

WASHINGTON PARISH COUNCIL



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Washington Parish Council Open Spaces (Recreation, Allotments, Footpaths and Conservation) Committee

MINUTES of the Open Spaces, Recreation, Allotments, Footpaths and Conservation Committee
Meeting held on Monday 23rd May 2022 at 7:00 pm at Washington Village Hall (Doré Room)

PRESENT: Cllr S Buddell, Cllr B Hanvey, Cllr J Luckin (JL) and Cllr Jason Thomas (JT/Co-opted).

ALSO: Clerk to the Council Zoe Savill

MEMBERS OF THE PUBLIC: 0

ABSENT: GL

The Meeting was opened at 19.10 hours.

1. To Elect a Chairperson of the Committee Meeting

BH indicated his willingness to chair the committee's first meeting of the new municipal year. There were no other nominations. It was unanimously **RESOLVED** that BH chair the meeting and he accepted.

2. To Elect a Chairperson of the Committee for the ensuing Council year.

The Clerk reported that GL had indicated his willingness to continue as Chairman of the Committee. There were no other nominations received. It was proposed and seconded and unanimously **RESOLVED** that GL is elected in his absence as Chairman of the Committee of the ensuing year. GL to confirm his acceptance at the next meeting.

3. Receive apologies for absence

Apologies for absence were received from GL and it was unanimously **RESOLVED** that they be **ACCEPTED**.

4. Declaration of interest and Dispensations.

No declarations were made as defined under the Localism Act 2011 and the Parish Council Code of Conduct.

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

RESOLVED unanimously to **APPROVE** the minutes of the Open Spaces Committee meeting held on 25th April 2022 as a correct record to be duly signed by the chair of the meeting.

6. Public Speaking

None

7. Allotments

To Receive the monthly inspection report of the Allotment and consider any recommended action

There was no monthly inspection report and no matters raised by the Stewards for consideration at this meeting. It was NOTED that the Stewards had been informed that some of the pathways and fairway of the allotment were in need of cutting following last month's inspection.

Allotment Waiting List

It was NOTED that there were 4 people remaining on the Waiting List, 3 of whom live in parish. No further enquiries since the last meeting.

8. First Extension Graveyard

To Receive the monthly inspection report of the First Extension Graveyard and Consider any recommended action.

Members NOTED the inspection report of the closed graveyard kindly drafted by JL and that there were no matters requiring further action.

9. To Report on any matters arising from the last meeting and agree any recommended action.

To Receive an update on the Parish Council's expression of interest in adopting BT's phone kiosk in the Village and consider action

Members were advised that the full costs and risks to the Council if it adopted the kiosk were still unclear from BT. It was felt that adopting the kiosk would not be necessary if it is already safeguarded by its listed status, and that BT had an obligation to maintain this as the owner.

Following further discussion, BH proposed, and it was **RESOLVED** unanimously to take no further action but to remain interested in the protection of the kiosk in its current location in the Village's Conservation Area. Clerk to inform BT of this and to request, subject to clarification from the listing authority, that the Council is consulted first should BT consider removing the kiosk in the future.

To Agree allocation of remaining £100 Jubilee grant

SB declared an interest as a member of the Millford Grange Jubilee Party's organising committee. He took no part in the discussion or voting. It was reported that OSRA had already agreed to give half the £200 Jubilee Grant from Horsham District Council to the Millford Grange Jubilee party which is open to the community. Members were advised that the other half had been held in contingency for a similar event at the Warren but the organiser had still not expressed an interest.

Following a discussion it was **RESOLVED** unanimously to donating the remaining £100 towards the Millford Grange event planned on Sunday 5th June.



8.Recreation Ground and Parish Property

To Consider a hire request for a Jubilee Party on the Recreation Ground on Friday 3rd June.

Councillors considered and unanimously **RESOLVED** to **APPROVE** a hire request by the Village Hall trustees to use part of the Recreation Ground for their Jubilee tea party on Friday 3rd June from 2-5pm subject to the usual conditions. It was noted that the event will mainly be held in the hall, and weather-permitting, the organisers will put some tables and chairs on the grounds as they are still being Covid-cautious. Attendees would be hall users and supporters, but the party would be open to anyone in the community. The event is indemnified by the hall's own public liability insurance.

