

## HASSOCKS PARISH COUNCIL

**To: All Members of the Grounds & Environment Committee (Kate Bailey, Jane Baker, Leslie Campbell, Peter Gibbons, Bill Hatton, Darryl Sinclair, Ian Weir, Carol Wise) and Co-Opted Members (Georgia Cheshire, Tony Copeland, Phil Mead and Penny Wadsworth) with copies to all other Councillors for information**  
**cc Richard Higgs**

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A meeting of the **GROUND AND ENVIRONMENT COMMITTEE** will be held on **Thursday 30 June 2016 at 7.30pm in the Parish Centre, Adastra Park, Hassocks**

1. To accept Apologies for Absence.
2. To Accept Declarations of Interest.
3. ELECTION OF CHAIR AND VICE CHAIR FOR 2016/17
4. MINUTES  
To accept Minutes of the Grounds and Environment Meeting held on 28 April 2016. (Previously circulated)
5. PUBLIC PARTICIPATION.
6. ADASTRA COMMUNITY PAVILION.  
CLEANING CONTRACT. To consider a recommendation to approve the continuation of the Cleaning Contract for the Adastra Community Pavilion. (Attached)
7. ADASTRA PARK.
  - 7.1 TREES.  
13 Parkside. To consider a recommendation for work to trees bordering 13 Parkside.(Attached)  
Bowling Green. To consider a request from Adastra Bowling Club for the removal of a hawthorn tree in the south eastern corner of the Bowling Green. (Attached)
  - 7.2 BENCHES. To consider a policy for the provision of Memorial Benches in Adastra Park. (Attached)
8. TALBOT FIELD. To consider the removal of a dead Oak Tree. (Report and quotes attached)
9. JACK MILL. To consider a request from Jolyon Maugham for the Parish Council to consider a donation towards the reinstatement of the sweeps and brakewheel to Jack Windmill. (Attached)
10. STREET TREES. Update. (oral report Phil Mead)
11. PARKLANDS ROAD ALLOTMENTS. Report from the Hassocks Allotment Holders Association. (oral report Tony Copeland)
12. PUBLIC RIGHTS OF WAY.
  - 12.1 Bridleway 3K
  - 12.2 Update. (oral report Leslie Campbell)
13. SKATEPARK UPDATE. To note that external funding opportunities continue to be explored.
14. DATE OF NEXT MEETING. Thursday 8 September 2016

**Please Note**

All members of the public are welcome to attend meetings of the Parish Council and its Committees.  
**Item 5** – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda.

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 6

Date: 30 June 2016

Contacts for this report: Acting Assistant Clerk

Subject: **ADASTRA PAVILION CLEANING CONTRACT**

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1. The purpose of this report is to invite the committee to approve the continuation of the Cleaning Contract of the Adastra Community Pavilion with Bee-Clean. The current contract is for £45.00 per clean which is carried out on a Monday morning.

### 2. CURRENT SITUATION.

The contract cleaning commenced at the beginning of June and is working well to date. The Pavilion is well used during the summer by Keymer and Hassocks Cricket Club and by Adastra Stoolball Club.

There have been various procedures put in place to ensure that the Pavilion is left in an acceptable condition for the next user, this is being monitored by the Parish Clerk and any arising issues are being brought to the attention of the responsible users immediately.

3. **Officer's Recommendation.** The Committee is recommended to approve the continuation of the cleaning contract as an ongoing contract subject to regular monitoring by the Clerk.

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 7.1

Date: 30 June 2016

Contact for this report: Acting Assistant Clerk

Subject: **TREE WORKS IN ADASTRA PARK**

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1. The purpose of this report is to ask members to consider two separate requests for work to trees in Adastra Park.

**2. Trees bordering 13 Parkside**

Correspondence has been received from the residents of 13 Parkside asking the Parish Council to consider a request for the reduction in the density of the Sycamore and Maple trees in Adastra Park which border their garden. Both trees are subject to a Tree Preservation Order. The residents believe that the trees have increased considerably in height and girth over the years resulting in a severe restriction of light and excessive leaf fall in Autumn which creates an almost unmanageable amount of work.

3. David Brown, Tree Warden, has inspected this tree with the residents and is in agreement that the trees have grown substantially and that some reduction could be considered through lifting and thinning of the trees. At the time of writing this report a quote has been received from James Wilson for the lifting and thinning of the sycamore for £250.00.(Attached) However the residents have expressed concern that there is no work planned for the Maple as they had hoped. Therefore further information is to be sought from all involved parties and will be provided to the committee prior to the meeting.

