** Washington Parish Council**

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

**MINUTES** of the Committee Meeting held on Monday, held on 20th September, 2021at Washington Village Hall (Dore Room).

**PRESENT:** Committee Chairman, Cllr S Buddell, Cllr B Hanvey and Cllr A Lisher.

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

**MEMBERS OF THE PUBLIC**: 1

**ABSENT:** None

The Chairman opened the meeting at 19:00

1. **Receive apologies for absence**

None received

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

None declared

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

It was noted there was no meeting in August. It was **RESOLVED** to **APPROVE** the

 minutes of the last meeting on 19th July as the correct record and to be duly signed by the

 Chairman.

1. **Public Speaking**

None.

1. **Allotments**

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

 The Chairman reported on the inspection of the allotments prior to the meeting.

 Members NOTED that the main fairway and one or two of the pathways required some

 attention. **RESOLVED** to further remind the Tenant of Plot 11B of their obligations to

 keep the plot managed and cultivated and to control the weeds. To be reviewed at the next

 meeting.

 **Allotment Annual Rent and Tenancy Review**

 It was NOTED that the Clerk has written to all the Tenants notifying them of the forthcoming

 annual review at the next OSRA Meeting on 18th October. Steward, Mr Paul Holton confirmed

 his attendance and would notify the Clerk of any matters for consideration.

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

 It was NOTED that there are 5 people waiting for a plot but no vacancies at this time.

1. **First Extension Graveyard**

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

 **action.**

 The monthly inspection report of the closed graveyard was previously circulated. Members

 discussed whether the fallen headstones should be reinstated. It was noted that they have

 been carefully positioned out of the way and were not hazardous. In view of the previous

 unsuccessful attempts to trace relatives for past remedial work, it was **RESOLVED** to take no

 further action and to NOTE the report.

 **Lime Tree, First Extension Graveyard: To Report an update on the felling of the tree.**

 It was NOTED that Horsham District Council has approved the Parish Council’s planning

 application to fell the Lime tree on the recommendation of Gale Tree Consultancy (GTC).

 A date for the felling works is to be confirmed by GTC.

1. **Recreation Ground and Parish Property**

**Members NOTED the following matters arising from the last meeting.**

 **Further Comments**: **Rampion 2 Landowner Engagement Meeting 3rd September 2021**

 The Chairman who attended the meeting, commented that Rampion indicated a willingness to drill

 the proposed underground cable route away from the allotment so that it was not affected. The

 comment is further to AL’s report of the landowner engagement meeting made to Full Council on

 4th September.

 **Street light, London Road bus stop – update on repairs**

 SEE will be replacing the light in two weeks on a date to be confirmed by Mr Chris Jende, HDC

 Building Services Engineer.

 **To Report on the refurbishment of 3 benches by volunteers from Chanctonbury Churches**

The Clerk reported that Chanctonbury Church volunteers very kindly cleaned and wood

 varnished 4 of the benches on the Recreation Ground on Saturday 4th September**.**

 The Church has not requested any payment for the materials. The generous favour is part

 of a project to help the local community of the group’s 3 churches at Washington, Ashington and

 Buncton, organised by Mr Nick Taylor, Head of its Community Outreach. The Clerk has thanked

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|  Mr Taylor on behalf of the Parish Council and presented them with 2 boxes of chocolates.  **RESOLVED** to minute the Committee’s sincere thanks to the volunteers and to include the item  in the Council’s next newsletter.  |  |
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 **To Report confirmation of Tree Inspections to be carried out by Gale Tree Consultancy**

In line with the Washington Tree Risk Management Strategy/TRMS, GTC will be carrying out

 an inspection of ALL trees in the Medium Priority Zone (p24 and p27 of the TRMS on Thursday

 7th October 2021. There is only one tree remaining in this category: the lime tree the other side

 of the London Road bus shelter.

 The £100 quotation for the inspection was agreed by Full Council and his services engaged on

 1st July. A quotaton for the inspection of ALL trees within the High Priority Zone and the

 reassessment of ALL trees within the Low Priority Zones as per the TRM, is pending for

 consideration.

 **To Consider any further action on a faulty path lamp in Washington Village**

 It was NOTED that Horsham District Council and West Sussex County Council have confirmed

 they do not own the lamp which is between The Street and The Holt and recently reported as

 broken by a local resident. WSCC reported that the “old bollard type” lamp is on an unadopted

 highway, and is not something they would ever consider installing.

 The Clerk confirmed that there is nothing on the Parish records on her files to show ownership by

 the Parish Council but there were some legal archives still to be searched.

  **RESOLVED** to take no further action unless a record can be produced to show the Parish

 Council has legal responsibility for the light. Clerk to search the council’s legal archives on file and

 report back her findings.

 **To Consider hire request of part of the Recreation Ground for a Children’s Birthday Party**

Members considered and **RESOLVED** to approve a hire request for a birthday party on

 part of the grounds on 28th May 1.30-60pm to include an obstacle course. Usual terms, conditions

 and charges to apply. Clerk to notify the hirer.

