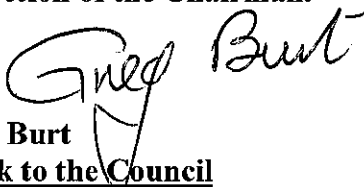




**To All Councillors on the Property Committee,**

**You are hereby summoned to attend a Meeting of the Property Committee to be held in the Billingshurst Centre, Roman Way, Billingshurst, on Wednesday 17 November 2021, at 7.30pm.**

**Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.**

  
**G.C. Burt**  
**Clerk to the Council**

11 November 2021

## **AGENDA**

1. Chairman's Announcements
2. Apologies for Absence.
3. To receive Declarations of Interest and notification of change to members' interests.
4. Approval of the Minutes of the Property Committee meeting held on 15 September 2021, previously circulated, to confirm and sign the minutes as a correct record.
5. Matters Arising – **not separate Agenda items**
6. Public Session  
(Members of the Public may speak for up to 3 minutes at the discretion of the Chairman)
7. To consider request to site *Billingshurst Men's Shed* on Council property, Appendix A.
8. To consider request from BSRA to allow a coach to park regularly at Jubilee Fields, Appendix B.
9. To confirm extension to Grounds Maintenance + Seasonal Bedding contracts, Appendix C.
10. To consider revised rewilding scheme for Village Green, Appendix D.
11. To receive property updates, for information only, Appendix E.
12. Any other matters for information only

13. Next Meeting: 16 February 2022

**Committee Members:** BB, PB, SD, DH, RM, CG, GA

**Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.**

**BILLINGSHURST PARISH COUNCIL**

**PROPERTY COMMITTEE**

**WEDNESDAY 17 NOVEMBER 2021**

**REQUEST TO SITE MEN'S SHED ON COUNCIL LAND**

**FOR DECISION**

**REPORT BY CLERK**

At Council on 3 November 2021, Members received a presentation by *Billingshurst Men's Shed*. Currently operating out of temporary premises, they are looking for somewhere more permanent and have identified four possible sites on land owned by the Council.

(Presentation slides attached again fyi.)

I list the sites below with officer's comments accordingly.

1. **Land within the fenced allotment area at Manor Fields.**

This is effectively leased to the Allotment Society who have advised *Men's Shed* of the following.

*The committee have decided that in view of the extensive waiting list and demand for Allotment plots that any available space that we have will be devoted to satisfying this requirement.*

*This means that, unfortunately, we will not be able to accommodate the men's shed on the allotment site.*

This follows their earlier concerns about attracting unwanted attention to a site that already is prove to thefts and vandalism etc.

2. **Land outside the fenced area at Manor Fields.**

This area has and continues to suffer from ASB etc. In 2018, the climbing frame was destroyed in an arson attack, and fires continue to be lit on the play equipment. The Council thinned the boundary hedge here in order to increase natural surveillance. Drug use/dealing continues to be a problem.

3. **Land at Station Road Gardens.**

The site suggested is adjacent to the Youth Shelter, which continues to attract vandalism, ASB etc. I am meeting with police and other statutory agencies next week to look at what changes can be made to this area to reduce such problems.

**4. Land at Lower Station Road Recreation Ground.**

Councillors have previously refused permission for the Tennis Club to provide an additional court, due to loss of open space. In addition, the Council does not permit regular parking on the new access road.

\*\*\*\*\*

The Council has asked if such a facility could be accommodated at the former Bromeliad Nursery in Marringdean Road, but this request is on hold until next Spring. A similar request to the developers of the new Trade Park at Hilland is still pending. The proponent of the West of Billingshurst development have intimated that they could host such a facility, although this could be some years away.

Given officers' concerns about vulnerability of such a facility being housed on Council land, if the Committee is invited to support any of these sites, it is suggested that it be on condition that it is entirely at the applicant's own risk, the applicant meet all costs, seek all permissions and any of the Council's legal costs if appropriate.

The Committee is invited to consider this request.

**Objective**

To identify a suitable permanent premises or site for the 'Billingshurst Men's shed'.

**About the 'Men's sheds'.**

Men's Sheds are similar to garden sheds – a place to pursue practical interests at leisure, to practice skills and enjoy making and mending. The difference is that garden sheds and their activities are often solitary in nature while Men's Sheds are the opposite. They're about social connections and friendship building, sharing skills and knowledge, and of course a lot of laughter.

