



WEST HOATHLY PARISH COUNCIL

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

Document Reference 2322

Minutes of the Meeting of West Hoathly Asset and Highways Committee held on Monday 13th November 2023 at 7:30pm in West Hoathly Village Hall

Members

Paul Brown (Chairman)
Bob Darvill *
Martin Robinson
Claire Hilton

Douglas Denham St Pinnock
Amy Marshall (Vice Chairman)*
Peter Browne *

* denotes absence

Also present:

Leanne Andrews (Clerk)

There were no members of the public present.

179) To receive apologies for absence

Apologies were received from Cllr Peter Browne, Cllr Amy Marshall, and Cllr Bob Darvill

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

There were none

181) To approve minutes of the Meeting of the Asset & Highways Committee held on 18th September 2023 (Document Reference 2317)

The minutes were approved, and the Chairman signed them as a true record

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

The Clerks report was received.

183) To review expenditure against budget for the year to 7th November 2023

The expenditure was noted.

Assets

184) To receive report on the Allotments

a) Allotment site map

It was agreed to add the allotment numbers and show each allotment in sq. metres, it was also agreed to add the location for any further additional allotments. Cllr Bob Darvill has agreed to make these changes.

b) To agree signage to go at the entrance to the lower allotments.

It was agreed to order a sign that says, 'Private allotments holders only' and ask the handyman to cut off the word 'Private'.

185) To receive report on Finche Field

- a) To receive an update on the Vinols Cross competition proposal

There was no update, it was agreed to defer to the next meeting.

- b) To discuss tree work at Vinols Cross

It was noted that the trees and shrubs at Vinols Cross are overhanging the noticeboard. Cllr Martin Robinson agreed to have a look and cut back if possible.

186) Pavilion

- a) To receive a quotation for the water system upgrade and agree next steps

The quotation was received. The Clerk advised that as the work is over £1,000 three quotes will need to be obtained. It was agreed to obtain an additional quote against the current specification.

- b) To discuss fire regulations

The changes to the fire regulations were noted. Clerk to contact independent fire assessor to confirm requirements.

187) To receive an update on the Wallgate machine repairs

There was no update, it was agreed to defer to the next meeting

188) Sharpthorne New Playground

- a) To receive an update on the installation of a self-closing gate

It was noted that the Clerk had met with a member of the PROW team to discuss the installation. The officer explained that an application to install a gate would unlikely be granted permission as it would not solve the problem as children could still access the path/road by climbing through the post and rail fence. The officer suggested a metal barrier on the footpath may be a better solution. Clerk to contact Highways team to gain their views.

- b) To receive a quotation for playground improvements and agree next steps

The quotation was received, it was noted that the quote exceeds the allocated S106 funds available. The committee agreed to discuss budgeting for the improvements when preparing the draft budget.

Highways

189) To note issues on parish footpaths and bridleways

The broken fencing and signage at the top of WH1 has been reported to the PROW team. Clerk has enquired whether fingerpost can be added to the no cycling sign.

190) To receive an update following the meeting with the WSCC Highways Manager regarding the Community Highways Scheme

The Clerk & Cllr Bob Darvill met with County Cllr Garry Wall and the Assistant Highways manager to discuss the Community Highways Scheme application and junction improvements aimed at improving road safety. It was felt that a controlled crossing was unlikely to be delivered as significant highway regulations could not be met, (mainly sight lines and signage). Budget pressures would also need to be considered as part of overall available finance. The Assistant Highways manager was however hopeful that WSCC may be able to improve the junction. The application

was due to be considered at a moderation meeting in November. No feedback has been received to date.

191) To agree SID deployment and data collection

The SID has been installed Eastbound at Rocklands since the 21/10. Cllr Brown has prepared a schedule to record when and where the SID is positioned. Cllr Martin Robinson agreed to move the SID when it is next scheduled to be moved. Details to be updated on the spreadsheet (clerk to action)

General

192) To agree to revise Finche Field Management Plan

a) To consider next steps

It was agreed to review the Finche Field Management Plan. Cllr Paul Brown, Cllr Bob Darvill and Cllr Claire Hilton agreed to work on the review.

193) To agree whether to provide a Christmas Tree on Sharpthorne Green

It was agreed to provide a Christmas Tree at Sharpthorne Green up to the value of £200. Cllr Martin Robinson agreed to install.

194) To prepare a budget for the year 2024-25

A proposed budget was agreed. This will be consolidated with the Administration budget and a first draft budget brought to the December Parish Council meeting for review

195) To note any correspondence received

Two complaint emails regarding the bonfire event and subsequent damage to North Lane Rec were shared with the committee. It was agreed to take this correspondence to the next Full Council meeting.

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

- Replacement planter competition
- Wallgate machines

Date of next meeting 15th January 2024

There being no further business the meeting closed at 21:41

Chairman-----