

**Minutes of the Greens and Amenities Committee Meeting
Held on Thursday 7th November 2019 in St Mary's Room, Ringmer Village Hall**

Attended: Cllr David Terry (Vice-Chairman), Cllr Richard Booth, Cllr Mandy Brown, Cllr Johnny Denis, Cllr Clare Herbert, Cllr Jenny Hill, Cllr John Kay and Cllr Richard Turner

Also, in attendance: Karen Crowhurst – Clerk/RFO

Members of the public - 1

- | Item
No | Minutes |
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| 1. | ELECTION OF CHAIRMAN |
| 1.1 | It was proposed that Cllr Terry be elected as Chairman, the proposal was seconded, a vote was taken by a show of hands the result of which was unanimous. Cllr Terry accepted. It was then resolved that Cllr Terry be elected as Chairman of the Greens and Amenities Committee. |
| 2. | APOLOGIES FOR ABSENCE |
| 2.1 | Apologies were received from Cllr May and Cllr Whitlock. |
| 3. | DECLARATIONS OF MEMBERS' INTERESTS & DISPENSATION REQUESTS |
| 3.1 | Cllr Terry declared an interest as an allotment holder. There were no dispensation requests. |
| 4. | TO ACCEPT THE MINUTES FROM THE GREENS COMMITTEE MEETING HELD ON 19th SEPTEMBER 2019 |
| 4.1 | It was resolved to accept the minutes from the Greens and Amenities Committee meeting held on 19 th September. The minutes were then signed by the Committee Chairman. |
| 5. | ELECTION OF VICE CHAIRMAN |
| 5.1 | It was proposed that Cllr May be elected as Chairman, the proposal was seconded, a vote was taken by a show of hands the result of which was unanimous. It was then resolved that Cllr May be appointed as Vice Chairman of the Greens and Amenities Committee. |
| 6. | PUBLIC QUESTIONS OR COMMENTS ON MATTERS RELATING TO ITEMS ON THIS AGENDA |
| 6.1 | There were no questions or comments raised by the member of the public in attendance. |
| 7. | ACTION POINTS - UPDATES AND PROGRESS |
| 7.1 | a) Request to contact East Sussex Highways to revisit application for VAS in Ringmer |
| 7.2 | The Clerk reported that this is ongoing. |
| 7.3 | b) Parish Council marker stones |
| 7.4 | The Clerk drew Members attention to the allocation of £3,000 in the proposed budget, but as yet has not received any quotations. |
| 8. | CORRESPONDENCE FOR NOTING OR ACTION |
| | a) To consider any correspondence after this agenda has been published – for noting or action |

8.1 There was no correspondence for noting or action.

9. **VILLAGE GREEN**

9.1 a) Village pond update and agree any actions

9.2 No update was received, nor any actions agreed.

9.3 b) To approve Risk & Fire Safety Risk Assessment Royal British Legion Parade 10th November

9.4 Members noted the Risk Assessment.

9.5 c) Fencing adjoining Delves House – response from Delves House regarding Greens and Amenities decision not to proceed with installation of fencing at the meeting held on 19th September 2019

9.6 Members considered this and agreed for the Clerk to write to Strutt and Parker to establish responsibility, especially as the lease was renewed recently which included to maintain the existing fence which there is not much of. Members were keen to retain the natural hedgerow which has grown and felt that any fencing would disturb this and any wildlife. It was also agreed for the Clerk to respond to the letter advising that she is seeking further clarification. **Action - The Clerk**

9.7 d) Christmas Tree and Christmas Carol evening

9.8 The Clerk reported that the tree with lights will be erected around or before the 1st December and the Carol evening will be held on the green as per last year. The Clerk advised that all necessary risk assessments will be carried out.

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

9.10 There were no other matters relating to the Village Green for consideration.

10. **PLAY AREAS**

10.1 a) Update on damaged slide on Village Green – Progress, update and agree any further actions including quotation for replacement

10.2 As this item includes quotations it was **resolved** in accordance with Admission to Meeting Act 1960 to exclude the member of public in attendance.

10.3 Members considered 2 quotations and after some discussion **resolved** to proceed with the quotation to replace the slide received from Cosmo Construction for the amount of £1,195.

