

LINDFIELD PARISH COUNCIL

Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE** held on **THURSDAY 13 AUGUST 2020** via Microsoft Team.

The meeting commenced at 7.00 p.m.

Parish Councillors:

Mr. W. Blunden (Chair)	Mr. S. Henton	Mrs. A. Matthews
Mr. R. Pickett (Vice Chair)	Mr. R. Plass	Mr. J. Stevens (*)
Mrs. V. Upton (*)	Mr. I. Wilson	Mr. C. Wood

(*) Denotes absence

In attendance: Mr. A. Funnell (Clerk)

123. APOLOGIES FOR ABSENCE.

123.1 Apologies had been received from Cllrs Stevens & Upon. The reasons for apologies were accepted.

124. DECLARATIONS OF INTEREST.

124.1 Councillor Blunden declared a personal interest in items relating to the Denmans Lane Allotments as he is a plot holder.

124.2 Councillor Matthews declared a personal interest in items relating to the Denmans Lane Allotments as she is a plot holder.

125. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

125.1 There were no questions.

126. MINUTES OF THE MEETING OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 11 JUNE 2020.

126.1 The Chairman called for approval of the Minutes of the Environment and Amenities Committee held on Thursday 11 June 2020. These were **AGREED** as being a true record of that meeting. The Chairman would sign the minutes at a later date.

127. CHAIRMAN'S ANNOUNCEMENTS.

127.1 There were no announcements

128. ACTION LIST.

128.1 The action list was **NOTED**.

129. ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2020/21.

129.1 The figures as at 30 June 2020 were:

£3,518 had been spent from the open spaces budget of £50,200

£91 had been spent from the allotments budget of £2,500

£4.75 had been spent from the earmarked reserves.

130. CLIMATE CHANGE

130.1 Working Group Update – It was **NOTED** that Cllr Stevens had stepped down from the working group. Cllr Wood recorded the groups thanks to Cllr Steven for his contribution.

130.2 General Update - Cllr Wood advised that the group has meet on 22 July. The group had considered the proposed bee and bird boxes, an article in Lindfield Life, and the policy document. It was hoped that the policy document could be presented to Full Council on the 10 September 2020.

130.3 Approval of Expenditure – The Climate Change Working Group requested £300 to purchase:

- bird boxes
- bee boxes

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- space for an article in Lindfield Life

The boxes would be installed on the Wilderness Field

It was **AGREED** to purchase bird & bee boxes, & a single page article in Lindfield Life. The total value would be £300 and the debit card was also authorised as a method of payment.

131 REPORT ON CURRENT MAINTENANCE.

- 131.1 The Chairman **REPORTED** that there was nothing to note that had not already been covered under other agenda items.

132 DENMANS LANE TOILETS

- 132.1 A meeting was held at the toilets on the 12 August to discuss the ongoing issues with the locks. At the same time the engineer fixed the handle and replaced the return spring in gents the cubicle.

The Council had requested quotes for the following work:

- A new radar lock and strike lock for the disabled toilet
- New locks and strike locks for the gents and ladies' toilets
- New baby change table, wash station and vanity units
- Upgrade lights with sensors

Cllr Plass stated that any work need on the toilets should be undertaken.

133 DENMANS LANE ALLOTMENTS

- 133.1 General update – The waiting list has increased to approximately 30 people. It was **NOTED** how well the site was being used.

133.2 Approval of Expenditure

Members are asked to approve up to £400 worth of expenditure, using the debit card for:

- Additional wood stain to treat the sheds and gates
- The planting of pear and apple trees on the allotments.

Members **AGREED** to the expenditure noting that additional tree planting supported the Council's climate change objectives and the national Tree Charter to which it had signed up to the objectives.

In addition Cllr Blunden proposed that the Council replace one of the water tanks on the allotment with a unit that had a stop cock. This would ensure that the tank is topped up but that no water is wasted from it overflowing. Members **AGREED** that a replacement be purchased (£315.53 plus delivery) and authorised the debit card for the expenditure.

134 TREE POLICY

- 134.1 Members agreed to approve the proposed Tree Policy. The Policy would allow the Council to clearly and communicates its obligations and position towards and queries from members of the public regarding trees.

135 VILLAGE ORDERLY

- 135.1 General Update – Since the last meeting the Village Orderly has undertaken the following in addition to his normal tasks; annual grit bin audit, and removal of a metal pole on the Dukes Road end entrance gate to the Wilderness Field.

136 LINDFIELD IN BLOOM

- 136.1 Cllr Stevens, the Council's representative was not in attendance. The Committee **NOTED** correspondence from Lindfield in Bloom suggesting hanging flower baskets along the High Street. It was felt that whilst hanging baskets would be very attractive it would not be practical for various reasons.

137 WILDERNESS FIELD

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137.1 General Update – The Chairman **NOTED** that the field continues to be well used. A wasp nest which had disturbed by a badger had been removed. Several items of correspondence had been received regarding the management of the site, specifically concerning plant diversity.

137.2 To consider expenditure relating to site management. Members considered three quotes for grass cutting. It was **AGREED** to approve the quote from company 1 (£1,140 for grass cut and removal).

Members **AGREED** to approve the quote of £390 for the installation of a 10ft wooden gate in order to allow access to the field for maintenance.

138 LINDFIELD WAR MEMORIAL

138.1 Members were advised that a meeting had taken place between Cllr Picket and the Clerk in order to help review the requirements and best way to move forward. The Clerk would be requesting updated standardised quotes from the various companies that had originally responded.

139 LINDFIELD COMMON - TO CONSIDER REPORT SUGGESTING HELP FOR LITTER PICKERS AND TO CONSIDER COMMENTS REGARDING LITTER BINS.

139.1 Members considered a report on regarding a) supporting those who litter pick with in the village open spaces and b) a suggestion from a member of the public that removing litter bins and increasing signage could help reduce the volume of litter on the Common.

Members **AGREED** with the report's recommendation that:

- 1) Limited litter collection on [Common/ HL playing field / Wilderness Field] by a few council staff / cllrs.
- 2) Publicise that LPC has undertaken the above and is keen to help those that also undertake litter picking. Offer litter pickers use of the following: Litter pickers, Black sacks, Gloves, & Hi-viz jacket
- 3) Assist litter pickers with any liaison with MSDC regarding the collection of waste sacks.
- 4) Liaise with litter pickers to see if LPC can offer any additional support, for example, publicising dates of litter picking on our Facebook account.

Members did not support the suggestion from the member of the public that reducing the number of litter bins on but increasing signage requesting users take home their rubbish from the Common would be beneficial. There was concern that if a six-month trial took place and the results were not favourable it could prove difficult to get the service reinstated. Members **AGREED** not to progress this matter any further.

140 FESTIVE LIGHTING – TO APPROVE QUOTATION FOR 2020/21 DISPLAY

140.1 Members **AGREED** to the lighting contractors quote for the 2020/2021 Festive Light display.

141 CHRISTMAS FESTIVAL NIGHT 2020

141.1 The Chairman **REPORTED** to members the latest government advice on regarding Covid-19 and social distancing. Members did not consider that the event could safely go ahead. It was **AGREED** that Christmas Festival Night 2020 would be cancelled.

142 RISK MANAGEMENT

142.1 Members were reminded that the Wilderness Field risk assessment needs to be reviewed.

143 CLERK'S REPORT

143.1 The Clerk **REPORTED** to members that the following had been undertaken: replacement column for the light in Francis Road / The Wilderness, repair of light fault in Oak bank.

MATTERS ARISING

144.1 There were no matters arising.

The meeting concluded at 19:54 pm