

HASSOCKS PARISH COUNCIL

To: All Members of the Grounds & Environment Committee (Kate Bailey, Jane Baker, Leslie Campbell, Georgia Cheshire, Frances Gaudencio, Peter Gibbons, Bill Hatton, Sue Hatton, Emma Wood and Ian Weir) and Co-Opted Members (Sally Booker, Tony Copeland and Penny Wadsworth) with copies to all other Councillors for information.

cc Richard Higgs

A meeting of the **GROUND AND ENVIRONMENT COMMITTEE** will be held on **Wednesday 25 July 2018 at 7.30pm** in the Parish Centre, Adastra Park, Hassocks.

Parish Clerk
19 July 2018



1. **TO ACCEPT APOLOGIES FOR ABSENCE.**
2. **TO ACCEPT DECLARATIONS OF INTEREST.**
3. **MINUTES**
 - 3.1 To accept Minutes of the Grounds and Environment Meeting held on 28 June 2018. (Previously Circulated)
4. **PUBLIC PARTICIPATION.**
5. **OFFICER'S REPORT.** (Appendix 1)
6. **PARKLANDS ROAD ALLOTMENTS.** Verbal Report (Tony Copeland, Chair of Hassocks Allotment Holders Association, HAHA).
7. **ADASTRA PARK LITTER.**
 - 7.1 Members are invited to agree the purchase of a fence mounted litter bin at a cost of £90.54 (excl. Vat) to be sited at the bottom of the North Field. (Appendix 2)
 - 7.2. Members are invited to note correspondence received from Downlands School regarding a joint approach to addressing the litter in Adastra Park. (Appendix 3)
8. **ADASTRA PARK MASTERPLAN.** Verbal Update (Parish Clerk)
9. **REMEMBRANCE BEACONS.** Members are invited to note an update on the Remembrance Beacons event to be held on 11 November 2018 and to agree how Hassocks Parish Council wishes to proceed. (Appendix 4)
10. **TEMPORARY ROAD CLOSURE APPLICATION.** Members are invited to consider whether the Parish Council wishes to make any comments on the draft road closure application for the Remembrance Day Parade to be held on Sunday 11 November 2018. (Appendix 5)
11. **TRAFFIC AND PARKING.** Verbal Update (Cllr Ian Weir/Sally Booker)
12. **PUBLIC RIGHTS OF WAY.** Verbal Update – (Cllr Ian Weir/Cllr Leslie Campbell)
13. **URGENT MATTERS** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
14. **DATE OF NEXT MEETING** Thursday 27 September 2018 at 7.30pm

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

Clerk: Ian Cumberworth, Parish Centre, Adastra Park, Keymer Road, Hassocks BN6 8QH

Tel: 01273 842714 email: info@hassocks-pc.gov.uk

Please Note

All members of the public are welcome to attend meetings of the Parish Council and its Committees.
Item 4 – 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

Date: 25 July 2018

Contacts for this report: Deputy Clerk

Subject: Agenda Item 5 - **OFFICER'S REPORT**

1. The purpose of this report is to update the Committee on Grounds and Environment (G&E) Matters.

2. **Adastra Park:**

Repairs and Renewals to the Playpark. Members are invited to note that the required repairs have been completed in the playpark as follows:

Break out and dispose of old swing leg Supply and install new swing leg Make good	£ 798.00
Replace Ropes and Nets on Toddler unit	£ 603.75
Install matting around balance beam	£ 476.00
Fill in edges on safety surfacing in areas previously noted	£ 660.00
Sub-total (Exclusive of VAT)	£2537.75

£2000 of this work was funded by the Tesco Bags of Help Grant and the additional £537.75 was covered from the 2017/18 Repair and Renewals budget for play equipment.

Height Restriction Barrier. The order has been placed for the installation of a height restriction barrier at the entrance of the North Field car park as ratified by Full Council PC18/14.3. A small section of the hedgerow at the entrance to the car park is to be reduced in height by approximately 30cm, this is to allow for the slam bar to be accommodated.

