

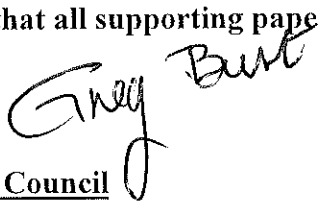


To All Councillors on the Property Committee,

You are hereby summoned to attend a Meeting of the Property Committee to be held in the Billingshurst Centre, Roman Way, Billingshurst, on Wednesday 10 December 2025, at 7pm.

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. They must give their name.

Please note that all supporting papers can be found on the Councils' website.


G.C. Burt
Clerk to the Council

2 December 2025

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 8 October 2025, previously circulated, to confirm and sign the minutes as a correct record.
5. Clerk's Report
6. Public Session. 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 the meeting, at the discretion of the Chairman. They must give their name.
7. Improvements to footpath link at Manor Fields - Appendix A.
8. Update on transfer of Cedars Farm Pond and Orchard to the Council - Appendix B.
9. To consider replacement of bus shelter at Adversane - Appendix C.
10. To receive the *South & South East in Bloom* results for parish - Appendix D.
11. To consider a request that Council purchases land at Maple Road - Appendix E.
12. To consider a request that Council takes ownership of land at Little East Street (*Bowling Alley*) - Appendix F.
13. To receive property updates, for information only - Appendix G.
14. Next Meeting: **11 February 2026**

Committee Members: EB, PB, **PD**, SD, **CG**, CJ, DW, DH

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.

APPENDIX A
BILLINGSHURST PARISH COUNCIL
PROPERTY COMMITTEE
WEDNESDAY 10 DECEMBER 2025

PATHWAY LINKING MANOR FIELD AND BYPASS PATH

FOR DECISION

REPORT BY CLERK

I reported in January to Committee that complaints had been received about the state of the area between Manor Fields open space/play area and the Bypass Path in wet weather, being a well-used unofficial shortcut.

Members supported taking forward a project to improve drainage and surfacing. (Min 18/25 refers)

I received a revised cost of £3,033 and Horsham District Council, who are responsible for the Bypass Path have kindly agreed to fund 50% of the work.

Whilst the Council has no budget for this project and insufficient CIL funds, the Committee is invited to RECOMMEND to the F&GP Committee that this work be undertaken and the balance funded from the earmarked reserves emanating from the acquisition of Land at Kingslea Farm accordingly.

APPENDIX B
BILLINGSHURST PARISH COUNCIL
PROPERTY COMMITTEE
WEDNESDAY 10 DECEMBER 2025

TRANSFER OF CEDARS POND & ORCHARD TO PARISH COUNCIL

REPORT BY CLERK

FOR INFORMATION

The Parish Council has for many years sought the transfer of Cedars Pond in Stane Street to the Council from Horsham District Council (HDC). It was continually deferred by HDC pending a decision on a neighbouring orchard.

Following a change in political leadership at HDC and with pressure from the new District Cllrs for the ward, HDC is now actively taking steps to transfer both parcels to the Parish Council.

The Chairman of the Parish Council Cllr Berry recently met with the Leader of HDC Cllr Martin Boffe in order to pursue the transfer and Council in September agreed to support this transfer amongst other amenities. (Min 70/25 refers)

We understand that funds will not accompany any transfer but HDC is willing to discuss the condition of any asset upon transfer and HDC has recently undertaken some work around the pond.

A site meeting is being held on Friday 5 December between Cllrs Paul Berry and Craig Gale, myself and officers from HDC to discuss what work we require. We will update members at the Committee meeting accordingly.

The Committee is invited to note this report,

APPENDIX C

BILLINGSHURST PARISH COUNCIL

PROPERTY COMMITTEE

WEDNESDAY 10 DECEMBER 2025

REPLACEMENT BUS SHELTER AT ADVERSANE

FOR DECISION

REPORT BY CLERK

The Council owns a bus shelter at Adversane, on land licenced from the nearby public house.

The shelter is of timber construction and is fitting for its rural location. It also houses a community defibrillator.

However, it is starting to lean and has some roof slates missing. Whilst in no imminent danger, a replacement seems opportune.

I have received the following quotes to provide and install a similar wooden bus shelter:

Supplier	Cost
Woodscape	17,080
Littlethorpe	11,608

Because the demand for wooden bus shelters is not what it was, I could only source two suppliers.

We believe a replacement could be funded from s106 funds for sustainable transport.

Simultaneous to this, the Parish Council noticeboard currently on Adversane Hall will need to be relocated once the Hall, currently being marketed, is sold, so relocating the board to the shelter would be a practical solution.

The Committee to

1. Support the replacement of this bus shelter if such funds can be secured.
2. Choose a supplier.
3. Relocate the Parish Council noticeboard to the rear of the structure, if practicable.



