** Washington Parish Council**

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

 **Conservation) Committee**

**MINUTES** of the Committee Meeting held on Monday 15th November 2021 at Washington Village

Hall (Dore Room).

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

**ALSO:** Clerk to the Council Zoe Savill

**MEMBERS OF THE PUBLIC:** 1

**ABSENT:** 0

The Chairman opened the meeting at 18:30 hours

1. **Receive apologies for absence**

None received

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** to **APPROVE** the minutes of the last meeting on 18th October 2021 as the correct

record and duly signed by the Chairman.

1. **Public Speaking**

None.

1. **Allotments**

 **To Report monthly inspection of the Allotment and consider any recommended action**

 GL reported on the recent allotment inspection. There were no issues of concern or

 recommendations for action. The report was **NOTED**.

 **To Report on the following Allotment Notices:**

 **Notice to end tenancy of Plot 8**

 The tenant has given notice to terminate her tenancy 31st December 2021

 **RESOLVED** to **ACCEPT** the notice as per the terms of the Tenancy Agreement. Stewards have been

 notified and the next person on the waiting list will be invited to make an application for the plot.

 The information was **NOTED**

 **Notice of Termination of Tenancy for Plot 11B**

 As agreed at the last meeting, a notice to terminate the tenancy of Plot 11B has been served upon

 the tenant by Recorded Delivery and to vacate the plot on 28th November 2021 as per the terms

 of the Tenancy Agreement. There has been no response from the tenant. The information was

 **NOTED**

 **Notice of 2022 Rent Increase with letters of demand**

Letters with notice of a 2.8% rent increase from January 2022 sent to all tenants as agreed at

 the last meeting. One early payment received from Tenant of Plot 9B. The information

 was **NOTED.**

 **To Consider an application for the tenancy of Plot 11B (or Plot 1)**

 The first person on the waiting list has confirmed an interest but has not yet made a site

 visit with stewards. **RESOLVED** that in the absence of a tenancy application in the next two weeks

 the plot will be offered to the next person on the waiting list.

 **To Report on the Allotment Waiting List**

 It was **NOTED** that there are 4 other people on the waiting list. In order of priority, the

 next two will be invited to make an application for one of the other plots to become vacant.

 **First Extension Graveyard**

 **To Report monthly inspection of the First Extension Graveyard and Consider any recommended**

 **action.**

 AL’s November inspection of the closed graveyard was previously circulated. There were no issues

 of concern or recommendations for action. It was noted that the grass was quite long due to

 the mild weather. The clerk would notify the groundsman. The diseased small-leaf lime tree had

 been felled in the morning prior to this meeting, as previously agreed. Invoice pending.

 The report and information was **NOTED**.

1. **Recreation Ground and Parish Property**

**To Report on any matters arising from the last meeting.**

* **Minor injury accident 6th October 2021 update:** The Clerk is in the process of providing more information for the Council’s insurers.
* **The Council’s quarterly litter bin collection is in place and the Parish Litter Warden notified.**
* **Further delay on reinstating the bus stop street light, London Road**: SSE still waiting on UK Power Networks to supply power for the new light. Mr Chris Jende, HDC Building Services Engineer reported on 3rd November that he will chase it again this week.
* **New goal posts on the Recreation Ground and goal nets on the MUGA**

The Clerk has engaged Mr Derek Collis’s services to supply and install the

new goal posts on the grounds and MUGA goal nets as agreed**.** Awaiting confirmation of commencement of works.

* **Pathway lamp between The Holt and The Street in the Village**

 The Clerk notified WSCC of this Committee’s decision not to take any further action on

 the faulty lamp between The Holt and The Street, or responsibility for it. No response.

 **RECOMMENDATION: To NOTE the reports**

 **To Consider the disposal of the council’s two redundant bus shelters**

West Sussex County Council has advised that the approximate cost of disposal of the

 Parish council’s redundant bus shelters along the A24 (one by the northbound carriageway near the

 former Chardonnay restaurant and one on the southbound carriageway opposite Spring Gardens)

 will be approximately £4,264 to include £2,000 for the required hire speed lane closures.

