



WEST HOATHLY PARISH COUNCIL

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

Asset and Highways Committee Clerks Report January 2023

Actions taken and other points of information since last meeting.

Community Highways Scheme Application

The Community Highways Scheme application to improve the pedestrian crossing facility at the Fox junction has been successful and will be added to the drop kerb & accessibility improvement" minor works program. The following comments were included on the email: -

I have asked the design team to take on board the moderation panel's concerns that moving the crossing point too far away from the original crossing point may be detrimental to its usage.

Some schemes of a more complex nature, and which involve a greater degree of public consultation or legal orders, may need to be constructed in subsequent years. As part of all scheme design and feasibility assessments, there may be issues identified in more detailed investigations and surveys which demonstrate that a scheme is no longer viable. Any changes to the proposed delivery timescales, or where a scheme is no longer considered feasible for delivery, will be communicated with you, the applicant.

Gullies

The handyman has completed the gully survey, which has been circulated to councillors via email.

The clerk has written to Cllr Garry Wall asking for his support as the reports that have been made via the Love Clean Streets website by the clerk have subsequently been closed with the following comments "This gully will be cleansed under our cyclical maintenance program meanwhile I will monitor for photographic evidence of flooding to property"

Allotment mapping

The quote for the allotment mapping has been agreed, the work will be completed in the Spring when the ground is a little drier.

NLR Maintenance Contract

Contract documents have been signed and returned. The contract will be in place from January 2023- December 2025

Rocks at The Hollow

Richard Speller has said that as the rocks are just off the highway, a licence is not required, as a result WSCC contractors would be unable to help.

The committee need to consider next steps, no money has been budgeted for the works.

Footpaths and Bridleways

Bridleway 43WH and Footpath WH1 have been reported to the PROW team and the following was fed back: -

“Works such as these are funded through an annual programme of Capital Improvements. All schemes that fall within this category are assessed against their contribution towards the delivery of wider policies and plans within the County Council and are given a priority score. The highest priority schemes are collated each August and put forward for funding approval for design/development or delivery the following financial year. As you might expect, we have a long list of schemes and this approach ensures we are delivering the highest priority schemes each year. However, it also means we are unable to make firm commitments about if and when schemes might be delivered”.

A new Access Ranger is now in post, he has been asked to visit in the next couple of weeks to assess the paths and take current photos. They will then be scored.

Information relating to items on the agenda

Item 6- Allotments

There are currently two vacant plots on the lower allotments, these plots have not been re-let based on the plans to possibly relocate the Hollow side plots.

A date needs to be agreed for the Allotment Holders meeting.

Item 7- North Lane Recreation Ground

Legionnaires

The legionella risk assessment for the Public Toilets & Pavilion has been shared via email. The training session with Valens Water has been booked in for 10:30am on the 2nd February (venue tbc)

The committee need to consider the next steps, but it may be worth deferring this discussion until the next meeting when the training session has taken place.

Pavilion

The committee need to consider the future of the Pavilion and next steps. £18,372 available in S106 money for refurbishment.

Public Toilets

The Wallgate machines need replacing, the council have allocated funds in 2023-24 budget to replace one machine- next steps to be agreed.

The gents light and fan are continually running- clerk has contacted electrician asking them to have a look at this asap.

The chain in the ladies was broken for the second time, repairs have been made.

Item 8- Salt bins

A resident in Home Platt has requested a bin be installed on the grass area on Station Road, near to the entrance of Home Platt.

At the meeting on the 10th October the Committee agreed to defer replacing the bins until 2023-2024. Funds have been allocated for the replacement of two bins in the 2023-24 budget.

The wooden bin at the junction of Church Hill and Highbrook Lane has completely broken. The Committee may need to consider replacing sooner. Wooden bins are not readily available, but plastic ones can be purchased for approx. £250

[Nestor™ 400 Grit Salt Bin - 400 Litre Grit Bin - Glasdon UK](#) for a 400 litre bin or £210 for a more compact 160 Litre slimline bin. [Slimline™ Grit Bin - Lockable Grit Bins - Glasdon UK](#) - both are available in green.

