

Ringmer Parish Council

Minutes of the Greens and Amenities Committee Meeting

Held on Tuesday 16th November 2021 at 19.30

In the Parish Rooms, Lucy Stone Room

In attendance:	Cllr Margaret Crompton (MC), Cllr Johnny Denis (JD), Cllr John Kay (JK), Cllr Gavin May (GM), Cllr Sarah Phillips (SP), Cllr Gordon Sims (GS) and Cllr Richard Turner (RT)
Also in attendance:	Gail Metcalfe – Assistant Clerk
Members of the public:	6

Item	Agenda Item	Act
1.	To receive apologies for absence Apologies were received from Cllrs Tara Barber (TB), Matthew Crisp (MC), Clare Herbert (CH), Marcia Morgan (MM), David Terry (DT) and John Whitlock (JW).	
2.	Declarations of Members' Interests and Dispensation Requests None.	
3.	To accept the minutes from the last meeting held on Thursday 30th September 2021 RESOLVED: The minutes of the meeting held on 30th September 2021 were agreed and signed by the Chairman as a true record.	
4.	Public questions or comments relating to items on this agenda This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes No-one wished to speak.	
5.	If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:	
5.1	'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.' This was noted.	
6.	Highways Matters:	
6.1	To receive an update on holding a Strengthening Local Relationships(SLR) meeting It was agreed for the office to decide on a date and to circulate this.	OFF
7.	Village Green	
7.1	To receive an update on how many benches are currently on the Village Green GS advised that there are currently 29 benches on the Village Green. With the one still due to go in this will make the total 30.	
7.2	To receive an update on what the current limit is The office advised that Strutt and Parker had not gotten the current limit back to us. It appeared they probably do not know. GS proposed that we offer trees with a plaque in the future. This was seconded and voted on with unanimous support.	
8.	Recovery Fund/Welcome Back Fund re. Precinct Shops	
8.1	To receive an update on current position GM explained that the shopkeepers had a grant of £1k with a choice of either using it for signage or planters or a combination of both. He said he was waiting on three quotes and asked that this item be kept on the agenda for him to report back at the next meeting. Action: Office to keep this as an agenda item. GM to report back.	OFF/GM
9.	Swimming Pool	
9.1	To receive an update on current position as discussed at meeting on 10 th November 2021 JD informed that Pauline Young, the Senior Estates Surveyor at East Sussex, has asked for an outline business case by Friday 26th November 2021 . JD said he would put this together and report back to Councillors. Action: JD	JD

10.	Community Buildings and Facilities	
10.1	To receive an update from the Community Buildings and Facilities meeting held on 7 th October 2021 GM said that JW would be issuing extensive minutes shortly. Action: GM to speak to JW about releasing the minutes.	GM/JW
11.	Skatepark	
11.1	a. To receive an update on the lease for Fingerpost Field GS said it would be 5 weeks – 2-3 weeks to put the Head of terms together and 1 week to talk to the Greens group. GM thanked GS for his work.	
11.2	b. To receive an update on whether planning permission is needed on Fingerpost Field GM explained that this was a grey area but he proposed to go for planning permission. This was seconded and voted on with all in favour of going for planning permission.	
11.3	c. To receive the updated Skatepark quote GM proposed that we move forward with the updated quote by reaching out to Bendcrete Leisure Ltd and asking them to run a planning application with us. This was seconded and voted on with all in favour. Action: Office to contact Bendcrete Leisure Ltd to set up a meeting.	OFF
12.	Play Area Renewals and Replacements	
12.1	Village Green Play area	
	a. To receive an update on the deadline for releasing funds to RPC under s.106 for the renewal of play equipment GM said that the deadline had been provided by Chris Bibb as August 2025 per his email of 09/11/2021, 16:51.	
	b. To receive an update on a proposed scheme for replacing the Play Area equipment MC said the working group set up to look at this (herself, CH and MM) had decided on the design by KOMPAN. It was proposed that this group along with GM meet with the company to progress it and to discuss the possible relocation of any good equipment. A site visit was suggested. All were in favour of this. Action: Office to set up the meeting with KOMPAN. GM and working group to meet with them and GM to bring an update to the next meeting.	OFF/GM/ MC/CH/ MM
	c. To receive an update on meeting with Chris Bibb of LDC to clarify the current timeline position of replacing the Play Area equipment GM explained that Chris Bibb had sent an email saying he did not want to meet with them until RPC have procured externally but once this is done, and the tender document has been drafted, he would be happy to attend a site visit to help inform on the brief.	
13.	Grounds Maintenance	
13.1	To agree the urban grass cutting service (ESCC Highways) for 2022 – deadline is 20 th December 2021 GM to meet with Ringmer Wildflower Association, Rosemary Colebourn and Tony Read to discuss the above. He asked for the office to obtain a map identifying the areas this would cover. Action: Office to obtain map from ESCC Highways. GM to arrange meeting.	OFF/GM
13.2	To review this season's grass cutting service and agree next year's grass cutting requirements Action: Per 13.1.	GM
14.	General Purposes Matters	
14.1	To receive an update on the site visit with the inspector from Highways re. the installation of a new disability compliant Bus Shelter on A26, Lewes Road (opposite The Cock Inn) The site visit has been arranged for Wednesday 1 st December 2021 at 10am (subsequently rearranged to Thursday 2nd December 2021 at 10am). JD and JK to meet with Robin Hayward of East Sussex Highways at the Cock Inn bus stop. Action: JD and JK to attend site visit.	JD/JK
14.2	To receive an update on obtaining further quotes for the installation of 2 highway directional signs to the current Parish Office GM explained in MC's absence that MC is awaiting approval on the spec he has provided to ES. Action: MC to progress this.	MC
14.3	To receive an update on the audit of the 6 Fingerposts undertaken It was proposed and seconded that this be budgeted for in the next budget. All were in favour. Action: To be added to budget.	RFO

