** Washington Parish Council**

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

**Conservation) Committee Meeting**

**Draft MINUTES** of the Committee Meeting held on Monday, held on 16th March, 2020 at Washington Village Hall

**PRESENT:** Cllr B Hanvey,Cllr A Lisher and Cllr G Lockerbie (Chairman),

**ALSO:** Clerk to the Council

**MEMBERS OF THE PUBLIC**: 0

**ABSENT:** Cllr Buddell and Cllr Woods

**The meeting was opened at: 19:10 hours**

1. **Receive apologies for absence**

**RESOLVED** to accept apologies from Cllr Buddell and Cllr Woods.

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

None declared.

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

**RESOLVED** that the minutes of the meeting on 17th February, 2020 were AGREED as a correct record and duly signed by the Chairman.

1. **Public Speaking**

None.

1. **Allotments**

 **To Receive March Allotment Inspection Report and Consider any**

 **recommendations**

The Chairman gave a report at the meeting. **RESOLVED** to **NOTE** the report and that there were no matters of concern.

.**To Consider any application for vacant Plot 9A**

 **RESOLVED** to **NOTE** there were no applications for 9a and to advertise it in the

Council’s Spring Newsletter. Clerk to action..

 **To Report on Notice to Quit Plot 6**

 **RESOLVED** to note 12 months’ notice to quit received from the tenant of Plot 6 who

 is moving outside the parish.

 **To Report on change of address for the Tenancy of Plot 7**

 **RESOLVED** to note change of address of tenant of Plot 7 who is moving outside the

 parish and to **AGREE** continuation of Tenancy for the remainder of year subject to

 the terms of the Agreement.

 **To Receive confirmations of attendance at the 2nd Allotment meeting on 14th**

 **April.**

 **RESOLVED** to **NOTE** confirmation of attendance of the meeting from the Chairman

 of the Council, Chairman of OSRA and 3 Tenants. It was noted that the meeting

 may be cancelled pending decision at the Council’s Emergency Meeting, due to

 recent Government advice on the coronavirus outbreak.

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

**To Consider a request to move a dog bin**

Members discussed a request from the Village Hall Committee to re-locate the dog bin by the car park to a safer location. It was noted that it is one of four bins which were installed by HDC on the Recreation Ground subject to a safety survey.

**RESOLVED** to request HDC’s Litter and Cleansing Team to advise on what action they proposes to address the concerns. Clerk to action.

**To Consider and Agree proposed car park signage from the Village Hall Committee.**

Members discussed the Village Hall’s proposed new sign asking drivers to “please park prettily” in the car park. It was noted that the Parish Council agreed at its last December meeting to provide the signage in order to address the Village Hall’s serious concerns about inconsiderate parking. This would be subject to final approval of the design and costings by Full Council. The Clerk reported that she had not received costings or quotations as requested. Members were concerned that the proposed wording may require more impact.

**RESOLVED** to invite the Village Hall Committee to reconsider the design and re-submit this with costings for consideration by Full Council.

**To Consider a proposal and quotation to refurbish MUGA Rotary Club bench.**

Members considered a quotation of £370 by TJM Contractors to refurbish the Storrington Rotary Club bench which has fallen into disrepair. It was recently replaced with a bench in memory of former councillor Lesley Britt.

**RESOLVED** to offer the bench to the Storrington Rotary Club or dispose of it according to the Council’s bench policy if they decline. Clerk to action.

 **To Report Diocesan advice on faculty licensing for maintenance in the First**

 **Extension Graveyard.**

 Members discussed correspondence from the Church Diocese advising of the

 Parish Council’s legal obligation to have a Faculty licence for maintenance works in

 the closed graveyard.

 **RESOLVED** to **APPROVE** a licence application and payment of £302 fee subject to

 confirmation that it is for all works and for an indefinite period. Clerk to action.

 **Recreation Ground, Parish Property and Closed Graveyard reports:-**

  **To Receive inspection report of the First Extension Graveyard and consider any**

 **recommendations.**

 Cllr Lisher’s inspection March report of the closed graveyard was circulated and

 discussed. **RESOLVED** to note the report and that there were no items of concern.

 **RESOLVED to** **NOTE** the following for information:

 **Defibrillators**

 Both units fully charged.

**Ground Maintenance**

 The Chairman reported that the agreed contractor has not responded to several

 reminders from the Clerk to confirm ditch clearance on the grounds.

 **RESOLVED** to caution the contractor to respond or risk o

 **Village Hall**

 **RESOLVED** to **NOTE** that the Parish Council agreed at its last meeting to seek

 contractors to advise on reports of water-logging at the rear of the Hall.

 Any recommended works with quotations to be considered by Full Council.

 **Fencing:**

 Nothing further to report

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  **Benches**

 TJM Contractors to stain benches in the Spring when weather improves.

 **Jubilee Tree**

 No further deterioriation to report.

 **Lime tree**

 Nothing further to report.

 **MUGA**

 Nothing further to report.

 **Children’s Play Area**

 Gates not self-closing. Quotation for repairs are pending.

 **Vera’s Shelter**

 No further issues to report.

  **Bus Shelters**

 No further issues to report.

 **Parish Noticeboards**

 Revised quotation pending for refurbishment works.

1. **To Approve Payments**

**RESOLVED** to approve payment of £34.45 to HDC for 2020/21 Q1 dog bin emptying

1. **Footpaths and Bridleways**

Nothing further to report.

1. **Conservation Issues**

The Chairman reported WSCC’s further clarification on the Parish Council’s indemnity for conservation maintenance on the Triangle. The Clerk confirmed insurance cover for volunteers under the Council’s own policy subject to risk assessment. It was noted that WSCC’s Senior Community Communications Officer, Darren Rolfe, has previously confirmed his willingness to help and provide tools for clearing vegetation.

**RESOLVED** to defer full discussion and decision to sign the Standard Form of Consent to Full Council.

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** there were no otherissues to report.

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

**RESOLVED** to **NOTE** the dates of the following:

Parish Council Meeting, 6th April, 2020.

Open Space and Planning & Transport Committees: 20th April, 2020

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

**Signed……………………………………………..**

**Dated………………………………………………**