

LINDFIELD PARISH COUNCIL

Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE** held on **THURSDAY 7 APRIL 2016** at the King Edward Hall, Lindfield.

The meeting commenced at 8.00 p.m.

Present:

Parish Councillors: Mr. W. Blunden (Chairman)
Mrs. J. Durrant
Mr. S. Henton
Mr. S. Hodgson
Mr. R. Pickett
Mr. C. Snowling
Mrs. V. Upton (Vice Chairman)

Also present: 2 members of the public

In attendance: Mrs. C. Irwin (Clerk)

Not present: Parish Councillors: Mr. M. Allen and Mrs. M. Hersey

The Chairman welcomed those present and announced the emergency procedure.

96. APOLOGIES FOR ABSENCE.

96.1 Apologies were received from Councillors Allen and Hersey and the reasons were accepted.

97. DECLARATIONS OF INTEREST.

97.1 Denmans Lane Allotments. Councillor Blunden declared a personal interest in the items relating to the Denmans Lane Allotments, to be raised under the Action List and Risk Assessment agenda items, as he was a plot holder.

98. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

98.1 The members of the public present indicated that they did not wish to speak but had an interest in item 17 on the Agenda: the Wilderness Field.

99. MINUTES OF THE MEETING OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 4 FEBRUARY 2016.

99.1 The Chairman called for approval of the Minutes of the Environment and Amenities Committee held on Thursday 4 February 2016. These were **AGREED** and the Chairman **SIGNED** the Minutes as a true record of that meeting.

100. CHAIRMAN'S ANNOUNCEMENTS.

100.1 Planning application DM / 16 / 4457 - Land to the South of Scamps Hill, Scaynes Hill Road. Although this was not a matter for this Committee, the Chairman took the opportunity to announce that the MSDC District Planning Committee had, that afternoon, refused permission for the development of up to 200 houses on this site. It was however likely that the developers would lodge an appeal. The Chairman thanked the representatives of both Councils and the Neighbourhood Plan Steering Group who had spoken at the meeting .

101. ACTION LIST.

101.1 Minute 53.2 - Beech tree on the Denmans Lane Allotments Site. It was **NOTED** that Mr. Thurman's inspection of all trees on the Allotment site was now coming due. However he had been called out the

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previous week to inspect the trees in the northern corner following a call from a neighbouring resident who was concerned about falling branches. Mr. Thurman had reported that he did not consider these trees to be a significant risk, but to reassure residents the two oaks could be dead-wooded and he had recommended severing the ivy to facilitate his inspection of the bases of the trunks. The Chairman would arrange for this young and prolific growth of ivy to be dealt with by plot holders. It was **AGREED** to wait for Mr. Thurman's full report following his inspection before arranging for tree work to be done.

102. ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2015/16

102.1 Budget progress 2015/16: payments made to 29.02.16. The reports to 31.03.16 were not yet available.

NOTED: to 29.02.16, £52,554 had been spent from this Committee's budget of £75,400 plus a further £12,000 from the reserve for street lighting and £26,250 from the Outstanding Project for the paving. The overspend of £3,073 on the street lights and paving had been taken from the General Reserve.

The expenditure from the E&A budget, outstanding projects and reserves total of £145,650 was therefore £90,803. Expenditure in March was expected to be in the order of £3,000.

103. REPORT ON CURRENT MAINTENANCE.

103.1 Horse Gin

- roof repair. It was **NOTED** that the repair work had been completed the previous week.
- painting of the wooden structure. Further to Minute 86.1, the Chairman reported that a letter had been received from a resident who was not satisfied with the decision to allow the paint to weather down and review as necessary, rather than taking issue with the Red Lion's management about the action of their contractors. The comments were **NOTED** and it was **AGREED** that the decision made at the meeting on 04.02.16 should stand.

104. STREET LIGHTS.

104.1 West Sussex Street lights upgrade. Members were disappointed to note that the heritage upgrade had still not been completed by WSCC's contractors. Five columns in the High Street plus all the lights in Compton Road, The Glebe and Oakfield Close were still outstanding.

