

LINDFIELD PARISH COUNCIL

Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE** held on **THURSDAY 5 JUNE 2014** at the King Edward Hall, Lindfield.

The meeting commenced at 8.00 p.m.

Present:

Lindfield Parish Councillors: Mr. W. Blunden (Chairman)
Mr. M. Allen
Mrs. J. Chatfield
Mrs. M. Hersey
Mr. S. Hodgson
Mr. R. Pickett (Vice Chairman)
Mr. R. Plass
Mrs. V. Upton

In attendance: Mrs. C. Irwin

Not present: Councillors Mr. S. Henton

This being the first meeting of the Committee following the Annual Meeting of Council, the Chairman of Council opened the meeting and welcomed those present.

364. ELECTION OF CHAIRMAN

364.1 The Chairman of Council called for nominations for the office of Chairman of the Environment and Amenities Committee for the Council year 2014/15. Councillor Blunden was **PROPOSED** by Councillor Hersey and **SECONDED** by Councillor Chatfield. There being no further nominations, Councillor William Blunden was duly **ELECTED** as Chairman of the Environment and Amenities Committee for the Council year 2014/15. Councillor Blunden then took the Chair for the meeting.

365. ELECTION OF VICE CHAIRMAN

365.1 The Chairman called for nominations for the office of Vice Chairman of the Environment and Amenities Committee. Councillor Pickett was **PROPOSED** by Councillor Plass and **SECONDED** by Councillor Hersey. There being no further nominations, Councillor Roger Pickett was duly **ELECTED** as Vice Chairman of the Environment and Amenities Committee for the Council year 2014/15.

366. APOLOGIES FOR ABSENCE.

366.1 Apologies for absence were received from Councillor Henton and the reasons were accepted.

367. DECLARATIONS OF INTEREST.

367.1 There were no declarations of interest from Members in respect of any items on the Agenda.

368. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

368.1 There were no members of the public present.

369. MINUTES OF THE MEETING THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 3 APRIL 2014.

369.1 The Chairman called for approval of the Minutes of the meeting of the Environment and Amenities Committee held on 3 April 2014. These were **AGREED** and the Chairman **SIGNED** the Minutes as being a true record of that meeting.

LINDFIELD PARISH COUNCIL

370. WORKING GROUPS REPORTING TO THE E&A COMMITTEE

370.1 It was **AGREED** that the Working Groups should continue with the membership as follows:

- **Christmas Festival Night/Christmas Lights Working Group**

Councillors Blunden, Chatfield, Hodgson and Upton

- **Denmans Lane Allotments Working Group**

Councillors Allen, Blunden, Henton and Plass (with Mary Allen and Richard Powell).

- **Street lights Working Group**

Councillors Blunden, Chatfield, Henton and Plass.

It was **NOTED** that this Working Group would be discontinued when the WSCC PFI street lighting upgrade had been completed as other street lighting matters would be dealt with directly by the E&A Committee.

- **Responsibility for Village Archive Collection**

Councillors Blunden and Chatfield.

371. CHAIRMAN'S ANNOUNCEMENTS.

371.1 South of England Show – Parish Fayre. The Chairman had visited the Parish Fayre at the South of England Show set up by SSALC to showcase Parish Councils and highlight their achievements. He had been most impressed with the volunteer scheme in Bolney which had been established with funding and support from WSCC. Sixty five registered volunteers had been trained and equipped with such items as shovels, mechanical salt spreaders, strimmers and mowers to carry out tasks including vegetation clearance and winter management. About twenty people had been provided with chain saws and trained to use the. £3,000 had been spent on training. A hundred and fifty nine people had attended their Spring Clean event.

WSCC had also agreed to provide a hundred cherry trees and four hundred railway sleepers to prevent parking on verges, plus four thousand bulbs for roadside verges.

371.2 Village Day. The village had rallied together for a tremendously successful Village Day on 31 May, with younger members of the Community taking ownership and continuing the legacy left by Brian Newcombe..

371.3 'Symphony' Concert at the Royal Albert Hall. The Chairman and his wife had recently attended a charity concert at the Royal Albert Hall, which had been organised by two residents of Lindfield who had children at Lindfield Primary School – two more good ambassadors for the Village.