**4. The Committee is invited to consider approving work to the trees as advised by the Tree Warden subject to further information being provided and with the agreement of the residents to contribute half towards the cost.**

**5. Adastra Bowls Club**

An email has been received from the Adastra Bowls Club asking for permission to take down the remaining Hawthorn Tree (approximately 7 feet tall) and remove the adjacent stump. This is situated on the south east corner of the Green in the hedgerow.

The Bowls Club is currently redesigning this area to enhance it and have recently planted some Laurel shrubs to extend the hedge and installed a new piece of fence as the old one had been damaged. Members are advised that this area is prone to littering as adjacent to the footpath and it is hoped by enhancing the area it will discourage this antisocial behaviour.

**6. The views of the Committee are sought**



**4a Downs View Road  
Hassocks  
West Sussex  
BN6 8EZ**

19<sup>th</sup> June 2016

Parish Centre  
Adastra Park  
Keymer road  
Hassocks

Dear Sir/Madam

Please find enclosed quotation for the following works:-

Lifting and thinning canopy (as discussed with David Brown)  
of sycamore behind property of 13 Park Side Hassocks

TPO Application to carry out works

£250

Total

£250

Note:

All prices include fuel and ecological Green Waste disposal.

All Quotations are valid for a period of 30 days.

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 7.2

Date: 30 June 2016

Contact for this report: Acting Assistant Clerk

Subject: **MEMORIAL BENCHES IN ADASTRA PARK**

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1. The purpose of this report is to ask members to consider agreeing a policy for the donation of Memorial Benches in Adastra Park.

### 2. Current Situation.

Families contact the Parish Council with a request to purchase a bench in memory of loved ones and the bench style and location is selected in agreement with the family and the Parish Clerk. The result is a variety of benches being installed in the park and costs also vary for individual families. The family may purchase the bench directly, or this may be purchased on their behalf by the Parish Council and recharged to the family. The family is also asked to pay towards installation cost.

For the Committee's information, four benches along the bottom of the South Field are to be removed due to being damaged or unsafe. One bench to the far west of the northern boundary is to be replaced with a Memorial Bench which has been purchased by a member of the public. The Monday Group are to be contacted regarding making two further benches which would match existing Monday Group already in situ.

### 3. Proposal.

**Location.** Many of the benches in Adastra Park are becoming old and in need of replacement. Therefore it is proposed that in the first instance, families are guided towards existing benches which are in need of replacing to improve the environment for all park users.

**Style.** To provide some consistency and to improve the visual amenity of Adastra Park, it is suggested that future replacement benches are of the same style dependent on location. Details of the two proposed styles are attached overleaf. The bench made of recyclable materials is more suited to play areas and suitability will be advised by the Clerk.

**Costs.** It is suggested that families are asked to make a donation of a set amount towards an Adastra Park Memorial Fund which would cover the purchase of the cost of the bench and the installation. The proposed amount would be £650 for a wooden bench.

**4. The Committee is invited to consider approving an agreed policy for the replacement of Memorial Benches in Adastra Park as recommended above.**

## Alexander Rose

### Roble Collection



#### Rose Bench 5ft

Current RRP £549.00 inc VAT

Brass Plaque £39.00 inc VAT

## Roble

A Superior sustainable wood

In 2011 we introduced our comprehensive collection of sustainable FSC Roble hardwood, grown in Eastern Bolivia. With over five million acres of FSC certified forest under management, Bolivia is the world's leader in sustainable management of natural tropical forest. Within the Chiquitania Forest Reserve our Roble supplies come from our parent company's estate of two million acres.

Because of the nature of tropical dry forest, the trees grow very slowly. Consequently, some of the world's strongest and most durable woods come from the Chiquitania Forest including Roble which is incredibly strong and dense, with very high durability. It is a light coloured wood when new, until the sun gracefully transforms it to a mature, elegant silver patina.

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 8

Date: 30 June 2016

Contact for this report: Acting Assistant Clerk

Subject: **OAK TREE IN TALBOT FIELD**

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1. The purpose of this report is to ask members to consider the felling of a dead Oak Tree on Talbot Field. If felling is approved the Committee is then asked to consider quotations for the work from Bartlett Tree Experts and James Wilson Tree Care. (Attached).

2. The Tree has been inspected by David Brown, Tree Warden who has reported that in his opinion the tree is not dangerous and it provides a valuable haven for wildlife. Therefore David's recommendation is to leave the tree.