Memorial Bench. A donation has been received towards a new memorial bench as per the HPC procedure. The bench has been ordered and will be installed by the Monday Group, in the south west corner of the South Field just along from the existing picnic bench.

3. **PROMS IN THE PARK – Saturday 7 September 2019.** Members are invited to note that all sports clubs who use the Park and the Pavilion have been informed that both fields and the Pavilion will be closed to hirers on Friday 6 September through to Sunday 8 September 2019.

The organisers are aware of the need to protect the cricket square, and the Cricket Club have been asked to clarify what steps need to be taken to ensure that the square is suitably protected. Further details on the proposed event will be provided at a later date.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 25 July 2018

Contacts for this report: Deputy Clerk

Subject: Agenda Item 7.1 – **LITTER BIN – NORTH FIELD ADASTRA PARK**

1. The purpose of this report is invite Members to approve the purchase of a small fence mounted litter bin to be sited on the post and rail fencing at the bottom end of the North Field.
2. At the G&E Meeting held on 28 June 2018 it was noted that there has been an increase of litter being left at the bottom end of the North Field. As there is currently not a litter bin sited at this location, it was suggested that this could be one approach to reducing the problem.

The Deputy Clerk was asked to explore various options of bins available and to report back to the Committee.

3. **OFFICER'S REPORT:** The Adastra Park Masterplan is currently being developed, and therefore it is important that this is taken into account prior to making any decisions on the Park.

Members are asked to note that the area in the North Field where the bin would be located, is very close to the region being considered for the installation of various Flood Management schemes. Furthermore, some consideration has been given to implementing a uniform style of bin for the park rather than continuing to use a range of styles.

Therefore with this in mind, it is proposed that a small lower cost bin is installed at this time, with a view to addressing the matter fully once other plans have been agreed.

4. The style of bin proposed is as below:



The cost of this bin would be £90.54 excluding VAT.
The bin comes with fixings and it should be possible to attach it directly to the post and rail fencing already in place.

5. **OFFICER'S RECOMMENDATION.** Members are invited to approve the purchase of a Glasdon Hooded Trimline 25L litter bin at a cost of £90.54 to be attached to the post and rail fencing at the bottom end of the North Field in Adastra Park. To be funded from the budget for Litter Bins.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 25 July 2018

Contacts for this report: Deputy Clerk

Subject: Agenda Item 7.2 –**ADASTRA PARK LITTER**

1. The purpose of this report is to update Members on correspondence received from the Co-ordinator of the Eco-Group at Downlands School. Following the previous Grounds and Environment meeting, the Deputy Clerk contacted Downlands School to enquire whether the Eco Group might be able to offer some suggestions for addressing the litter problems in Adastra Park.
2. Mr Philip Cole who co-ordinates the Eco Group expressed his concerns over the increase in litter and reported that at the school they have had two litter campaigns this year to increase awareness and confront poor behaviour to which the majority of students have responded positively. He notes however there are still some pupils who do not take responsibility for their waste.

The group will raise the issue in its next forum meeting and the daily bulletin and assemblies next term.

Mr Cole also wondered whether it might be an issue that the local press would be interested in to raise public awareness of the level of litter being left. The school are also intending to organise a litter pick of the area in the autumn and will provide more details in due course.

3. The Deputy Clerk has also suggested that a further approach could be to work together to prepare a higher profile anti-litter campaign in the Spring of next year, ready for promoting at the beginning of the Summer Term 2019.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 25 July 2018

Contacts for this report: Deputy Clerk

Subject: Agenda Item 9 - **REMEMBRANCE BEACONS OF LIGHT.**

1. Further to the G&E Meeting held on 28 June 2018, the purpose of this report is to update members on the previously discussed proposals to hold an event in recognition 'Battle's Over – WW1 Beacons of Light' and the agreement to apply for a grant of £250 for the purchase of a beacon from Mid Sussex District Council. Minute Ref: GE 18/31.
2. On a closer review of the grant requirements and following further discussion with Cllr Michelle Binks, it was noted that the grant was available to assist parishes with the organisation of a remembrance ceremony including the lighting of a beacon to participate in this national event to mark 100 year anniversary of the end of World War 1. This event will be in addition to the traditional annual remembrance parades.
3. Cllr Binks has offered to organise the event and has proposed that a large hand built bonfire could be lit at the top of the hill next to Jack and Jill Windmills. The proposed event will involve local Scouting and Guiding groups, the Royal British Legion and other Community groups. It is anticipated that representatives from the Parish Council would attend the beacon lighting event and would be very welcome to participate in the ceremony itself.

