

LINDFIELD PARISH COUNCIL

Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE** held on **THURSDAY 1 FEBRUARY 2018** at the King Edward Hall, Lindfield.

The meeting commenced at 20.00.

Present:

Parish Councillors: Mr. W. Blunden (Chairman)
Mr. M. Allen
Mrs. J. Durrant
Mr. R. Pickett
Mr. C. Snowling
Mrs. V. Upton

Also present: 1 member of the public

In attendance: Mr. A. Funnell (Clerk)

Absent: Parish Councillors: M. Hersey

311. APOLOGIES FOR ABSENCE.

311.1 Apologies for absence were received from Councillor Henton, and Councillor Hersey and were accepted.

312. DECLARATIONS OF INTEREST.

312.1 Councillor Blunden declared a personal interest in item 319 as he was a plot holder.

312.2 Councillor Snowling declared a personal interest in item 320 as he had used the letter writer's professional services in the past.

312.3 Councillor Allen declared a personal interest in item 319 as his wife was a plot holder.

313. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

313.1 A member of the public commented on the following:

- Item 320 - the Parish Council should only contribute where legally obliged to do so.
- Item 331 - the impact of new pollarding regulations.

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

314. MINUTES OF THE MEETING OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 30 NOVEMBER 2017.

314.1 The Chairman called for approval of the Minutes of the Environment and Amenities Committee held on 30 November 2017. These were **AGREED** and the Chairman **SIGNED** the Minutes as being a true record of that meeting.

315. CHAIRMAN'S ANNOUNCEMENTS.

315.1 The Chairman **NOTED** the recent Channel 4 programme Village of the Year. The Chairman believed that it highlighted the community spirit of the village.

316. ACTION LIST.

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

317. ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2017/18

317.1 The December budget progress report had been circulated. It was **NOTED** that as at 31 December 2017 £22,324.56 had been spent from the E&A budget of £47,750, £276.25 from

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the Denmans Lane toilets sinking fund reserves, and £2,503.00 from the Posts around Open Spaces reserves.

318. REPORT ON CURRENT MAINTENANCE

318.1 The Chairman **REPORTED** that a number of damaged or broken fence posts had been repaired or replaced in December.

319. DENMANS LANE ALLOTMENT

319.1 The Chairmen **NOTED** that the allotment waiting list was now being maintained by the office staff. It was hoped that if a village orderly could be recruited then one of their tasks would be to show potential tenants around the site. The Chairman put on record his, and the Council's thanks to Mary Allen for her many years of work in maintaining the allotment waiting list and for being a valued point of contact between plot holders and the Council.

320 TO CONSIDER A REQUEST TO CONTRIBUTE TOWARDS THE COST OF GRAVEL ROAD LEADING TO THE DENMANS LANE ALLOTMENT

320.1 The Chairman **REPORTED** that a letter had been received from a resident of Denmans Lane asking that the Council consider contributing towards the cost of the gravel road leading to the allotments. It was observed that the Council in 2011 had contributed 20% towards the cost of materials. Members were asked to consider whether a contribution should be made to the proposed future maintenance. The resident has advised that they estimated that materials would cost £450.00

The Chairman advised that the gravel drive is regularly used by allotment holders, and by members of the public.

Councillor Pickett **NOTED** that the letter stated the Council are obligated in the Deeds to contribute towards the upkeep of the driveway. The Chairman suggested that no one could reasonably say that the Council should not contribute. The Chairman confirmed to Councillors that the Deeds do state the aforementioned obligation to contribute. The Chairman advised that the Council has in the past contributed towards safety projects that are for the benefit of the village.

It was **AGREED** that the Council would contribute 20% towards the cost of the materials.

NOTE: Councillor Allen did not take part in this item.

321 HIGHWAYS CLUSTER AGREEMENT - UPDATE

321.1 The Chairman **REPORTED** that On Tuesday the Clerk had attended a meeting with the Clerk of Haywards Heath Town Council regarding the Highways Cluster Agreement. The following points were **NOTED**:

- Haywards Heath Town Community Interest Company will cease trading on the 31st March 2018
- The contract will end on the 30th June 2018.
- Any work between the 1st April and 30th June will be carried out by the Hayward Heath Town Council Maintenance Team or an external contractor.
- West Sussex County Council was encouraging members of the public to report concerns using the Love West Sussex App and website.
- There will be a reduction in the services that are carried out by West Sussex County Council under the new contract.

322 OPERATION WATERSHED - TO CONSIDER THE LATEST POSITION IN REGARD TO PROPERTIES IN SAVILL ROAD

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322.1 The Chairman **REPORTED** that members would be aware that the Council is receiving correspondence from one member of the public who lives in Savill Road regarding the flooding in the road. Members had been provided with the correspondence and a summary of the decisions relating to this matter that have been discussed at previous meetings. The Chairman asked Members to consider what position the Council should take in regard to this matter.

Councillor Snowling advised that the Council might facilitate but there is not a lot that we could do.

The Chairman **ADVISED** that it had been previously agreed the Parish Council would assist the residents or a residents association in making an application. It was now understood that the residents were not willing to work together. It was also mentioned that a potential legal solution was being considered by the resident. The Chairman expressed his reluctance to become involved in a matter relating to private land. It was stated that the Council do not have the staff or facilities to progress this matter. The Chairman advised he was happy to support the residents in any application that they make provided it does not involve any cost or legal expenses to the Council.

