



# FERNHURST PARISH COUNCIL

## Property Committee Meeting Minutes Monday 9 July 2018

A meeting of the **Property, Highways and Environment Committee** took place at  
Fernhurst Village Hall on  
**Monday 9 July 2018** at 6.00pm

**Councillors Present:** Mr W Black, (Chairman), Mrs H Bicknell, Mr J Buchanan, Mr G. Inns, Mrs M Jenkins, Mr C Tedd, Mr G Williamson.

**PHE/13/18 Apologies For Absence:** Mr J Smith, Mrs M Timms.

**PHE/14/18 DECLARATIONS OF INTEREST:** None.

**PHE/15/18 PREVIOUS MINUTES**

The Minutes of the Meeting held on **4 June 2018** were not presented. **(Action: Clerk)**

**PHE/16/18 ASSET REGISTER**

Cllrs Tedd demonstrated to the meeting some of the functionality and adaptability of the Parishes-On-Line mapping facility to record the locations, photographs and written details of parish council assets. **Resolved: To adopt the Parishes-On-Line Mapping Facility for a comprehensive asset register. Proposed Cllr Bicknell, seconded Cllr Tedd. Action: (Cllrs Black & Tedd, Clerk)**

It was also agreed to recommend to the full council actions to confirm the council's title to certain assets.

**Resolved: To recommend to the full council a budget of £2,000, plus disbursements for legal fees. Proposed Cllr Inns, seconded Cllr Buchanan.**

**PHE/17/18 CEMETERY LYCH-GATE**

Following the initial submission of the planning application Chichester District Council have demanded revised site/location plans and a "Landscape appraisal Document". These were provided on the 6 July. Contractors have been contacted to submit tenders for the work.

**Resolved: To recommend to the full council a budget of £700 plus disbursements for professional fees relating to the planning application. Proposed Cllr Bicknell, seconded Cllr Buchanan.**

**PHE/18/18 PUBLIC TOILETS**

Cllr Black reported the existing lease was confused and contradictory and Chichester District Council was arguing not in accordance with the heads of agreement. They have agreed in principle to a new lease extending to January 2034. This would give the parish council the confidence to invest capital to maintain and improve the facility

**Resolved: To recommend to the full council a budget of £1,000 plus disbursements for legal fees to secure a new lease: Proposed Cllr Buchanan, seconded, Cllr Bicknell.**

**Resolved: To recommend to the full council a budget of £350 + VAT for labour and materials. Proposed Cllr Jenkins, seconded Cllr Inns.**

### **PHE/19/18 GRIT BINS**

Cllr Smith advised he was meeting with West Sussex County Council Highways Dept. to agree sites for the proposed new grit bins which have been reduced to 6 as “The Marches” is a private road and as such not eligible.

### **Maintenance Programme**

#### **PHE/20/18 PUBLIC SEATS/ BUS SHELTERS / PLAYGROUND**

The two new seats at Crossfield have been treated with preservative. The seat outside the Old Post Office and the new seat on the village green require treating with preservative. Older seats have been scrapped clean on their wooden parts. The concrete frame on the old village green seat requires repair where rusting reinforcement has “blown” the concrete.

Repairs to two of the northern bus shelters are expected to cost approx. £400 in materials and labour. **Resolved: To approve a budget of £405 + VAT for labour & materials. Proposed: Cllr Black, seconded Cllr Jenkins.**

Materials are to be ordered to repair the playground safety surfaces.

The village green grass cutting is in abeyance because of the lack of rain. It was agreed to remove the “20mph” sign and refurbish the parish council sign.

#### **PHE/21/18 VAN COMMON**

Cllr Black reported he had inspected Van Common together with an arboricultural contractor who has now produced a report on maintenance of the common. The common is open to all and the council has a legal duty to maintain the common in a safe condition. The issue of insurance was discussed at length. Contractors rarely carry “Professional Indemnity” insurance which the council would seek to rely on when seeking and taking “advice” on maintenance. Previous enquiries of consultant arboriculturalists had resulted in very expensive quotations and/or a distinct lack of interest in the modest size of the council’s requirements.

It was agreed to pursue the “consultant” route to the extent of obtaining firm quotations.

The clerk was instructed to check with the council’s current insurers the current insurance cover.

**Resolved: To recommend to the full council meeting acceptance of the quotation for maintenance work on Van Common received from the contractor. Proposed: Cllr Black, seconded Cllr Buchanan.**

**Action (Cllr Black/Clerk)**

**PHE/21/18/ THE WHITE HOUSE WALL – THE GREEN**

Work, scheduled to start on 9 July, has not started.

**PHE/22/18 VELO SOUTH**

Discussion deferred to the full council meeting.

**PHE/23/18 OTHER MATTERS RAISED**

West Sussex County Council has circulated a “Strategic Transport Investment Programme” for consultation: no proposals were tabled.

Replacement pedestrian controlled crossing on A286: Cllr Inns reported that there were no audible warning now and that it sometimes did not work. **(Action: Clerk)**

The lamp-post on the footpath between the A286 and Old Glebe is completely overgrown by trees on Chichester Diocese land – clerk instructed to ask Diocese to clear. **Action: (Clerk)**

**Date of next meeting: 10 September 2018 – thereafter to be scheduled monthly on the second Monday.**

Meeting Closed at 7.45pm

**Signed**.....

**Date**.....

**Chairman**