

HASSOCKS PARISH COUNCIL

Minutes of a meeting of the **GROUND AND ENVIRONMENT** Committee held on 25th January 2016 at 7.30pm in the Parish Centre, Adastra Park, Hassocks.

PRESENT: Cllrs Jane Baker
Kate Bailey (from item 3)
Leslie Campbell
Peter Gibbons
Bill Hatton
Nick Owen
Darryl Sinclair
Ian Weir
Carol Wise

In attendance: Georgia Cheshire
Tony Copeland
Phil Mead
Six members of the Public

ELECTION OF CHAIRMAN

16/200 **RESOLVED** to elect Cllr Peter Gibbons as Chairman of the Grounds and Environment Committee

ELECTION OF VICE CHAIRMAN

16/201 **RESOLVED** to elect Cllr Jane Baker as Vice Chairman of the Grounds and Environment Committee

APOLOGIES

Cllr Justine Fisher due to work commitments

DECLARATIONS OF INTEREST – Kate Bailey declared a Personal Interest in items concerning the May Day Celebrations and Festival in the Park as one of the event organisers.

16/202 **RESOLVED** the co-option of Georgia Cheshire (Hassocks Amenity Association), Tony Copeland (Hassocks Allotment Holders Association) and Phil Mead (Trees for Hassocks) onto the Grounds and Environment Committee.

MINUTES

Meeting of the Grounds Committee 23rd November 2015

- 16/203** **RESOLVED** to accept the minutes of the Grounds Committee meeting held on 23rd November 2015

Meeting of the Environment Committee 16th November 2015

- 16/204** **RESOLVED** to accept the minutes of the Environment Committee meeting held on 16th November 2015

PUBLIC PARTICIPATION

Alice de Pierpoint spoke on behalf of the Adastra Tennis Club. The tennis club requested that the Parish Council considered pressure washing all three courts to remove the moss. Members of the club have been trying to clear the courts every Saturday morning using wire brushes but the surface is covered with moss and it is difficult to keep clear. The club would like to attract more members which in term would increase the revenue for Hassocks Parish Council, however the current condition of the surface is not conducive to this desire. The club also feel that the trees surrounding the courts are too big and create a great deal of shade and vegetation on the courts which exacerbates the moss problem. A request was made for the trees to be pruned in order to provide light to the courts. Catherine Cassidy, also a member of the Adastra Tennis Club, spoke in support of the comments Alice de Pierpoint made, adding that from September onwards the courts are slippery and that players are fearful of accidents because of this problem. Another member of Adastra Tennis Club commented that she believed the trees had never been trimmed and as a consequence have grown very large and unmanaged. The Chairman of the Adastra Tennis Club had wished to record thanks to Tracy Bates for her communication and help with this situation

Michelle Binks gave some background and further details on proposals to hold a May Day Celebration in Adastra Park on Monday 2 May 2016 (Agenda Item 10), and a Festival in the Park in celebration of the Queen's 90th Birthday on Saturday 11th June 2016 (Agenda Item 11). Members had received copies of proposal documents for both events and Michelle outlined these in detail. **May Day Celebration.** The May Day event had been held previously, and the event last year was a great success. It had been arranged under the umbrella of the Hassocks Community Partnership as a community event rather than a fundraiser. Michelle informed the Parish Council that Chris Lambe from The Hassocks Hotel would be organising a personal licence with regard to alcohol for both events. Michelle requested the support of the Parish Council in holding this event under the same terms and conditions as the previous year.

Festival in the Park. This would be a one off ticketed event in celebration of the Queen's 90th Birthday on the weekend of the official birthday. The aim is to raise money for St Peters and St James Hospice – the expected cost being £20,080.00 with predicted income set as £29,150.00. Income would mainly be generated by an entrance charge supplemented by sponsorship from various sources. The event would include a variety of music, comedy acts, and entertainment ending with a fifteen minute firework display at 21.45. Both fields would be required for the entire day. A Public Right of Way through the

park would be maintained throughout, with the exception of access into the park from Fir Tree Way which would be closed from 3pm. A Temporary Access Closure would be needed for this event. Michelle requested the support of Hassocks Parish Council for this event. Michelle also asked whether the Parish Council would consider hosting this event – Michelle and Kate Bailey would remain responsible as the organisers and for the funding of the event however the Parish Council could be the host of the event thus providing a platform for the financial arrangements and public liability insurance.

OFFICERS REPORT (previously circulated to all Councillors)

The Committee noted the report although raised concerns over the lack of Groundsman's cover and this matter would be addressed by the new Clerk when she takes up her position on 1st February 2016.

A query was raised as to when the Galvanised Basket Planters for the end of Grand Avenue would be in situ. It was thought in about 6 weeks but the Acting Assistant Clerk would confirm. [Action: Acting Assistant Clerk]

TENNIS COURTS

To consider a request from Adastra Tennis Club to approve funding for professional moss removal on the tennis courts.