Sheds are whatever the members (or Shedders as we call them) want them to be. Although labelled sheds, they often aren't sheds at all. They can be empty offices, portable cabin's, warehouses, garages, and in at least one case, a disused mortuary. Some Sheds are purpose built workshops, but they rarely start out that way. Many don't have premises at all in the beginning and instead form a group that meets regularly for the social connection, company and camaraderie until they can find somewhere to kit out with tools. Many Sheds get involved in community projects too – restoring village features, helping maintain parks and green spaces, and building things for schools, libraries and individuals in need.

Activities in Sheds vary greatly, but you can usually find woodworking, metalworking, repairing and restoring, electronics, model buildings or even car building in a typical Shed. Sheds typically attract older men, but many have younger members and women too. Whatever the activity, the essence of a Shed is not a building, but the connections and relationships between its members.

There are presently in excess of 350 men's sheds in the UK, under the umbrella of the 'men's shed association', the nearest being at Petworth, Shipley, Horsham, Cranleigh and Milford.

**The Billingshurst Men's Shed so far.**

The Billingshurst 'Men's shed' is a mental wellbeing project for everyone in the local community. They have 20+ members, men and women from all walks of life, who gather in the Billingshurst Unitarian church meeting room every Monday for a couple of hours, where they busy themselves with jobs for the Chapel and socialise while drinking tea and coffee, but are unable to practice their hobbies for fear of damaging furnishings and causing dust. They have been 'out on the road' to repair sheds for St Gabriels pre-school, and are making hedgehog signs for 'Billigreen', however, they are very restricted in what can be done in the present location. We have been actively seeking a dedicated workshop but as yet have had no success. Presently we have two log cabins in storage all ready to go! See attached photographs.

The Billingshurst men's shed is already a member of 'The men's shed association', have a constitution, officers and safety policies in place.

We have been in positive discussions with Billigreen to see if their proposed 'Repair shop' could be incorporated with the 'Men's shed', as it appears that the two organisations would dovetail perfectly.

**Search for suitable premises.**

We have now been looking for three month at both commercial premises and other sites, but none have been suitable for various reasons, however, we have now identified sites on council land that would be suitable with various caviats.

The preferred option is the allotment area at **Manor Fields**, being secure, with adequate parking , and has easy access to mains drainage and water, which makes providing WC facilities, which could be used by both 'shedders' and allotment holders relatively easy. We would also be able to connect into the existing water service to not only provide an outside tap, but also water for the WC flush.

This would appear to be one of the more secure outside locations in Billingshurst, with a new 2m high wire fence and padlocked gates. For additional security it would be the intention to remove power hand tools when the shed isn't occupied.

There is an electrical sub-station not 30 metres away from where, eventually, we could have an electricity supply installed, once finance was available. However, in the meantime, we would intend to look into the use of solar panels. The lack of power would not be insurmountable, as it would only be required for lighting and boiling a kettle, since initially all the tools would be cordless hand tools.

Unfortunately we have received correspondence from the allotment Association who appear to be against this proposal, however, would it be acceptable to site the Men's shed outside the secure area on the waste ground adjacent to the South boundary, which would still give reasonably easy access to services? Photographs of the site and the shed's proposed location are attached.

The second favourite option is in the North West corner of **Station Rd Gardens**, which was proposed by both Stuart Sexton and Keith Brown who lead 'The Friends of Station Rd Gardens' committee.

This site is readily accessible with ample parking in the leisure centre car park. Connection to services would be difficult and expensive, therefore, hopefully, in the early stages, WC facilities in the leisure centre could be used.

Possible future service connections have not been fully investigated, however, there appears to be a sewer in the road in front of the adjacent leisure centre, but without access to the plans of the local sewer system it hasn't been determined whether these are foul or service water. Water and electrical services may be accessible from either the nearby bowls club or the leisure centre but are no means certain. Above comments on solar panels apply.

In conclusion this site is not ideal, but would be a workable option. Photograph and location plan attached.

The third option is unused land behind the **tennis club**. This would have the same problems as option two, however, parking and access would be more problematical. Hopefully the services in the drive for the tennis club could be utilised, but this would be expensive and cause some disruption to the adjacent area. Photograph and location plan attached.

The fourth possibility would be **Jubilee fields**, however, a suitable area has not been identified.