371.4 Article in Sunday Telegraph. The Chairman read out a comment from an article entitled "Great British Drives" in the Sunday Telegraph, describing a drive from Goodwood to Brands Hatch: "...following the B2028 past Lindfield's elegant fountains..."

372. ACTION LIST.

372.1 Allotment Fence It was **NOTED** that the contractors who had erected the fence had not responded to the request to quote for its reinstatement following damage from a fallen tree. It was **AGREED** that the Chairman should therefore contact a further contractor who had done other work on the Allotments for the Council.

LINDFIELD PARISH COUNCIL

372.2 Lindfield Leaflets. The Lindfield Leaflet had been revised and reprinted. 5000 copies had been delivered earlier that day.

373. ENVIRONMENT AND AMENITIES COMMITTEE BUDGET.

373.1 Budget Progress 2014/15. **NOTED:** the budget progress to 30 April at which date £2,290 had been spent from the £70,000 budget. An estimate of expenditure during May came to a total of £6,004.

373.2 Allotments mower. The Chairman reported that one of the mowers that were made available to plot holders to mow paths needed replacing. It was **AGREED** that a new mower of a suitable type and make, costing in the region of £130 should be purchased.

374. CURRENT MAINTENANCE.

374.1 Seat and posts. It was **NOTED** that the seat in the Welkin footpath and the posts to protect the grit bin in Denmans Lane had been installed.

374.2 Tollgate Car Park maintenance. It was **NOTED** that following reports that the planted borders were becoming overgrown due to the loss of volunteer gardeners, MSDC had made the decision to include them all in their contract with The Landscape Group, but would consider future requests from gardening groups wishing to take over any borders.

374.3 Railing at the corner of Hickmans Lane. It was **NOTED** that the railing next to Doodie Stark has been damaged apparently by a vehicle. It was **AGREED** to authorise the Clerk in consultation with the Chairman and Vice Chairman to arrange for its repair on receipt of an acceptable quotation.

375. STREET LIGHTS

375.1 WSCC PFI Street Lighting Upgrade. WSCC's PFI Contractors, SSE Contracting, were replacing all lights over 15 years old on 31 March 2010 and all concrete columns irrespective of age, throughout the County. The work on the Lindfield lights was scheduled for later in 2014 and dialogue was taking place with Kevin Moss (Street Lighting Team Leader WSCC) and Simon Bushell (Design Manager, SSEC). A Working Group of Councillors Blunden, Chatfield, Henton and Plass had been set up by the E&A Committee and they had met on 19 May to review the information received and to consider the priorities for heritage style lighting equipment. A report had been circulated which set out the details and recommendations for consideration by the E&A Committee.

- The standard equipment was to be a 6' or 5' (depending on location) straight painted steel column with a modern lantern (WRTL Libra Luminaire) giving energy efficient white light.
- Sherwood Green or black were the colours on offer.
- Heritage columns would be replaced by embellishing the standard column (similar to the one currently outside Selbys Chemist in the High Street) and adding swan neck brackets and heritage style lanterns (Addington from Metcraft),
- WSCC had drawn up a list of 82 columns which they were prepared to replace with heritage style lanterns.

Alma Rd	1	High Street	26
Black Hill	12	Lewes Road	5
Denmans Lane	6	Oakfield Close	2
Finches Gardens	25	The Glebe	4
Hickmans Lane	1		

- There were some discrepancies in the numbers for the High Street, Black Hill and Hickmans Lane and these were noted in the table in the report.
- There was flexibility for the Parish Council to suggest changes – downgrading roads listed with heritage lights or upgrading others not on the list – but if the final proposal came to more than the cost of the 82 columns in the list, LPC would be required to pay the additional cost.
- Estimated costs of upgrades:
 - full heritage £850
 - part heritage (column embellishment,

LINDFIELD PARISH COUNCIL

swan neck and Libra Luminaire	£400
- swan neck on its own	£220
- Addington lantern	£400
- Metal box to take the Addington lantern mounted on pole	£300

During discussion it was **NOTED** that the standard light, whilst plain, was perfectly acceptable in appearance for most of the roads in the village. Members considered the merits of retaining heritage style lights in each of the roads listed by WSCC and upgrading columns in certain additional roads in the village centre. It was **AGREED** that the following should be put to WSCC and SSEC as a proposal for costing:

Colour (choices: Sherwood Green or black): – Sherwood Green throughout

High Street

Full heritage columns from Black Hill to the northern boundary.