(Officer's Report circulated to all Councillors prior to the meeting)

The committee discussed the options available following the Officers Report and the presentation by Adastra Tennis Club, it was agreed that increased treatment of the courts was required to reduce the problem with the moss. There was some concern about carrying out any extensive work to any trees in the park as these are an asset to the park environment. A question was raised as to whether there was a fund for the future replacement of the tennis court surface, this would be looked into by the Acting Assistant Clerk. [Action: Acting Assistant Clerk]

16/205 **RESOLVED** that the tennis courts would be pressure washed at a maximum cost of £1080, the Acting Assistant Clerk to obtain the best quote within this budget. The cost to be met from the remainder in Tennis Court budget and any excess to be taken from the Grounds Project Budget.

16/206 **RESOLVED** that a Tree Report would be obtained noting possible work to the trees surrounding the Tennis Courts in order to reduce shading to the courts.[Action: Acting Assistant Clerk]

KEYMER AND HASSOCKS CRICKET CLUB

To consider the responses from KHCC in relation to matters decided at the Grounds Meeting on 23rd November 2015

Officer's Report previously circulated to all Councillors together with a copy of the latest correspondence received from KHCC 21.1.16.

Replacement Locks. It was recognised that the items of most value within the Pavilion are owned by KHCC, however concern was expressed over the equipment owned by other sports clubs which is kept in the outside storage cupboard which shares the same key as the entrance door. Concern was also expressed over the risk of unauthorised access and it was felt that a far more rigorous monitoring of keys by Hassocks Parish Council was necessary. In future keys would be numbered and a name and contact details for a key holder of each key would be required from every sports club. It was felt that the number of keys permitted per club should also be limited.

16/207 **RESOLVED** that KHCC would be charged for the cost of replacing the lock to the entrance door to the Pavilion and also the lock to the external storage door.

Key Deposit. The Committee confirmed that the damage deposit charged to Sports Clubs is for any damage which may occur to the pavilion, not for loss of keys. The Committee confirmed that a further deposit should be charged per key for all hirers.

16/208 **RESOLVED** that all sports clubs would be issued with two keys – one for the external storage cupboard and one for the Pavilion entrance door. Each key would require an £8 returnable deposit to be paid.

One of the Officer recommendations had been to arrange a meeting between Councillors and members of the Cricket Club but this was not accepted by the Committee at this stage as it was not deemed necessary.

SKATEPARK

To consider the addition of any new members to the Skatepark sub-committee

It was AGREED that Georgia Cheshire and Kate Bailey would join the Skatepark Sub-Committee.

A date for the first meeting of the Sub-Committee was set as 8th February 2016 at 7.30pm in the Parish Centre. Malcom and Cam Roweth and Nick Kitchen to be informed of this date. [Action: AAC]

MAY DAY CELEBRATION

To consider a request from Michelle Binks and Cllr Kate Bailey to hold a May Day Celebration on Adastra Park on Monday 2nd May 2016.

Details of the proposal had previously been circulated to all Councillors prior to the meeting.

The Committee discussed the benefits of the Parish Council obtaining an annual Premises Licence to cover large public events in Adastra Park. It was

noted that a Food Hygiene Certificate is required by any hirer using the Pavilion and providing food and drinks.

16/209 **RESOLVED** that the Parish Council would apply for a Premises Licence from Mid Sussex District Council and that this would be renewed annually. [Action: Acting Assistant Clerk]

16/210 **RESOLVED** that permission would be given to Michelle Binks and Kate Bailey to hold the May Day Celebration in the South Field of Adastra Park and the Pavilion on Monday 2nd May 2016 under the same conditions as last year.

1. There will be no hire charge, but there will be a £500 refundable deposit against damage or non-clearing of the area, payable in advance.
2. Proof of insurance and a copy of the Risk Assessment to be supplied.
3. Access and departure to be between the hours of 9.00am and 6.00pm
4. The site to be left as found with regard to surface and litter.
5. Arrangements to be made for litter to be collected and removed from site as soon as possible after the event, at the organiser's expense.
6. The positioning of the equipment to be in the South Field to protect the sports pitches.
7. In the event of very wet weather the event to be cancelled to avoid damage to the park.

FESTIVAL IN THE PARK

To consider a request from Michelle Binks and Cllr Kate Bailey to hold a Festival in Adastra Park on Saturday 11th June 2016 4pm – 10pm to celebrate the Queen's 90th Birthday.

Details of the proposal had previously been circulated to all Councillors prior to the meeting.

Concern was expressed over the funding of this event and the risk of a possible shortfall. It was acknowledged by the Organisers that should this seem likely the event would be cancelled. Whilst the event was seen as a positive contribution to the community and to charity fundraising, it was AGREED that it would not be possible for Hassocks Parish Council to host the event.