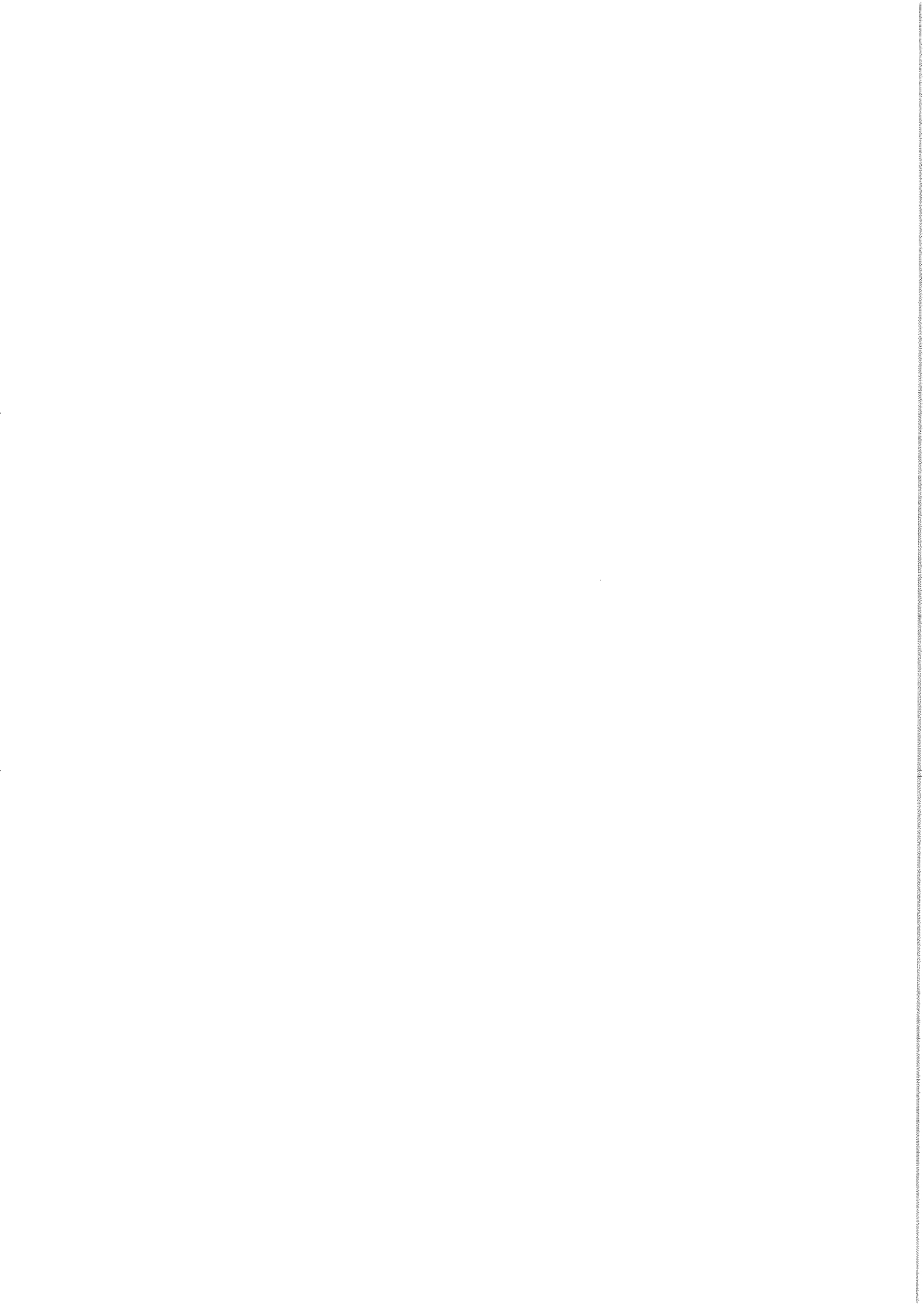
It is suggested that those who are able will meet in the Clayton Recreation ground car park and walk up to the beacon carrying small lanterns or lights and a short ceremony will take place prior to the beacon being lit. It is hoped that a bugler or trumpeter could be hired to play The Last Post. If possible refreshments would be provided for those that take part.

