



BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the **RECREATION AND ENVIRONMENT**
meeting held on **Monday 16th September 2019** at 7.45pm
in **St John's Community Hall**

Present Were: Cllr Christine Knight (Chair)
Cllr Terry Oliver
Cllr Viv Edwards
Cllr David Milbank
Cllr Jeanne Coker

Assistant Clerk: Lucinda Edwards

Environmental Officer: John Pilkington

Members of the Public: One Councillor in Observance

Press: None

R053/19 ATTENDANCE AND APOLOGIES FOR ABSENCE
None

R054/19 DECLARATION OF INTEREST AND NOTIFICATION OF CHANGES
None declared.

R055/19 CHAIRMAN'S ANNOUNCEMENTS
The Chair drew members attention to the addition of times to the agenda.

R056/19 MINUTES
It was **RESOLVED** by all present that the minutes of the Recreation Committee meeting held on Monday the 17th June 2019 be accepted as a true and correct record of the meeting. Cllr Knight signed the minutes.

R057/19 CLERK UPDATE
Members received the following updates:

- It was **AGREED** for the Clerks to obtain details of the schedule of maintenance and cutting from Grasstex
- The Ducky play area is looking great and being well used. There are a few snagging issues which have been communicated to Eibe.
- The new bins at the Ducky are being switched as they are faulty.
- The new gate at the Ducky is still not self-closing and we are awaiting further steps from the manufacturer.
- The litter picking A frame has been received ready for when the Parish Office is open.

- The dog fouling and litter posters will be placed around the village over the next couple of weeks
- The bag dispenser has been installed and the EO is monitoring use to determine quantities of bags for future provision

R058/19 ENVIRONMENT OFFICER UPDATE

The following updates were provided:

- The cantilever swing at Charrington Way has been replaced
- There are 2 bins at the Top Common – It needs to be confirmed if HDC are emptying these.
- A bench at the Cricket ground was recently vandalised – the purchase of a replacement is on the agenda for this meeting.
- It was **AGREED** for the EO to purchase the required timbers to carry out repairs to the bench at Singleton Road at a cost of £46.08 and the 2 Tennis Club benches at a cost of £99.
- It was highlighted that the brambles and hedges along by the Shelley bus stop have not been fully trimmed and the new bus stop landscaping has still not been done. It was **AGREED** for the Clerks to contact Bellway regarding this matter.
- It was **AGREED** for the Clerks to add a note of thanks on the website and social media to the residents who have responded to requests to tidy their hedges.

R059/19 BENCHES

Members received costings to purchase 2 new benches for the Cricket ground and one for the Tennis club.

It was **AGREED** to purchase 3 Plaswood Moulded seat benches from Amberol at a cost of £264 each plus postage.

It was **AGREED** for the Clerks to make the necessary arrangements for the installation of the 3 benches at a maximum cost per bench of £100.

PLAY AREA UPDATE

The Assistant Clerk updated members on the results of the latest safety inspection reports and talked through the list of tasks resulting from the report.

R060/19 The Assistant Clerk presented a cost of £38 per hour for HDC to pressure wash some items of play equipment at 2 sites. It was **AGREED** to request these works from HDC, with an estimated works time of 3 hours.

R061/19 Concerns were raised about the weed spraying at the play areas and whether the paths were being sufficiently treated. It was **AGREED** for the Clerk request confirmation of tasks completed emails from Grasstex in order to be able to monitor the works.

R062/19 The Assistant Clerk presented a quote for the replacement of one swing seat and associated shackles and bushes for the retained swing unit at

The Ducky. It was **AGREED** to proceed with the purchase. The swing will be fitted by the EO.

R063/19 THE VILLAGE CENTRE NEW PLAY AREA

Members were updated on the progress of the new play area.

R064/19 It was **AGREED** to purchase 2 new Monster bins in green and blue for the Village Centre new play area to be installed by Kompan as part of the project

R065/19 It was **AGREED** for the Clerk to ensure that contractor access requirements are fully communicated to WSCC and the Village Centre Trustees.

R066/19 It was **AGREED** to recommend to the Finance and Establishment Committee that a contingency budget is set for the duration of this project with a delegated authority to the Clerks as appropriate.

R067/19 It was **AGREED** for the Clerks to share updates on the project on Social media and the Parish Council Website. It was **AGREED** to add details of the new play area to the next magazine.

R068/19 NEW PATHWAY AT THE COMMON

It was **AGREED** for the Assistant Clerk to contact the contractor who recently completed the new pathway at the Common to feedback concerns over the surfacing lifting.

R069/19 ACCESS PROTECTION LINES

It was **AGREED** to apply for Access Protection Lines to be added at the 2 access points at The Common.

