



WEST HOATHLY PARISH COUNCIL

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

Document Reference 2218

Minutes of the Meeting of West Hoathly Asset and Highways Committee held on Monday 18th July 2022 at 7:30pm in West Hoathly Village Hall

Members

Paul Brown (Chairman)
Bob Darvill
Martin Robinson

Douglas Denham St Pinnock
Michael Curties (Vice Chairman)*

* denotes absence

Also present:

Leanne Andrews (Clerk)

There were two members of the public present.

The members of the public outlined their views regarding coaches provided for West Hoathly School using The Ridleys, West Hoathly as an onload and offload point for children travelling to their weekly swimming lessons on a Wednesday morning.

72)To receive apologies for absence

Michael Curties was absent

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

Cllr Bob Darvill declared an interest as a Governor of West Hoathly Primary School

74)To approve minutes of the Meeting of the Asset & Highways Committee held on 21st March 2022 (Document Reference 2207)

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

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

The Clerk's report was received.

It was noted that the clerk is still working on trying to find an electrician that can maintain the Wallgate machines in the public toilets.

Clerk to chase contractors regarding hedge cutting at North Lane rec.

76)To review expenditure against budget for the year to 30th June 2022

The expenditure was noted.

It was agreed to move item 17 of the agenda to be discussed now

77) To note any correspondence received

Cllr Paul Brown explained that he had received an item of correspondence from a member of the public regarding coaches provided by West Hoathly School using the Ridleys, West Hoathly as an onload and offload point for children travelling to weekly swimming lessons. Cllr Paul Brown explained that he had engaged with West Hoathly Primary School to understand the problems associated with the final term coaches provided for students. It was noted that on the 22nd of June the coach was held up for 20 minutes when picking up on North Lane, due to obstructions, it was therefore agreed that picking up and dropping off at the Ridleys affords the most reliable solution.

The Committee agreed to allow the members of the public in attendance to speak.

The members of the public suggested that North Lane should be used for coach parking, preferably outside the school or as an alternative Finche Field.

The committee explained that the crosshatch area outside the school must be left clear for emergency access and that no suitable parking spaces are available on North Lane. It was also noted that obstructions make it difficult for the coach to travel along North Lane. Finche Field was discussed but it was agreed that there is insufficient space for the coach to manoeuvre and the school state that it takes approximately 15 mins for the children to travel this route, opposed to the 5 minutes walk to The Ridleys.

The committee were sympathetic to the members of the public's views but agreed that the arrangement of using The Ridleys is not unreasonable given it is once a week, for 10 weeks of the year and safety must be the priority. West Hoathly Primary School have agreed to talk to the coach company to minimise the waiting time in Ridleys.

The members of the public left the meeting.

Assets

78) To consider options for the annual mow at Finche Field

It was agreed to have Finche Field flail mowed as soon as possible.

79) To consider the proposal to form a wildflower meadow at Finche Field

The proposal was discussed, and the clerk shared an email from a member of the public requesting that a border be left around the lower allotments. The committee were agreeable to this suggestion.

After discussion it was agreed that some additional research needs to be done prior to any decisions. It was suggested that the Finche Field management Plan may need reviewing and grant funding should be investigated. Clerk & councillors to research further.

80) To receive report on the allotments

The clerk explained that improvement letters have been sent to identified plot holders. The handman is working on installing a new cover for the water tank at the upper allotments as the current one is damaged. It was agreed to ask the handman to install covers on both tanks at the lower allotments as well.

It was noted that there are now large dumping sites at both the upper and lower allotments. The committee agreed that the allotment agreement should be updated to state that allotments holders must dispose of arisings on their individual plot and that no burning should take place at the allotments.

81) To receive report and review quotations received for the Finche Field steps replacement

a) To agree a recommendation on how to proceed

Cllr Bob Darvill outlined how he had prepared a specification and approached four contractors. Of the four quotations requested, two had been returned. The committee reviewed the quotations and agreed a contractor for recommendation to the Parish Council. It was noted that the work should ideally take place during the school holidays to minimise disruption to families travelling to West Hoathly Primary School. The clerk explained that a footpath closure would also need to be applied for.

82) To review the Tree Management Policy

The Tree Management Policy was discussed, it was agreed that the clerk will make enquiries to establish the costs for an updated tree report; in preparation for the budget discussions in November/December. Cllr Bob Darvill agreed to draft an amendment to the policy to include the impact of trees on neighbouring properties. Amendment to be agreed at the next meeting.

83) To review fencing repairs and replacement on parish owned assets

It was agreed to ask the council handman to reinstate the wire fencing at the top of the steep steps in Finche Field, near to Garden Mead.

Highways

84) To note issues on parish footpaths and bridleways

It was noted that the report from the PROW Inspection had not yet been shared with the clerk. Cllr Paul Brown had managed to obtain a copy which would be discussed at the next meeting in September.

Bridleway 43WH was discussed, it was noted that the closure had been in place for over six months now. The clerk explained that she had contacted the PROW team regarding the closure and that they are currently looking into it. Clerk to contact Holmes Building to request that the bridleway be reopened.

85) To consider reinstating the rocks at The Hollow/North Lane entrance, following approval from WSCC

Following approval from Richard Speller the committee agreed to reinstate the rocks at The Hollow/North Lane entrance. The committee proposed to ask Cllr Will Buckley for his support in installation. Cllrs Martin Robinson and Cllr Douglas Denham St Pinnock also offered their support.

86) To consider making a Community Highways Application for pedestrian crossing safety improvements at The Fox junction.

After discussion the committee agreed to recommend to Full Council that an application is submitted for pedestrian crossing safety improvements through the Community Highways Scheme.

87) To consider action to take regarding blocked gullies in the parish

It was noted that County Councillor Garry Wall has agreed to provide a copy of the gully matrix. All blocked gullies should be reported using Love West Sussex, quoting the gully reference number.

General

88) To consider developing a vision document 2023-2028

Cllr Paul Robinson and Cllr Douglas Denham St Pinnock agreed to begin developing a vision document for 2023-2028

89) To note any correspondence received

It was noted that this item had been moved to the beginning of the agenda

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

- Amendment to Allotment Agreement
- Update to Tree Management Policy
- PROW Inspection report

Date of next meeting 19th September 2022

There being no further business the meeting closed at 21:38

Chairman-----