



WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

Document Reference 2026

Minutes of the Meeting of West Hoathly Asset and Highways Committee held on Monday 21 September 2020 at 7:30pm

Draft Minutes subject to amendment

Members

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

* denotes absence

Also present:

Helen Schofield (Clerk)
Leanne Andrews (Assistant Clerk)
Rita des Forges (Tree Warden)

Due to the restrictions put in place in response to the Covid-19 pandemic this meeting was held using video conferencing technology.

There were no members of the public present

As a member of the public Neil Greatorex asked if he could trim back some of the branches on trees overhanging the footpath in North Lane Rec. The committee agreed that he could do this.

115) To receive apologies for absence

There were none.

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

There were none.

117) To approve minutes of the Meeting of the Asset & Highways Committee held on 20 July 2020 (Document Reference 2022)

The minutes were approved and the Chairman will sign them as a true record at a later date.

118) To receive the clerk's report and note any points of interest

The clerk's report was received.

It was agreed that if a resident was asking for a parish tree alongside their property to be cut back that a photograph should be required so that the committee could better see what was required.

The Bluebell Land working group have still to arrange a meeting. They will look to talk to the resident who indicated there were 2 deep wells on the land.

The Committee agreed that the post and rail fencing alongside the bus shelter and Warblers on North Lane needed to be reinstated as soon as possible. The work had been approved by the committee several months ago and was still an outstanding action.

The Clerk and Committee Chairman would check the specification.

119) To review expenditure against budget for the year to 31 August 2020

This was reviewed. There were no issues to report.

Assets

120) To receive report on Finche Field

a) To receive report on the Allotments

Annual rent letters have been sent. It was reported that 2 of the plots did not look as if they were being cultivated. The clerk will investigate and if necessary, issue notice to improve letters.

b) To monitor use of the Finche Field car park

Emails or letters have been sent to allotment holders regarding parking on the Field rather than in the car park. Vehicles were however still being parked on the grass.

It was reported that a family in a camper van have on several occasions been using Finche Field to camp overnight. The clerk will follow up to see what rules there are about camping not in designated camp sites. It was agreed that subject to the legal position a sign to stop overnight camping will be installed.

It was suggested that the current car park size could be increased by cutting back the bank on the roadside and using the spoil from this to infill the rest of the old recycling area. This would provide more car parking space and remove the currently redundant area. This would need to be investigated further and budgeted for.

No Parking Access Required signs are still required for the Finche Field access.

c) To approve a scheme for establishing a Community Orchard

The committee agreed with the scheme put forward by the group. It was agreed to bring a proposal to the Parish Council for approval at the next meeting with a view to plant at least 12 trees during the late Autumn underwritten if absolutely necessary by the Parish Council.

121) To consider resident request for a sign at the top of Philpots Lane to remind dog walkers of the dog waste bin in Hook Lane Cricket Ground car park

A sign and a further dog bin were considered. It was agreed there was no obvious place for either to be erected to be visible enough to be useful but unlikely to be hit by vehicles.

Highways

122) To note issues on parish footpaths and bridleways

It was noted that the WSCC footpath officer has left the Council. Any issues should be reported online.

123) To review the Local Winter Management Plan

The Winter Management Plan was reviewed and agreed.

124) To consider the feasibility of the portable SID being used in Highbrook when one is next available to the parish

It was discussed whether there was any appropriate place on the Hammingden Lane where the portable SID could be located. Concerns were expressed about the SID's security as one was stolen from a relatively remote location in East Grinstead. Also, whether there was an appropriate verge and post with the necessary height and width to allow the SID to be located at the recommended distance from the roadside. It was felt that it was not currently feasible to find a location in Highbrook but that the newly installed 20mph signs warning of the sharp bends in the middle of Highbrook should have an impact.

Martin Robinson left the meeting

125) To consider the next steps to promote an off-road cycling route from Sharpthorne to East Grinstead.

Committee members had reviewed the presentation that had been put together. It was agreed to move forward and write again to the relevant landowners with a link to the presentation and asking for more specific support for the scheme. Paul Brown agreed to draft an initial letter.

126) To consider next steps for possible surface improvements for footpath WH1 using S106 developer contributions

It was agreed to propose to the Parish Council that the S106 money be spent to improve the surface the footpath from the Vinols Cross down to the junction with the bridleway WH43 and to re-tarmac the footpath from the top of the steps at the Vinols Cross through to the car park in Finche Field.

Jenny Edwards left the meeting

127) To note items of interest or for consideration at the next meeting

An email has been received asking the Parish Council for help in how they could progress getting WSCC engaged with residents' concerns regarding the traffic along the C319 through West Hoathly and Sharpthorne. It was agreed to bring it to the next Asset and Highways meeting as an agenda item.

Rita des Forges said she would see if, as tree warden, she had access to any grants to support the Community Orchard project.

Date of next meeting 16th November 2020

Meeting Papers

There being no further business the meeting closed at 21:30

Chairman-----