

**Minutes of the Greens Committee Meeting  
Held on Thursday 5<sup>th</sup> October 2017 in St Mary's Room, Ringmer Village Hall**

**Attended:** Cllr Richard Booth, Cllr Mandy Brown, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Jenny Hill, Cllr John Kay, Cllr Roy Sutherland, Cllr Julie Terry, Cllr Richard Turner, Cllr Ron Wilcox and Cllr Whitlock

**Also in attendance:** Karen Crowhurst- Clerk/RFO  
Corinna Goward – Assistant Clerk

**1. ELECTION OF CHAIRMAN**

1.1 Nominations were received from the floor for Cllr Wilcox to be Chairman of the Greens and Amenities Committee. All were in favour of the nominations. Cllr Wilcox accepted and therefore became the duly elected Chairman of the Greens and Amenities Committee.

**2. APOLOGIES FOR ABSENCE**

2.1 Apologies were received from Cllr David Matthews and Cllr David Terry.

**3. DECLARATIONS OF MEMBERS' INTERESTS**

3.1 Cllr J Terry declared an interest with regard to the allotments as she is an allotment holder.

**4. ELECTION OF VICE CHAIRMAN**

4.1 It was agreed to defer this until the next Greens and Amenities Committee Meeting.

**5. PUBLIC QUESTIONS OR COMMENTS ON MATTERS RELATING TO ITEMS ON THIS AGENDA**

5.1 As no members of the public were in attendance, there were no questions or comments.

**6. ACTION POINTS - UPDATES AND PROGRESS**

6.1 a) Village Green lease renewal

6.2 Cllr Wilcox informed Members that the lease has now been signed and therefore, this action is now complete.

6.3 b) Replacement gate and post Fingerpost Field

6.4 Cllr Wilcox informed Members that the gate and post have now been replaced.

**7. CORRESPONDENCE FOR NOTING OR ACTION**

7.1 a) To consider any correspondence after this agenda has been published

7.2 There was no correspondence for noting or action.

## 8. VILLAGE GREEN

### 8.1 a) Drainage Matters

8.2 Cllr Wilcox apprised Members of the current situation and advised that a contractor will be clearing the ditch from the pond to the footpath at Bishops Lane. It is anticipated this will be completed by the end of October.

### 8.3 b) New play equipment

8.4 Cllr Wilcox informed Members that the installation despite significant difficulties is now complete. The Clerk and Assistant Clerk drew to Members attention a hole in the surface by the Captain Mannering piece of equipment.

### 8.5 c) Tree map and future work

8.6 Cllr Wilcox informed Members that this item is still on-going.

### 8.7 d) Oil spillage on the path

8.8 Cllr Wilcox reported that there was a small oil spillage on the path to Delves House which is due to be cleaned soon.

### 8.9 e) To consider any other matters relating to the Village Green

8.10 Members agreed not to take any funds from the Fairground deposit. The tarmac work at North Road was discussed within the next couple of days. It was also suggested to request Pete the Pond to take another look at the pond and identify any work required. **Action – The Clerk.**

8.11 Cllr J Terry raised concerns about toadstools growing within close proximity of the Green. It was agreed to check out the type of toadstools to ensure they are not dangerous. **Action - The Assistant Clerk.**

## 9. BINS

### 9.1 a) Replacement of bins on the Village Green and elsewhere in the village

9.2 The Assistant Clerk informed Members that most of the bins on the Village Green have been replaced with dual bins. The provision of bins for recycling purposes was discussed. It was agreed to request the Assistant Clerk establish as to whether Lewes District Council supply these types of bins and report back. It was also agreed for Cllr Turner to talk to the Cabinet Member responsible for waste for further clarification. **Action – Cllr Turner.**

### 9.3 b) To assess the number of bins the Council is responsible for

9.4 The responsibility of some of the bins in the village is still not clear. It was agreed a list of bins be created in order for the Parish Council to gain some clarity. **Action – The Clerk and Assistant Clerk.**

## 10. MAINTENANCE WORK

### 10.1 a) Shrub and tree work at Sadlers Way

10.2 The Assistant Clerk advised that there is some work required at Sadlers Way, this being tree

and shrub work. This was requested by Cllr Hill. It was agreed for the Assistant Clerk to contact the Barry Giles to complete the work required. **Action – The Assistant Clerk.**