 The Parish Council’s publicity campaign to offer the shelters free of charge subject to payment of

 removal costs, had been unsuccessful.

 BH proposed that subject to a confirmed quotation, the PC progresses this as a community

 environmental scheme to remove derelict and unsafe buildings and make good the site , to be funded from some of the parish’s Community

 Infrastructure Levy funds. **RESOLVED** to AGREE the proposal as a recommendation to approve

 at next Full Council Meeting.

 **To Review the safety signage for the Play Area**

Members considered if it is necessary to amend the safety signage outside the Play Area regarding

 supervision of children. An example of signage used by Horsham District Council was

 previously circulated. Following a discussion, it was **RESOLVED** to defer a decision pending

 advice from the Council’s insurer. Clerk to advise at the next appropriate meeting.

 **To Consider quotation for 2022 grass-cutting at Vera’s Shelter**

Members were pleased to note that Mr Steve Trott confirmed he is happy to continue

 with the grass cutting and gardening of the shelter next season on the same basis as

 before. **RESOLVED** to engage his services for 2022 and to **APPROVE** his invoice payment

 of £312 for this year’s services.

 **To Consider making a project bid for Community Infrastructure Funds from the South Downs**

 **National Park Authority**

Members discussed the invitation to bid for SDNPA CIL funds for 2022/23 towards existing or new

 infrastructure project. It was noted that the Council’s previous application for

 funding towards the proposed link pathway on the Recreation Ground was unsuccessful.

 Following a discussion, it was **RESOLVED** not to proceed with the SDNPA CIL bid AND to consider

 improvements to the Recreation Ground pathways and Play Area from existing and

 anticipated CIL developer funds in the parish from Horsham District Council. To be discussed at the

 next appropriate meeting pending estimated costs from Mr Collis. Clerk to chase.

 **Ground Maintenance**

It was NOTED there was nothing further to report.

**Village Hall:**

Pathways around the hall and to the Play Area are cracked in places but not worsening and not

 hazardous. Quotation for repairs is pending from contractor Mr Collis.

 **Defibrillators:**

The defibrillator unit at theVillage Hall is 75% charged. Inspection pending for the unit at

 Pixies’ Corner.

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**MUGA**

Awaiting goal nets to be replaced and kickboards to be repaired by contractor Mr Collis.

 **Children’s Play Area**

 GL suggested replacing the chain connections which are showing signs of minor wear on the

 infant swings or perhaps replacing with new swings next year. Clerk confirmed that the chains are

 being monitored and that she has sought quotation for the replacement as well as new swings since

 the ones in the play area predate all the other equipment. So far, The Play Inspection Company has

 responded but declined (email 15th November) to quote. Clerk to seek quotes from other providers

 for consideration at the next appropriate meeting.

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 **Bus Shelters**

It was NOTED there was nothing further to report

 **Vera’s Shelter**

It was NOTED there was **n**othing further to report.

 **Parish Noticeboards**

 Awaiting repairs by Mr Collis. Clerk to chase for commencement date.

1. **Footpaths and Bridleways**

 **Report of overgrown path to WSCC**

 It was NOTED that a resident has reported an overgrown pathway northbound along the A24 to

 Squires garden centre. A copy of an email response from West Sussex County Council’s Public

 Rights of Way was previously circulated. It confirms they will prioritise works to clear the path and

 that the maintenance programme had been delayed because of Covid-related staffing issues.

 GL reported that there is also a tree obstructing the same pathway and that he hoped this would

 be included in the works.

1. **Conservation Issues**

It was NOTED there is nothing to report.

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1. **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**

 To raise any urgent issues, e.g., maintenance AND/OR put forward any items for consideration at

 the next meeting.

1. **Date of the next meetings at the Washington Village Hall**

 **Parish Council Meeting:** Monday 13th December 7:30pm

 **Committees: none in December**

 **Committees:** Monday 10th January 2021 from 7:00pm

 There being no other business to transact, the meeting was concluded at 19:10 hrs.

 **Signed……………………………………………**

 **Dated…………………………………………….**