Item 9- Sharpthorne New Playground

The clerk has spoken to Ashurst Wood Village Council regarding their recent improvements to their playpark. They have confirmed that the playground is owned by Mid Sussex and all improvements were completed and funded by MSDC.

£15,254 is available in S106 funds for the Sharpthorne New Playground, the clerk has obtained a brochure and some costs from Kompan to give the committee an idea of what sort of play equipment could be purchased with this money. It may be worth considering public consultation to gain views from local families.

Item 11- Painted pavement

Richard Speller's advice was to apply via a Community Highways Scheme

Item 12- Quotes sent via email

Item 15- Dog Waste Bin Bluebell Lane

The clerk has been in contact with the Waste Matters team, and they have spoken to the Waste Contractor that empties the dog bin on Bluebell Lane. The crew member who collects the waste has advised that the bin is only ever half full when emptied. Their observation is that since the pandemic it appears people don't want to touch the lid to open the dog bin. MSDC have added some additional signage onto the bin asking residents to take waste home if the bin is full.

The bags on top of the bin and on the floor continue to be an issue. Crew members have been asked to clear all bags on and around the bin. MSDC have agreed to monitor this.

MSDC now have a 'no growth policy' and will not install additional bins. Bins are only available in one size and an additional collection is not available as the vehicle is not in the area on other days of the week.

The additional MSDC signage appears to have made little difference, the clerk has made up WHPC notices and will attach to the bin in another attempt to resolve the issue.

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Election Expenses	3,389.00	400.00	3,789.00
321 EMR Public Conveniences Fund	1,994.28	1,000.00	2,994.28
322 EMR Future Parish Celebrations	0.00		0.00
323 EMR Rec/Playground Enhancement	4,687.00	1,000.00	5,687.00
324 EMR Pavilion Seed Funding	13,847.16		13,847.16
325 EMR Pavilion Fundraising	145.00		145.00
326 EMR Fingerpost Maintenance	1,484.80	-83.00	1,401.80
327 EMR Village Hamlet Gateways	1,578.14	-1,578.14	0.00
328 EMR Highways Improvements	2,394.32	-2,394.32	0.00
329 EMR Defibrillators	1,422.86	500.00	1,922.86
330 EMR SNP PC Support MSDC	0.00		0.00
331 EMR Community Orchard	680.08	-517.00	163.08
332 EMR Neighbourhood Plan	10,000.00		10,000.00
333 EMR IT & Website	859.41	-859.41	0.00
334 EMR Parish Guide	0.00		0.00
335 EMR Reinstatement WHP11	0.00		0.00
336 EMR Local History Projects	2,428.89		2,428.89
337 EMR Land Registration	2,500.00		2,500.00
338 EMR Ownership Broadfield Bank	0.00		0.00
339 EMR Grant Village Hall	5,330.00	-5,330.00	0.00
340 EMR Bluebell Wood Managment	1,700.00	6,578.14	8,278.14
341 EMR Step refurbishment	0.00	0.00	0.00
	54,440.94	-1,283.73	53,157.21