4. Therefore, due to the deadline for the submission of the grant application being before this next meeting, it was decided to apply to Mid Sussex District Council for a grant based on the above proposal and not for the purchase of a beacon. Funding was applied for to assist with the purchase of small lanterns, the cost of a trumpeter or bugler if necessary and towards the provision of refreshments.

The outcome of the grant application is still to be confirmed.

Assuming the grant request is approved, Cllr Binks will provide further details and information about the organisation of the event at the next G&E meeting.

5. **MEMBERS ARE REQUESTED** to note the above report for the remembrance event and invited to consider how the Parish Council would like to participate in this event.



Application For Temporary Road Closure

Applicant's Details

Use Of The Form

Form Ref. No.

The information you provide will be subject to rigorous measures and procedures to make sure it can't be seen, accessed or disclosed to anyone who shouldn't be allowed to see it.

For information about how Mid Sussex District Council stores and processes your data please see our privacy notice available at <https://www.midsussex.gov.uk/about-us/privacy-notice/>

Applicant's Details

Title

Forenames

Surname

Address Line 1

Address Line 2

Address Line 3

Town/Village

County

Postcode

Telephone

Email Address

Group / Organisation applying for temporary road closure

Event Details

Event Details

Event

Road(s) to be closed

Rolling road closure from entrance of Woodsland Road, through the high street (B2116) through to St Cosmas & Damien Church in Keymer while Parade marches through the village.

(if major or through road, alternative routes for traffic are required to be shown on the attached plan)

Closure Details

Date of closure

11/11/2018

Time of closure (NOT before 6 am or after midnight)

From

13:45

To

16:00

Have the Traffic Police been contacted for advice with regard to this event? (tel 101)

No

Reference No

You will need to have £10 million of Public Liability Insurance Cover. (£5 million for Street Parties)

Name and Address of Insurance Company

Royal Sun Alliance - Horsham

Policy Number

RTT283761

Kindly confirm that you will be contacting the frontagers and any other persons affected by the closure

