

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 **Thursday 21 February 2019 at 7.30pm in the Parish Centre, Adastra Park, Hassocks.**



Parish Clerk

14 February 2019

1. **TO ACCEPT APOLOGIES FOR ABSENCE.**
2. **TO ACCEPT DECLARATIONS OF INTEREST.**
3. **MINUTES.** To accept Minutes of the Grounds and Environment Meeting held on 24 January 2019. (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).
7. **HANGING BASKETS.** To update on the hanging basket project for 2019. (Appendix 2)
8. **BURIAL GROUND FEES.** Members are invited to review and approve fees for Hassocks Burial Ground for 2019-20. (Appendix 3)
9. **LIGHT UP HASSOCKS.** Members are invited to consider a draft road closure application for the Annual Light Up Hassocks event to be held on 29 November 2019. (Appendix 4)
10. **TRAFFIC AND PARKING.** Verbal Update (Cllr Ian Weir/Sally Booker)
11. **PUBLIC RIGHTS OF WAY (PROW)** Verbal Update. (Cllr Leslie Campbell)
12. **URGENT MATTERS** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
13. **DATE OF NEXT MEETING** Monday 25 March 2019 at 7.30pm

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.

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

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 21 February 2019

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. **Garden of Remembrance – Flint Wall Repair.** This work has now been completed.
3. **Skatepark Contract.** The contract has been awarded to Bendcrete Ltd and a meeting is to be scheduled between the Contractor, the Parish Clerk and the Project manager to agree a project implementation plan.
4. **Defibrillator Locations.** The Keymer and Hassocks Sports and Social Club have officially 'unveiled' their defibrillator at a ceremony attended by Cllr Bill Hatton and the Parish Clerk. The defibrillator is outside of the club and is accessible 24 hours a day. An updated list of defibrillator locations is displayed in the Parish Centre window and in the Rotunda, and is available via the website.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 21 February 2019

Contacts for this report: Deputy Clerk

Subject: Item 7 – HANGING BASKETS

1. The purpose of this report is to update Members on the Hanging Basket Project for 2019.
2. Penny Wadsworth has very kindly visited all local traders with application forms to enable them to register an interest in having a hanging basket outside of their business for 2019. The closing date for registering an interest is 1 March 2019
3. The Committee requested a bright and bold colour scheme including reds, oranges etc. for 2018 using plants such as begonias, bacopa and impatiens. This was taken on board by the contractor and the completed baskets were well received last year, producing an eye catching display. It is anticipated that a similar approach will be taken this year.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 21 February 2019

Contacts for this report: Parish Clerk

Subject: Item 8 – **Review of Burial Ground Fees for 2019**

1. The purpose of this report is to invite the Committee to review the current charges for Hassocks Burial Ground and to agree any amendments.
2. In 2018 a full review of comparative local burial ground fees was undertaken and it concluded that Hassocks Burial Ground fell somewhere within the mid-range charges.
3. Historically burial ground and allotment fees have been increased based on an annual inflationary increase, rounded to the nearest whole pound using the Consumer Price Index. At the G&E meeting held on 29.1.18, this formula was accepted for the review of Hassocks Burial Ground fees, and has thus been applied for the calculation of fees for consideration for 2019/20.
4. Members are therefore invited to consider the proposed increases to the Burial Ground fees as set out below for 2019 based on a 2.4% increase in CPI between September 2017 and September 2018. With the exception of Search Fees and fees relating to Deed of Grant amendments which are above average in comparison with other parishes and it is therefore recommended that these fees remain at the same level
5. OFFICER RECOMMENDATION. Members are recommended to approve the proposed Burial Ground Fees to be applicable from 1 April 2019.

