Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 02 JULY 2018 AT 7.00pm in JUBILEE HALL.

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr N Wren (Vice Chairman), Cllr M Burridge, Cllr Mrs D Denston, Cllr D Alexander, Cllr R Sowden, Cllr Mrs L Evans, Cllr Mrs Z Pearson are summoned to attend.

26 June 2018

Carla Baverstock-Jones
Chief Officer

AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To elect a Vice Chairman to the Grounds Committee.
4. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 19 March, 2018.
5. To open the meeting to members of the public to enable them to address questions to Parish Councillors**.** *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
6. To receive and consider the Catherington Down Management Plan.
7. To receive and consider the quotations in respect of the maintenance of HPC football pitches.
8. To receive and consider the quotations in respect of potential projects eligible for SDNP s106 funding.
9. To receive a verbal update in respect of the weather proofing of Jubilee Field.
10. To note the potential closure of footpaths within the Parish.

Item 4

HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 19 MARCH 2018 AT 6:30 P.M.

PRESENT: Councillor Mrs E Tickell (Chairman), D Alexander, Mrs D Denston, Mrs L Evans, N Wren (Vice Chairman)

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Office Manager (Minute Taker) and Matthew Madill, Grounds Manager.

PUBLIC ATTENDANCE: There were 3 members of the public in attendance.

G 039/17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence was received from Councillor M Burridge. No apologies were received from Councillors Mrs Z I Pearson and R Sowden.

G 040/17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 041/17/18 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 29 JANUARY 2018**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 29th January 2018 be duly signed as a true record of the meeting.

G 042/17/18 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

G 043/17/18 **TO DISCUSS AND CONSIDER OPTIONS IN RESPECT OF THE WEATHERPROOFING OF JUBILEE FIELD PLAY AREA**

The Chairman informed the Committee that she had received many complaints from residents about the levels of excessive mud at the location of the large play area at Jubilee Field. She suggested that the Committee discuss some weatherproofing options with a view to making a recommendation.

A discussion took place and suggestions were put forward.

It was **RESOLVED** that

- The Countryside Team hire an aeration machine when the ground dries out to aerate the area and lay some grass seed if necessary.
- The results from the aeration be discussed at the next Grounds Committee meeting on Monday 2nd July 2018.

G 044/17/18 **TO RECEIVE AN UPDATE FROM CLLR WREN IN RESPECT OF THE REPAIRS TO THE GYM EQUIPMENT AT JUBILEE FIELD AND DEEP DELL PLAY AREA**

Cllr Wren informed Members that on inspection of the treadmill at Jubilee Field, one of the rollers appeared to be difficult to rotate. He said he thought it was likely just a bit of dirt caught; as the roller eventually loosened and the treadmill now appeared to be working as it should.

Cllr Wren said that he had organised for a local engineer to attend Deep Dell, whereby the engineer was able to repair the faulty leg press by replacing and installing new steel bearings. He said that should the issue arise again, it would be an easy fix. He informed Members that the cost for the engineer to attend site and undertake the repairs was £175.

G 045/17/18 **TO RECEIVE AND CONSIDER THE REVISED HAND ARM VIBRATION POLICY AND PREOCEDURE**

The revised Hand Arm Vibration Policy and Procedure was circulated and presented to Members by Cllr Mrs L Evans. She said she had separated the procedure and highlighted the parts she was uncertain of.

A discussion took place and it was **RESOLVED** that the Procedure be amended by Cllr Mrs L Evans as follows and brought back to Council for approval.

- The apostrophe be removed from the policy title to read as 'HAVS'.
- Section 1 under 'Policy' heading – Amend first sentence to read as 'Horndean Parish Council has'
- Page 3, section 4 - Points 8 and 9 to be moved to Manager's Responsibilities in Procedure.
- Page 3, section 5 - remove the wording 'assistance will be sought from the SEPS to assist with risk assessment and reduction of vibration exposure'.
- Page 4, section 5 - Remove para highlighted blue under 'purchasing equipment'
- Page 4, section 5 - Move para highlighted grey to the 1st para under the heading 'Purchasing Equipment'
- Page 4, section 5 - Move para under the heading 'Work Practices' to the Procedure.
- Page 5, section 6- Remove in its entirety.
- Page 6 - Amend point 5 under Procedure to show what action will be taken.