 **To Consider quotation for new football posts on the Recreation Ground and MUGA goal nets**

 It was NOTED that due to other commitments the contractor has not provided quotes in time for

 this meeting.

 **RESOLVED** to defer this item until the next meeting and for the Clerk to chase for the quotes.

**To Consider and Agree specifications for football storage on the Recreation Ground**

 It was NOTED that the Storrington youth football club has not yet provided the specifications

 for their proposed equipment storage on the grounds to be considered in time for this

 meeting. The club has not replied to two email reminders on 25th August and 13th September.

 **RESOLVED** to defer this item until the next meeting and for the Clerk to chase for the information.

 **To Consider quotation to repair 4 of the Parish Council noticeboards**

 Members considered and **RESOLVED** to agree the quotation from Mr Derek Collis of £495 to

 refurbish the noticeboards by the Village Hall, Pixies Corner, Springs Gardens and Montpelier

 Gardens. Clerk to action.

**To Agree arrangements for disposal of the Litter Warden’s weekly collection.**

 Members considered various options to dispose of the Parish Litter Warden’s weekly collections

 since the Village Hall started locking their bins in the car park. It was noted that the Village Hall

 may be willing to allow the Litter Warden to continue leaving her collections by the bins

 but the arrangement was not ideal and would require consideration first at their next meeting on

 6th October. Mr Rob Gerig, a member of the hall committee, indicated the better solution is for the

 council to have its own lockable bin.

 Details of the various prices for a separate refuse collection service by Horsham District Council

 from £7.40 per week was previously circulated and discussed.

 **RESOLVED** that in view of the urgency to have a bin in place, to ask if the hall committee will

 agree to giving the Litter Warden key access to their bin ahead of the meeting on 6th October.

 If not, the Clerk is given delegated powers to place an order with HDC for the most suitable refuse

 collection service, to be ratified at the next Full Council Meeting.

**Approve Payments**

Invoices for the following payments for the total of £489.40 were previously circulated:

* D. Collis: £ emergency repairs to bench by the cricket roller: £115.00
* Star Tech: Invoice Number 1048 – IT support £144.00
* S Russell: Litter collection July and August: £230. 40 (invoices to be uploaded)

**RESOLVED** to **APPROVE** the online payments of a total of £489.40

The following Clerk’s reports were NOTED:

 **Ground Maintenance**

 Recreation Ground and hedges were cut on 8th September 2021. Nothing further to report.

**Village Hall:**

Pathways are cracked in places and getting wider but not hazardous. Pathway from the Play Area

 Is becoming slightly more uneven but not hazardous. Clerk to seek quotations for repairs as agreed

 at the last meeting.

 **Defibrillators:**

The defibrillators at theVillage Hall and Pixies Corner are fully charged.

**MUGA**

Quotation pending from Mr Derek Collis to repair hole in the backboard. He has replaced the

 safety sign.

 **Children’s Play Area**

Quotation pending from Mr Derek Collis to repair minor damage to the picnic bench seat.

 **Bus Shelters and Vera’s Shelter**

Clerk still to progress disposal of the 2 redundant bus shelters.

 **Parish Noticeboards**

 See earlier agenda item for quotation on repairs.

1. **Footpaths and Bridleways**

It was NOTED that the WSCC Public Rights of Way warden has not yet responded to the

Clerk’s request for an update on the following:

* New bridge installation on Washington FP2604 scheduled in August
* Action taken on Clerk’s report (12th July) on overgrown pathway 2699 off The Bostal

Clerk to chase.

**National Trust Forestry Track, southern end of Georges Lane/Public Bridleway**

It was NOTED that the National Trust will shortly be updating the Parish Council on progress with

the forestry track for the southern end of Georges Lane to the Trust’s Warren Hill car park.

1. **Conservation Issues**

None 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**

No urgent issues to raise or items put forward for the next agenda.

 **Future maintenance proposal of the First Extension Graveyard from St Mary’s Church***.*

It was NOTED that a maintenance contractor for St Mary’s Church has been tidying the

 closed graveyard in recent weeks, unaware that it belongs to the Parish Council.

 Mr Andrew White, Maintenance Operations for Chanctonbury Churches has notified the Clerk,

 asking if the Parish Council would be willing to share the costs and the contractor’s future

 services. The Clerk has acknowledged Mr White’s request and informed him that the Parish

 Council has its own groundsman for cutting the grass and clearing the ivy. The services of

 Mr John Lower to carry out urgent maintenance was no longer available. But the Clerk had

 been able to make other arrangements when required. The Clerk has requested details of the

 costs incurred by the contractor and for more information on his rates and services to be

 discussed by the Committee. **RESOLVED** to defer the item to another meeting until this

 information is available.

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

Parish Council Meeting: Monday 4th October, 7:30pm

 OSRA Committee Meeting: Monday 18th October, 7:00pm

 Planning & Transport Meeting: Monday 18th October, 7.45pm

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

 **Signed……………………………………………**

 **Dated…………………………………………….**