104.2 Parish Council owned lights in West View, rear of King Edward Hall and car park on Lewes Road. Further to the WSCC upgrade of the Lewes Road lights in heritage style, being in the Conservation Area, the Parish Council had agreed to budget for reinstating heritage lanterns with swan neck brackets to three lights in West View and the one in the footpath from Lewes Road to the High Street.

A quotation for Iffley lanterns was awaited from the Parish Council's contractors, who had also suggested changing the lantern on the recently acquired column in the car park opposite Flowercraft, because the existing equipment was old and the lamps were currently being phased out. It was **AGREED** that the lantern on this light should be replaced with an Iffley.

105. ARRANGEMENTS FOR THE SPRING CLEAN EVENT ON 16 APRIL.

105.1 The Chairman reported that the risk assessment had been reviewed, the insurance company had been notified and waste bins had been ordered through MSDC to be placed on the Common. It was **NOTED** that a group of children from Blackthorns were expected to attend and some new volunteers had responded to the newsletter item published in the April Lindfield Life magazine.

Councillors Durrant, Upton and Snowling confirmed that they would be attending the Spring Clean and other Councillors were asked to inform the Clerk if they were available to assist with setting up and clearing away at the end, particularly as Councillor Blunden had other commitments both in the morning and in the afternoon that day.

It was **AGREED** to limit the refreshments to drinks, cakes and biscuits rather than a ploughman's lunch.

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106. CHRISTMAS FESTIVAL NIGHT: ADVICE FROM MSDC'S LICENSING OFFICER

- 106.1 As previously noted by F&GP and Full Council, advice had been received from MSDC's Licensing Officer that, for events with five hundred or more attendees, including the organisers and people running stalls, a premises licence was required if alcohol was to be sold, or if there would be regulated entertainment. It had been agreed by Full Council not to apply for a premises licence in the Council's name to cover both Christmas Festival Night and the Arts Festival, as requested by representatives of the Arts Festival committee.

The arrangements for Christmas Festival Night were discussed and it was **NOTED** that the type of entertainment at events of a similar character to a village fete was understood to be an exception. Prohibiting the sale of alcohol except at existing licensed premises, would remove the need for a premises licence. Stall holders would be informed of this well in advance and the pubs and other retailers of alcohol would be advised to check that their plans for the evening were covered under their own licence. It was therefore **AGREED** to make the arrangements for Christmas Festival Night without a premises licence.

107. CHRISTMAS LIGHTS.

- 107.1 The Project Manager from Blachere had asked for confirmation of the requirements for the Christmas lights 2016. It was proposed and **AGREED** that Blachere be asked to decorate the large tree outside the Manor House and the two remaining trees on the north west side of the High Street (the latter having been requested by the residents who provided the power to the lights in the adjacent trees) with the existing spark-lights retained by the Parish Council, subject to inspection and testing.
- 107.2 Pond lights. It had previously been agreed to look into getting the pond lights improved and this would be progressed.

108. DOG WASTE BINS.

- 108.1 Further to Minute 73 of the meeting held on 26.11.15, residents of the properties near to the locations of the two proposed new dog bins had been consulted by letters hand delivered on 18 March. A summary of the responses that had been received was tabled.
- 108.2 Near Pelham House – next to the roadside railings at the beginning of the Common. Strong objections had been raised by the residents of Pelham House to this bin and their reasons were understood. It was **AGREED** that this proposal would not be taken forward with MSDC.
- 108.3 Verge opposite 1 Eastern Cottages. Ten of the fifteen households consulted about this bin had responded, one of which had objected and one had made the comment that they felt it would be too near the cottages, but nevertheless had not objected. The nearest residents (Eastern Cottages) had raised no objections, one of whom had stated that it should not be too near the footpath and the cottages, recalling that the previous bin having been located adjacent to the angled side of the car park. It was **AGREED** to inform MSDC that the Parish Council wished to proceed with this bin, subject to the results of the consultation being acceptable. The summary of the responses would be forwarded to MSDC's Waste Contracts Officer, Alex Donley.
- 108.4 Opposite the Bowling Club car park. Mr. Donley had reported that MSDC's contractors had suggested a bin opposite the Bowling Club car park as a better alternative to the one which had been proposed for outside Pelham House, as it was further away from the other bins in the vicinity and residential properties. Although this would not solve the problem in the High Street, it was **AGREED** to inform MSDC that the Parish Council would support putting a bin in this location.
- 108.5 High Street. Members discussed alternative positions for bins to alleviate the dog mess problem in front of the Pond but no suitable locations could be identified.