It was noted that Keymer and Hassocks Cricket Club has a fixture on the afternoon of Saturday 11th June and it was agreed that that as KHCC are regular hirers, Hassocks Parish Council have a duty to uphold this commitment. Communication between HPC and the Organisers with KHCC has indicated that this fixture cannot be moved. Sunday June 12th has been offered by KHCC. Discussions about possible alternative options took place, however it was felt by the Organisers that should the event not be possible on the original date in the format already planned, cancellation may be the only option. This was considered to be a shame and it was AGREED that the Organisers would contact KHCC directly to discuss any possible compromise on the clash of dates.

- 16/211 RESOLVED** that Hassocks Parish Council is supportive of the proposed event in principle on the understanding that further discussions would need to take place to formalise terms and conditions.

PARKLANDS COPSE

To consider arrangements for an official opening event

Ian Weir reported that he hoped to arrange an official opening for the new footpath in Parklands Copse for later in the year which would involve hiring the Scout hut and providing light refreshments and encouraging people to walk along the path and see the work that has been done. This would require a budget of £150.00

- 16/212 RESOLVED** that £150 could be used from the Grounds Projects budget to cover the cost of expenses for an Opening Event.

It was confirmed that the Locum Clerk was awaiting confirmation regarding the wording of signage at either end of Parklands Copse and that contact had been made with Lynsey Cross who would be happy to produce Interpretation Boards for the Copse. [Action: Acting Assistant Clerk]

TREES

Street Trees Phil Mead reported that 26 trees have been planted this year in total in 10 in Adastral Avenue, 10 in Windmill Avenue, 4 in Friars Close and 1 each Dale Avenue and Clayton Avenue.

Orchard Lane

To consider planting young oaks along a section of Orchard Lane to ensure the presence of trees in the future

Phil Mead gave an oral report regarding the planting of young replacement trees in preparation for when existing trees become old and unsafe and require removing. The aim of this is to ensure the lane and park remain rich in trees. It was AGREED that this was an important longer term project and Phil was asked to provide a report for the committee stating the siting and types of trees suggested. [Action: Phil Mead]

PARKLANDS ALLOTMENTS

Report from Hassocks Allotment Holders Association. Tony Copeland reported that there are 19 quarter plots and 31 half plots in total and that all but two are currently occupied. The two vacant plots are in the process of being shown to people on the waiting list. Drainage has been a problem at the site and the necessary access by the contractor to Parklands Copse through the Allotment Site has left the path more susceptible to drainage

problems, despite the contractor smoothing the path on completion of Parklands Copse.

Greenhouses

To consider a request from HAHA for permission to erect greenhouses on allotment plots. Officers Report previously sent to all Councillors

It was noted that the installation of greenhouses on the allotment site may require planning permission and that this was currently being explored by the Acting Assistant Clerk. [Acting Assistant Clerk]

- 16/213** **RESOLVED** that the Parish Council would allow Greenhouses on allotment plots in addition to sheds and that planning permission would be applied for if necessary.

Drainage and Central Path Work

To consider a request for funding for the construction of a central path at Parklands Allotment. Officer's Report previously sent to all Councillors

A request from HAHA as presented by Tony Copeland was considered. This was for Hassocks Parish Council to cover the cost of materials and a digger required towards the construction of a central path and the installation of drainage at the Parklands Road Allotments. Labour to be provided by HAHA members and the work would be carried out in two phases.

- 16/214** **RESOLVED** to cover that the costs of materials as set out by HAHA for Phase 1 and Phase 2 for improvements to the Central Path and Drainage at an estimated total of £1755. This is to be met from the Allotment Maintenance Budget and the balance from the Grounds Projects Budget for 2015/16.

Bee-Keeping

To consider whether the Parish Council would allow bee-keeping on allotment plots. Officer's report previously sent to all Councillors

Following a request from HAHA about the Parish Council's Policy on Bee-Keeping on allotments, it was AGREED that in the first instance the views of current allotment holders should be sought by HAHA and the matter would then be considered at the next meeting. [Tony Copeland]

PUBLIC RIGHTS OF WAY

Leslie Campbell reiterated the Officers Report regarding the forthcoming inspection by the WSCC Local Access Ranger of Public Rights of Way. Any areas of concern are to be forwarded to the Parish Office by January 29th 2016.

Concern was raised over the flooding by Woodbine Cottage on footpath 27C, it was recognised that this area affects more than one landowner and is not

solely the responsibility of WSCC, however this matter would be reported to WSCC again.

The footpath by Woodside Grange (11K) towards the railway line is currently impassable due to flooding. It was acknowledged that this is a seasonal problem and due to the recent excessive amount of rainfall, does need to be monitored.

The footpath between Woodslan Road and Friars Oak Road has flooded several times recently at the western entrance. This has been reported to WSCC.

Fingerposts. Several fingerposts are missing or damaged throughout the village. Leslie Campbell will make a list of these to be reported to WSCC by the Parish Office.

There being no other business the meeting closed at 9.50pm.

SignedChairman

Date.....