

LINDFIELD PARISH COUNCIL

Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE** held on **THURSDAY 30 NOVEMBER 2017** at the King Edward Hall, Lindfield.

The meeting commenced at 20.00.

Present:

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

Also present: 1 member of the public

In attendance: Mr. A. Funnell (Clerk)

Absent: Parish Councillors: Mr. M. Allen, Mrs. M. Hersey, Mr S. Hodgson, and Mr R. Pickett.

289. APOLOGIES FOR ABSENCE.

289.1 Apologies for absence were received from Councillors Allen, Hersey & Pickett and the reasons were accepted.

290. DECLARATIONS OF INTEREST.

290.1 Councillor Blunden declared a personal, non-pecuniary interest in **307. KING EDWARD HALL: CLOCK REPAIRS** as he is the Chairman of the King Edward Hall Management Committee.

290.2 Councillor Snowling declared a personal, non-pecuniary interest in **307. KING EDWARD HALL: CLOCK REPAIRS** as he is a trustee of the King Edward Hall.

291. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

291.1 A member of the public commented on the underspend of the Committee over the past 5 years. Concerns were raised about the increase in designated reserves. The budget it was stated should not exceed income. The individual believed that the precept could be cut. It was suggested that the Council should hold more meetings with third parties to work out expenditure on joint projects. It was also suggested that the Council should seek a contractor for weeding, and litter picking in the conservation area and other sites.

The comments were **NOTED** by the chairman.

292. MINUTES OF THE MEETING OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 8 JUNE 2017.

292.1 The Chairman called for approval of the Minutes of the Environment and Amenities Committee held on 5 October 2017. These were **AGREED** and the Chairman **SIGNED** the Minutes as being a true record of that meeting.

293. CHAIRMAN'S ANNOUNCEMENTS.

293.1 There were no announcements.

294. ACTION LIST.

294.1 The Action List was **NOTED** without comment.

295. ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2017/18

295.1 The October budget progress report had been circulated. It was **NOTED** that as at 30 October 2017 £17,478.96 had been spent from the E&A budget of £47,750 and £276.25 from the Denmans Lane toilets sinking fund reserves.

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Councillor Henton commented on whether the Council had paid for the Dropped Kerbs work. The Chairman **ADVISED** that the works were in progress and payment would be made at a later date.

296. REPORT ON CURRENT MAINTENANCE

296.1 Dropped Kerbs – The Chairman reported that the Dropped Kerb installation works were in progress.

296.2 Witch Inn bus stop - A member of the public had suggested that the bus stop flag on Hickmans Lane, which was now redundant, as the route had changed, should be moved to the stop by the Witch Inn. It was suggested that the original blacksmith be contacted to see if this was possible. It was **AGREED** that the Clerk will contact the blacksmith for a quote.

297. DENMANS LANE ALLOTMENT

297.1 The Chairman **NOTED** that a bench on the allotment has been used by a group of youths as a place to meet. It is also noted the bench is falling into disrepair. The Clerk had attempted to trace the owner but so far no one has claimed the bench. Councillors **AGREED** that the bench should be dismantled.

297.2 It was **NOTED** that some of the wooden posts needed replacing. It was **AGREED** to contact the Small Building Works Company to complete the work.

297.3 The Chairman **NOTED** that Mary Allen, who has kindly run the allotments waiting list, will no longer be continuing with this next year. In addition to running the waiting list Mary had conducted allotment site inspections and shown new tenants around the allotments. It was **AGREED** that a letter of thanks would be sent to Mary Allen.

298. LINDFIELD IN BLOOM - UPDATE

298.1 Councillor Durrant **REPORTED** that she had attended Lindfield in Bloom's last meeting. At the meeting the following had been discussed:

- Public Indemnity Insurance
- Taking part in Lindfield Village Night
- Sunflower competition
- Delivery of spring bulbs

299. BLACKHILL - TO NOTE THE INSTALLATION OF WOODEN POSTS

299.1 The Chairmen **NOTED** It is pleasing to see that MSDC were in the process of installing wooden posts on Blackhill. Councillors would recall that it was reported at the Last Full Council meeting that the Parish Council had agreed to contribute 50% towards the project. It was **NOTED** that additional posts had been installed on School Lane.

300. WILDERNESS FIELD - UPDATE

300.1 The Chairman **REPORTED** that as **NOTED** at Full Council on 9th November the Working Group had met and it was **AGREED**, subject to costs, that the Council should take on ownership of the site. The Chairman **REPORTED** that the Clerk had undertaken the following:

- Contacted Peter Thurman and advised that the quote given at Full Council on the 9th November has been accepted. Peter Thurman will undertake an inspection of the site and provide a brief report on any trees of concern.
- Contacted the Clerk at Haywards Heath Town Council to see if they would be interested in providing a quote for undertaking the work in the ROSPA report, and cutting the grass two /three times a year. Haywards Heath Town Council do not believe they will be able to undertake this work
- Contacted KPS to quote for the work and ongoing maintenance. The Clerk has received a quote from KPS.
- The Clerk had also obtained research undertaken by the Sussex Wildlife Trust about maintaining the semi wild meadow sites.

