** Washington Parish Council**

 **Open Spaces (Recreation, Allotments, Footpaths and**

**Conservation) Committee Meeting**

Draft **MINUTES** of the Notes for the Committee Meeting held on Monday, held on 15th February, 2021.

 **PRESENT**: Cllr S Buddell, Cllr B Hanvey, Cllr A Lisher, Cllr G Lockerbie (Chairman) and Cllr K Woods.

**ALSO**: Clerk to the Council

**ABSENT:** 0

The Chairman opened the meeting at 19:00 hours

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 Open Spaces (Recreation, Allotments and Open Spaces meeting**

The draft minutes of the meeting on 18th January 2021 were approved.

1. **Public Speaking**

A resident reported that he is pleased with the SDNPA’s successful CIL bid for its

application for the Millennial Way. He understood from the clerk that the proposals were still in

the early stages and would be subject to consultation with landowners before going out to formal

consultation with stakeholders and the public, including the Parish Council. However, he hoped that the pathway would not form part of the bridleway outside his property and supported the

applicant’s personal preference for it to be on Highways land, if it is near the road. He would be

be contacting the applicant directly and thanked the Committee for all it does for the parish’s open

spaces and public rights of way.

*The Chairman thanked him for speaking and that the Council would be in a position to comment*

*on the proposals once notified as a consultee. It would carefully consider the speaker’s comments, and any others, submitted at that stage*

1. **Allotments**

**To Report on Allotment received and signed 2021 Tenancy Agreements.**

Members noted thatall outstanding rent and tenancy agreements have been received.

The clerk reported a request by a tenant for the Council to complete his agreement electronically rather than as a hard signed copy. **RESOLVED** to discuss at a future tenancy review

 **To Consider tenancy application for Plot 7**

 The Clerk reported that she has not yet received confirmation of an application for Plot 7

 following an expression of interest from Mrs Jenny Callaghan. **RESOLVED** to offer the tenancy to

 Mrs Callaghan upon signed acceptance before 22nd February. Otherwise, to invite the next person

 on the waiting list to make an application.

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

 **RESOLVED** to note there are 2 people on the Waiting List and no further enquiries.

**To Receive monthly inspection of the Allotment site and Consider any recommended action.**

The Chairman reported that a lot of work has taken place on site and it was looking very

presentable**. RESOLVED** to **NOTE** the Chairman’s report and that there were no issues for consideration.

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

 **To Consider quotations for the Ground Maintenance**

Members considered two quotations for the 2021 grounds maintenance. It was noted that

 a third contractor was unable to quote and there was no reply from two other contractors.

 **RESOLVED** to recommend approval of Contractor A’s quotation for a 3-year basis.

 To be considered at the next Full Council Meeting on 1st March, 2021.

 **To Report update on disposal of the Parish Council’s redundant bus shelters**

Members noted there is no interest from the Council’s advert for the two redundant shelters in

 the parish. A neighbour of the Vice-Chairman had previously expressed an interest.

 **RESOLVED** to ask the Vice-Chairman to enquire if his neighbour is interested in one or both

 of the shelters. Removal to comply with any requisite safety requirements from the Highways

 Authority and make good the site. Clerk to report back to the next meeting.

 Consideration of a safety inspection regime is deferred to the next meeting.

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

 AL reported on his February inspection with no issues arising. Following a short discussion, it was

 **RESOLVED** to **NOTE** the report.

 **Payments for Approval**

 Members noted that the fencing works are completed on the Recreation Ground by Nick Blunt

 Fencing Ltd and have been complimented by a local resident in an email to the clerk.

 The contractor’s invoice for payment of £4,216.80 was considered and it was **RESOLVED** to

 to recommend approval. It was further **RESOLVED** to thank the clerk for her work towards the

 fencing project.

 **RESOLVED to note the following reports:**

 **Defibrillators at Pixies Corner and Village Hall**

Both sufficiently charged.

**Ground Maintenance**

Contractor DerekCollis to advise when he will be repairing the animal holes on the Recreation

 Ground. Ditches fairly full along Allotment and London Road boundaries after weeks of heavy

 rainfall but not overflowing.

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 **Village Hall**

 No further flooding by MUGA light meter box. Contractor Nick Blunt has installed handrail

 either side of steps from the rear fire exit.

 **Fencing:**

 Nick Blunt has replaced all the damaged fencing by the cinder footpath and those which needed

 replacing by the Village Hall. He has also replaced damaged posts and gate leading to the Village

 Hall and one to the woodland behind the Allotment.

 **Benches**

 Eco-mats to be fitted by Derek Collis in the next few days.

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 **MUGA**

No further maintenance issues to report.

 **Children’s Play Area**

 Gates are now self-closing. The picnic bench is repaired and fencing by the far gate is re-attached.

 Matting is lifting under the seesaw **RESOLVED** to seek quotation for its repair.

  **Vera’s Shelter**

Nothing further to report.

  **Bus Shelters**

 Nothing further to report. See main agenda item on disposal of redundant shelters**.**

 **Parish Noticeboards**

 Disposal of the damaged/surplus boards in Spring Gardens and Rock Road to be considered

 at the next Full Council Meeting on 1st March.

1. **Footpaths and Bridleways**

Nothing further to report

1. **Conservation Issues**

Area Highways Manager for West Sussex, Mike Thomas, has agreed to look into updating the Standard Form of Consent for the Parish Council to partially manage the Triangle. To be

presented to Full Council for approval at the next appropriate meeting.

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

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

 **RESOLVED** to **NOTE** the following reports from the clerk:

* Fly tipping in The Hollow reported by Cllr Paul Marshall was removed by the Hop Oast team on 1st February. The rubbish bags by the salt bin in the Village Hall car park have also been removed

* J Electrical has confirmed it will be carrying out the Council’s annual electrical inspection of the MUGA lights and street lamp on 17th February 2021.

* Mr Steve Trott has agreed to replace the missing glass in the telephone box,

 Sanctuary Lane once the weather improves.

* A contractor has agreed to advise and quote on a solution to protect the School Lane/Recreation Ground verge. Following a discussion, it was **RESOLVED**

to seek a further quotation on reflective marker posts previously suggested by the Vice Chairman, and to be placed at 1.5metre intervals unless otherwise advised; a quotation

for a solution to protect the exposed water cover. Clerk to action.

* Land ownership details of the Recreation Ground and Allotment have been submitted to Carter Jonas, land agents for the Rampion 2 proposals, as agreed by Full Council on 1st Feb 2021.

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

 Parish Council Meeting: Monday 1st March 2021, 7.30pm

 OSRA Committee Meeting: Monday 15th March 2021, 7pm

 Planning & Transport Meeting: Monday 15th March 2021, 7.45pm

 There being no other business to report, the meeting was closed at 19:40 hrs.

 **Signed……………………………………………**

 **Dated…………………………………………….**