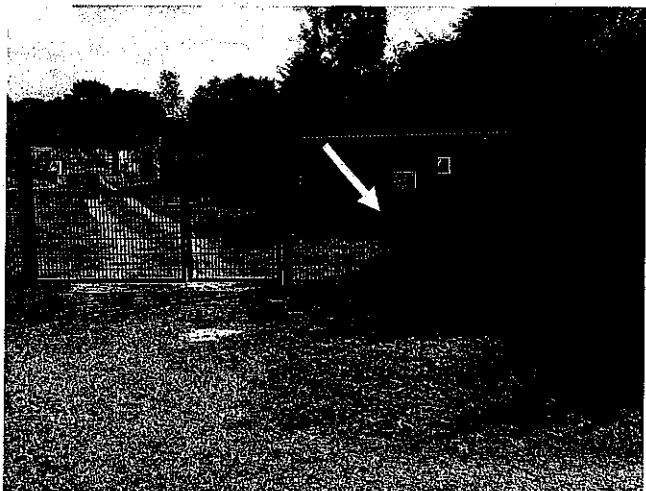
### **Petworth Men's shed.**

We have visited the Petworth 'Men's shed' situated in the community garden and allotments, which when set up had no toilets or electricity. It now has a bio toilet system and solar panels, is highly successful, and really enhances the area. This shed has 30 or so members, around 10 of whom attend at any one time, and opens once a week from 10:00am to 2:00pm. It is fully supported by both the Petworth Town and Chichester District council. We would like to model the Billingshurst Men's Shed on this very successful project.

### **In conclusion.**

This community mental wellbeing project has been extremely well supported to date, but it is feared that interest may wane if proper facilities to practice hobbies are not provided. From the 'Shed's' point of view, the Manor fields site is ideal, but if for any reason the Parish Council think this is not possible, then any other help with determining a suitable premises or site would be very much appreciated.

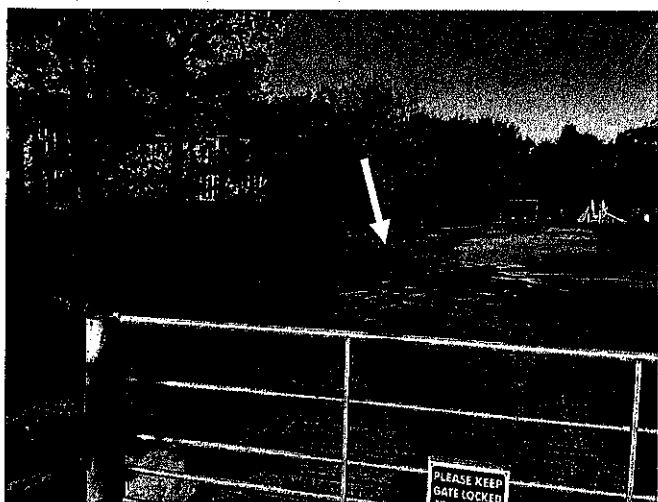
The Billingshurst Lions Club is supportive of this project both financially and administratively.



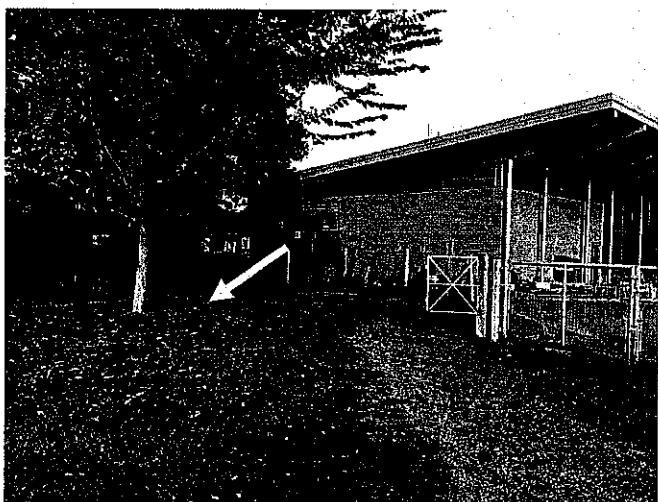
**PROPOSED LOCATION AT MANOR FIELDS in SECURE AREA**