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It was **AGREED** that a meeting of the Wilderness Field Working Group will take place before Christmas.

301. REQUEST FOR A BENCH ON THE COMMON

301.1 Councillors were asked to consider a request to install a memorial bench on the common. The Chairman **NOTED** that Mid Sussex District Council are the authority responsible for the Common. Councillors then consider the two proposed designs. Concerns were raised about the appearance of the designs, the impact on the tree the proposed bench would be placed around, maintenance, and public liability insurance. Councillors **AGREED** that they were not against having a memorial bench but would like to see a design more in keeping with existing benches and would like the proposed bench located in a more suitable location.

302 LINDFIELD POND

302.1 The Chairman **REPORTED** that an electrician had attended the pond islands and had stated that the electrics were very damp due to the overgrowth of vegetation. It was **NOTED** that the islands were very overgrown and needed attention. Concerns were raised regarding protecting the wildlife that occupies the pond if such works were to take place.

It was **AGREED** that a specialist survey of the islands should be conducted to ascertain what work would be required and how best it could be conducted.

303. CHRISTMAS FESTIVAL NIGHT - UPDATE

303.1 The Chairman **ADVISED** that arrangements for the event were progressing well. It was **NOTED** that the Deputy Clerk and Councillor Upton had reviewed the risk assessment. It was **NOTED** that all attending Councillors advised that they would be able to help at the event. Due to the problems discussed at item 302.1 the Snowman would not this year be placed on the island. The Christmas tree would be placed on the Butchers roof on Sunday 3rd December by a small group of Council Staff, Councillors and Volunteers

304. CHRISTMAS LIGHTS - UPDATE

304.1 The Chairman advised that the Christmas lights were installed on November 12/13. Due to health and safety concerns a section had not been installed. Various solutions to rectify these concerns had not proved successful due to third party restrictions. The Stand Up Inn had agreed to provide power for the spark lights on the tree in front of their premises. A quote for this connection had been received from the installers. This quote was considered excessive, alternative solutions would be sought.

305. THE HIGH STREET & COMPTON ROAD – TREE POLLARDING

305.1 The Chairman **REPORTED** that KPS have been advised that their quote has been accepted. It was noted that that West Sussex County Council had applied to Mid Sussex District Council for permission to pollard the trees.

306. SALT BINS TO NOTE THAT THE LABELS HAVE BEEN ATTACHED

306.1 The Chairmen **REPORTED** that the Clerk had been out an attached updated contact details and instructions to the padlocked salt bins.

307. KING EDWARD HALL: CLOCK REPAIRS

307.1 Councillors considered two quotes to undertake work on the King Edward Hall Clock. It was **NOTED** that one quote had been a replacement and the other had been for a repair. It was **AGREED** to proceed with the quote for the repair.

308. RISK MANAGEMENT.

308.1 It was **NOTED** by the Chairman that the Deputy Clerk would be utilised on further risk management work.

309. BUDGET 2018/19: TO CONSIDER THE E&A BUDGET REQUIREMENT FOR THE 2018/19 FINANCIAL YEAR

309.1 The Chairman noted two new considerations for the budget financial year 2018/19:

- Haywards Heath Town Community Interest Company

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The Chairman **ADVISED** members that the Haywards Heath Town Community Interest Company will cease operations on the 31st March 2017. West Sussex County Council will no longer be providing funding for the company after this point. It is understood that in January the Council will be served a termination of agreement notice. The Chairman noted the work that the Company had carried out over the current year:

- Cleaning the white posts by the Pond twice a year
- Weeding along the edge of the Pond (4 hours a year)
- Reseeding bare patches in the High Street verges (4 hours a year)
- Seat painting, excluding the MSDC seats on the Common
- Cleaning the polycarbonate bus shelter near The Welkin twice a year
- Cleaning litter and salt bins twice a year
- Cleaning the large welcome signs at the entrances to the village twice a year
- Sundry other items as they arise

It was **AGREED** to keep the provision in the budget for expenditure on the above items as the work would still need to be carried out by an alternative provider.

- Posts around Open Spaces £4000.00 (Designated Reserve)
The Wooden Posts around Blackhill were in the process of being completed and therefore it was **NOTED** that the Councils reserves relating to this item would decrease. It was **AGREED** that the remaining funds should be placed into a reserve for Maintenance of Wooden Posts.

309.2 The Budget was **AGREED** by the Committee but **NOTED** to be subject to review and final approval by the Finance and General Purpose Committee and Full Council.

310. ANY OTHER BUSINESS.

310.1 There was no other business.

The meeting ended at 20.46 p.m.