The meeting closed at 7:05PM

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Chairman

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Dated

HORNDEAN PARISH COUNCIL

GROUNDS **Date: 2nd July 2018**

AGENDA ITEM 7

SUBJECT TITLE: Football Pitch Maintenance

PURPOSE OF REPORT: Proposal and discuss quotes for improvement works on football pitches.

BACKGROUND: Currently we have an annual budget of £3,500 to be spent on football pitch maintenance.

Towards the end of summer last year I noticed the football pitches were being overrun with weeds, and there was not a lot of grass. I sought advice from a company called Rigby Taylor – pitch/turf maintenance specialists to improve the football pitches who recommended the following treatment.

The works and schedule proposed are in the table below:

TASK	WHEN
SEED	SPRING/SUMMER
SPRAY	SEPTEMBER
SHOCKWAVE	OCTOBER (SOILS NEED TO BE DAMP BUT NOT SATURATED)
FERTILISE	AFTER SHOCKWAVE

RESOURCE IMPLICATIONS:

I have contacted various companies for quotes but only 2 have wanted to put a price in for the job. All prices exclude VAT.

Quote 1:	To complete works only at Jubilee:	£1335.50
	To complete works only at Five Heads:	£3279.50
	To complete works on both sites:	£4175.00

Quote 2: To complete all works but verti-drain instead of Shockwave

To complete works only at Jubilee:	£1787.00
To complete works at Five Heads:	£2526.00

SUGGESTIONS:

Due to budget available, we may not necessarily be able to carry out all the works in one year. This needs discussing as to the best way forward.

I would recommend we do one site this year (Jubilee) and Five Heads in 2019, but with quote 1 there is a discount in getting them both done together.

If we only go for one site at a time, at Jubilee I would enquire as to how much more it would cost to spray and re-seed all of the northern field. If the total cost came within the Football Pitches maintenance budget, I would also like to get that done.

In terms of using a contractor, I would recommend using quote 1. Quote 2 stated they can only Verti-drain. I have been advised (but have no personal knowledge on the issue) that verti drainage would not be as good on our clay/chalk soil type. Verti-drainage can close up quickly whereas shock waving breaks up the soil.

REPORT PREPARED BY:

Matthew Madill

HORNDEAN PARISH COUNCIL

Grounds Meeting **Date:**

AGENDA ITEM 8

SUBJECT TITLE:

S106 Contributions South Downs National Park Authority (SDNPA)

PURPOSE OF REPORT:

To propose works for the S106 Contributions SDNPA

BACKGROUND:

I met with two representatives of the SDNPA who are in charge of allocating the S106 contributions. This meeting came about, as they are concerned money they are holding can be reclaimed by developers as they have been holding it for such a long time.

They wanted to meet up as a matter of urgency as we need to use the money as soon as possible or risk losing it. They need this agreed as quickly as possible, ideally by the end of August to transfer the money across.

The money available is:

Environmental Improvements	Transport	Public Open Spaces	Total
£527.00	£1,195.00	£1,277.00	£2,999.00

The works proposed and require council approval are:

Environmental Improvements (£527.00):

One of the interpretation boards at Catherington Lith is damaged (a branch fell on it and created a large hole). To replace the sign like for like would cost:

£295.00 + Delivery at £75.00 + Vat

£370.00 + Vat

Transport (£1195.00)

- The SDNP agents discussed how replacing Stiles with Kissing gates is something they like and can be spent under the transport budget for footpath improvements.

  On Catherington Down (part of the SDNP) there are two stiles on the site that we we could look to replace with kissing gates and enclosures.

  The Counrtyside Team would build these. The materials sourced from AVS for 2 gates and surrounds would cost:

  Total: £470 + Vat

- Install a series of steps at Hazelton Common by the Yew tree used as a shrine – There are a series of steps that are becoming worn. These steps also guide people straight under the Yew causing heavy foot fall around the roots of the tree.

  It is purposed that we replace the steps with new ones and divert the path away from the Yew tree and its roots.