**CAR PARKING.**



**ALTERNATIVE MANOR FIELDS SITE**



**STATION GARDENS SITE**



**TENNIS CLUB SITE**

**PETWORTH MEN'S SHED**



**PETWORTH MEN'S SHED (SOLAR PANELS)**

**BIO-TOILET GARDEN AND SHED**



**SHED INTERIOR**

**GARDEN AND MEETING AREA**



**SHEDS THAT ARE IN STORAGE**



# Google Maps



Imagery ©2021 Bluesky, Map data ©2021 10 m

Alternative

Sub Station

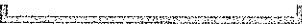
Preferred Location

Sewer connection

Manor Fields Site

# Google Maps

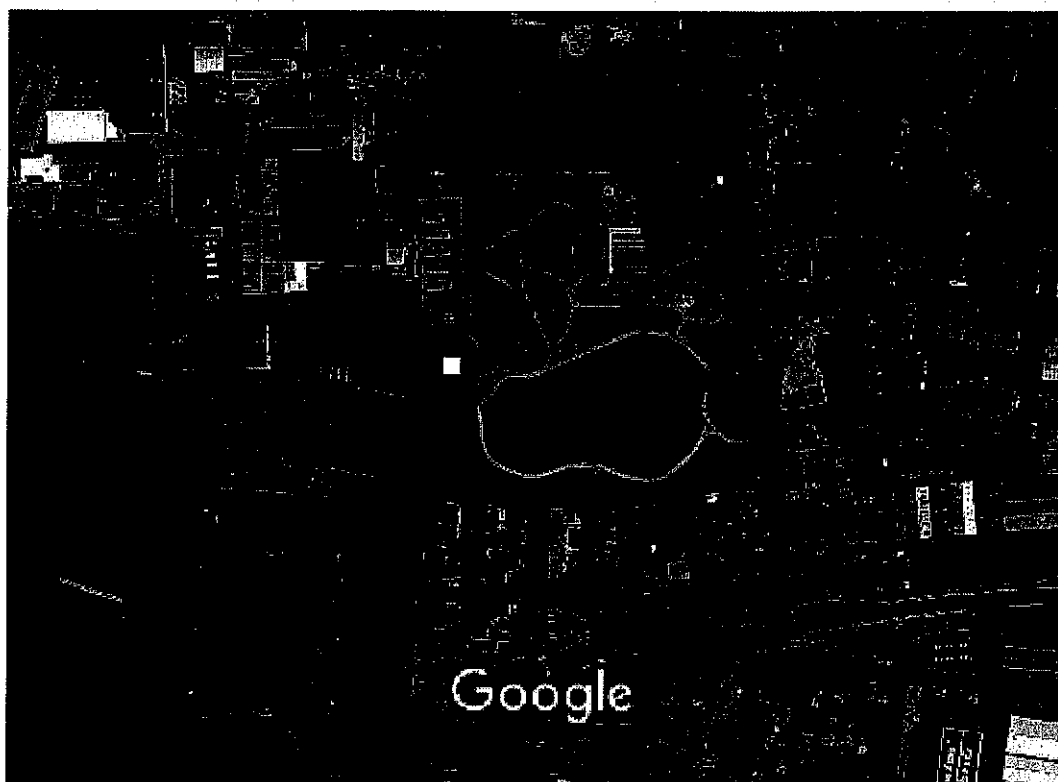



Imagery ©2021 Bluesky, Getmapping plc, 20 m   
Infoterra Ltd & Bluesky, Maxar Technologies,  
Map data ©2021

Shed location

Tennis Club Site

# Google Maps



Imagery ©2021 Bluesky, Getmapping plc, Infoterra Ltd & 20 m   
Bluesky, Maxar Technologies, Map data ©2021

Shed location

Station Road Gardens Site

**Billingshurst Parish Clerk**

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**Subject:** FW: REQUEST FOR A COACH TO PARK AT JUBILEE FIELDS

-----Original Message-----

From: Liz Berry <liz@billingshurst.gov.uk>  
Sent: 22 October 2021 16:02  
To:  
Cc: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>  
Subject: RE: REQUEST FOR A COACH TO PARK AT JUBILEE FIELDS

Dear Geordie

Following a chat with Greg today, he is going to take it to the Property Committee on 17 November after which he will come back to you with a decision.

Thanks

Liz

Liz Berry  
Office Manager  
BILLINGSHURST PARISH COUNCIL

-----Original Message-----

From: Liz Berry  
Sent: 20 October 2021 16:00  
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>  
Cc:  
Subject: REQUEST FOR A COACH TO PARK AT JUBILEE FIELDS

Dear Greg

Geordie called last week and said that he had had interest from someone who worked for a coach company and was looking to park his vehicle at Jubilee Fields car park over the course of the day during school term times and for this, he would be prepared to make a contribution to the BSRA funds.

I said that this would be something you might either need to take to committee for approval and/or you might make the decision yourself. The hirer would need a key issued to them, much like the ByBox situation.

Could you give this some thought and speak to Geordie accordingly, he is copied in above?

Thanks

Liz

Liz Berry  
Office Manager  
BILLINGSHURST PARISH COUNCIL

From:  
Sent: 19 October 2021 17:01  
To: Liz Berry <liz@billingshurst.gov.uk>  
Subject:

Hi Liz re telephone call parking at jubilee fields for mini bus doing school run 36 weeks year it will give us small rental income to be agreed but we would have to issue height barrier key if we get go ahead we will draw up contract re in/out locking ...

