**Washington Parish Council**

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

**Conservation) Committee Meeting**

**Draft MINUTES** of the Committee (online) Meeting held on Monday, held on 18th January, 2021

**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**: None

**ABSENT**: None

The Chairman opened the meeting at 19:00 hours.

1. The were no **APOLOGIES** for absence.
2. There were no **DISPENSATION** requests and no **DECLARATION OF INTEREST** on agenda items
3. The **MINUTES** of the meeting held on 16th November 2020 were approved.
4. There was no **PUBLIC SPEAKING**

1. **Allotments**

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

Members noted that a sum of £309 rent income and 11 signed Tenancy Agreements received before the due date of 9th February 2021. A comment was further NOTED from a plot holder that the £30 rent for Plot 5 is unfair as it is not much larger than some of the half plots being charged £15. The £30 rent was paid in full for Plot 5. The Chairman reported that this was a fair point and that it had been previously agreed with the plot holder that the matter would be looked at again later this year, perhaps calculating the rents on a square metre basis. He reported at this meeting that based on 12p per square metre of the existing measurements on parish files, the same rental income would be generated, but with slight adjustments of sizes on each plot. It was his intention to remeasure them as accurately as possible later this Spring with the view to revisiting the rent charges for 2022.

**RESOLVED** to note the rent reports AND to notify the plot holder for Plot 5 confirming the Committee’s intention to revisit the 2022 rents once plots have been remeasured. Clerk to action.

**To Consider a request for continuation of pro-rata rent for Plot 13.**

Tenant of Plot 13 has requested that the rent is reduced to £24 in line with the previous reduction for this plot because it is historically uncultivatable. The plot is used to keep hens.

**RESOLVED** to **AGREE** reduced £24 rent for Plot 13 already received.

**To Report withdrawn interest for tenancy of Plot 7**

Members NOTED that the prospective tenant has confirmed on 12th January that they no

longer want to take up the tenancy for Plot 7. There are two people on the waiting

list from this parish. Following a discussion it was **RESOLVED** to invite an application

from the next person on the list for the whole plot.

If no interest, to split the plot into more manageable halves naming them 7A and 7B and to invite

applications from both persons in the parish on the list. Clerk to action.

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

There were no issues or recommendations for action in the Chairman’s December/January inspection report.

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

**To Consider quotations for the 2021 Ground Maintenance**

This item is deferred to the next meeting**.**

**To Consider quotation to replace missing glass in Sanctuary Lane telephone box.**

Members considered and **RESOLVED** to **AGREE** a quotation of £155 from Mr S Trott

to replace missing glass on the parish council’s phone box. Clerk to contact Mr Trott

to engage his services for the works.

**To Consider disposal of the Parish Council’s redundant bus shelters**

Member discussed disposal of the 2 redundant wooden shelters along the A24

(opposite the old Chardonnay restaurant and Spring Gardens**),** agreed at the Full

Council Meeting on 4th January. **RESOLVED** to **AGREE** advertising the

sale of the shelters for a specified 4-week period on the council’s website and

that removal must comply with the prevailing highway safety requirements. Clerk

to action and also to seek advice from the Highways Authority.

Discussion on the inspection regime of the two remaining shelters to be deferred to

the next meeting for consideration.

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

There were no issues or recommendations for action in AL’s January inspection report.

**To Consider invitation to identify potential lost rights of way in the Washington**

**parish**

Members discussed an invitation from the Ramblers’ ‘ Don’t Lose Your Way’ campaign to help

identify potential lost rights of way in the parish before the end of January.

A map of the paths were previously circulated. KW reported that those which have been

discovered are from historical maps going back to the late 1800s and was of the opinion that it

would be impractical to re-introduce them. The path through Rock quarry and across the A24 were

two such examples.

It was noted that the project is already in hand with the local Ramblers’ group and their warden for

the Partridge Green, Wiston and Washington area. It was further noted that the parish

is well served by the existing rights of way network.

**RESOLVED** to take no further action.

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

**Covid safety notices on the Recreation Ground**

Notices on the safe use of the grounds have been displayed in line with the

Government’s lockdown restrictions announced 4th January. These are also published

on the parish council’s website.

