



WEST HOATHLY PARISH COUNCIL

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

Asset and Highways Committee Clerks Report July 2021

Actions taken and other points of information.

- 'School Parking' Only' signs have been purchased and placed at the entrance of North Lane rec.
- A 'No Camping' sign has been placed at the entrance to Finche Field and a replacement 'No tipping, No dumping' has been installed.
- Emergency tree work has taken place to remove damaged trees on North Lane rec and Bluebell Woods.
- The lighting in the public toilets had been reported as not working. A contractor has attended and found that the fault appears to be coming from the Wallgate machine in the ladies' toilets. Work is ongoing to fix the fault.
- Play bark has been ordered to top up the low areas in the playground at North Lane Rec and the swings at Sharpthorne Old Playground.
- A local resident has kindly cut back and removed the overgrown brambles and grass surrounding the tree that was planted in Finche Field, to mark the Queens Diamond Jubilee in 2012.
- As the Cluster SID has unfortunately been vandalised, we are not expected to have use of the SID on the 9th August as previously planned.
- The bonfire society have not yet held their AGM but the parish bonfire is likely to be on the 6th November this year, subject to restrictions.
- The damaged fingerpost at the entrance to Sandy lane has been reported to the PROW team.
- Two residents are in the process of starting up a Community Speed watch.

Information for items on the Agenda

Allotment

Due to covid restrictions the annual allotment holders meeting did not take place at the start of the year. A decision needs to be made to hold a meeting in September time or defer until early next year.

Allotment rent is reviewed annually, and allotment holders are given 12 months' notice of any increase. A decision needs to be made as to whether there will be any increase in rent for 2022-23. Rent is currently £18 per half plot which is reduced to £17 if payment is made by the end of October.

Replacement fencing at Warblers

The next steps in replacing the fencing need to be agreed, plans have been received from UKPN, their advice is as follows:

- Be very careful.
- If the cable is exposed during digging, UK Power must be called to assess any damage. This is a potentially less expensive option than installing the fence then finding out later that cable damage requires the removal of the fence to undertake repair.
- Use a “Cat and Genny” to determine the exact location of the cable.

Defibrillator Cases

The defibrillator cases at the school and outside of Sharpthorne Organic café are both in need of replacement. Replacements are available for approximately £400 each.

[DuraFib outdoor heated Cabinet - AED Cabinets](#)

Leanne Andrews
July 2021

Detailed Receipts & Payments by Budget Heading 08/07/2021

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Asset & Highways Committee							
<u>120 Allotments</u>							
1500 Allotments Rent	0	600	600			0.0%	
Allotments :- Receipts	0	600	600			0.0%	0
4300 Water Charges	0	250	250		250	0.0%	
4420 Maintenance	0	250	250		250	0.0%	
Allotments :- Indirect Payments	0	500	500	0	500	0.0%	0
Net Receipts over Payments	0	100	100				
<u>130 Finche Field</u>							
4090 Handyman Salary	152	0	(152)		(152)	0.0%	
4400 Grass Cutting	170	1,100	930		930	15.5%	
4410 Finche Field Mowing	0	350	350		350	0.0%	
4420 Maintenance	340	300	(40)		(40)	113.3%	
4430 Bramble Clearing	0	200	200		200	0.0%	
Finche Field :- Indirect Payments	662	1,950	1,288	0	1,288	34.0%	0
Net Payments	(662)	(1,950)	(1,288)				
<u>140 North Lane Recreation Ground</u>							
1600 NLR Hire Fees	0	500	500			0.0%	
North Lane Recreation Ground :- Receipts	0	500	500			0.0%	0
4300 Water Charges	35	0	(35)		(35)	0.0%	
4420 Maintenance	4	200	196		196	1.8%	
4500 NLR Maintenance Contract	790	3,000	2,210		2,210	26.3%	
4730 Pavilion Replacement	1,960	0	(1,960)		(1,960)	0.0%	1,960
North Lane Recreation Ground :- Indirect Payments	2,789	3,200	411	0	411	87.2%	1,960
Net Receipts over Payments	(2,789)	(2,700)	89				
6000 plus Transfer from EMR	1,960						
Movement to/(from) Gen Reserve	(829)						
<u>150 Sharpthorne Old Playground</u>							
4400 Grass Cutting	0	250	250		250	0.0%	
4420 Maintenance	0	100	100		100	0.0%	
Sharpthorne Old Playground :- Indirect Payments	0	350	350	0	350	0.0%	0
Net Payments	0	(350)	(350)				

