

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 24 January 2019 at 7.30pm in the Parish Centre, Adastra Park, Hassocks.**

Parish Clerk
18 January 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 22 November 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).
7. **ADASTRA PARK.**
 - 7.1 Height Barrier. Members are invited to consider correspondence received from Mr Peter Shayler of Showtime Amusements regarding future access to Adastra Park. (Appendix 2)
 - 7.2 Rain Garden/Operation Watershed. Verbal Update (Parish Clerk)
 - 7.3 Skatepark Consultation. Verbal Update (Parish Clerk)
8. **EAR MARKED RESERVES.** (Appendix 3)
9. **TRAFFIC AND PARKING.** Verbal Update (Cllr Ian Weir/Sally Booker)
10. **PUBLIC RIGHTS OF WAY (PROW)**
 - 10.1. Members are invited to note correspondence received from WSCC PROW Officer (Appendix 4)
 - 10.2 Verbal Update. (Cllr Leslie Campbell)
11. **URGENT MATTERS** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
12. **DATE OF NEXT MEETING** Thursday 21 February 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: 24 January 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. **WINTER MANAGEMENT.** A grit bin has been purchased and installed in Adastra Park car park for the use of the Parish Council during icy conditions. The bin contains rock salt and is padlocked, it will allow the Groundsman and Parish Council staff to readily access salt to treat the car park when required. The total cost of the bin and salt was £294.03 excl. VAT and the expenditure was from code 4510/240.
3. **TALBOT FIELD.** A programme of improvement and maintenance works has been very kindly carried out by to Talbot Field by volunteers from The Woodland Flora and Fauna Group. The group have noted that Talbot Field is an 'extremely valuable location providing much needed opportunities for nature to flourish'

The excellent work carried out by the group has only served to enhance the richness of this location. Further details about the work carried out can be found on the Woodland Flora and Fauna Group's website news page:

<http://www.thewoodlandfloraandfaunagroup.co.uk/nature-reserve-restoration/>

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 24 January 2019

Contacts for this report: Deputy Clerk

Subject: Item 7.1 – **HEIGHT BARRIER**

1. The purpose of this report is to inform Members of correspondence received from Mr Peter Shayler of Showtime Amusements.
2. Mr Shayler owns the funfair which has hired Adastra Park on an annual basis over past years. Mr Shayler has visited the car park in the North Field to assess the recent installation of the height barrier and has written to inform the Council that due to the required turning circle for his vehicles this barrier is not wide enough for his vehicles to access the park. Mr Shayler indicated that a number of locations are installing these types of barriers which can make it difficult to continue to access sites.
3. Mr Shayler has indicated he would like to book the park from 13 May – 22 May 2019 to hold his annual fair but for him to do so would require the barrier to be removed/replaced. He has therefore written to the Council to request the consideration of the possibility of extending the width of the barrier by approximately 1 metre to allow his vehicles to access the North Field.
4. The current charge to the fair for the hire of the park is £550.00.

Advice has been sought from the Contractor who installed the Height Barrier, who has indicated that the only realistic option would be to replace the whole unit together with some structural alterations to the existing posts which would be in excess of £4,500.

6. Members are invited to consider whether they wish to consider this option.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 24 January 2019

Contacts for this report: Parish Clerk

Subject: Item 8 – **EarMarked Reserves.**

1. Earmarked Reserves – At Council on 8th January Members resolved to consider transferring a further funds from General Reserves to Earmarked Reserves to support the Councils current and emerging priorities. It was agreed that each Committee should consider identifying potential projects within their responsibility that they would wish to support which would then be formally considered at a future Council meeting. Member's views are sought. The table below sets out the current allocations.

EARMARKED RESERVES (PROJECTS) projected closing balance 31/03/19

Projected Cost	Value	How funded
Hassocks Trading Association	500	Reserves
Village sign	3,000	Reserves
Park Development scheme	162,010	Reserves/S 106
Tree Planting Initiative	6,238	Reserves
Youth Project	5,000	Reserves
Amphitheatre	10,000	Reserves
Burial Ground	2,400	Reserves
Bus Shelter Replacement	10,000	Reserves
Repairs Fund	10,500	Reserves
Legal/land transfer	8,000	Reserves
Operation watershed	15,433	Grant funding
Total	233,081	

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 24 January 2019

Contacts for this report: Deputy Clerk

Subject: Item 10.1 – **Public Rights of Way**

1. The purpose of this report is to inform Members on the following correspondence received from West Sussex County Council regarding Public Rights of Way.

2.

The new [Public Rights of Way maintenance schedule](#) is now on our website. This shows when WSCC's routine maintenance contractor will be visiting your parish to carry out priority works to Public Rights of Way (PRoW). This is work for which WSCC is responsible, including signage, small bridges, steps and surface vegetation clearance (not covered by our Summer Clearance Programme). The work required is identified during the routine inspections, which take place every 15 months and precede the visit by the maintenance contractor. You will be notified by email when the inspections are due.

Landowners also have responsibilities towards PRoW, including for stiles or gates and for ensuring paths are clear of side or overhead vegetation. All issues identified during inspections are prioritised and landowners are contacted for high priority issues for which they are responsible.

The above work is supported by our Summer Surface Vegetation Clearance Programme, Annual Surfacing and Major Bridge Programmes, as well as tasks carried out by our fantastic Volunteer Team. A summary of the PRoW work carried out by WSCC in your parish during 2018 will be sent to you in February next year.

West Sussex Rights of Way Management Plan 2018-2028

Thank you to all who responded to the West Sussex Rights of Way Management Plan 2018-2028 consultation last year. All comments were reviewed and considered. The final [Plan](#) has been published and is available on the WSCC website.