R070/19 ACCESS AT THE COMMON

It was **AGREED** for the Assistant Clerk to obtain quotes to extend the hard-standing at the Common at the access point with 2 drop posts to be presented at the next Recreation Committee meeting.

R071/19 NEW PLAY AREA SIGN

It was **AGREED** to purchase an additional Duck sign for the Ducky play area to be positioned on the new gate.

R072/19 ADULT FITNESS EQUIPMENT

Members were presented with 2 quotations from Fresh Air Fitness. The first quote was to carry out all the remedial works identified in the latest safety inspection reports at the 2 sites with the equipment.

The second quote was for an Annual Maintenance Agreement. The Annual Maintenance Agreement would cover all but one of the items of work identified in the report. Details of the contractual agreement were

discussed.

It was **AGREED** to proceed with the Annual Maintenance Contract and with the additional item of remedial work.

LITTER AND DOG FOULING

R073/19 The Assistant Clerk provided an update. Members were presented an updated map of the bin locations in the village. Countryside have confirmed that they will provide a bin in the proximity of the public footpath along Churchill Way. The exact location is to be determined.

It was identified that the dog fouling posters state differing fine amounts. It was **AGREED** for the Assistant Clerk to verify the correct information and investigate replacing the incorrect signage.

LAMP POST POPPIES

R074/19 It was **AGREED** to request an additional 100 poppies at the suggested donation of £3 per poppy.

It was **AGREED** to submit the SSE application detailing all lamp posts as applied for in 2018, and to add to the proposal the lamp posts on Pelling Way, Buck Way and Sargent Way with permissions from Countryside Properties.

TELEPHONE BOX REFURBISHMENT

R075/19 The Assistant Clerk informed members of the Gala Association's proposal to refurbish the telephone box at the Scout Hall, changing its use to a book swap facility. This is in conjunction with an additional proposal to install a similar provision on the new side of the village. It was **AGREED** for the Assistant Clerk to gather further information in order for the Committee to determine any Parish Council involvement with this project.

It was **AGREED** for the Assistant Clerk to investigate sourcing a decommissioned telephone box for installation in the vicinity of the Parish Office.

BUS SHELTER CLEANING SCHEDULE

R076/19 Members were presented with a quote from EasyClean Services of £10 per bus shelter per clean.

It was **AGREED** for the Clerks to proceed with 6 cleans per year of the 3 bus shelters and the noticeboards.

SILENT SOLDIER

R077/19 It was **AGREED** for the Environmental Officer to re-install the Silent Soldier at the flagpole with a view to this becoming a permanent fixture.

BULB PLANTING

R078/19 Members were updated on Grasstex' plans to replace the daffodil bulbs that were cut too soon earlier this season. Grasstex will replace and plant the bulbs this Autumn.

It was **AGREED** to purchase 1500 daffodil bulbs to be planted by Green Gym on Thursday 17th October on the bank close to Mulberry Gardens.

CHRISTMAS DECORATIONS

R079/19

It was **AGREED** for the Assistant Clerk to put together a proposal for the sponsorship by Countryside Properties of a large, well-lit Christmas tree for installation in the vicinity of the neighbourhood centre.

UNDERPASS PROJECT

R080/19

Cllr Knight updated members on this project and explained that it is a big project and it is important to plan it carefully. Members were informed that the artist involved in the creation of the mural in the church hall was happy to be involved with this project. It was **AGREED** for Cllr Knight to approach the artist involved with the projects with the billboards outside the Capitol for advice. It was **AGREED** that ideas can be gathered with a view to commencing the works in the Spring.

YEAR OF CULTURE EVENTS

R081/19

The Assistant Clerk provided an update on the 2 events held during the Summer. Unfortunately, the Red Lion theatre production was not well attended, but this was reflected in ticket sales in all the locations it was performed.

GREEN GYM

R082/19

Green Gym have agreed to a 4 day per year schedule and have proposed 2 initial dates: Thursday 17th October for bulb planting and Thursday 14th November for Winter management at the Top Common. Members **NOTED** the information.

HIGHWOOD HILL

R083/19

Members were updated on the proposal for the Parish Council to adopt Highwood Hill. It was **AGREED** for the Assistant Clerk to obtain a full plan of the area; full information relating to all ongoing costs in maintaining the land, to include fencing, trees, flailing etc and further detail of any time restrictions involved with the potential adoption. This full detail is to be brought back to the Parish Council for consideration.

TREE CHARTER

R084/19

Members received details of becoming a Tree Charter Branch and participating in Tree Charter Day on November 30th. It was **AGREED** for the Parish Council to become a Tree Charter Branch.

DATE OF NEXT MEETING

R085/19

The date of the next Recreation and Environment Meeting Monday 16th of December 2019.

The meeting closed at 22:23.