Yes

Submit

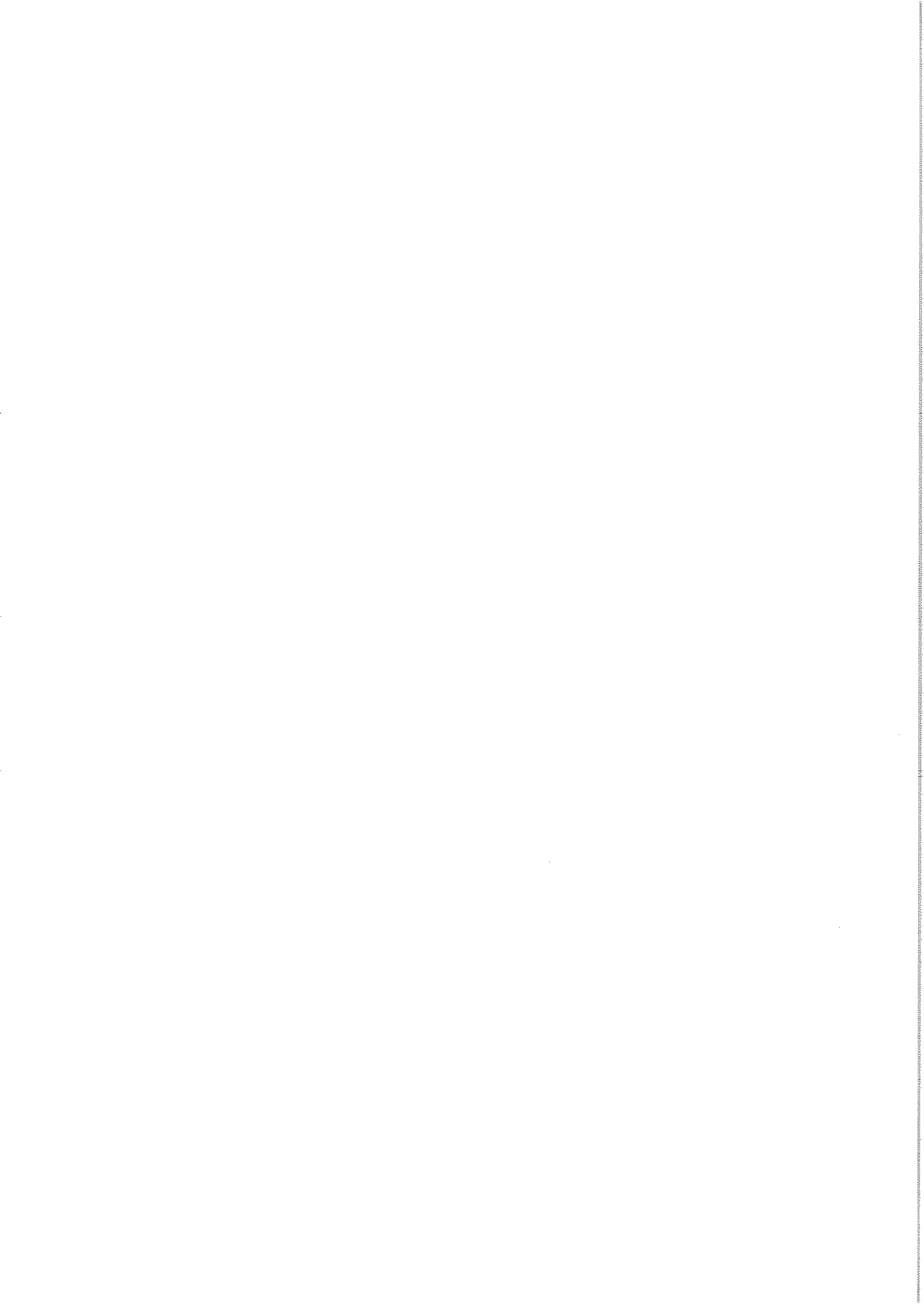
Notes for Organisers

