

## HASSOCKS PARISH COUNCIL

Minutes of a meeting of the **GROUND AND ENVIRONMENT** Committee held on 30 May 2017 at 7.30pm in the Parish Centre, Adastra Park, Hassocks.

**PRESENT:** Cllrs Jane Baker  
Leslie Campbell  
Peter Gibbons  
Ian Weir

In attendance: Tracy Bates – Deputy Clerk  
Sally Booker  
Tony Copeland (Chair of Hassocks Allotment Holders Association)

**GE17/1** **APOLOGIES.** Apologies were received from Cllrs. Kate Bailey, Georgia Cheshire, Bill Hatton, Sue Hatton, Chris Hobbs and Darryl Sinclair. Apologies were also received from Penny Wadsworth, and Ian Cumberworth, Parish Clerk.

**GE17/2** **DECLARATIONS OF INTEREST.** There were no declarations of interest.

**GE17/3** **ELECTION OF CHAIR AND VICE CHAIR**

Two Councillors had expressed an interest in standing for the role of chairman. There was one nomination at the meeting.

Cllr Jane Baker proposed Cllr Peter Gibbons as Chairman for 2017/18.  
Cllr Leslie Campbell seconded this proposal

It was **RESOLVED** that Cllr Peter Gibbons was elected as Chairman of the Grounds & Environment Committee for 2017/18

Cllr Peter Gibbons proposed Cllr Jane Baker as Vice Chair for 2017/18.  
Cllr Leslie Campbell seconded this proposal.

It was **RESOLVED** that Cllr Jane Baker was elected as Vice Chair of the Grounds & Environment Committee for 2017/18

**GE17/4** **MINUTES**

**RESOLVED** to accept the minutes of the Grounds and Environment Committee meeting held on 24 April 2017.

There were no matters arising.

**GE17/5** **PUBLIC PARTICIPATION.** There were no members of the public present.

**GE17/6** **OFFICER'S REPORT.** This was noted by Members.

Adastra Park Map. Members were shown a draft of the Adastra Park map. Cllr Peter Gibbons expressed the Committee's thanks to Jane Barker, Administration Assistant, for producing this map.

Playground Equipment. A discussion took place as to whether the Springy Chicken should be replaced given that both Springed Play items had now been removed. It was agreed that the Deputy Clerk would provide the Committee with a selection of possible replacement pieces of equipment and costs including installation.

Members were concerned about the equipment being used by young adults who were too large, making the equipment vulnerable to being damaged, and causing possible injury. The Deputy Clerk was asked to review possible disclaimer signage.

**GE17/7** **HANGING BASKETS**. In Penny Wadsworth's absence, the Deputy Clerk informed Members that the hanging baskets had now been installed.

**GE17/8** **STREET TREES**. In Penny Wadsworth's absence, the Deputy Clerk informed Members that the deadline for registering an interest in the street trees was 31 May 2017, and that there had been a good response as has been the case in previous years.

**GE17/9** **HASSOCKS BURIAL GROUND**.

Members were advised that Hassocks Burial Ground was completed in Autumn 2006. The procedures put in place initially have continued and have not been subject to a full review since installation. A current internal review of the Burial Ground Procedures has indicated that an external review would be beneficial in order to provide assurance that current systems remain fit for purpose. The ICCM has been approached with regard to carrying out a review and to providing advice to ensure all procedures are robust.

Members invited to consider the appointment of an Officer from the Institute of Cemeteries and Crematorium Management (ICCM) to provide a review and subsequent advice on the current HPC Burial Ground Procedures and Systems. Following consideration of this matter, it was:

**RESOLVED TO RECOMMEND** to Full Council the appointment of a representative from the ICCM to carry out a full review of the Burial Ground procedures over one day at a cost of £500 plus VAT and to approve additional expenditure if necessary, at the discretion of the Clerk, based on the outcome of the review. All expenditure to be taken from General Reserves.

Members were asked to consider the purchase of a Cemeteries Management Software supplied by Rialtus Business Solutions (Provider of the Finance Package used by HPC). The software handles all requirements for the day-to-day management of burial sites. In addition to providing an effective record keeping

system, the software also produces all necessary documentation related to interments.

