matters requiring urgent attention.

 **To Report the following:**

 **Defibrillators at Pixies Corner and Village Hall**

 The Clerk advised that the batteries may need replacing and that the cost is in the region of £90 for

 each unit. **RESOLVED** unanimously that both batteries are replaced if required and to delegate

 powers to the Clerk to place an order with the usual supplier.

**Ground Maintenance**

 Members noted that the Clerk has sought a quotation from Derek Collis to replace the missing

 MUGA safety sign, damaged basketball nets and repair the bench by the Village Hall. To be

 considered for approval at the next meeting.

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 **Village Hall**

 Nothing further to report

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 **Fencing**

 Nothing further to report

 **Benches**

 The bench seat by the Village Hall has a loose timber section and requires repair. Clerk has

 sought a quotation from Derek Collis for repairs.

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 **MUGA**

 Following the Government’s Road Map for Covid-19 restrictions on 12th April, the MUGA is

 open for up to 6 in a group or a larger group of any size from up to 2 households (including their

 support bubbles). Social distancing required for those outside the group, and hand sanitisation.

 **Children’s Play Area**

The Play Area remains open with above Covid restrictions in place. Nothing further to report

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 **Vera’s Shelter**

Nothing to report.

 **Telephone box at Sanctuary Lane**

 Nothing further to report

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  **Bus Shelters**

 See main agenda item on disposal of redundant shelters**.**

 **Parish Noticeboards**

 Clerk to seek quotations on repairing the noticeboards for consideration by the Committee

 when it next meetings in the Village Hall.

1. **Footpaths and Bridleways**

Nothing further to report

1. **Conservation Issues**

The Parish Council agreed at its meeting on 12th April not to sign the Standard Form of Consent to proceed with the partial management of the Triangle at this time. This is due to concerns about the risks and costs to the parish council which would be required to indemnify any injuries or damage over something it has no control. There was also concern about who would do the work and the level of responsibility in the management plan.

1. **Any other Open Space, Recreation & Allotment and Footpaths & Conservation**

 **issues that may arise OR items for the next Agenda (information only)**

 Members agreed to include an agenda item on the Full Council Meeting of 21st June to consider

 the need for a pedestrian crossing outside Millford Grange for safety reasons.

1. **Date of the next meetings**:

 **Meetings via Zoom**

 Annual Parish Council Meeting: Tuesday 4th May, 7:00pm

 Parish Council Meeting: Tuesday 4th May, 7:30pm

 **Meetings in the Dore Room, Washington Village Hall**:

 Full Council Meeting Monday 21st June, 7:30pm

 Full Council Meeting Monday 5th July, 7:30pm

 OSRA Committee Meeting: Monday 19th July, 7:00pm (cancelled in May and June)

 Planning & Transport Meeting: Monday 19th July, 7.45pm (cancelled in May and June

 There being no other business to report, the meeting was closed at 7:40pm.

 **Signed……………………………………………**

 **Dated…………………………………………….**