** Washington Parish Council**

**Open Spaces (Recreation, Allotments, Footpaths and Conservation) Committee**

Draft **MINUTES** of the Committee Meeting held on Monday 19th July 2021 at Washington Village Hall

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

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

**MEMBERS OF THE PUBLIC**: 1

**ABSENT:** Cllr G Lockerbie (Chairman)

**Cllr Hanvey opened the meeting at 19:00**

1. **To Elect a Chairman for the meeting**

 **RESOLVED** unanimously to elect Cllr Hanvey to chair the meeting.

1. **Receive apologies for absence**

**RESOLVED** to accept apologies and reason for absence from Cllr Lockerbie

1. **Declarations of Interest from members in any item to be discussed and agree Dispensations.**

None declared.

1. **To approve the Minutes of the last Open Sapces Committee meeting**

It was NOTED that there were no meeting in May and June. **RESOLVED** to **APPROVE** the

 minutes of the last meeting on 26th April, 2021 as the correct record and to be duly

 signed by the meeting Chairman of the Meeting

1. **Public Speaking**

 A representative of the Storrington Community Football Club spoke about their hire request

 request for the Recreation Ground pitch for youth football at weekends between September and

 next May. He explained that the club would be prepared to look after the pitch and provide nets for the

 goal posts, and that they would need space to store a plastic shed for equipment if the Village Hall is

 unable to make storage provision. He would also contact the hall about access to cloakroom facilities

 during the fixtures.

 The Chairman thanked him for speaking at the meeting and welcomed him to stay and hear

 the committee discuss his hire request later in the meeting.

1. **Allotments**

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

 Members noted that Plot 8 has not been tended for some time and has become overgrown

 with weeds in breach of the tenancy agreement.

 **RESOLVED** to write to the plot holder reminding them of their tenancy obligations regarding

 cultivation and weed management.

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

 Members noted there are now 5 people on the Allotment waiting list but no plots currently

 available.

 **To Discuss and Agree annual review date of the Allotment rent and tenancy agreement.**

 Members discussed a date for the annual rent and tenancy agreement review with the Allotment

 Stewards. The clerk reported that she had spoken to one of the stewards in June about the review and

 that he agreed to consult tenants on any matters they would like to raise and report back to the

 committee.

 **RESOLVED** that the annual review is held at the September or October OSRA meeting during a

 closed session with Stewards. Clerk to notify plot holders.

1. **First Extension Graveyard**

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

 **action.**

 Members noted the monthly inspection report from Cllr Lisher and **RESOLVED** to note that

 there were no issues requiring action.

 **To Consider a request to reduce crowns of 2 sycamore trees in the First Extension Graveyard.**

Members discussed a request from a resident for crown reduction of two sycamores

 in the graveyard because they overshadow his garden in the afternoon. It was noted that works

 to the sycamores recommended in the council’s tree management plan were completed last year

 and that the trees are not hazardous. The council has a large tree stock and members were concerned

 to maintain sufficient funds for any emergency works, particularly in the forthcoming winter months.

. **RESOLVED** to consent to the resident carrying out and funding the works. This is subject to them

 seeking the required consent from the Diocese and planning permission from HDC for works to trees in

 a conservation area.

1. **Recreation Ground and Parish Property**

**To Report the Rampion 2 public consultation 14th July-16th September 2021 and consider**

 **any further matters of the proposed inshore cable corridor which impact the Recreation**

 **Ground/Allotment land.**

Members noted correspondence from RWE dated 14th July (received 15th July in the post) giving notice

 of its statutory consultation on the draft Rampion 2 windfarm expansion proposals. These include the

 preferred option of a cable corridor across the South Downs and underneath the Recreation

 Ground/Allotment land in the middle of the village.

 Members further noted correspondence in the same enclosure from Carter Jonas, Rampion’s

 land agents, inviting the council to one of 3 on-site meetings for one hour. These are to discuss

 the proposals, how the council’s land “may be affected”, how and when they will address the

 council’s comments, work undertaken to date and the application programme.

 Dates for the onsite meetings are: July 22nd, 23rd  this week and 3rd September.

 The clerk advised that she had sought legal advice on easement (on 16th July) at the council’s

 request and this is pending. More information on the proposed ecological surveys on council land

 and requested by the council on 24th May, were unavailable beforehand. A requested copy of

 a more detailed map of the proposed inland cable corridor through the village was provided on

 14th July and shared with the solicitor. Following a discussion, it was **RESOLVED:**

* To raise the following concerns at the Rampion 2 liaison group meeting on 20th July:

The impact on the health of residents and users of the council land from the cable route on

 council land; and the development licence and how this would impose serious

restrictions on any future council activities.

* To notify Carter Jonas that council representatives will attend the meeting on 3rd September;
* To chase solicitor for legal advice.

 **To Consider quotation to replace football posts on the Recreation Ground**

 Members discussed the replacement of one of the football posts which had recently broken

 and has since been dismantled and stored out of the way on the grounds.