**BILLINGSHURST PARISH COUNCIL**

**PROPERTY COMMITTEE**

**WEDNESDAY 17 NOVEMBER 2021**

**EXTENSION OF GROUNDS MAINTENANCE + FLORAL PROVISION CONTRACTS**

**FOR DECISION**

**REPORT BY CLERK**

The Council appointed *Sussex Land Services* and *Baskets in Bloom* to undertake grounds maintenance and seasonal bedding respectively, from spring 2019 for 3 years. The decision was taken the previous autumn, following revision of specification and full tendering exercise. (Min 50/18 and 51/18 refer.)

Ordinarily, the exercise would have been repeated this autumn, for new contracts to take effect in Spring 2022.

However, due to reasons that Members will be only too well aware of, together with some considerable periods of staff absence due to sickness, this cannot take place within the usual timeframes.

Officers have explained the situation to both contractors, who are happy to continue for an extra year at the same price.

The Committee is invited to confirm the extension of both these contracts for one year accordingly.

**BILLINGSHURST PARISH COUNCIL**

**PROPERTY COMMITTEE**

**WEDNESDAY 17 NOVEMBER 2021**

**REWILDING THE HIGH STREET**

**FOR DECISION**

**REPORT BY CLERK**

At the last meeting, Members approved a project to cut back hard shrubs on the Village Green and plant with wildflowers, all to be funded from HDC's *Welcome Back* Fund, Min 40/21 refers.

Local environmental group Billigreen would like to expand the project with some additional modest landscaping, as described in the accompanying text and visuals. The total cost of this would be £2,400, all to be funded by HDC's *Welcome Back* Fund.

The Committee is invited to consider this suggestion.

# **Welcome Back Rewilding Fund**

## **Billingshurst Green Woodland Garden Project**

### **A proposal by BilliGreen**

#### **Context**

Horsham District Council is offering each village/town in the district up to £5k to create a feature in their High Street which will both attract residents and visitors to the village/town centre, to support economic growth, and which will also be a haven for wildlife.

The funds need to be spent by the end of March 2022.

The project proposal should not involve substantial capital outlay nor the need for significant maintenance.

The Woodland Garden concept has been well received in outline form by Horsham District Council and has been described as 'a great Green tourist attraction as well as a pilot project for other open spaces.'

This proposal has been discussed with the parish clerk and is now submitted to Councillors to request approval for the use of parish council land.

#### **Proposal: Billingshurst Green Woodland Garden Project**

Our proposal involves three key elements

##### **1. The creation of a woodland garden on the village green.**

This will involve the planting of a variety of wildflowers, sourced locally, to plant in and around an old tree root which will be half buried in the ground. The existing shrub on the green will be cut back, to position the tree root and flowers underneath the existing tree (and well back from the position used for the Christmas tree and the Remembrance soldier silhouettes). The chosen root and flowers, including wild daffodils, wood anemone, gorse and ferns will provide a visually stunning display on the village green and will ensure that at any time of year there is something to be seen. It should attract wildlife such as stag beetles and small mammals. Evidence has also shown that access to wildlife promotes mental and physical wellbeing in humans. The proposal has been described a pilot for other villages to follow.

The woodland garden will need minimal maintenance. BilliGreen can undertake any maintenance with regards to deadheading/cutting the wildflowers and the very gradual decay of the tree stump is part of its story and illustrates the cycle of life. Please see attached document for visuals.

This work will be undertaken by a local woodsman/artist.



We will make contact with local residents overlooking the green to inform them of the plans.

## **2. An information sign**

This will highlight the different plants used in the woodland garden and the benefits for nature. It will also suggest how people can create their own mini woodland area at home using old logs and appropriate planting. It is proposed to fix the sign below the existing parish noticeboard sign to maintain an uncluttered look in this area.

## **3. Family workshops**

We hope to run a number of family workshops to make wildlife friendly garden features such as wildflower seed balls. The parish clerk has suggested the new Youth Centre, situated not far from the village green, may be a possible spot for these workshops. These workshops could be run by BilliGreen which includes teachers amongst its members, or by Sussex Wildlife Trust with whom we work closely.

