

CUCKFIELD PARISH COUNCIL



Estates Committee

Minutes of a Meeting held at 8.15pm on 29th March 2018

Present: Mr P Mantripp (Chairman), Mr A Burton, Mrs M Dormer, Mr S Oversby-Powell, Mr M Sambrook.

In Attendance: Mrs S Heynes (Clerk), Ms C Hansen (Assistant Clerk)

ES11 Apologies for absence

Apologies for absence were received from Mr N Page.

ES12 Declarations of interest

The Clerk advised members the need to make known any Declarations of Interest ahead of all meetings. The Clerk was requested to explore whether the SALC Statement on Declarations of Interest refer to only pecuniary interests.

ES13 Public Question Time

No members of the public were present.

ES14 To approve the minutes of the meeting held on 4th January 2018

The minutes of the meeting of the 4th January 2018 were taken as read, confirmed as a true record and signed by the Chairman.

ES15 Horsefield Green, Ardingly Road

a) Capital budget for works

The Chairman advised a Capital Budget was in preparation and a Schedule of Work had been prepared (to be circulated). Three contractors had been approached in respect of dredging the pond which is estimated to be between £5,500- 6,000. The work to clear the Dell is estimated to be between £20,000-24,000 which would include tree work, sight lines, fencing and a rolling bank.

The Clerk was requested to check financial regulations and to advise the competitive tender process.

The Chairman requested Councillor Dormer attend a meeting with PDH to discuss the pond work and to prepare an Outline Scheme.

The Clerk was requested to clarify the legal right to use the road to access the Green.

b) Capital budget for acquisitions (plant & machinery)

Committee members reviewed the Equipment and Machinery summary of costs and agreed five hours per week was required to look after Horsefield Green, the purchase of a sit-on mower at a cost of £5,900 and a wood clad container at a cost of £3,450. The Clerk was requested to advise a price for a concrete base for the container.

c) Maintenance budget transfer to Environment Committee

The Clerk was requested to transfer funds to cover the cost of weekly ongoing maintenance costs from the Estates budget to the Environment & Wellbeing budget.

Caroline Hansen
Assistant Clerk to Parish Council

- d) Maintenance assessment including labour element
As discussed in Items B and C above.
- e) H&S Notices
The Assistant Clerk was requested to arrange Sigma signs with the CPC logo to include wording on rural area, deep water, steep slopes, dog bins, enter at own risk, etc.
- f) Liaison and point of contact for Horsefield Green residents
Councillor Paul Mantripp offered to be the point of contact and suggested a notice board/sign to include CPC contact information and a plan of the Green.
- g) Monitoring of planting
It was agreed to remove dead trees and planting of fruit trees was suggested.
- h) Environmental Planning Objectives for the land
Planting of fruit trees was endorsed.
- i) Management of the stream and land run off (adjacent to the Dell)
Clearing of the ditch was required to allow water to flow.
- j) Maintenance and re-establishment of hedgerows
To be considered in the future.
- k) Replacement of livestock fencing (do we own it and obligation to replace)
The clerk was requested to contact the solicitor for confirmation on who owns the fence.
- l) 'No parking' signs
The Clerk was requested to contact the solicitor for confirmation on who owns the bollards on the residents' side of the road. Committee members agreed they did not want to set a precedent of numerous 'no parking' signs.

ES16 Bylanes Open Space/Buttinghill Drive

MSDC had requested copies of correspondence between Taylor Wimpey and CPC to support MSDC's Enforcement Notice.

ES17 To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent

None.

The meeting concluded at 10.00pm

Signed _____