<u>Hassocks Burial Ground</u>		Current Fees Jan 2018	Proposed changes Increase by CPI Increase Sept 17 to Sept 18 – 2.4%
<u>Burials</u>		EROB (50yrs) and 1st Interment Non parishioner - 5 x fee	Non parishioner - 5 x fee
A stillborn child, or a person who's age at the time of death, did not exceed 12 months (Parishioners only).		Free	Free
A person whose age at the time of death exceeded 12 months but did not exceed 11 years.		£205.00	£210.00
A person whose age at the time of death exceeded 12 years.	Single plot depth	£363.00	£372.00
	Double plot depth	£472.00	£483.00
Second burial interment		£117.00	£120.00
Interment of ashes into a Burial Plot		£117.00	£120.00
<u>Memorials</u>			
For the right to erect a headstone within the burial ground on a grave in Respect of which the exclusive Right of Burial has been granted.		£117.00	£120.00
For the right to have additional inscription on an existing memorial.		£59.00	£60.00
Second burial interment		£117.00	£120.00
<u>Additional Fees or Charges</u>			
Search Fee		£34 per hour	Suggested no change
Replacement, transfer or amendment of Deed of Grant		£57.00	Suggested no change

<u>Hassocks Burial Ground</u>		Current Fees March 2018	Proposed changes Increase by CPI Increase Sept 17 to Sept 18 – 2.4%
<u>CREMATED REMAINS AREA</u>		Interment of ashes, including the right to have an entry on the Wall of Remembrance	
		Non-residents 5x fee	Non-residents 5x fee
Child whose age did not exceed twelve months (parishioners only)		Free (residents)	Free (Residents)
A person whose age at the time of death exceeded twelve months but did not exceed 11 years		£99.00	£101.00
Adult over the age of 12 years		<u>Memorial Wall area</u> £199.00 EROB, first interment and numbered ground marker. £30.00 to purchase a plaque on the Memorial Wall	£204.00
		<u>Southern Memorial Area</u> £259.00 EROB, first interment and permission for a Memorial Tablet.	£31.00
			£265.00
Second Interment		£99.00	£101.00
Additional Inscription on a tablet.		£19.00	£19.00

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 21 February 2019

Contacts for this report: Deputy Clerk

Subject: Item 9 - LIGHT UP HASSOCKS 2019

1. The purpose of this report is to inform Members that the Rotary Club of the Sussex Vale have confirmed that they will be organising the 2019 Light Up Hassocks event. Please note that the date for the event is Friday 29th November.
2. Members are invited to review the attached information regarding an application for a temporary road closure for the LIGHT UP HASSOCKS event on Friday 29 November 2019. Member's views are sought by Mid Sussex District Council (MSDC) to enable officers to proceed with the making of the order.
3. **OFFICER RECOMMENDATION** Members are requested to consider the attached information and to instruct the Deputy Clerk of any representations to be submitted to MSDC on behalf of the Parish Council regarding this application.

Application For Temporary Road Closure

Applicant's Details

Use Of The Form

Form Ref. No.

682851

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

Mr

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

Sussex Vale Rotary

Event Details

Event Details

Event

Light Up Hassocks

(2 of 5)

Road(s) to be closed

Keymer Road Hassocks from Woodlands Road to Orion Parade, including the junctions of the following roads with Keymer Road
Chancellors Park
Downs View Road,
Parklands Road
Grand Avenue,
Dale Avenue and
Wilmington Close.
Also including 20 metres of Dale Avenue from the Keymer Road Junction.

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

Closure Details

Date of closure

29/11/2019

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

From

16:00

To

20:00

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

Name and Address of
Insurance Company

Aviva Insurance Co Bartlett Brokers, Horsfort, Leeds, LS18 4RS

Policy Number

100 656 361 CC

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.