## **BilliGreen**

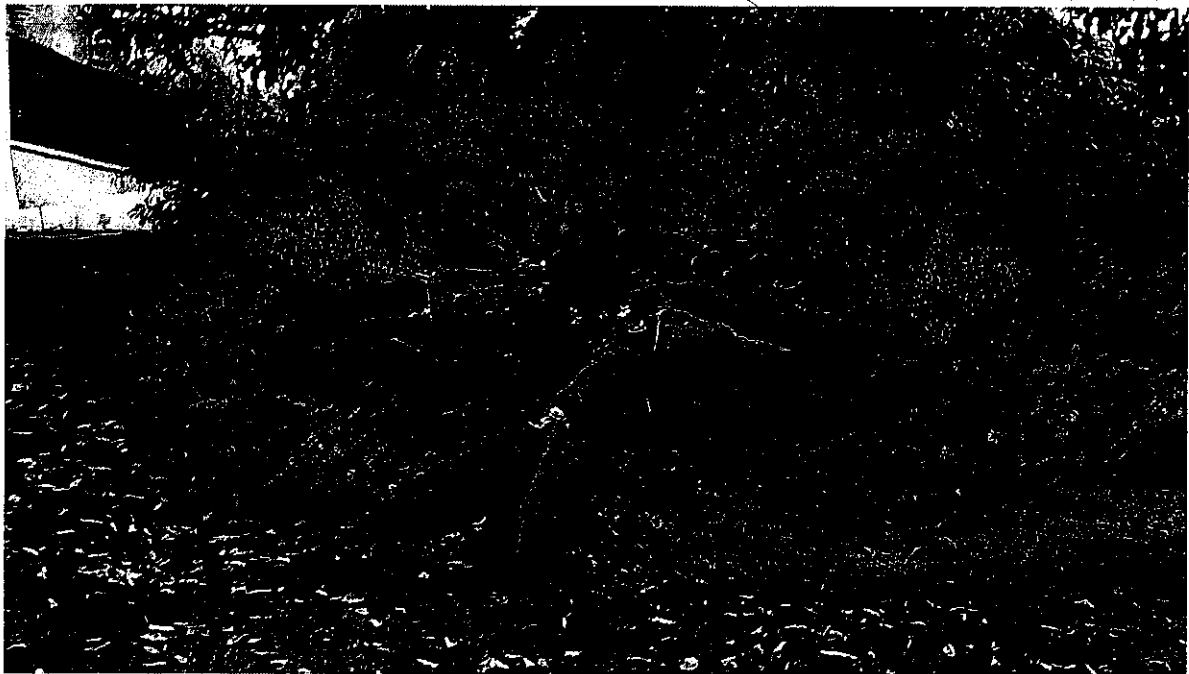
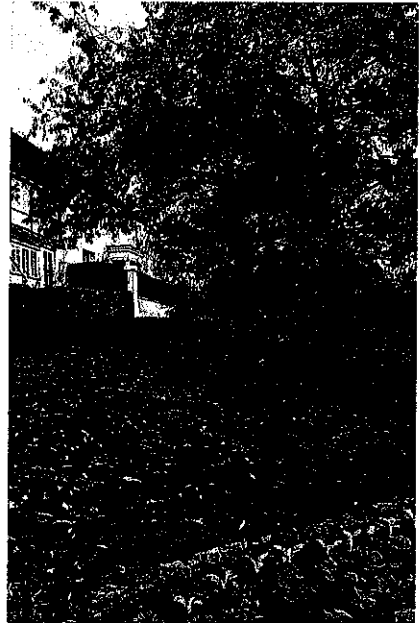
BilliGreen is Billingshurst's environmental group, founded during lockdown 2020. It has over 200 supporters on Facebook and has run a number of community initiatives including the installation of bird boxes around the village, the creation of no-mow and wild-life managed areas in conjunction with the parish, district and county councils and the ongoing single use plastic recycling.

Melanie Holliker and Mela Davidson















BilliGreen






**Billingshurst Green - Welcome Back Rewilding Fund.**

Proposed installation; on the green, current hedge will be removed and root will be positioned there.



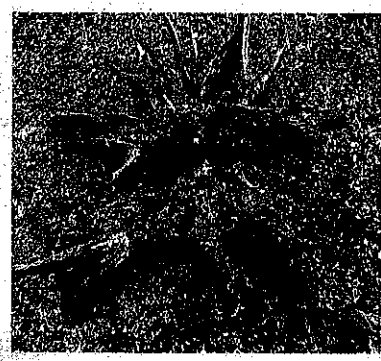
Wild flowers and planting will help shape a 'dragon' like sculpture and be in keeping with the rewilding theme. Plants to be supplied by Clive

 *Blue thistle*  
 *Wood sorrel*  
 *Wasser celandine*  
 *Primrose*  
 *Coltsfoot*  
 *Cocker flower / Ladies Snock*  
 *Longport*  
 *Will daffodiles*  
 *Wood anemone*  
 *Semangitis*  
 *Coastal*  
 *Dandelion*  
 *Ferns*  
 *Wild grasses*