10.3 b) To consider and identify any works required in the open spaces, bus shelters or other areas the Parish Council has responsibility of

10.4 It was reported that there is some graffiti in the bus shelter outside Ringmer Academy. It was agreed that this should be removed as soon as possible and to bring it to the attention of the Academy. **Action – The Clerk**

## 11. **PLAY AREAS**

11.1 a) Annual Inspection Report – to agree the works arising from the report

11.2 The Clerk informed Members that she hoped to have the report by now. Cllr Wilcox showed Members a monthly report for information. Cllr Wilcox advised that he and the Clerk usually goes through the annual report and identifies work required. After a short discussion it was **resolved** to delegate this to the Clerk and Cllr Wilcox to ensure a swift response and turnaround will be in place. It was further agreed to use the budget of £6,000 for Anchor Field, Fingerpost Field and Broyle Lane to replace some of the surfaces in these areas. **Action – The Clerk & Cllr Wilcox.**

11.3 b) To consider any matters relating to Play Areas

11.4 There were no other matters for consideration.

## 12. **ALLOTMENT MATTERS**

12.1 a) Waiting list

12.2 The Assistant Clerk informed Members that the waiting list remains the same and there are currently 2 vacant plots. It was agreed to advertise the vacant plots on the Parish Council website.

12.3 b) Maintenance

12.4 The Assistant Clerk advised that the current contractor has agreed to continue for season 2018. The Assistant Clerk reported that the contractor has carried out some light maintenance and has rotavated a couple of plots in this financial year.

12.5 c) Inspections

12.6 After a short discussion it was agreed for Members who are also plot holders to regularly inspect allotment plots and report back their findings to the Office.

12.7 d) Any other matters relating to the allotments

12.8 The Assistant Clerk reported that there are some bees on the one of the plots and she is dealing with the matter.

## 13. **SPEED DATA REPORT – (Previously circulated)**

13.1 a) To note the content of the report

13.2 Members noted the content of the report which provided data regarding speed.

- 13.3        b) To agree any actions arising from the report
- 13.1        After considering other areas on the same road where speeding is an issue it was **resolved** to install speeding loops near The Elms this being outside the telephone exchange. **Action – The Assistant Clerk.**
14.        **BUDGET 2018 FOR GENERAL PURPOSES AND GREENS –To approve the draft budget for submission to Council**
- 14.1        After careful consideration it was **resolved** to approve the budget for General Purposes of £5,040 and the Greens Budget of £36,577 for submission to Full Council.
15.        **GRASS CUTTING AND MAINTENANCE OF WORKS SCHEDULE – Exclusion of press and public**
- 15.1        a) Consider quotations of works
- 15.2        Cllr Wilcox informed Members about the grass gutting quotations, and advised that despite sending out numerous requests that only one has been received. It was therefore, **resolved** to award Barcombe Landscapes the grass cutting and maintenance contract for season 2018, for the amount of £12,140 excluding VAT. This matter was discussed further and the conclusion came to was to request a 2 year contact for 2019. **Action – The Clerk.**
16.        **FOOTPATHS WORKING GROUP**
- 16.1        a) To receive a report from the Working Group and agree and actions arising from the report
- 16.2        Cllr Kay and Cllr Whitlock reported that they have identified quite a few paths not on ESCC definitive map. Cllr Whitlock reported that he is still in the process of adding these paths to Parish On Line. Once this has been completed the information will be sent to the relevant party.
17.        **ANY REPORTS ON GREENS OR AMENITY MATTERS (BY LEAVE)**
- 17.1        Cllr Booth reported that overhanging branches continues to be an issue at Vicarage Corner and this is now a blot on the landscape in a conservation area.
- 17.2        Cllr Booth also reported that there is refuse at the Village Sign which needs addressing.
- 17.3        Cllr Turner reported about the verges at Norlington Lane.
18.        **URGENT ITEMS (CHAIRMAN'S DISCRETION) OR ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**
- 18.1        There were no items for referral.

There being no further business, the meeting closed at 9.00pm. The date of the next meeting is Thursday 7<sup>th</sup> December, 7.30pm in St Mary's Room, Ringmer Village Hall.