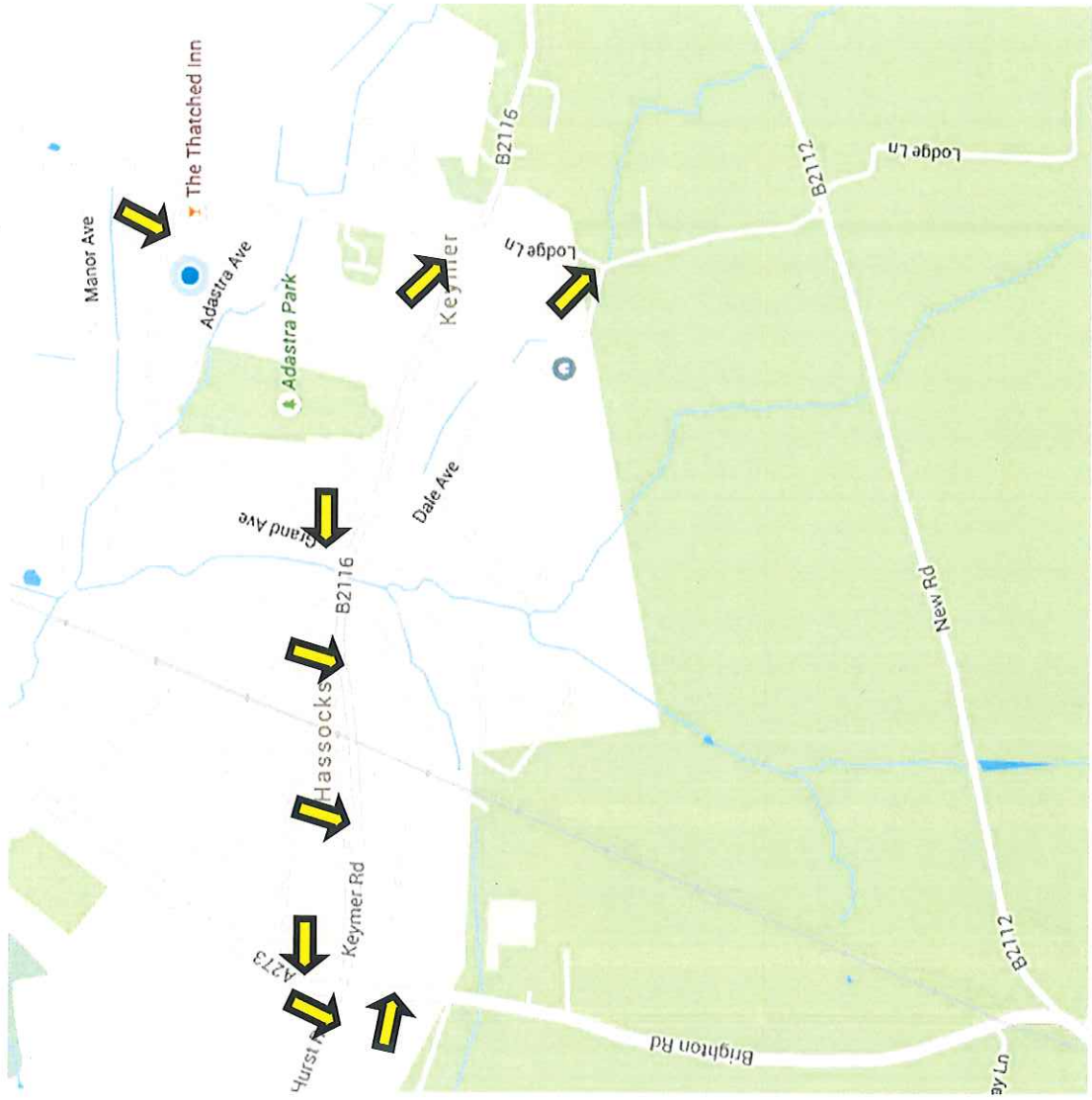
I agree to these notes for
Organisers

Agree

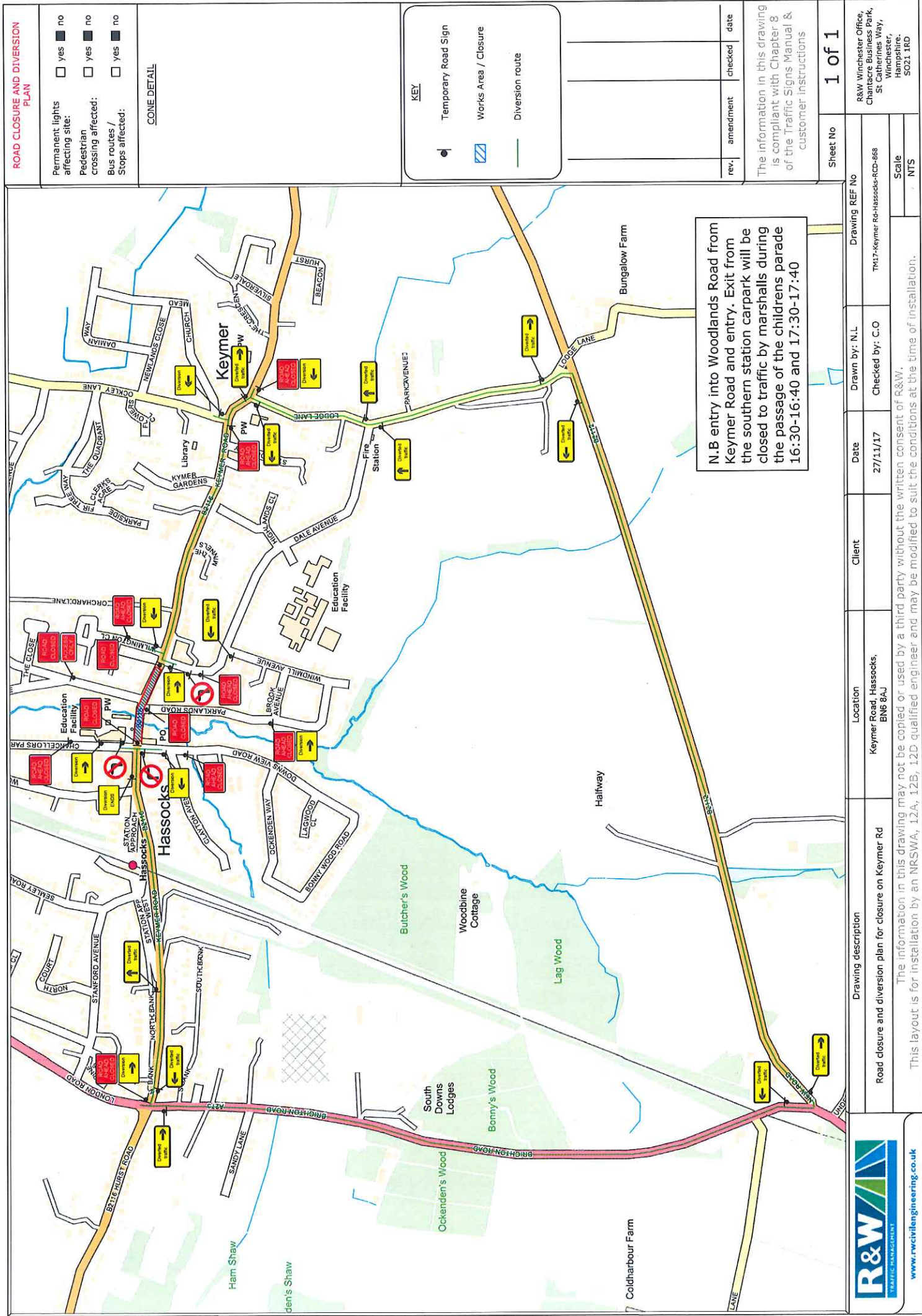
Light Up Hassocks Road Closure Plan 2018

Showing advance warning signage to be erected four weeks prior to the event

Signs will be positioned as shown there will be two signs on the station approach roads



ADVANCE WARNING OF ROAD CLOSURE
KEYMER ROAD WILL BE CLOSED
FROM 16:00HRS UNTIL 20:00HRS
ON FRIDAY 30th November
FOR THE LIGHT UP HAS SOCKS EVENT
AND CHILDRENS PARADE



ROAD CLOSURE AND DIVERSION PLAN

Permanent lights affecting site:	<input type="checkbox"/> yes	<input type="checkbox"/> no
Pedestrian crossing affected:	<input type="checkbox"/> yes	<input type="checkbox"/> no
Bus routes / Stops affected:	<input type="checkbox"/> yes	<input type="checkbox"/> no

CONE DETAIL

KEY

	Temporary Road Sign
	Works Area / Closure
	Diversion route

rev.	amendment	checked	date

The information in this drawing is compliant with Chapter 8 of the Traffic Signs Manual & customer instructions

Sheet No	1 of 1		
Drawing REF No	R&W Winchester Office, Chantacre Business Park, St. Catherines Way, Winchester, Hampshire, SO21 1RD		
Scale	NTS		

N.B. entry into Woodlands Road from Keymer Road and entry. Exit from the southern station carpark will be closed to traffic by marshalls during the passage of the childrens parade 16:30-16:40 and 17:30-17:40

Drawing description	Location	Client	Date	Drawn by: N.L
Road closure and diversion plan for closure on Keymer Rd	Keymer Road, Hassocks, BN6 8AJ	Keymer	27/11/17	Checked by: C.O
The information in this drawing may not be copied or used by a third party without the written consent of R&W. This layout is for installation by an NRSWA, 12A, 12B, 12D qualified engineer and may be modified to suit the conditions at the time of installation.				

