

Minutes of the Meeting of the Asset and Highways Committee held on Monday 18th November 2019 at 7:30pm in West Hoathly Village Hall

Members:

Paul Brown (Vice Chairman)	Jenny Edwards
Neil Greatorex	Claire Hilton *
Douglas Denham St Pinnock (Chairman)	Martin Robinson

Also Present

Rita des Forges (Tree Warden)	Nick des Forges (Tree Warden)
Helen Schofield (Clerk)	

* denotes absence

210) To receive apologies for absence

Apologies were received from Claire Hilton.

211) To receive declarations of interest from Councillors in respect of any matter on the Agenda

212) It was noted that Nick des Forges and the wife of Neil Greatorex are both allotment holders.

213) To approve minutes of the Meeting of the Asset & Highways Committee held on 16th September 2019 ([Document Reference 1929](#))

The minutes were APPROVED and the Chairman signed them as a true record.

214) To receive the [clerk's report](#) and note any points of interest

The clerk's report was noted.

The clerk had still to contact the Woodland Trust to discuss possibilities for planting more trees. It was agreed to do this when the Parish Council knew more details about the woodland adjacent to the Bluebell development.

The work on the footpath WH11 has made an improvement but it was noted that the footpath was still quite muddy at the top end of the area where the work was done. There was no budget left so any further work carried out by the Parish Council would need to be budgeted for.

215) To review [expenditure against budget](#) for the year to 31st October 2019

The expenditure to date was reviewed. It was noted that there would not be any general maintenance budget available to carry out more than minor work during the next few months.

Assets

216) To receive report on North Lane Recreation Ground

- a) To review responses to the tender for the maintenance contract 2020-2022 and award the contract.

The tender had been sent to 6 companies including 2 local contractors and only 2 responses had been received. It was agreed to award the contract to the current contractor with a reminder that the hedge cutting had not been carried out according to the tender for this financial year.

217) To receive report on Finche Field

- a) To receive report on Allotments

The clerk's report on the allotments was received and noted.

218) To receive feedback from tree surgeon regarding outstanding tree work

It was agreed that the priorities as proposed by the tree surgeon should be carried out and budgeted for in the 2020-21 budget.

219) To consider how to discourage parking at Sharpthorne Old Playground

It was agreed that parking on the Playground should be discouraged. When tree work is next carried out it is proposed to ask the tree surgeon to leave some logs along the edge of the playground to deter drivers from parking or manoeuvring on the playground.

Highways

220) To note issues on parish footpaths and bridleways

It was noted that the gate on 5WH below West Hoathly Garage had now been reinstated.

- a) To consider how to remove felled trees at the junctions of 5WH and 7WH and also 1WH and 43WH

The trees left alongside 5WH and 7WH would be raised at the next meeting with the Gravetye Trust.

It was agreed to post a notice about the trees alongside 1WH and 43WH and suggest anyone interested could take them away to be used as firewood.

221) To review the [Winter Management Plan](#) updated with the WSCC gritting routes

The updated Winter Management Plan was noted.

The Committee were disappointed that the County Council service was being reduced and that Parish Councils were being expected to pick up any local gritting or snow clearance.

A question was asked as to the trigger for snow clearance as the weather conditions could vary widely across the County and there maybe snow in the North of the County but none in Chichester. The Mid Sussex Areas Highways Manager would be asked about this at the upcoming Cluster meeting.

222) To consider completion of clear up and ongoing maintenance of verge from Horsted Lane to Cookhams Wood.

A further volunteer day was to be advertised to take place on Saturday 18th January 2020 starting at 10:00am. It was hoped the work could be completed at this extra session.

223) To review use of portable Speed Indicator Devices within the parish

The parish has just had the second portable SID for a month. The data has been extracted and can now be reviewed and analysed. A SID will be in the parish again from 13th January 2020.

It was noted that along the C319 there are currently 3 locations that can be safely used for the machine with a possibility of a fourth if the current pole was changed.

224) To consider any feedback on the proposed cycle route from Sharpthorne to East Grinstead

Letters had been sent to the 4 affected landowners but, so far, no responses had been received. Martin Robinson and Paul Brown agreed to contact landowners directly.

Following on from the meeting earlier in the year it is hoped to arrange a further meeting with the William Robinson Trust. As one of the landowners affected by the proposed route this will be a topic to discuss at that time.

225) To prepare a budget for the year 2020-21

A proposed budget for ongoing costs and projects was discussed. This would be consolidated with the Administration budget and a first draft budget brought to the December Parish Council meeting for review.

226) To note information for Councillors

Residents had commented on the condition of the road at the bottom of Station Road. Alongside the recent rain there is a water leak at the bottom of Marlpit Road which is running down Station Road. During the last couple of weeks there have been deliveries, not only to the new development but also to the Bluebell Railway Goods Yard. At the end of each week the road is swept and this has removed a lot of the recent surface mud.

A resident had raised a question about a dog bin at the top of Station Road as the bin outside the Café is being used such which the café is then emptying.

The bin is on the schedule for emptying by MSDC (which is done once a week) so the Café should not need to empty it. The dog bins in the parish are around the open spaces (North Lane Rec, Finche Field, Sharpthorne New Playground and Gravetye Woods) where people go to exercise their dogs rather than next to roads.

Date of next meeting 6th January 2020

There being no further business the meeting closed at 21:45

Chairman-----