Councillor Snowling expressed his reluctance towards any Council involvement with the application. He stated that when the matter was considered by Full Council it was believed that the Council would only be acting as a link between the applicants and West Sussex County Council. It was not anticipated that the Council would ever take responsibility for the application. Councillor Snowling expressed concern that the Council could become a party in any future litigation if it were to make the application. Councillor Snowling suggested that a letter be sent to the parties involved stating that the Council were not able to take any further part in the matter

It was **AGREED** that the Council could not take any further part in the application as the stated position was to only support the residents in making their own application. The Clerk would write to the interested parties advising them of the Council's position.

323 THE WITCH INN BUS STOP - PROPOSAL TO MOVE FLAG POST

323.1 The Chairman **ADVISED** that since the last meeting the Clerk has obtained a quote from the original installer. In addition, the Clerk had contacted Compass Travel who had advised that there were no current plans to change the route which stopped at the Witch Inn bus stop. It was **AGREED** to accept the quote of £250 to undertake the work.

324 FREIGHTER DATES 2018/19

324.1 The Chairman **NOTED** that the Clerk had requested six dates for the 2018/2019 financial year.

325 JOINT PROJECTS WITH MSDC

325.1 The Chairman **REPORTED** that the Clerk has contacted Mid Sussex District Council to discuss potential joint projects. It is hoped that the projects can be progressed. Councillor Allen queried that the projects be listed for members information. The Chairman advised that a list of the projects would be made available.

326. LINDFIELD IN BLOOM - UPDATE

326.1 Councillor Snowling **REPORTED** the following:

- There was great enthusiasm amongst the members to promote the appearance of the village.
- An entry had been made into South and South East in Bloom. A judging panel would visit in the first two weeks of July.

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- A garden trail would take place in aid of St Peter & St James hospice.
- A fundraising stall would be at Lindfield Village Day.
- There would be activities at Lindfield Arts Festival.
- Assistance would be given to the bowls club in planting flowers on a bank by the bowls car park.
- Improvements would be considered for the area by the memorial hedge.
- A scarecrow competition was being considered.
- It was stated that £116 was raised at the Village Festival Night Stall

The Chairman **NOTED** that Highbrook had undertaken a Flowerpot Men completion, and Ardingly had a successful Scarecrow completion. It was also **NOTED** that Councillor Durrant would attend the next Lindfield in Bloom meeting.

327. WILDERNESS FIELD - UPDATE

327.1 The Chairman **REPORTED** that at Full Council a report on the latest position had been provided. It was **NOTED** that when a reply to the Council's email is received from Mid Sussex District Council the Working Group would meet to consider further. Councillors were provided with a copy of the arborist's report of the trees in or on the edge of the field. Councillor Snowling and the Chairman **NOTED** that there would be various points of view as to what the field should look like when the land comes under Parish Council ownership. It was observed that the Council represents all of the village residents interest in the land and not just the immediate houses bordering the field.

328 LINDFIELD POND

328.1 The Chairman **REPORTED** that the Clerk had contacted Mid Sussex District Council to see if they would recommend a suitable surveyor to conduct an inspection of the pond islands to advise what vegetation management needs to be undertaken and how this can be done ensuring that the wildlife is protected. So far no reply has been received.

It was **REPORTED** that we have received correspondence regarding 3rd parties contributing toward the cost of any repair works to the lights providing they are able to place advertisements on the islands. Members were asked for comments. The Chairman **NOTED** that the pond is part of the common and therefore subject to restrictions relating to advertisements

It was **AGREED** that no commercial advertisements should be placed on the pond islands and that the lights on the pond should only be used for special village events.

329. CHRISTMAS FESTIVAL NIGHT - UPDATE

329.1 The Chairman asked Councillors to consider a date for the 2018 Christmas Festival Night. It was **AGREED** that the date for Christmas Festival Night 2018 would be Tuesday 4th December. It was also discussed and **AGREED** that a meeting will take place to evaluate the 2017 event. Councillor Durrant raised concerns regarding the disruption to bus services caused by last year's event.

330. CHRISTMAS LIGHTS - UPDATE

330.1 The Chairman advised that a quote had been received from the current installers. It was **NOTED** that the cost had only increased by £75 compared to last year. It was **AGREED** to proceed with the quote provided.

331. THE HIGH STREET & COMPTON ROAD – TREE POLLARDING

331.1 The Chairman **NOTED** that tree pollarding had and continued to take place. The contractors had been asked to ensure that the sparks lights are reinstalled in a suitable position.

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332. SPRING CLEAN

332.1 The Chairman **ADVISED** that the risk assessment for the event would need to be reviewed. It was **AGREED** that the Deputy Clerk, in consultation with Councillors, would oversee the review.

Councillor Snowling reported that he had suggested to Lindfield in Bloom to liaise with the Council regarding areas that could be considered for the spring clean.

333. RISK MANAGEMENT.

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

334. ANY OTHER BUSINESS.

334.1 It was **NOTED** that the Council has received a request to consider a third party risk assessment relating to trees on the allotment that were growing into the roof of a bordering property. The item would be considered at the next committee meeting.

The meeting ended at 20.46 p.m.