 *ground log*  
 *garra*  
 *hals sweat*  
 *belong*  
 *ferns*

*St Johns wort*  
*knop weed*  
*flex bone*

Tree Root  
 size approx:  
 8ft x 6ft x 2ft  
 (high)



**BILLINGSHURST PARISH COUNCIL**

**PROPERTY COMMITTEE**

**WEDNESDAY 17 NOVEMBER 2021**

**PROPERTY UPDATES**

**FOR INFORMATION**

**REPORT BY OFFICE MANAGER**

1. **ST MARY'S CHURCHYARD**

- Sussex Wildlife Trust (SWT) has been in discussions with St. Mary's Church about the possibility of managing the site sympathetically by leaving some small sections of the churchyard for wildlife. As the Council looks after a large majority of grass cutting on site, officers met on site with a representative from SWT to see what extra measures could be taken to support the project. Following a very successful meeting and discussion, it was felt that two strips of grass area could be left to grow from next spring onwards with one hard grass cut in late summer with arisings collected and disposed of. There are also some areas in the churchyard where herbicides are used, but it is hoped that this practice could be stopped if Sussex Wildlife Trust were able to engage some volunteers to carry out more wildlife friendly weeding by hand.

2. **LOWER STATION ROAD REC GROUND**

- The damaged play safety surfacing on site has been replaced.
- The platform boards on the children's multiplay equipment have now been replaced.
- Officers are still struggling to get any assistance from HAGS/SMP with regards to the concrete skate park. Numerous emails asking for help have been sent and unfortunately they have still not responded with the information required.
- As part of the Council's weekly inspection programme, more soil was required at the goal mouth areas on site. Sussex Land Services carried out this work in October.

3. **JUBILEE FIELDS**

- The site visit to check the drainage works was held and all was in order.
- The BSRA carried out some ditch clearing on site which was tested in early October after a deluge; all was well.
- Officers are in touch with Sussex Land Services to ensure that hedge cutting takes place at Jubilee Fields in October as some areas were only cut back lightly last year.
- Officers continue to be frustrated with the key-holders who continually leave the height barrier at the entrance to the site open and the arm swinging. Emails continue to be sent to various parties who hold keys asking for vigilance. It is hoped that the committee could consider some sort of camera at the entrance of site with ANPR capabilities which would enable footage to be checked if the barrier has been left open and the offending party contacted directly. This would also assist the Council in the case of a legal claim should an accident occur due to someone's negligence.

- One of the gates at the entrance to Jubilee Fields was badly damaged and has been removed; the signage was put back up on site.
- Officers have instructed Sussex Land Services to cut back the section of hedgerow allowing the height barrier to be locked into place when open. Officers have also asked for the remaining hedgerow in that area to be cut back in the early New Year 2022, to allow winter wildlife the opportunity to eat the berries on site.
- The new memorial bench has arrived and is due to be fitted to the top area of site in the next couple of weeks.
- An issue was noted with the log stack trim trail equipment on site. A quotation was obtained and order for works given as otherwise the equipment would have been dangerous to use. The equipment has been taped off in the meantime and work is expected soon.

#### 4. **BILLINGSHURST IN BLOOM & HIGH STREET**

- The Amelanchier tree (donated by Billingshurst WI in commemoration of their centenary), at the front of the Billingshurst Centre is still struggling, despite works to allow more water to get to the roots. If the tree does not recover, then arrangements will be made to plant a climbing rose at the base of the tree.
- The Council's Planting Contractor 'Baskets in Bloom' will be supplying red, white and blue bedding in order to commemorate HM Queen's Platinum Jubilee next year. It is hoped that the Kings Head (who always have incredible floral displays), might also be willing to coordinate their displays to match the Council's as well, hopefully leading to a really striking display in the High Street next summer.
- The autumn/winter hanging baskets will soon be on display in the High Street and outside the Billingshurst Centre.

#### 5. **STATION ROAD COMMUNITY GARDENS**

- Unfortunately when the play equipment was originally placed on site, there was no proper safety surfacing put in place and only bark chippings. This is not particularly effective, is very expensive and keeps being kicked away from under the equipment so regularly needs topping up. A quotation has been received to put in place proper safety surfacing which although expensive in the short term, will be a lot more effective and better than keep having to replace bark chippings. Members will be asked in future to seek support from the F&GP Cttee to fund this with CIL money.
- The fitness sessions held on Sunday mornings on site are progressing well with a few attendees. This is due to be reviewed towards the end of this year.
- Contact was received from the Forest School who have held their sessions on site to the rear of the Wakoos building. They had encountered some issues with loose dogs on site and understood that although there are signs encouraging people to keep dogs on leads, that this was not mandatory. They asked if they could erect some sort of temporary signage whilst their classes took place encouraging dogwalkers to keep their dogs on a lead in that particular part of the gardens. Permission was given for temporary extra signage during the Forest School sessions.