Members were informed by the Deputy Clerk that the installation of this package would provide consistency of the Burial Ground administration system and improve resilience within the Parish Office, allowing for more than one member of staff to administrate the Burial Ground. Following consideration of this matter it was:

**RESOLVED TO RECOMMEND** to Full Council that the RBS Cemeteries Software Package is purchased and installed at a cost of £1250.00 plus VAT for a multi 5 user Licence and the purchase of one days training at £399.00 plus VAT. The total expenditure would be £1649.00 plus VAT plus mileage @ 45p per mile. Expenditure to be taken from General Reserves. The purchase of this software to be subject to the guidance of the ICCM consultant.

**GE17/10 ADASTRA GARDEN OF REMEMBRANCE**. Members were invited to consider a letter received from Mr W Spankie regarding the replacement of a Memorial in the Garden of Remembrance.

This item was discussed in detail and Members were keen to recognise the importance of the Adastra Park Memorial Garden. A photograph of the original birdbath was circulated. Concerns were expressed that funding would be unlikely unless the replica was an exact model of the original, and that the original design would be vulnerable to vandalism. Therefore whilst the Committee were grateful to Mr Spankie for his suggestion, it was felt that the Council would not be able to explore the installation of a new Memorial in the Adastra Garden of Remembrance at this time.

**GE17/11 ADASTRA SKATEPARK AND PLAY FACILITIES**. A written report provided by the Parish Clerk was read out to members.

Play England have recently provided details of two further companies they consider suitable to undertake the commission on Adastra Park. The Clerk has been in contact with the companies in question and is awaiting confirmation of their interest in being considered for this commission before commencing a market testing initiative.

Members noted the report.

**GE17/12 PARKLANDS ROAD ALLOTMENTS**. Tony Copeland reported that the blackthorns had been installed and were being watered as necessary. These should provide a good barrier in about 2-3 years. Allotment inspections had taken place and a small number of allotment tenants were to receive letters concerning the condition of their allotments. However the allotments were generally being worked well.

Tony Copeland informed Members that excess produce grown on the allotment is donated to Age Concern once a year, and that this may be increased in the future.

**GE17/13 PARKING WORKING GROUP** Cllr Ian Weir introduced Sally Booker to the Committee. Sally has been working closely with West Sussex County Council (WSCC) since the Parking Consultation this year and has been working hard to improve parking in the village.

1. The Committee were updated on the agreed Parking and Traffic improvements which are to be implemented by WSCC:

Area 1 – B2116 Keymer Road/Lodge Lane/Ockley Lane

- Lodge Lane/Keymer Road junction – Build out the junction to reduce crossing distance and vehicle speeds.
- Ockley lane junction – Designers to look at options for raised table/at level coloured treatment at this junction.

Area 2 – Lodge Lane

- Lodge Lane – Speed Limit change to 40mph from New Road to 30 mph speed limit.

Area 3 – B2116 and Wilmington Close, Grand Avenue

- B2116 – Creation of partially inset parking bay on South side.
- Wilmington Close – Yellow lines to protect junction bell mouth.
- Grand Avenue – Reduction in length of parking bays to facilitate passing areas.
- Grand Avenue junction with B2116 – Designers to look at options for mini roundabout.

Area 4 – Chancellors Park, Downs View Road and Woodland Road.

- Chancellors Park – Parking bays from south of the school entrance.
- Downs View Road – Parking bays opposite the Sorting Office plus yellow lines on western side of carriageway up to the junction of Ockenden Way. Halfway along the restricted stretch create a passing place (with double yellow lines on both sides of the road 1.5 car lengths long).
- Woodland Road – Additional parking bays
- Woodland Road – Build out kerb line to facilitate crossing area on approach to mini roundabout.

Area 5 – North Court and Stanford Avenue

- Stanford Avenue/London Road junction to Pine Court – extend double yellow lines.
- Stanford Avenue – Yellow lines to facilitate passing area.
- North court – Yellow lines to protect bend and turning head.
- Stanford Avenue/Station Approach junction to Semley Road – Parking bay and extend double yellow lines to Northern boundary of No.4 Semley Road.

