



FERNHURST PARISH COUNCIL

Property Committee Meeting Minutes Monday 10 December 2018

A meeting of the **Property, Highways and Environment Committee** took place at

The Fernhurst Centre on

Monday 10 December 2018 at 5.30pm

Councillors Present: Mr W Black, (Chairman), Mrs H Bicknell, Mrs M Jenkins, Mr J Smith, Mr C Tedd, Mrs M Timms.

PHE/67/18 Apologies For Absence: Mr J Buchanan, Mr G. Inns, Mr G Williamson.

PHE/68/18 DECLARATIONS OF INTEREST: None.

PHE/69/18 PREVIOUS MINUTES

The Minutes of the meeting held on **12 November 2018** were approved and adopted.
Proposed: Cllr Timms, seconded: Cllr Smith.

PHE/70/18 MATTERS ARISING FROM PREVIOUS MINUTES: None.

PHE/71/18 TITLE REGISTRATIONS

News of actual submission of the title registration applications is awaited from the solicitors.

PHE/72/18 TREE SURVEY & MANAGEMENT

Tree survey inspections have been carried out and the subsequent reports received. Priority 1 work has been completed. It is proposed that Priority 2 work will be carried out in the 2018/2019 financial year and Priority 3 work in the 2019/2020 financial year. Tenders for the work are being sought from qualified contractors.

It is likely a planning application will have to be made for work on the Lickfold Road and Cemetery sites because they are located within the Conservation Area. **Action (Cllr Black & Clerk)**

PHE/73/18 CEMETERY LYCH-GATE

The completed JCT Minor Building Works Contract has been returned to Hockley & Dawson. The actual repair work has halted with the contractor stating that the required work on the retaining stone walls goes beyond the contracted raking-out and repointing. More extensive repair work could be carried out in situ but dismantling and rebuilding was strongly recommended. The committee agreed to recommend to the council approval of full dismantling and rebuilding.

New gates for the lych-gate would require bespoke design and manufacture.

PHE/7418 PUBLIC TOILETS

A revised draft lease has now been received from Chichester District Council but still requires further amendment. The Electrical Inspection and Report has been completed and an electrician tasked with the few minor issues identified. Professional risk assessments are in hand to cover Fire and Legionella's Disease.

Maintenance Programme

PHE/75/18 PUBLIC SEATS

Refurbishment of one unit remains to be completed this financial year on the north-east side of the village green.

PHE/76/18 BUS SHELTERS

Cedar timber to complete the school bus shelter repairs is to be purchased this financial year. The condition of the bus shelter roofs at Kingsley Green and Marley Hanger are to be inspected.

PHE/77/18 PLAYGROUND

Cllr Bloomfield is scheduled to meet with her Fittleworth contact on the 13 December.

PHE/78/18 CEMETERY

The memorial requiring repair has been attended to. The insurance status of the contractors engaged on routine cemetery maintenance still awaits clarification. **Action: (Clek)**

PHE/79/18 VAN COMMON

The status of the partially obstructed gully at the road access to Van Common, reported on the “Love Sussex” website is to be ascertained. **Action: (Clerk)**

PHE/80/18 WINTER RESILIENCE PLAN

Cllr Smith advised that the council does not have a full blown “Winter Resilience Plan”. There would appear to be a lot of overlap with the council’s “Emergency Plan”, which is overdue for revision. Cllr Smith also advised that the council is able to employ a local gritting contractor over and above the work it undertakes for West Sussex County Council during severe winter conditions.

PHE/81/18 VILLAGE GREEN

Tenders have been received from various contractors for the cutting of the green in 2019. The committee agreed to recommend the lowest tender received from CCP Groundcare to the council.

Date of next meeting: 7 January 2019

Meeting Closed at 6.40pm

Signed.....

Date.....

Chairman