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<u>160</u> <u>Playgrounds</u>							
4420 Maintenance	165	700	535		535	23.6%	
4550 Playbark	0	250	250		250	0.0%	
4560 Inspections	0	700	700		700	0.0%	
Playgrounds :- Indirect Payments	165	1,650	1,485	0	1,485	10.0%	0
Net Payments	(165)	(1,650)	(1,485)				
<u>170</u> <u>Infrastructure</u>							
1700 Wayleave	0	46	46			0.0%	
Infrastructure :- Receipts	0	46	46			0.0%	0
4090 Handyman Salary	91	0	(91)		(91)	0.0%	
4420 Maintenance	188	1,500	1,313		1,313	12.5%	
4600 Dog & Litter Bins	0	1,850	1,850		1,850	0.0%	
4610 Asset Review	0	650	650		650	0.0%	
4620 Hanging Baskets	0	50	50		50	0.0%	
4630 Sharpthorne Christmas Tree	0	70	70		70	0.0%	
4640 Tree Work and Surveys	3,130	5,200	2,070		2,070	60.2%	2,800
4650 Selsfield Common	0	100	100		100	0.0%	
4660 Sharpthorne Green	30	300	270		270	10.0%	
4670 Vinols Cross Area	335	300	(35)		(35)	111.7%	
4680 Cookhams Wood Verge	0	400	400		400	0.0%	
4690 Grit Bins	0	250	250		250	0.0%	
4710 Highways Maintenance	9	500	491		491	1.8%	
4720 Work on Bank Broadfield	0	750	750		750	0.0%	
4740 Verge alongside Courtlands	70	400	330		330	17.5%	
Infrastructure :- Indirect Payments	3,852	12,320	8,468	0	8,468	31.3%	2,800
Net Receipts over Payments	(3,852)	(12,274)	(8,422)				
6000 plus Transfer from EMR	2,800						
Movement to/(from) Gen Reserve	(1,052)						
<u>180</u> <u>Premises</u>							
4300 Water Charges	89	750	661		661	11.9%	
4420 Maintenance	0	500	500		500	0.0%	
4750 Toilets Cleaning Contract	552	2,500	1,948		1,948	22.1%	
4760 Toilets Equipment Contract	286	500	214		214	57.2%	
4770 Electricity	193	1,000	807		807	19.3%	
Premises :- Indirect Payments	1,120	5,250	4,130	0	4,130	21.3%	0
Net Payments	(1,120)	(5,250)	(4,130)				

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Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Asset & Highways Committee :- Receipts	0	1,146	1,146			0.0%	
Payments	8,588	25,220	16,632	0	16,632	34.1%	
Net Receipts over Payments	<u>(8,588)</u>	<u>(24,074)</u>	<u>(15,486)</u>				
plus Transfer from EMR	4,760						
Movement to/(from) Gen Reserve	<u>(3,828)</u>						
Grand Totals:- Receipts	0	1,146	1,146			0.0%	
Payments	8,588	25,220	16,632	0	16,632	34.1%	
Net Receipts over Payments	<u>(8,588)</u>	<u>(24,074)</u>	<u>(15,486)</u>				
plus Transfer from EMR	4,760						
Movement to/(from) Gen Reserve	<u>(3,828)</u>						