

## Recreation & Amenities Committee Meeting

**07 September 2017 at 19:30**

**Kings Worthy Community Centre, Fraser Road, Kings Worthy**

<b>Clerk</b>	Chris Read
<b>Chairman of the Meeting</b>	Councillor Sarah White
<b>Councillors</b>	Mandy Hallisey, Dorry Lawlor, Matthew Page and Noel McCleery
<b>Members of the Public</b>	1

### RA/17/106 – Apologies for absence

Stewart Newell.

### RA/17/107 – Public question time

Phil Allen gave a short presentation on the archaeological dig which is being carried out at Hinton Park, to uncover any remaining sections of an old pathway that connects the White and Green Ways. This is being carried out as part of the Worthys Festival. He thanked the Parish Council for allowing him to do this.

**(Phil Allen left at this point)**

### RA/17/108 – Agree and sign the minutes of the R&A meeting held on 06 July 2017

The minutes of the meeting held on 06 July 2017 were agreed as a true record of the meeting and signed by Cllr White.

### RA/17/109 – Matters arising from the meeting held on 06 July 2017

**RA/17/095 Christmas lights 2017** – A member of public has agreed to assist with the sponsorship and purchase of Christmas lights for the large Church Green tree. A secure electrical connection on the Green has now been established.

**RA/17/095 Broadview fencing inc. Hinton Park** – Meeting with Creative Fencing will be taking place ASAP.

It was agreed to replace the wire on the Hinton Park boundary fence, adjacent to Hinton House Drive, with non-barbed wire and close off the unofficial access in this fence.

**RA/17/095 Health Walks** – It was noted that Cllr Lawlor is now a trained walk leader. She was congratulated on her contribution to this project.

**RA/17/095 Possible land transfer at Hinton Cottage** – Discussion has taken place with owners of Hinton Cottage. They are open to the proposal of swapping land from their front (western) boundary, to their side (northern) boundary. Various options were discussed.

A vote was held on whether to go ahead with the transfer in principal, subject to legal advice, with 1 in Favour and 4 against.

**RA/17/099 Litter Pick** – Cllr White reminded members that the next litter pick will taking place on the 28 October 2017, at 2pm, meeting at Kings Worthy Community Centre.

Action Items	Action by	Target
Broadview fencing – Creative Fencing to be chased up.	Clerk	
Replace wire on boundary fence, as above	Clerk	
Open Spaces Strategy – item deferred until October meeting.	Clerk	
Possible land transfer at Hinton Cottage – Clerk to speak to owners.	Clerk	

#### RA/17/110 – Tree works / maintenance

**Tree inspections summer / autumn 2017** – The Assistant Clerk is meeting with John Parrington to discuss the inspection next week, weather permitting.

**Broadview winter 2017 tree work** – It was agreed to leave the clearance of an additional section at Broadview, until next year.

It was agreed to cost up some replacement trees for Broadview, as per the planting plan (see attached).

**Tree & wall work at Kim Bishop Walk** – It was agreed to accept the quotation from LAL Services for the removal of the leaning tree, including the stump, at a cost of £500.00. A quotation for the repair of the wall is to be sought.

**Work on trees outside Tubbs Hall** – It was agreed to accept the quotation from LAL Services for the trimming of the trees outside Tubbs Hall, at a cost of £450.00.

Action Items	Action by	Target
Cost up trees as per planting plan	Clerk	05/10/17
Accept quotations from LAL Services, as above.	Clerk	ASAP
Obtain a quotation for the repair of the brick wall	Clerk	ASAP

## RA/17/111 – Footpaths, cycle paths and hedges

**Top Field footpaths and the extension of Kim Bishop Walk** – An application has been submitted re the extension from Kim Bishop Walk up to Top Field as a footpath. Evidence from the public on this and other proposed footpaths around Top Field has been submitted. The Clerk is to chase HCC for a confirmation of receipt.

**Rights of Way off Hinton House Drive** – Cllr White, Cllr Taylor and the Clerk has met with the owner of Hinton House, to discuss the Rights of Way onto Eversley Park. The owner does not agree with the positioning of the signs erected by HCC and will be querying this with them. He is unkeen on the proposal of a swap of bridleway to allow a Right of Way from Hinton House Drive into the new park opposite Hinton Park. It was discussed that a parish council representative should be present at any further meeting with the Rights of Way officers to clarify positioning

It was agreed to block off the unofficial access onto Hinton House Drive with shrubs, now that the path between the lower football pitch and the “dog walk” was now much broader.