Area 6 – Little Copse Road

- Little Copse Road – Yellow lines to protect junction bell mouth.
- Little Copse Road/Friars Oak Road – yellow lines to protect bend.

2. Sally Booker also informed the Committee that the following further proposals for an additional TRO (Traffic Restriction Order) has been submitted to WSCC and is currently being processed.

Multiple TRO to provide parking control in seven streets:

- i. Woodsland Road – restriction on West side only – No Parking 12-1 Mon – Fri
  - ii. Chancellors Park – restriction on alternating sides – No Parking 12-1 Mon-Fri
  - iii. Downsview Road – No waiting at any time on West side with short section of No waiting on East side to create passing place.
  - iv. Clayton Avenue – No Waiting at any time on South side with short section of No Waiting on North side to create passing place.
  - v. Semley Road – No Waiting at any time on East side with section of No Parking 12-1 Mon – Fri on West side; the No Waiting on East side extends into Stanford Avenue to its junction with Station Approach.
  - vi. Stonepound Road – No Waiting protection on bend at north end of road plus short sections of No Waiting opposite driveways to allow access in this very narrow road.
  - vii. Dale Avenue – No parking restriction 8-9 and 2.30-3.30 Mon to Fri on North side from Windmill Avenue to Lodge Lane to allow access for school buses.
3. Station Car Parking. Land at the bottom of the Station Goods Yard has been up for sale for several years, however this land is contaminated. A first level of decontamination would be carried out by the landowners prior to sale, however for the development of residential properties further decontamination would be required at a cost to the purchaser. The landowners have been approached with regard to selling the land for the development of a Station Car park, this would not require any further decontamination, and a guide price of £750,000 has been given. At this current time the land is only available for sale to Developers or Local Authorities.

An initial exploration by Sally Booker has suggested that GTR would consider building a car park if the land was purchased and WSCC have agreed to provide any necessary highway alterations, including a pedestrian bridge adjoining the proposed car park to the station. The Department of Transport has been approached for funding to buy the land, alongside other possible funding sources.

Sally Booker will update the Committee as this progresses.

**GE17/14 PUBLIC RIGHTS OF WAY (PROW).** Cllr Leslie Campbell informed the Committee that he had attended a meeting with WSCC public Rights of Way Officer, the Parish Clerk and Deputy Clerk. The PROW will be carrying out her PROW inspections in the area over the next few weeks. She was able to confirm that funding has been secured for the improvement works on Bridleway 3K and the work will be starting shortly

Cllr Campbell informed the Committee of a proposed diversion by East Sussex County Council to Public Footpath 'Ditchling 46a' at Lodge Hill Lane. Local groups and residents have expressed concern about this proposed change.

Members felt that the proposed changes did not meet the criteria of the tests laid out within section 119 of the Highways Act 1980:

*“That the termination point of the path or way should be as substantially as convenient to the public as the existing point.*

*That the path or way will not be substantially less convenient to the public.*

*That it is expedient to confirm the order having regard to the effect the diversion would have on public enjoyment of the path or way as a whole.”*

It was agreed that a response should be submitted on behalf of the Parish Council as a body, however as this item had not been specified on the agenda, a decision could not be made. Therefore it was requested that the proposed changes to Footpath 46a would be considered as an agenda item at the Full Council meeting on Tuesday 13 June.

Details on the proposed change were circulated amongst the Committee (Appendix 1).

Footpath 12K. The Deputy Clerk informed members that the bridge leading into the Downlands Community field on Footpath 12K had been damaged over the weekend making it impassable. This had been reported to the PROW officer.

**GE17/15 URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN.** There were no urgent matters.

**GE17/16 DATE OF NEXT MEETING.** The date of the next meeting will be on 29 JUNE 2017 at 7.30pm, not 30 June as shown on the Agenda.

**GE17/17 There being no other business the meeting closed at 9.05pm.**

Signed .....Chairman

Date.....