10.4 b) Renewal or purchase of play equipment using Section 106 funds – Progress, update and agree any further actions

10.5 This was discussed Members agreed for the Clerk and Cllr Terry to meet with Chris Bibb to move this item forward.

10.6 c) To consider any matters relating to Play Area

10.7 There were no matters for consideration.

11. **OPEN SPACES** - To consider any matters relating to open spaces for actions or decision

11.1 a) Sadlers Way

b) Middleham Close

c) Gote Lane

d) Rushey Green

11.2 There were no matters relating to open spaces requiring any actions or decisions.

12. **RELOCATION OF SKATE RAMP**

12.1 a) Progress to date

- 12.2 b) To agree Parish Council preference
- 12.3 Members considered a and b together. The Clerk reported that the legal aspect of having a skate park on the village green is being investigated and confirmation is still waiting to be received from Strutt and Parker. It was agreed to revisit this once confirmation has been sought.
13. **QUOTATIONS – GRASS CUTTING CONTRACTS - Exclusion to the Public and Press**
- 13.1 a) To resolve to exclude press and members of the public
It was **resolved** in accordance with Admission to Meeting Act 1960 to exclude the member of public in attendance.
- 13.2 b) To consider quotations for grass cutting and garden maintenance 2020
Members considered 3 quotations, after considering best value for money it was **resolved** to award Barcombe Landscapes the grass cutting element of the contact not including inspection of trees and the Garden Contract for the amount of £10,670. It was further **resolved** to award Ringmer Property Services the contract for the Allotment Grass Cutting for the amount of £800, and the Garden Maintenance Contract for the amount of £2,310. **Action – The Clerk to contact the Contractors.**
- 13.3 c) Urban verge cutting 2020 -to agree whether to offset the cost for 4 additional cuts in 2020
- 13.4 After some deliberation and a vote by a show of hands, it was **resolved** not to offset the costs for 4 additional urban cuts in the financial year 2020-2021.
14. **TO APPROVE THE GREENS AND AMENITIES BUDGET 2020-2021**
- 14.1 After considering the budgetary requirements for the Greens and Amenities Committee, and a vote by a show of hands, It was **resolved** to remove the heading for urban grass cutting and set the budget for 2020-2021 at £43,288.
15. **TO DISCUSS AND AGREE WHETHER THE PARISH COUNCIL SHOULD EMPLOY A LINESMAN IN 2021**
- 15.1 Members expressed their views and talked about employment rights should the Council agree to employ a linesman, some concerns were also expressed about equipment, employment matters, the positives were also discussed. After discussing this, it was agreed to investigate this further and explore all the options pertaining to having a linesman. It was also agreed for the Clerk to contact Sussex and Surrey Associations of Local Councils to find out if any other Councils employs a Linesman and whether any Council would like to engage in a shared services initiative.
16. **GENERAL PURPOSES MATTERS**
- a) Ringmer Footpaths booklet – publication & copyright to agree to assume responsibility of copy right
- 16.1 Members considered the correspondence received regarding this and agreed to accept the request to bequeath the copyright. It was also agreed to contact the person holding the copyright for the maps in the booklet in order for the Council to have full copyright.
17. **ALLOTMENT MATTERS**
- 17.1 a) To consider and approve revisions to the Allotment Agreement conditions
- 17.2 After some consideration it was agreed to accept the revisions to the rules pertaining to the erection of structures and flags. Poly tunnels were discussed, it was agreed to leave this to be for now.

- 17.3 b) To consider matters relating to the allotments requiring action or decision
- 17.4 There were other matters for consideration.
- 17.5 c) Allotment structures – to consider any amendments alterations and other items for inclusion to the existing allotment rules
- 17.6 This was covered at item 17a on the agenda.
- 17.7 **Requests received from allotment holders;**
- Allowing polytunnels
 - No temporary structures whose height is greater than 1 metre and has a roof or walls;
 - To remove existing structures whose height is greater than 1 metre and has a roof or walls.
- 17.8 The requests were considered at item 17a on the agenda.
18. **ANY REPORTS ON GREENS OR AMENITY MATTERS (BY LEAVE) – NOT DECISION OR DISCUSSION**
- 18.1 Reports were received regarding;
- The condition of the older memorial benches;
 - The new bus timetable and the changes affecting 29b;
 - The visual affect the mast proposed at the Bovis site will have on the Village Green;
 - The mast being considered at the Planning Applications Committee;
 - The War Memorial being lit up;
 - An article in the Sussex Express regarding road signs;
 - A report after speaking to young people using the skate ramp at Anchor Field and their preference to it being located on the Village Green.
19. **URGENT ITEMS (CHAIRMAN'S DISCRETION) OR ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**
- 19.1 There were no urgent items for referral. The matter regarding memorial benches will be placed as an item on the next Greens and Amenities Committee Meeting.
20. **CLOSE OF THE MEETING**
- 20.1 There being no further business, the meeting closed at 8.45pm the date of the next Greens and Amenities Committee Meeting is scheduled for 20th February 2019.