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108.6 Mr. Donley had confirmed that MSDC had increased the frequency of the collections from all five existing bins on the Common, which should minimise the risk of the bins overflowing.

109. REPLACEMENT OF THE SMALL POND ISLANDS

109.1 The Chairman reported that the material for the new small island had been delivered and the Pond Wardens had put it together, except for the Weldmesh surrounds to protect the planted area. The cost had been more than sum held in the designated reserve so the balance of £235 has been taken from the maintenance budget.

110. VILLAGE MAPS.

110.1 The Chairman reported that, further to advice from MSDC on the permissions required for installing a map on the Common car park, the locations for additional maps were still a matter of discussion with MSDC.

111. HIGH STREET / LEWES ROAD CORNER - ADDITIONAL BOLLARDS.

111.1 Christine Ellison, WSCC's Highways Engineer, had inspected the site with the Clerk and subsequently had advised that West Sussex would be happy to issue a licence to provide additional bollards at the front of the footway, to stop vehicles driving between the existing bollard, and also a new bollard mid-way back opposite the one on the south side of the brick paving. However WSCC was unable to agree to any additional bollards at the back of the brick paving due to the narrowing and obstruction for pedestrians using the footway. In a further email she had confirmed that a Standard Form of Consent could be issued to the Parish Council's nominated Contractor to cover the work involved.

It was **AGREED** to proceed with obtaining three quotations for consideration at the next meeting of the E&A Committee or Full Council.

112. WILDERNESS FIELD.

112.1 It was **NOTED** that MSDC's negotiations with Barratt Homes had at last been completed and the Wilderness Field had been transferred to MSDC. The Chairman stated that it was expected by a large proportion of Lindfield residents that the Parish Council would take the field into its ownership for the protection of this valuable piece of land. However before a firm decision could be made, the Parish Council needed to know the terms and conditions and the ongoing costs associated with maintaining the field. It was **NOTED** that there may be other courses of action which would safeguard the land, for example by forming a trust. It was also pointed out that the easiest way of funding the maintenance of this asset would be through the Parish Council precept.

It was **AGREED** to **RECOMMEND** to Full Council that an approach should be made to MSDC with a reminder of the Parish Council's long-standing interest in negotiating the transfer of the Wilderness Field to Lindfield Parish Council now that it was in MSDC's ownership.

113. LIAISON MEETING WITH MSDC OFFICER MR. DAVID TERRY (13.04.16).

113.1 The Chairman invited suggestions for matters to raise with Mr. Terry besides the standard items relating to the Pond and the Common etc. It was suggested that the Pond Aerators should be included on the Agenda as they had not been working for a considerable length of time.

114. RISK MANAGEMENT.

114.1 The Chairman reported that the Spring Clean risk assessment had been reviewed and others were in progress. Checklists were being prepared for periodic physical inspections of property and Members would be called on to carry out these inspections and report back on the sheets to be provided.

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115. SOCIAL ACTION, RESPONSIBILITY AND HEROISM ACT 2015.

- 115.1 The Chairman reported this Act of Parliament had been brought to the attention of members of the Emergency Planning Liaison Group, led by MSDC, at the last meeting. Its purpose was to clarify what courts must have regard to in considering claims of negligence and this included whether the person was acting for the benefit of society or any of its members. The provisions of this Act therefore had relevance to activities such as snow clearing by volunteers, minimising the risk of successful litigation.

116. ANY OTHER BUSINESS.

- 116.1 No other items of business were raised.

The meeting concluded at 8.35 p.m.