14.4	To receive an update on the refurbishment of the Ringmer Village Sign – Junction of Vicarage Way/B2192 and Ham Lane/A26 It was decided to budget for this in the next budget. Action: To be added to budget.	RFO
14.5	To discuss the quote(s) to replace the oak board Noticeboard by the Village Hall It was decided to budget for this in the next budget. Action: To be added to budget.	RFO
14.6	To receive an update on the progress of the asset survey There was no update on this. To be included in audit of the bins per point 14.8.	
14.7	To consider replacing the 11 rotten posts at Jubilee Gardens It was proposed and seconded to instruct Tony Read to undertake this work at the agreed cost of £200.00. All were in agreement. Action: Office to instruct Tony Read.	OFF
14.8	To receive an update on the audit of the bins, an audit of the emptying of bins and to look at where else we should be putting bins (subject to funds available) SP explained that she would like to plot on a map where all the bins are. She suggested splitting the village between the 13 councillors so each can investigate bins in their designated area. This was agreed. Action: SP to allocate areas to the 13 councillors. Councillors then to provide information on the bins/assets (point 14.6) in their designated area.	SP/CLLRs
14.9	To discuss arrangements for this year's Christmas tree and lights It was agreed to go with MC's suggestion of buying Christmas tree lights instead of hiring them. MC has also kindly offered to provide the Christmas tree. MC was thanked for his input on this. Action: Office to let MC know it has been decided to go with his suggestion. MC to deliver Christmas tree and lights.	OFF/MC
15.	Flint Wall Surrounding the Churchyard	
15.1	To receive an update on appointing a specialist to conduct a report to establish the structural integrity of the wall and identify any remedial work along with evidence of this. (CIL funds of £750.00 have been allocated) It was confirmed that Peter Pritchett has been asked to obtain a Fee Quotation from a Structural Engineer to provide this service.	
16.	To agree a Schedule of Meetings to May 2022 GS proposed to combine the G&A Committee with the Full Parish Council meeting on a trial basis until May 2022. This was seconded and voted on with all being in favour. Action: Office to combine G&A Committee with Full Council meetings on a trial basis – to be reviewed in May 2022	OFF
17.	To review the Terms of Reference for the Greens and Amenities Committee It was agreed to review these in May 2022.	
18.	Reports, Correspondence, Questions and Future Agenda Items	
18.1	To consider any correspondence received after this agenda has been published for noting or action Community Match Fund – Action: Clerk to apply.	CLERK
19.	Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting JD stated that we had missed the deadline of Sunday 7 th November 2021 re. the parking review for Bishops Lane but suggested we still apply. All were in favour. Action: Office to apply for the Parking Review via the link.	OFF
20.	To agree the date of the next meeting to agree the budget It was agreed to change the planning meeting scheduled on 14 th December 2021 to a budget meeting.	
21.	Close of Meeting Meeting closed at 20.30.	

THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND

Date of Next Meeting: **Tuesday 14th December 2021 at 19.30**

in the Parish Rooms, Lucy Stone Room