#### 6. **TREES**

- Urgent and year one works from the tree survey this summer have been instructed and works are in the process of taking place.
- One of the cherry trees near the brick bus shelter in the High Street had died and is due to be replaced this autumn by WSCC.

- Litter Wardens made a point in the summer months of travelling around to the locations watering the trees which were planted as part of the Council's Highway Tree Planting project. Contact has been made with the BBC Countryfile programme to get the Council's 27 trees logged on the Plant Britain Interactive map. This ambitious two year project aims to get the nation planting around 750,000 trees – one for every UK Primary School starter in 2020.
- Officers have been assisting a resident in Caffyns Rise in confirming ownership of an area of land behind his property where there are overgrown trees.

#### 7. MANOR FIELDS & ALLOTMENTS

- The Council is still awaiting Sussex Clubs for Young People and Billigreen to attend site and paint the bin on site with an environmental design.
- The Council's garden contractor is liaising directly with the Allotments Society to sort out some overgrown trees on site.

#### 8. LITTER WARDENS

- The Litter Wardens made a special effort to spruce up the hedgerow and garden area around the War Memorial with the Silent Soldiers and lamppost poppies being erected towards the end of October in readiness for Remembrance Day commemorations. The Council has received a number of positive comments on its efforts from both residents and the Billingshurst Branch of the Royal British Legion.
- The Litter Wardens refurbished the upright for the swinging sign outside 83a High Street.
- Litter Wardens have measured up for blinds and curtain rails for the upstairs flat at 83a High Street and will be fitting these shortly.
- The new garage works to the rear of the Billingshurst Centre commenced in the middle of September and are progressing well.
- Litter Wardens plan to carry out pressure washing of the areas around the Billingshurst Centre over the course of November.
- Officers sourced some replacement keys for the Cherry Tree Close litter bin as the original keys had gone missing.
- Litter Wardens have been making good use of the hedge cutting equipment, and have been using this to respond to requests from residents and councillors keeping signage and footpaths clear and accessible.

#### 9. CHRISTMAS LIGHTING SCHEME

- The application for Christmas Lights was submitted to Scottish & Southern in the middle of October with lighting expected to be erected week commencing 22 November. At the current time we are awaiting feedback on the status of the application. This application process continues to be very time consuming and complicated to submit each year.
- The Council was successful in obtaining funding from the Horsham District Council 'Welcome Back Fund' enabling extra lighting in the tree adjacent to Whispers.
- Officers obtained £1,500 from Dunmoore Group who kindly agreed to sponsor the

#### 11. MISCELLANEOUS UPDATES

- The Neighbourhood Wardens and representatives of Billigreen are due to go into the Primary School this month to speak to young children about the concept of damage

that can be inflicted upon wildlife when litter is not collected and disposed of correctly.

- The perch style bench was fitted at Clevelands Gardens adjacent to the Church Path to provide a much needed resting spot for those walking up the hill from the church or Station Road.
- As reported last month, officers are aware of some of the spindle uprights which are missing from the railings at Alicks Hill; quotations have been received to repair existing and completely replace, which are currently being considered.
- The Annual Inspection of play equipment was carried out in early October and works identified are in the process of being actioned according to the inspector's recommendations.
- A lot of moss had built up on the paving and safety surfacing at Cranham Avenue, and officers arranged for the surfaces to be pressure washed.
- Sussex Land Services have been asked to carry out a fuller cut of the laurel hedge at the front of the Centre to improve visibility when coming out of Roman Way.
- The listed telephone box on the corner by the Sorting Office in the High Street was badly damaged again by vandalism. Photos were taken and this was reported to BT again.
- An issue was noted with a flood monitor to the rear of the High Street shops and the Office Admin Assistant is in regular communication with the company that deals with issues in that area.
- Officers were delighted to hear that the Council has retained its Platinum Award for the Public Toilets. This is testament to the high standard of cleanliness which are ongoing by our Litter Wardens since taking the cleaning in house.
- Officers have been liaising with a resident who reported drainage issues with the HDC Bypass Pathway. This was reported to HDC who have advised that they do not plan to carry out any works to the path until next year. This information was passed back to the resident and they have indicated they will contact HDC directly.

The Committee is invited to note this report.