To Consider a hire request for a bouncy castle on the Recreation Ground for Village Day on 23rd June

Following a request from the organiser, members reviewed the committee's previous decision not to allow a bouncy castle for the event. It was noted that the reasons were due to safety concerns and that inflatable devices were excluded from the Council's insurance. The Clerk advised that the Council had since renewed with a new insurer. The policy permits third party hire of inflatable devices if the operator has £10m Public and Product liability insurance and evidence of the required Health and Safety Executive safety procedures. This includes the use of wind monitoring equipment by operatives of inflatable devices that are covered by BS EN 14960, and at regular intervals. The organiser had been reminded of this but not provided the information in time for this meeting. Following a discussion, it was **RESOLVED** that the previous decision be rescinded in order to allow a bouncy castle. This would be on condition that the required documentation is provided by the hirer in time for the next Council meeting on 6th June.

To Report on flyposting on Council property and Agree any recommended action

Members noted that the banner belonging to the Chanctonbury Action Group (CLAG) had been removed from the Recreation Ground fence.

To Ratify approval of quotation for urgent repairs in the Play Area and Recreation Ground

Members considered and **RESOLVED** unanimously to **RATIFY APPROVAL** of the £495 quotation from Stocker & Cowell for the emergency works. This included making safe the roadside fencing in the Play Area and repairing areas on the concrete pathways around the Village Hall. It was noted that the Clerk had used her emergency spending powers within Council's approved maintenance budget, in consultation with the Chairman and Vice-Chairman. The works had been carried out satisfactorily.

To Agree quotation for new MUGA light meter box

A quotation to permanently secure the housing of the light meter box was previously circulated. Members were advised that the Council had agreed in March to look into the option of replacing the light cards system with a timer switch. But a quotation for this had not been received in time for this meeting. **RESOLVED** unanimously to defer the item to another meeting pending the quotation. The meter box would be temporarily secured in the meantime.

To Agree quotation for repairs to the Recreation Ground

Members considered and **RESOLVED** unanimously to engage RDA Garden Services to repair animal holes on the Recreation Ground on confirmation of their quotation for £188.

To Agree quotation for new bark chippings in the Play Area

Members considered and **RESOLVED** unanimously to engage Stocker & Cowell to top up the bark chippings under the seesaw for their quotation for £200.

To Report the following for information:

Members noted the following reports:

Ground Maintenance: RDA Gardening Services would repair the holes from collapsed mole tunnels.

Village Hall: The ground is still drying out from the recent water leak.

Defibrillator at the Village Hall: Battery 70% charged and unit intact.

Defibrillator at Pixies Corner: The battery is 70% charged and unit intact.

MUGA: The Clerk replaced the old faulty padlock.

Children's Play Area: Fencing repairs had been completed satisfactorily.

Bus Shelters: Nothing further to report. No invoice received from WSCC for removal of the Parish Council' 2 redundant shelters by the A24 earlier in the year.

Vera's Shelter: Mr Steve Trott has indicated he is moving home but will stay in the area and continue doing the shelter gardening.

Parish Noticeboards: Nothing further to report. Awaiting quotation from S Brierly for refurbishment of the 4 boards previously recommended by the council.

10. Footpaths and Bridleways

Members noted the following for information:

Foothpath 2624, Spring Gardens: The WSCC Public Rights of Way Ranger has been advised of complaints by a local resident that the pathway was not cleared during last year's summer clearance programme and is overgrown again. Awaiting a response.

Footpath , London Road (unidentified number): A resident has reported a broken footbridge on the pathway leading from the Village. Clerk to report to the PROW team.

11. Conservation Issues

Nothing was reported.

12. 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

BH agreed that the Committee considers ideas for sitings for the Jubilee tree at the next meeting. Clerk to chase HDC for confirmation when the committee' choice of a copper beech will become available, delivery arrangements and to seek advice from their Tree Officer on planting. The groundsman has agreed to quote, pending the information.

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

Parish Council Meeting: Monday 6th June 2022, 7:30pm

Open Spaces Committee: Monday 20th June 7:00pm. SB reported that he may be away at the next meeting but he would confirm this in writing to the Clerk.

Planning & Transport Committee: Monday 20th June 2022, 7:45pm

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

Signed



.... Dated

20/6/22