(The four wall bracket lights were not on WSCC's list and would be the subject of further discussion with them and SSEC.)

27 heritage columns

Alma Road

Down grade to standard as the light was on the edge of the Conservation Area and the road was not a main thoroughfare

1 standard column

Denmans Lane

Extend full heritage columns / pole brackets to full length of road. Additional light to be requested for between numbers 29 and 37.

12 heritage columns and 2 heritage pole brackets

Compton Road

Not currently heritage but upgrade to be recommended as the road is now in the Conservation Area

7 heritage columns

Black Hill – to Dix's

Full heritage

9 heritage columns

Lewes Road – to LF Motors

Full heritage

5 heritage columns

Lewes Road – LF Motors to West View

Heritage pole bracket lights

5 heritage (Addington) lanterns, with brackets and boxes to fit

Hickmans Lane – High St to The Welkin

Extend full heritage columns as far as The Welkin

7 heritage columns

The Wilderness

Not currently heritage but sensitive area on approach to All Saints

Full heritage

3 heritage columns

LINDFIELD PARISH COUNCIL

Brushes Lane

Not currently heritage but sensitive area on approach to All Saints

Full heritage

3 heritage columns

Oakfield Close

Full heritage (small number and currently has true heritage iron columns)

2 heritage columns

The Glebe

Full heritage (small number and currently has true heritage iron columns)

4 heritage columns

Chaloner Road – Lewes Road to Evangelical Free Church

Within the Conservation Area and seen from Lewes Road

Upgrade to full heritage

2 heritage columns

Finches Gardens

A total of 28 columns, 25 of which were classed as heritage by WSCC. It was noted that the Finches Gardens Freeholders Association wanted the heritage style to be retained. The road was not in an area of special designation and was a residential estate off Hickmans Lane. It was felt that on balance, the cost of replacing these lights with heritage was difficult to justify and the saving made could be reallocated to fund the additional heritage lights to be proposed for the main routes through the village as listed above. The Freeholders Association may however wish to contribute for part heritage; for example 28 swan neck brackets (fitted to plain columns and with Libra Luminaire lanterns) would cost around £6,160.

28 standard columns.

Hickmans Lane – The Welkin to Black Hill/West Common

A further proposal to upgrade the pole bracket lights in Hickmans Lane to heritage (Addington lanterns with box and bracket) was rejected on the grounds of cost (est. £11,200).

The rest of the roads in the village

Standard columns and pole brackets.

The cost to the Parish Council for the above proposal was estimated at approximately £5,000. It was **AGREED** that this proposal should be sent to Mr. Moss and Mr. Bushell for their comments and costing and that a letter should be sent to the Finches Gardens Freeholders Association to explain the reasons for the decision on the lights in this road.

- 375.2 Parish Council- owned street lights. It was **NOTED** that the Parish Council owned 13 concrete columns, 2 in The Welkin and 11 in Brookway and although these were considered to be safe, the Committee had previously agreed that they should be replaced. The lights in Brookway were all on a time-switched supply (5th Core) which was no longer supported by UK Power Networks, so columns that were to be changed had to be converted to a permanent live supply at an additional cost, which Ken Bonner of Streetlights had recently advised had been significantly increased.

The estimated costs to replace these columns, excluding any available discounts were as follows:

Replace columns and change supply - 11 concrete lights in Brookway on fifth core

New column and lantern (Streetlights)	£850	
UKPN £415 (to disconnect) + £852 (to reconnect)	<u>£1,267</u>	
	£2,117	
	<u>x 11 columns</u>	£23,287

LINDFIELD PARISH COUNCIL

<u>Change supply only - 1 galvanised light in Brookway on fifth core</u>		
UKPN £415 + £852	£1,267	
	<u>x 1 column</u>	£1,267
<u>Replace 2 lights in Welkin on live supply</u>		
New column and lantern (Streetlights)	£850	
UKPN	<u>£542</u>	
	£1,392	
	<u>x 2 columns</u>	<u>£2,784</u>
TOTAL		<u>£27,338</u>

Furthermore, Mr. Bonner had, on the day of this meeting, advised that the half price side road lanterns that Streetlights used would cease to be available in the near future and this was likely to add a further £250 to the cost of replacing lanterns. Mr. Bonner had advised Councils intending to replace lanterns or columns complete with lanterns, to place an order within seven days while stocks were still available.