 It was noted that the post had been ;eaning slightly two days earlier, possibly due to someone

 swinging on the top bar and destabilisation from the recent weeks of prolonged wet weather.

 The clerk reported that the other post seems sturdy and not hazardous but the contractor

 has advised on its replacement.

 **RESOLVED** to agree the replacement of one, or both posts if required, subject to the quotation.

 To be considered at the next meeting or under the council’s scheme of delegation.

 **To Consider hire request to use the Recreation Ground for football fixtures**

Members considered a request from the Storrington Community Football Club to hire the

 Recreation Ground pitch on Saturdays from September to next May for its Under 13s.

 They also considered a request to place equipment storage on the grounds.

 Members noted comments from the club representative earlier in the meeting:

 the club’s willingness to look after the pitch and the requirement to have both goal posts in

 working order. The clerk confirmed the grounds are available except on Saturday 11th September

 for Village Day.

 **RESOLVED** to agree the hire for a concessionary £10 per use, to be reviewed annually. This is

 subject to the council’s hire terms and the club to look after the pitch and posts. The club to

 provide a fixtures list (to exclude 11th September 2021 for Village Day). Storage consent subject to

 specification and location and full liability with the club. Clerk to liaise with the hire and notify the

 council’s insurers.

 **To Review the Committee’s Terms of Reference**

 Members noted that the annual review of the Terms of Reference was deferred to the committee at

 the Annual Parish Council meeting on 4th May. Members reviewed the committee’s ToR.

 The clerk advised that a mechanism is put in place to allow the Committee to deal with emergency

 matters relating to its responsibilities, if a decision is required before a meeting and in the clerk’s

 absence. The council has already agreed a maintenance budget for any emergency works.

 **RESOLVED** to recommend an amendment to the terms of reference on delegating decisions

 in an emergency to the Clerk in consultation with the Chairman of the Council and Vice-Chairman/

 Chairman of the Committee or member of the Committee. To be considered for approval by Full

 Council on 2nd August 2021.

 **To Agree arrangements for the Council’s weekly Play Inspection**

Members discussed arrangements for the Council’s weekly Play Inspections during the

 clerk’s forthcoming annual leave**.** The Chairman kindly volunteered the role.

 Cllr Buddell agreed to help if required. **RESOLVED** to agree the arrangement.

 **To Report on inspection and repairs of benches and agree recommended action.**

 Members noted that Mr Collis kindly out emergency repairs of the bench by the Village

 Hall and in London Road at short notice and further works, as quoted and agreed, are pending.

 It was further noted that Mr Collis has agreed to quote for repairs to the bench by the cricket

 roller.

 A report of the council’s benches was previously circulated and it was **RESOLVED** to agree

 that quotations are sought to clean, repair where necessary, and wood protect the benches by the

 Play Area and the northern end of the grounds.

 **Ground Maintenance**

Mr Collis has removed more mole hills and filled animal holes according to his agreed

 quotation. No further action required at this time.

 **Village Hall:**

Pathways are cracked in places and getting wider. Not yet hazardous. Pathway from the Play Area

 is lumpy. **RESOLVED** to agree to seek quotation for repairs.

 **Defibrillators:**

Defibrillators at the Village Hall and Pixies Corner are fully charged.

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**MUGA**

MrCollis has replaced the basketball nets and agreed to replace the damaged net of one of the goal

 posts. He is no longer able to replace the safety sign. Clerk to chase again for the repairs to the

 usty joints of the goal posts. Clerk to make arrangements for replacement of the safety sign.

 **Children’s Play Area**

Small split in the wood on the picnic table. Clerk to seek quote for repairs. Not hazardous.

 No further action required at this time

 Gates have been repaired by HAGS and are now self-closing.

 **Bus Shelters**

The clerk reported that the two people who had expressed an interest in the shelters had failed to

 get in touch and make arrangements for collection. She advised that the WSCC permit conditions

 and high insurance liability requirements made it difficult for anyone other than a highways

 contractor to remove the shelters.

 **RESOLVED** to offer the shelters to West Sussex County Council.

 **Parish Noticeboards**

 Mr Collis has provided quotations for repairs of the noticeboards. A quotation for replacement

 of the double boards will be included, to be considered at the next meeting.

1. **To Approve Payments**

None.

1. **Footpaths and Bridleway**

At the request of a resident, the clerk has reported overgrown footpath 2699 off the Bostal road to the PROW (Public Rights of Way) warden 12th July 2021.

1. **Conservation Issue**

Nothing reported.

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**

 None raised.

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

Members discussed the next meeting dates, noting the clerk will be on annual leave.

**RESOLVED** to cancel the OSRA Meeting on 16th August unless required and to note the dates of

the following meetings:

 Parish Council Meeting: Monday 2nd August, 7:30pm

 Planning & Transport Meeting: Monday 16th August, 7.45pm

 There being no other business to report, the meeting was closed at 19:48 hrs.

 **Signed……………………………………………**

 **Dated…………………………………………….**