**Motorcycles on Kim Bishop Walk** – awaiting information about possible Mobile CCTV camera.

Action Items	Action by	Target
Write to HCC as above.	Clerk	ASAP
Contact Rights of Way team requesting PC inclusion in any discussions re movement of Rights of Way from Hinton Park Drive	Clerk	ASAP
Arrange for unofficial access to be blocked off, as above.	Clerk	ASAP

## RA/17/112 – Projects and updates

**Pump track & skateboard ledge** – Indicative quotation received from Gravity Skateparks for £11,500.00. It was agreed to get this company to submit a formal quotation.

A third quote was sought from another company who were not willing to quote due to the distance.

**Eversley Park path** – Awaiting quotation for inspection of the path’s foundations and substrate from Soils Ltd. Quotes for the waterproof sealing of the current path are also to be sought as previously agreed.

### **Eversley park extension / allotments / path / running marker posts –**

Dog walk fence – It was agreed to accept the quotation from Matt Brown Services for the formation of an additional door way and repair of a section of this fence, at a cost of £341.79.

Running Track (cut through between middle and lower pitches) – Clerks have investigated artificial barks surfacing here, at a cost of about £2500. It was agreed to arrange bark to be placed down on this area to remove any tripping hazards for the Worthy Festival Run, but to further investigate the more permanent surfacing at a slower rate.

**Outdoor table tennis tables** – WCC have given their permission for the table to be installed outside Tubbs Hall, which will be carried out ASAP.

**Concrete outdoor BBQ** – This will be going out on the next HALC round robin and Littlehampton Town Council have been contact regarding their public access BBQs.

**Seat at Upper Broadview** – The Clerk and Cllr Lawlor are to meet on the 8<sup>th</sup> September to discuss final placement.

**Mobile CCTV camera** – see above.

**History board at Mill Lane** – Awaiting confirmation of ownership the land on which the board is to be placed and whether the proposed sign requires planning permission.

**Defibrillators (AEDs) & CPR training** – Installation of Defibrillator at the Worthies Sports and Social Club to take place ASAP.

**Cycle racks** – It was agreed to seek permission from WCC for the Parish Council to erect four cycle racks and a dog lead ring, outside Springvale Stores.

**Wild flower areas** – Suggestions had been made to improve these during the summer walk about. Clerk to send round full report once received.

Action Items	Action by	Target
Formalise quote with Gravity Skateparks.	Clerk	ASAP
Obtain quote for the for the waterproof sealing of the current path.	Clerk	ASAP
Accept the quotation from Matt Brown Services, as above.	Clerk	ASAP
Have area at Eversley Park barked, as above.	Clerk	ASAP
Decide on final placement of Broadview benches, as above.	Clerk	08/09/17
Seek permission from WCC for cycle racks and dog lead ring and establish who is the best contact for this to pass to Springvale Stores.	Clerk	ASAP

## RA/17/113 – General maintenance / equipment repairs

**Annual Maintenance Regime** – Playground inspections are to be carried out in September.

**Play Area Report 2016 - Action items** – Some works underway; Maintenance Technician is to agree number of hours for accurate costings.

**Maintenance Technician Task Listing** – It was agreed to carry out a formal review with a Cllr N McCleery and the Clerks.

**Grass reinforcement around play equipment** – Awaiting delivery of materials.

**Fryers Close bird problem** – a site visit by Rentokil has been chased; no confirmation of date yet received.

**Noticeboard headers** – Design finalised; awaiting ordering.

**Additional fencing at Broadview** – It was agreed that new fencing will be reinstated as per its current location.

**Summer Walkabout** – see planting plan.

Action Items	Action by	Target
Carry out an annual review of with the Maintenance Technician.	Clerk/Cllr McCleery	ASAP

## RA/17/114- Grounds maintenance contract and training course

New contract specification is to be finalised with working group (Cllrs N McCleery, Hallisey and Gordon). Dates for tendering process agreed as follows:

- 1<sup>st</sup> November – Go out to tender.
- 1<sup>st</sup> December – Closing date for tenders.
- By 1<sup>st</sup> Week of January (date to be confirmed) – Working group to meet to score and shortlist of three companies.
- By January Parish Council meeting – carry out interviews of shortlisted companies for recommendation to January Parish Council meeting (date to be confirmed).