It was **AGREED** that if the pole mounted lights alongside the Common in Lewes Road were to be changed to Addington lanterns, the modern lanterns on the Parish Council's lights in West View should, if possible, be replaced with Iffleys (similar to Addington).

With a total of £19,404 in the budget and designated reserve for street lighting, this work could not all be done during the current year. Subject to confirmation of costs, it was therefore **AGREED** that the priorities for 2014/15 should be:

- the contribution of approximately £5,000 to WSCC/SSEC for extra heritage work during the PFI upgrade,
- the replacement of two concrete lights in The Welkin (approximately £2,800)
- the cost of returning three West View lights to Iffley lanterns (approximately £1,030 each based on previous work).
- to order enough half price lanterns to carry out the work on replacing the Brookway lights, subject to confirmation by Streetlights.

The remaining work would be budgeted for, to be carried out in 2015/16.

376. PAVING AT CORNER OF HIGH STREET AND LEWES ROAD

376.1 Councillor Pickett reported that he had contacted a contractor and was waiting for them to inspect the site and calculate an estimate. It was **AGREED** that if there was no progress on this in the near future, the Council should revert to the previous solution of adding bollards to close the wider gaps and to have the paving repaired with replacement stone slabs where needed. It was felt that a lot of bollards at regular intervals would appear out of keeping with the vista.

377. WINTER MAINTENANCE PLAN.

377.1 **NOTED** that the problem of long term storage of the spare salt bags had not yet been resolved and that the salt from the bags on the Hickmans Lane car park were killing off the grass. It was **AGREED** to make further enquiries, including with the South of England Showground.

378. CHRISTMAS FESTIVAL NIGHT

378.1 It was **AGREED** to confirm the provisional date of Tuesday 2 December for the 2014 Christmas Festival Night. It was also **AGREED** that the Parish Council should insist that Blachere put up the Christmas lights earlier as there were some unlit sections on Christmas Festival Night in 2013.

379. SPRING CLEAN.

379.1 It was **NOTED** that the 2014 Spring Clean had been successful: 25 people had attended, including two WSCC contractors, five Councillors, two members of staff and sixteen members of the public, some

LINDFIELD PARISH COUNCIL

regulars and some new people, including families. It was **AGREED** (with two abstentions) that the next Spring Clean event should be held on 18 April 2015 and that more effort should be made to publicise the event and that a banner should be purchased for the railings outside the King Edward Hall.

380. HALF ROUND LITTER BINS.

380.1 It had previously been agreed not to reuse the bins removed from bus stop poles as litter bins, but because Mr Macmillan, representing the Lindfield Preservation Society, had urged for them to be reused, it had been suggested to him that the Parish Council would be supportive if LPS wished to use these bins as planters in the village. However the matter of responsibility for ongoing maintenance of the planting had not been resolved and the Preservation Society had now disposed of all except two of the bins. It was **AGREED** to inform Mr. Macmillan that the Parish Council would not be making use of these remaining bins.

381. LINDFIELD MAP PANELS.

381.1 The design consultants had received the list of amendments to the proof and had replied that because the changes involved an extension of the actual map area, there would be an additional charge of £250 as this had not been allowed for in the original estimate. The additional charge was **AGREED**.

382. RISK MANAGEMENT.

382.1 It was **AGREED** to assign the following Members to assist with the Risk Assessments for the E&A Committee:

Allotments	Councillors Blunden and Pickett
Spring Clean	Councillors Upton and Hodgson
Village Night	Councillors Upton and Chatfield (with Working Group)
Public toilets	Councillors Blunden and Hersey
Village Orderly	Councillor Henton
Winter Management	Councillors Blunden and Plass
Street lights	Councillors Hodgson and Plass
Christmas Lights	Councillors Blunden and Hersey
Street furniture	
- Litter bins	Councillors Chatfield and Plass
- Bus shelters	Councillor Allen
- Other	Councillors Allen and Hodgson

383. ANY OTHER BUSINESS

383.1 No other items of business were raised.

The meeting concluded at 9.20 p.m.