

HASSOCKS PARISH COUNCIL

Minutes of a meeting of the **GROUND AND ENVIRONMENT** Committee held on 21 February 2019 at 7.30pm in the Parish Centre, Adastra Park, Hassocks.

Attendees: Cllrs Jane Baker, Leslie Campbell, Peter Gibbons, Bill Hatton, Sue Hatton and Ian Weir.

In attendance: Tracy Forte – Deputy Clerk

GE18/107 APOLOGIES. Apologies were received from Cllrs Kate Bailey, Georgia Cheshire, Frances Gaudencio and Emma Wood and co-optees Sally Booker, Tony Copeland and Penny Wadsworth.

GE18/108 DECLARATIONS OF INTEREST. There were no declarations of interest.

GE18/109 MINUTES.

RESOLVED to accept the minutes of the Grounds and Environment Committee meeting held on 24 January 2019.

GE18/110 PUBLIC PARTICIPATION. There were no members of the public present.

GE18/111 OFFICER'S REPORT. Members noted the Officer's Report. The Deputy Clerk informed Members that although the repairs to the flint wall were complete, the wall would remain covered until mid-March due to the risk of frost damage. Cllr Sue Hatton referred to the item regarding the updated Defibrillator Locations list, and thanked the office for ensuring the list was publicly available.

GE18/112 PARKLANDS ROAD ALLOTMENTS. Nothing to Report.

GE18/113 HANGING BASKETS. In the agenda report, the Deputy Clerk had noted that bright and bold colour scheme including reds, oranges etc. were requested for the hanging baskets in 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 therefore anticipated that a similar approach will be taken this year. Members noted the report. The Deputy Clerk also informed the Committee that there had been 21 requests for a hanging basket for 2019 and that a further 5 businesses were still to respond. It was looking that there would be a similar number of traders taking up the option to have a basket in 2019 as in 2018. The Deputy Clerk informed Members that Penny Wadsworth had been a great help with progressing this project by being the initial point of contact for all businesses, making several visits to deliver and collect forms. The Committee asked the Deputy Clerk to pass on its thanks to Penny for her help.

GE18/114 BURIAL GROUND FEES. Members were invited to consider proposed increases to the Burial Ground fees for 2019 based on a 2.4% increase in CPI between September 2017 and September 2018. It was proposed that all fees were increased with the exception of Search Fees and fees relating to Deed of Grant amendments, which were above average in comparison with other parishes, and it was therefore recommended that these fees remain at the same level.

18/114.1 It was **RESOLVED** to accept the proposed schedule of charges and amendments to Hassocks Burial Ground from 1 April 2019 as set out in Appendix 1.

GE18/115 LIGHT UP HASSOCKS. Members noted that the Rotary Club of the Sussex Vale had confirmed that they would be organising the 2019 Light Up Hassocks event, which was to be held on Friday 29 November 2019.

Members were also invited to consider a draft road closure application by Mid Sussex District Council (MSDC) for the Annual Light Up Hassocks event to be held on 29 November 2019.

Members were in full support of this temporary closure application, however there was some concern that the roads to be closed as listed on the application, did not correlate to the map provided TM17-Keymer Rd-Hassocks-RCD-868.

18/115.1 It was **RESOLVED** to approve the closure based on the information provided in the Road Closure Application form, however the Deputy Clerk was instructed to raise the discrepancy between the map and the application to MSDC.

GE18/116 TRAFFIC AND PARKING. Nothing to report.

GE 18/117 PUBLIC RIGHTS OF WAY (PROW). Cllr Leslie Campbell updated Members on correspondence received from the West Sussex County Council (WSSC) Cabinet Minister for Environment and supporting information from the PROW team. For information, Members were also given a copy of a list of Legal Powers of Town and Parish Councils regarding Access and Rights of Way which had been provided by WSSC (Appendix 3). Cllr Campbell informed Members of the Works report provided on work that had been completed on PROW in Hassocks during 2018 and the vegetation clearance programme planned for 2019.

Cllr Peter Gibbons raised a concern over the condition of the Cinder Track. The overgrown vegetation has been cleared from the path and this has revealed a significant deterioration in the path surface. Members discussed the possibility of asking the Monday Group about filling sections of the path where holes had appeared. It was noted that some work had been undertaken previously to address significant problem areas, however it was recognised that access to the middle sections of the Cinder Track is challenging. It was understood that Cllr Kirsty Lord is currently undertaking a project to make improvements to the Cinder Track using s106 money.

Therefore the Deputy Clerk was asked to follow this up with Cllr Lord and to explore the possibility of the Monday Group carrying out some improvement work in the meantime.

GE18/118 URGENT MATTERS at the discretion of the Chairman for noting and/or inclusion on a future agenda. None.

GE18/119 DATE OF NEXT MEETING. The date of the next meeting is Monday 25 March 2019.

There being no other business the meeting closed at 7.55pm.

SignedChairman Date.....