**Defibrillators at Pixies Corner and Village Hall**

Both fully charged

**Ground Maintenance**

. Some water in the ditches part way along the north-western corner of London Road side due to

recent very heavy rainfall. Litter cleared. Contractor Derek Collis has carried out humane

mole repellent treatment but warned that more mole hills may appear. The clerk

reported about 40 new mole hills on later inspection on 18th January prior to this

meeting. Animal holes observed along the north hedge boundary during inspection.

Mr Collis will notify the clerk when the remaining works will be carried out once the

non-slip ‘Oct-Mat’ come into stock.

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**Village Hall**

No further flooding by MUGA light meter box. TJM Contractors emailed that they

have been engaged by the hall committee to install a step and hand rail to Dore

Room – works to be paid by the hall.

Fencing contractor Nick Blunt confirmed he will install handrail to the step of the

rear fire exit week commencing 1st February 2021.

**Fencing:**

Contractor Nick Blunt confirmed he will commence works for new fencing works on the

Recreation Ground in the week commencing 1st February 2021.

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**Benches**

MUGA memorial bench repaired and wood stained by TJM Contractors.

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**Jubilee Tree**

The dead tree has been removed by the contractor Derek Collis

**MUGA**

TheMUGA is closed in line with the Government’s lockdown restrictions

announced 4th January that tennis courts and outside sports courts must close with

immediate effect. Correspondence from 3 residents requesting that the MUGA

is kept open and the clerk’s response was circulated. Members **RESOLVED** to

endorse the action of the clerk in making it safe. They further noted advice from

Horsham District Council on the required closure and an email response from

local HDC ward Cllr Jim Sanson thanking the clerk.

**Children’s Play Area**

Safe use in Covid Lockdown: The clerk has followed the Council’s instructions on

displaying notices for the safe use of the Play Area in line with the Government’s

lockdown coronavirus/Covid-19 restrictions (announced 4th January). These are on

the gates and also published on the council’s website.

Gates to Play Area**:** These havestopped working again following repairs in October by

HAGS, the suppliers. Clerk will notify them.

Repairs to regrade areas under bench and gates of the Play Area

Contractor Derek Collis reported that he will confirm works to repair these areas

from further slip hazards once the materials are in stock.

**Vera’s Shelter**

Nothing further to report.

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**Bus Shelters**

Nothing further to report.

**Parish Noticeboards**

BH reported that he closed the door on the Milford Grange noticeboard after it

had recently re-opened in the wind. He suspected the locking mechanism may be loose.

and that blue-tac or similar may resolve the issue. Clerk to investigate.

1. **Footpaths and Bridleways**

Public notice from WSCC on temporary partial closure of Footpath Number 2604 (between Chancton Farm and Rock House) from 24 December 2020 for 21 days to replace bridge.

1. **Conservation Issues**

Clerk has recently received a voicemail from WSCC Highways Authority querying the parish council’s request to updating the Standard Form of Consent to manage part of the Triangle. Clerk to reply so that the new document can be considered for approval by Full Council.

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

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

**Verge on the Recreation Ground by School Lane**:  
 The clerk reported the deterioration of the verge from vehicular

overrun to the Highways Authority at the request of the last OSRA Meeting.

Local traffic officer Steve Douglas has advised that the verge is not part of the public

highway and its maintenance is the responsibility of the landowner

(the Parish Council). However, the PC could apply for a Traffic Regulation Order

(TRO) to install a parking restriction on the road which would then apply to the

verge.

This item is deferred to the Full Council Meeting on 1st February 2020 for

consideration of further action.

**Fly-tipping at the Pike (Triangle**) **and Village Hall car park**

Reported fly-tipping on the Triangle and nearby bin has been removed by the

HDC Hop Oast team. Clerk to contact them again about the rubbish remaining

by the salt bin in the Village Hall car park.

**Noticeboards**

SB requested that disposal arrangements of the noticeboards at Rock Road and

Spring Gardens are considered at the next meeting following a Full Council decision

that these are surplus to requirements.

**Payments to Approve**

**RESOLVED** to agree Q4 payment of invoice 9060186 for £34.45 to HDC for dog bin

emptying.

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

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

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

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

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

**Signed……………………………………………**

**Dated…………………………………………….**