Detailed Receipts & Payments by Budget Heading 10/01/2023

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Asset & Highways Committee</u>							
<u>120 Allotments</u>							
1500 Allotments Rent	627	600	(27)			104.5%	
Allotments :- Receipts	627	600	(27)			104.5%	0
4300 Water Charges	31	250	219		219	12.4%	
4420 Maintenance	0	250	250		250	0.0%	
Allotments :- Indirect Payments	31	500	469	0	469	6.2%	0
Net Receipts over Payments	596	100	(496)				
<u>130 Finche Field</u>							
4400 Grass Cutting	810	1,350	540		540	60.0%	
4410 Finche Field Mowing	250	375	125		125	66.7%	
4420 Maintenance	55	500	445		445	11.0%	
4430 Bramble Clearing	0	200	200		200	0.0%	
4440 Comm Orchard/Tree purchases	517	0	(517)		(517)	0.0%	517
Finche Field :- Indirect Payments	1,632	2,425	793	0	793	67.3%	517
Net Payments	(1,632)	(2,425)	(793)				
6000 plus Transfer from EMR	517						
Movement to/(from) Gen Reserve	(1,115)						
<u>140 North Lane Recreation Ground</u>							
1600 NLR Hire Fees	500	500	0			100.0%	
North Lane Recreation Ground :- Receipts	500	500	0			100.0%	0
4420 Maintenance	0	250	250		250	0.0%	
4500 NLR Maintenance Contract	870	3,000	2,130		2,130	29.0%	
North Lane Recreation Ground :- Indirect Payments	870	3,250	2,380	0	2,380	26.8%	0
Net Receipts over Payments	(370)	(2,750)	(2,380)				
<u>150 Sharpthorne Old Playground</u>							
4400 Grass Cutting	80	250	170		170	32.0%	
4420 Maintenance	0	100	100		100	0.0%	
Sharpthorne Old Playground :- Indirect Payments	80	350	270	0	270	22.9%	0
Net Payments	(80)	(350)	(270)				

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160 Playgrounds							
4420 Maintenance	1,027	700	(327)		(327)	146.7%	
4550 Playbark	0	250	250		250	0.0%	
4560 Inspections	0	700	700		700	0.0%	
Playgrounds :- Indirect Payments	1,027	1,650	623	0	623	62.2%	0
Net Payments	(1,027)	(1,650)	(623)				
170 Infrastructure							
1700 Wayleave	3	46	43			7.5%	
Infrastructure :- Receipts	3	46	43			7.5%	0
4420 Maintenance	922	1,500	578		578	61.5%	283
4421 Step refurbishment	9,240	0	(9,240)		(9,240)	0.0%	4,894
4600 Dog & Litter Bins	0	1,850	1,850		1,850	0.0%	
4620 Hanging Baskets	36	50	14		14	72.0%	
4630 Sharpthorne Christmas Tree	0	110	110		110	0.0%	
4640 Tree Work and Surveys	1,700	5,500	3,800		3,800	30.9%	
4641 Bluebell Wood Management	150	2,800	2,650		2,650	5.4%	
4650 Selsfield Common	75	100	25		25	75.0%	
4660 Sharpthorne Green	150	300	150		150	50.0%	
4670 Vinols Cross Area	500	600	100		100	83.3%	
4680 Cookhams Wood Verge	0	400	400		400	0.0%	
4690 Grit Bins	0	250	250		250	0.0%	
4720 Work on Bank Broadfield	460	750	290		290	61.3%	
4740 Verge alongside Courtlands	340	400	60		60	85.0%	
Infrastructure :- Indirect Payments	13,573	14,610	1,037	0	1,037	92.9%	5,177
Net Receipts over Payments	(13,569)	(14,564)	(995)				
6000 plus Transfer from EMR	5,177						
Movement to/(from) Gen Reserve	(8,392)						
180 Premises							
4300 Water Charges	296	750	454		454	39.4%	
4420 Maintenance	612	500	(112)		(112)	122.4%	
4750 Toilets Cleaning Contract	1,814	2,500	686		686	72.6%	
4760 Toilets Equipment Contract	297	350	53		53	85.0%	
4770 Electricity	638	1,000	362		362	63.8%	
Premises :- Indirect Payments	3,657	5,100	1,443	0	1,443	71.7%	0
Net Payments	(3,657)	(5,100)	(1,443)				
Asset & Highways Committee :- Receipts	1,130	1,146	16			98.6%	
Payments	20,870	27,885	7,015	0	7,015	74.8%	
Net Receipts over Payments	(19,740)	(26,739)	(6,999)				

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
plus Transfer from EMR		5,694					
Movement to/(from) Gen Reserve	(14,045)						
Grand Totals:- Receipts	1,130	1,146	16			98.6%	
Payments	20,870	27,885	7,015	0	7,015	74.8%	
Net Receipts over Payments	(19,740)	(26,739)	(6,999)				
plus Transfer from EMR		5,694					
Movement to/(from) Gen Reserve	(14,045)						