<u>Hassocks Burial Ground</u>		Proposed changes Increase by CPI Increase Sept 17 to Sept 18 – 2.4%
<u>Burials</u>		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
A person whose age at the time of death exceeded 12 months but did not exceed 11 years.		£210.00
A person whose age at the time of death exceeded 12 years.	Single plot depth	£372.00
	Double plot depth	£483.00
Second burial interment		£120.00
Interment of ashes into a Burial Plot		£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.		£120.00
For the right to have additional inscription on an existing memorial.		£60.00
Second burial interment		£120.00

<u>Additional Fees or Charges</u>	-	
Search Fee		Suggested no change
Replacement, transfer or amendment of Deed of Grant		Suggested no change

<u>Hassocks Burial Ground</u>	-	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
Child whose age did not exceed twelve months (parishioners only)		Free (Residents)
A person whose age at the time of death exceeded twelve months but did not exceed 11 years		£101.00
Adult over the age of 12 years		£204.00 £31.00 £265.00
Second Interment		£101.00
Additional Inscription on a tablet.		£19.00

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19th February 2019

Dear Chairman,

I am writing with your annual update on Public Rights of Way (PRoW) matters.

Over the past year West Sussex County Council (WSCC) continued its 15 month cycle of inspections and maintenance. Our local Access Rangers and dedicated Parish Path Inspector volunteers together inspected over 3,000 kms of PRoW, after which our maintenance contractor delivered identified necessary works. Additionally our Volunteer Rangers, often working with various partners, completed a significant programme to improve steps, bridges, structures and to clear vegetation. I attach a report that outlines the work completed in your area during 2018.

There has been a recent change to our Access Ranger areas, as advised by email on 18 December 2018. For your ease I attach again the map showing who your Access Ranger is and I encourage you to use them as your first point of contact, including outside of the inspection programme. As previously advised, we need to prioritise the many reports of issues around the PRoW network made each year. Should you report any issues to your Access Ranger, any details you can provide, such as photographs, measurements, clear location, type of vegetation, will be greatly appreciated. WSCC is planning to introduce a new web reporting system this year, making it easier for you to report any issues in future. We will send you information on this when the webpage is up and running.

During the past year several parish councils have taken proactive steps to enhance their local PRoW, which path users have greatly appreciated. Should any council wish to involve themselves in managing their local paths, please do mention this to your local Access Ranger. I attach a summary of powers available to you in case you are interested to consider these.

Our Countryside Management Team still supports the 'Think, Share, Be Aware' campaign which promotes responsible behaviours in the countryside. Details can be found on our [website](#) and if you want to use something similar in your shared spaces, such as parks, our Countryside Management Team would be happy to discuss this with you and can be contacted at countryside@westsussex.gov.uk

Over the coming summer the County Council will again run its Surface Vegetation Clearance Programme, when approximately 10% of paths (or parts of paths) receive a single cut of surface growth. The attached list notes the paths included in your parish; should you believe other paths are equally a priority, please do let your Access Ranger know **by 29th March 2019** so they can be considered for inclusion in this year's contract.

Yours faithfully
Deborah Urquhart
Cabinet Member for Environment

THE LEGAL POWERS OF TOWN AND PARISH COUNCILS REGARDING ACCESS AND RIGHTS OF WAY

These include:

- To hold for public inspection a copy of the definitive map for the parish, and copies of the orders made to modify it as supplied by West Sussex County Council (WSSCC)
- To undertake maintenance of any footpath, bridleway or restricted bridleway (although it is encouraged that any parish wishing to do so contacts WSSCC first to ensure that work is undertaken to an acceptable standard; if not, parishes could find themselves liable in the event of an accident)
- To erect lighting on any footpath or bridleway or seats or shelters (again, it is advisable to consult WSSCC beforehand to ensure safety and proper siting, and to discuss any possible need for a licence)
- To erect signs warning of local dangers (WSSCC can advise on the correct wording of such signs to avoid any suggestion that the sign appears to unlawfully deter use of a right of way)
- To make an application to the registration authority (WSSCC) for the creation of a new town or village green
- To prosecute anyone who wilfully obstructs the passage along any highway, and to prosecute an occupier who fails to ensure that growing crops do not inconvenience path users. The power also exists to prosecute a landowner who does not restore a lawfully ploughed path within the period allowed or who has ploughed unlawfully (WSSCC would be pleased to discuss before any action is considered by a parish council (PC))
- To insist that the highway authority signposts a particular footpath, bridleway, restricted bridleway or BOAT (byway open to all traffic) where it meets a metalled road. PCs also have the power to signpost FPs, BWs, RBs and BOATs on behalf of, and with the consent of, the highway authority (WSSCC has a very good record for signposting and it would be helpful if PCs could report any missing road end signs. In the event PCs did wish to apply to do signposting work themselves, WSSCC would be happy to discuss and, if appropriate, for consistency, supply the signs for erection)
- To create new highways by agreement with the landowner over land in their own and adjoining communities (again WSSCC would encourage PCs to discuss first, partly because highways created under agreements with PCs would not automatically be maintained at the public expense (unlike WSSCC agreements) and so owners may be reluctant to enter into PC agreements if future liability could fall to them. Also WSSCC is likely to have more experience in dealing with this sort of work)

These are not all of the legal powers that a town or parish council has. If a council had a particular concern, then officers at the County Council are available to give guidance.

JP

01.03.16.