It was agreed that Cllr White will replace Cllr McCleery on the working group for the interviews, due to holiday.

Action Items	Action by	Target
See above.	Grounds contract	See above.

	working group	
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### RA/17/115 - Clerk's notices

Closed gates at Eversley Park Play Area – An email was received member of the public asking the for the previously closed gates be reopened to prevent kids jumping the fence and causing damage to said fence. Members were in agreement that as no other complaints had been received since closing, that the gates will remain closed. However, any loose posts need to be rapidly removed from the site.

Action Items	Action by	Target
Respond to email above re. gate at Eversley Park Play Area	Cllr White	ASAP
Ensure regular inspection and attendance to any loose posts, sharp screws/nails by Maintenance Technician.	Clerk/Cllr McCleery	ASAP

### RA/17/116 - Chairman's notices

Posts at Eversley Park – The Child Protection Officer had written to the Council with regards to issues over ambulance access at Eversley Park. Cllr White is to ask whether they were attempting to use the correct entrance. It was noted that the combination locks for the smaller posts at the entrance to the path were tricky to use

Action Items	Action by	Target
Ascertain which entrance was used.	Cllr White	ASAP
Ensure locks for small posts are usable	Clerk	ASAP

### RA/17/117 - Items for communications

None.

### PC/17/118- Items for next meeting - 07 September 2017

None.

Meeting Closed:	10:26 p.m.
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<b>Signed:</b>		<b>Date:</b>	
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## Kings Worthy Parish Council

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### Planting Plan

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## Tubbs Hall Green

### Large wildflower area

- Consider planting Cranesbill or Clustered Bellflower plug plants in large wildflower area.



Meadow Cranesbill (*Geranium Pretense*)



Clustered Bellflower (*Campanula glomerata*)

### Crescent area around the history board

- Thin out the existing wild carrot.
- Consider wildflower planting in remaining semi-circular area, perhaps with same as above for symmetry.

### Area under conifer tree

- Clear area of current undergrowth and cover with bark chippings.
- Consider planting Cyclamen and other woodland bulbs/plants.



Cyclamen (*Cyclamen hederifolium*)



## Lovedon Lane Burial Ground

### New cremation area

- Clematis (The President) growing up the pergola to be pruned to a height of 1' (304.8mm).
- Consider replacement of small cherry trees due to poor condition.
- Consider mulching and feeding of newly planted areas.

### Old cremation area

- Remove excess stones from around cremation tablets.
- Consider the removal of Hebes and Eunonymous from either side of entrance and lay excess stone.
- Consider replanting with architectural plants through the stones, such as Iris, Alliums, Agapanthus and Libertia.



Alliums



Iris



Agapanthus



Libertia

### Burial Ground Border Hedge

- Consider reducing hedge height in to form "windows" to allow a vista view (subject to permission from the farmer and confirmation of stock fencing existing within the hedge).
- Consider moving bench(es) to make of most of said view.

### Burial Ground main entrance

- Consider a tree on the right-hand side to give balance e.g. a Whitebeam or Ornamental Pear.



Whitebeam



Ornamental Pear

- Consider surrounding with rose e.g. Polyantha Rose 'The Fairy' (around 7 plants needed).



Polyantha Rose

- Consider 'Continus Coggyaria' inside the fence as a possible feature.



Continus Coggyaria

## Broadview

### Upper Broadview

Consider replacing the sycamore at the entrance to Broadview Close with a more suitable species such as field maple, to avoid any further maintenance issues.

Lower Broadview

Consider planting trees in recently cleared section here trees have failed, or no salvageable specimens were present. Recommend species for planting – Guelder Rose, Bird Cherry and Wayfarring Tree.



Guelder Rose  
(*Virburnum Opulus*)



Bird Cherry  
(*prunus padus*)



Wayfarring Tree  
(*Viburnum Lantana*)