  To install 40 steps

40 x 1.8m 100x100mm green post	£415.60 + Vat
40 1m Rebar	£272.00 + Vat

  Total: £687.60 + Vat

£11576 + Vat from Transport budget

Public Open Spaces (£1277.00):

- Repair the Wall at St.Giles and remove the Ash tree that is causing the wall to crack and lift (within SDNP)

This is a job we were looking to undertake as the flint wall near the enterance to St.Giles is starting to crack and lift in places. There is a risk that in time the wall could collapse towards a neighbouring property if not managed properly. There is an Ash tree by the wall and its roots are undermining the wall and causing parts to lift and crack. The tree does have early signs of Chalara (Ash) Dieback.

- to slate wedge open joints to horizontal string course. To prepare three vertical cracks to north and south elevations and repoint in 3:1 sharp sand/lime mortar.

  £685 + Vat

- to fell the ash tree that is damaging the wall at St.Giles.

£650 + Vat

Total: £1335 + Vat

(As the Public and open spaces budget is £1,277.00 we would need to fund £58 ourselves.)

SUGGESTIONS:

Due to the urgency of us needing to use these S106 funds or risk losing them I recommend we carry out the above the works.

REPORT PREPARED BY:

Matthew Madill

Countdown begins to stop closure of THOUSANDS OF FOOTPATHS

Right-to-roam law means pre-1949 rights of way not on official maps must formally be recorded or will no longer be protected and could disappear

Thousands of footpaths, and bridleways across the UK face being lost forever within a decade under a clause in right-to-roam legislation.

The incompleteness of the legal record of public rights of way has been a contentious subject for many years. The Countryside and Rights of Way Act 2000 sought to address this. It provided for a 'cut-off date' in 2026, so that unrecorded pre-1949 public rights of way would cease to exist if not specifically preserved by regulations.

Those campaigning to save footpaths are now warning that the 'clock is ticking'.

Walkers, horse riders – and even those taking regular shortcuts to the shops in towns –have ten years to apply to save any rights of way that existed before 1949 but do not appear on official maps.

Organisations such The Ramblers, the Open Spaces Society, Natural England and others support the work to correctly record bridleways and restricted byways that are currently omitted or recorded at a lower status (such as ridden routes recorded as footpaths) as well as creating any new definitive routes.

The task is to get all rights recorded as soon as possible. Certain unrecorded rights will be extinguished in 2026.

The consequences of failing to act could be far-reaching, said Dr Phil Wadey, vice-chair of the conservation body, the Open Spaces Society. Gathering the evidence and applying for paths to be recorded was 'a painstaking and lengthy' business, warned Wadey, who raised the prospect of farmers taking down stiles and putting up fences, and field gates being locked.

"On 1st January 2026, old footpaths and bridleways that are not recorded on the councils' official Definitive Map of Rights of Way may cease to carry public rights,"

He said urban alleyways were of greatest concern, with shortcuts behind houses under threat from homeowners extending their gardens, or fencing off paths that have existed for decades.

> 'The real worry is [about] rights of way that people are using every day, suddenly they will stop having that right'

This could affect popular shortcuts on many housing developments; even if the homes were built after 1949, the path around which they were constructed could have existed for longer and so be at risk.

"These paths are all over the place. A lot of them are actually paths that are in everyday use. They are not hidden. We are not talking about paths that have fallen into disuse. There are actually people walking or riding or cycling along them. But they are not on the official map, so they will vanish if applications are not made," said Wadey. "People won't realise until they are gone and then it will be too late".

Wadey said: "The real worry is [about] rights of way that people are using every day – suddenly they will stop having that right, which means the landowner could close it at any instant. Some old roads, typically unmetalled green lanes, might disappear, as well as urban alleyways."

There were lots of instances where the basic route was recorded, but because of changes or inconsistent records, there might be a 20ft gap where a footpath should join a road, Wadey said. "And if you lose that gap, somebody can put a fence across it, quite lawfully."

Anyone wishing to register a right of way can seek advice from their local authority, the Open Spaces Society, the British Horse Society, and The Ramblers, who all have volunteers with expert knowledge.

What is a Definitive Map?

Each highway authority (county council or unitary authority in England, county or county borough council in Wales) keeps a Definitive Map and Statement of all public rights of way -the formal legal record of the existence of footpaths, bridleways, restricted byways and byways open to all traffic. In total it offers more than 137,000 miles of public footpath, bridleway and byway providing a level of access admired throughout the world.