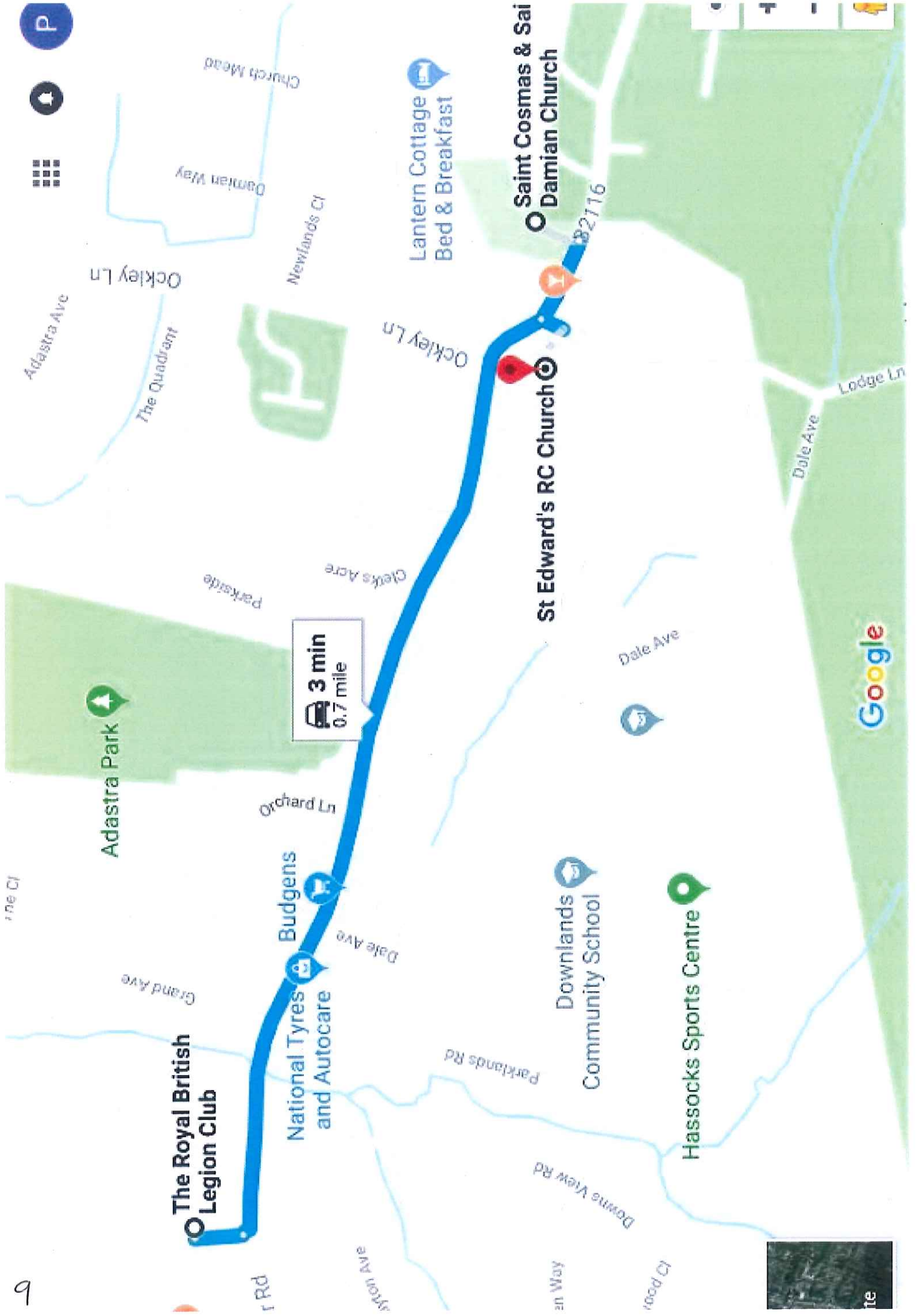
Before any order is made the organisers are advised of the following:

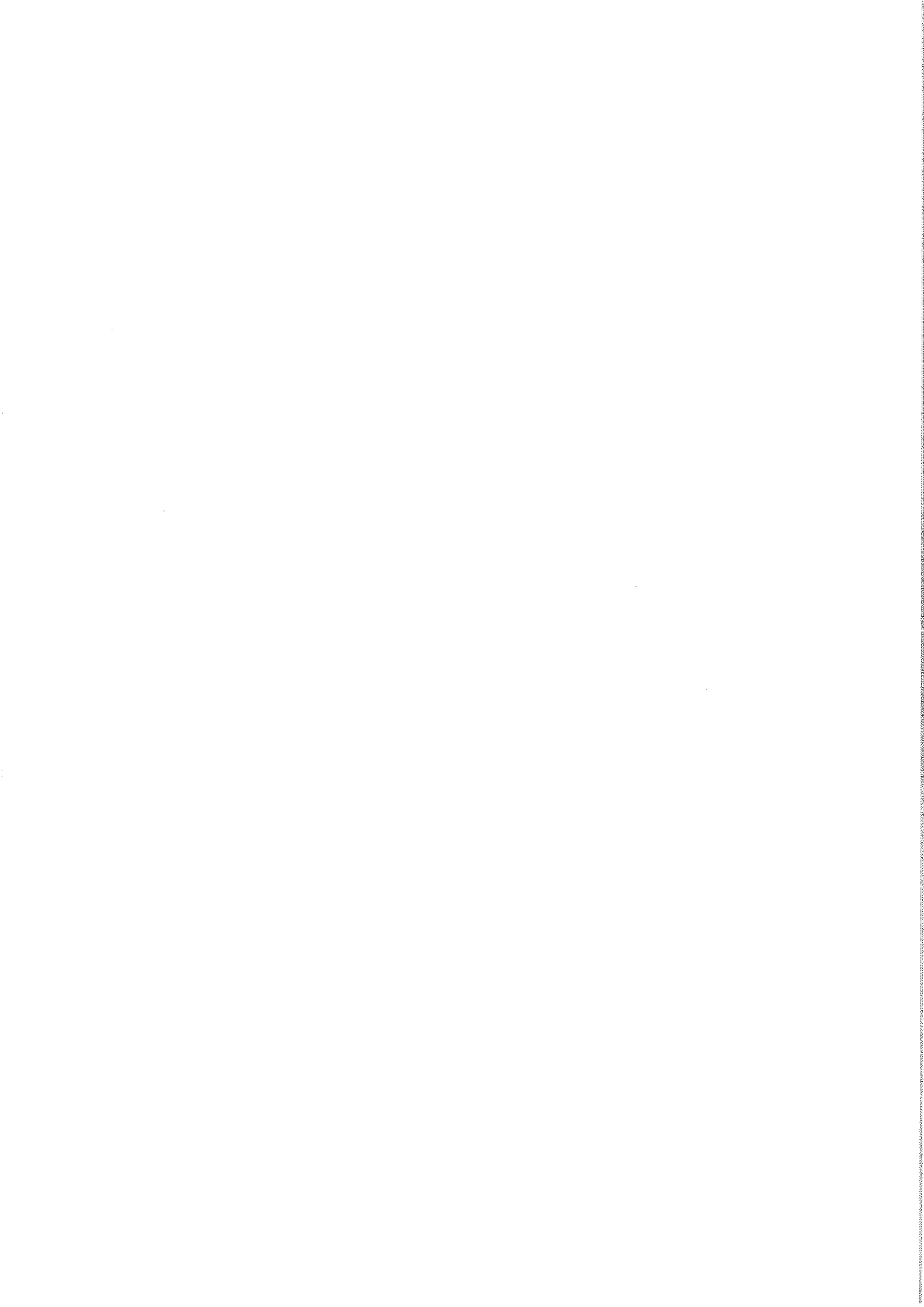
- Barriers should be provided and manned by responsible stewards, so as to be easily removable should emergency services require access. Route diversion signs and advance warning notices are required by the Police and Highways Authority to warn traffic of the closure.
- Organisers are responsible for informing frontagers and residents who are directly affected by the closure.
- The District Council can accept no responsibility for injury, accident or damage to persons or property. The organiser is responsible to risk assess all planned activities during the closure.
- Bonfires and barbecues are prohibited on the highway.
- Organisers are responsible for the clearance of any resultant rubbish on completion of the event.

**I agree to these notes for
Organisers**

Agree







CLAYTON & KEYMER ROYAL BRITISH LEGION

**REMEMBRANCE DAY PARADE
HASSOCKS**

**LOCAL GOVERNMENT ACT 1972, SECTION 180
TOWN POLICE CLAUSES ACT 1847, SECTION 21**

**MID SUSSEX DISTRICT COUNCIL
(TEMPORARY PROHIBITION OF TRAFFIC ORDER) 2018**

NOTICE IS HEREBY GIVEN that the Mid Sussex District Council, in pursuance of their powers under the above Acts have ordered and directed that as:

**WOODSLAND ROAD
KEYMER ROAD
THE CRESCENT**

**(British Legion HQ to Keymer Road)
(Woodland Road to The Crescent)
(Keymer Road to St Cosmos & St Damien Church)**

will be thronged and liable to be obstructed, that the aforesaid streets, and parts of streets, will be closed to vehicular traffic (including pedal cycles) between the hours of **13.45hrs to 16.00hrs on Sunday 11th November 2018** or such lesser period as may be required for the **Remembrance Day Parade** to take place.

PROVIDED THAT this temporary closure is subject to any direction, which may be given by a police constable in uniform.

Wilful breach of this Order renders offenders liable to a penalty not exceeding Twenty Pounds.

Date.....

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Head of Regulatory Services