2. Bartlett Tree Experts has reported that the tree in question has died due to Bacterial Wet Wood Infection and is also showing signs of Armillaria. Their recommendation is that the complete removal of the tree is the only safe option due to a risk to pedestrian and vehicle safety should the tree fall. Felled wood could be stacked to create a ground level wildlife haven on. The quoted cost for complete removal is 960.00 plus VAT.

3. Two quotations have been sought for the complete removal of the Oak Tree and are attached.

Bartlett Tree Experts - £960.00 plus VAT

James Wilson Tree Care - £420.00.

**4. Officer's Recommendation. In the interest of public safety it is recommended that the Committee agree the complete felling of the Oak Tree and that logs are stacked nearby to create wildlife havens at ground level and that the quote from James Wilson Tree Care is accepted at a cost of £420.00.**



**4a Downs View Road  
Hassocks  
West Sussex  
BN6 8EZ**

20<sup>th</sup> June 2016

Parish Centre  
Adastra Park  
Keymer road  
Hassocks

Dear Sir/Madam

Please find enclosed quotation for the following works:-

- Sectional felling of dead Oak tree at Talbot Field £420

Total £420

Note:

All prices include fuel and ecological Green Waste disposal.  
All Quotations are valid for a period of 30 days.





# Bartlett Tree Experts

Client: 8507973

21-Jun-2016

Created on: 21-Jun-2016

HASSOCKS PARISH COUNCIL  
PARISH CENTRE  
ADASTRA PARK  
KEYMER ROAD  
HASSOCKS, Sussex  
BN6 8QH

Bartlett Tree Experts  
JONATHAN PAUL COULING - Representative  
Stable Cottage  
Chiddinglye  
West Hoathly  
East Grinstead, RH19 4QS  
Business: 01342811552

**Property Address: Talbot Field, Hurst Road, Hassocks, West Sussex BN6 9NL**

Further to my recent visit to your property, please find our recommendations and quotation for the Tree and Shrub works discussed. Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions related to your trees or shrubs. This is not an invoice.

## Tree and Shrub Work

Dismantle the dead Oak located at the front of Talbot field. Leave stump as close as grade as possible. Remove resulting debris.

Amount: £960.00

VAT: £192.00

**For the Sum of: £960.00**

**Total VAT: £192.00**

**Total: £1,152.00**

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Bartlett Representative - JONATHAN PAUL COULING)

\_\_\_\_\_  
(Date)

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 9

Date: 30 June 2016

Contact for this report: Acting Assistant Clerk

Subject: **JACK WINDMILL**

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1. The purpose of this report is to advise the Committee that the Parish Council has received correspondence from the owner of Jack Windmill. The restoration works to the Cap are well underway and will be completed during August 2016. This will enable Jack Windmill to be turned with the wind for the first time in over a century.
2. This year will be the 150<sup>th</sup> anniversary of Jack being built and the owner says that it would be wonderful to complete this work during this special year. Ideally it would be better still if the Sweeps and necessary Brakewheel could also be fitted and asked whether the Parish Council would consider making a financial contribution to this work.
3. Although the Sweeps are purely decorative, they enhance the landscape and are open to the public on nine days of the year through the Jack and Jill Windmill Society. The owner has spent a considerable amount of money on the restoration of the Cap and there are also works required to the Tower.
4. The cost of installing the Sweeps and Brakewheel is likely to be in the region of £56,000 and the owner has offered access for any celebration of Jack's 150<sup>th</sup> anniversary for any event if the Parish Council wishes to host?
5. **The views of the Committee are sought**

## HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Agenda Item 12.1

Date: 30 June 2016

Contact for this report: Acting Assistant Clerk

Subject: **PUBLIC BRIDLEWAY 3K – FROM OLDLAND MILL TO OCKLEY LANE**

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1. The purpose of this report is to inform the Committee on concerns over the condition of Public Bridleway 3K and to seek the Committee's views on the possibility of any partnership funding from Hassocks Parish Council.
2. The condition of this Public Bridleway is severely compromised and this was reported to the West Sussex County Council (WSSCC) Public Rights of Way Access Ranger. She has undertaken a site visit, logged the issues and is currently investigating whether this path could be considered for future improvement works.
3. The PROW Access Ranger is liaising with landowners and the British Horse Society to ascertain whether they would be willing to make a contribution towards improvement works.
4. The Access Ranger has asked whether the Parish Council would consider making a financial contribution as any partnership funding received, especially from local Parishes and User groups gives more weight to a scheme being awarded any funding from the County Council
5. **The Committee is asked to consider this request.**