Name of Entry: Billingshurst in Bloom

Judges: Ann Hayward

Standard Marking Sheet

Date of Assessment: 10/07/2025

Category: Village / Large Village / Small Town / Town / Large Town / Small City / City / Small Coastal / Large Coastal (Indicate appropriate section)

MAXIMUM OF 10 POINTS PER SUB SECTION										Total Marks in Sections A, B & C	Medal Level in Sections A, B & C
A Horticulture 40%	A1	8	A2	7	A3	7	A4	8			
B Environment 30%	B1	7	B2	7	B3	8					
C Community 30%	C1	8	C2	8	C3	8					
Total Score out of 100:		76		Overall Medal Awarded:				Silver-Gilt			
Medal Guide: Gold, Excellent 85-100 Points; Silver Gilt, Very Good 75-84 Points; Silver, Good 60-74 Points; Bronze, Satisfactory 50-59 Points. 49 Points and below – no medal awarded.											

Introduction and Overall Impression:

An interesting mix of sites make up the tour around Billingshurst with a great deal of support from volunteer groups complementing the maintenance arranged by Billingshurst Parish Council and the other local authorities. These volunteer groups range from the newly established team working on the beds around the surgery to the environmental group BilliGreen who were formed during the Covid-19 pandemic, and the long-standing groups at Station Road Community Gardens and St Mary's Church. These groups share a passion for improving the green spaces throughout Billingshurst and have many plans which will develop over the coming years.

Judges Feedback Section A – Horticulture:

The choice of plants in the newly developed beds at the surgery reflect the volunteer groups' plans to improve the area by encouraging pollinators and creating a welcoming space around the building. Many of the plants have been grown by members of Billigreen and are perennials which can be split and replanted to fill the available space. Although some shrubs were removed to create these new planting areas, it might be necessary to plant some shrubs to provide year-round interest once the perennials have died off, perhaps something winter-flowering or with coloured stems would be suitable. There were a few examples of perennial weeds but the volunteers appeared to be on top of this issue. The beds at Dauxwood Pre-school provided a great deal of interest with a good variety of vegetables and flowers. Our young guide was very keen to show off the mixture of squashes, tomato plants, sweet peas and sunflowers. The planters and hanging baskets at Billingshurst railway station are provided thanks to a contract between Southern Railway and Aldingbourne Country Centre. The planters on the platform are a good example of how small shrubs can be used to create structure and year-round interest alongside annual bedding plants. The large pot filled with herbs by the station entrance provides something to encourage pollinators and other insects as well as brightening a corner of the building. It is well maintained and the herbs have obviously been enjoying the warm, dry weather this summer. The volunteers in Station Road Community Gardens are working hard to focus on specific areas of the garden by clearing weeds and overgrown bamboo, regenerating some shrub beds and mulching thoroughly to suppress weeds and retain moisture in the soil. They also have plans to replace some of the plants with drought tolerant species which will be suitable for the drier areas of the gardens. Some of the annual bedding plants were donated after a recent community event and will need extra care and attention, especially watering, to help them settle in and establish. The planters and hanging baskets throughout the High Street are co-ordinated with a continuous colour scheme, which is replicated by some of the neighbouring businesses. The plants generally appeared to be healthy and well-watered but annual bedding displays require high levels of maintenance so consideration should be given to switching some of the plants to small shrubs or perennials to provide year-round interest and a more sustainable display. Inspiration could be taken from the planters at the railway station. The planter at Jengers Mead which is maintained by an unknown guerilla gardener, provides a colourful display of herbaceous perennials to brighten a corner of the walkway. While a copy of the itinerary was provided on the day of the judging visit, there was no presentation and no judge's briefing notes were provided which would have been an opportunity to provide more information regarding the planting schemes and to show photos of how some of the planted areas look during other times of the year.

Judges Feedback Section B – Environment:

The areas seen during the judging tour were generally clean and tidy with very little litter, graffiti or evidence of vandalism. Some of the signs, such as on the bus stop with the sedum roof in the High Street, would benefit from a clean to avoid detracting from the important message they provide. There was evidence of efforts to include biodiversity within many of the sites visited, with planting for pollinators and solitary bee hotels in the beds around the surgery, bug hotels and bird boxes at Station Road Community Gardens, areas of long grass at Cleveland Gardens and St Mary's Church, and the rewilded area on the village green. Surveys of species found on all of these sites would provide a useful record to assess the effect of these interventions as well as providing a valuable data set which could feed into various citizen science programmes run by national organisations such as the Royal Horticultural Society and the Wildlife Trusts. There was good signage in some of the sites, such as Station Road Community Gardens and the village green, explaining the reasons for differing styles of management and this could be replicated in areas such as Cleveland Gardens to ensure local residents and visitors understand that active management is taking place. The principles of reduce, reuse and recycle were demonstrated by the water butts in use at the surgery, Station Road Community Gardens and Manor Field Allotments, as well as the old chairs used to support plants at Dauxwood Pre-school. Lots of composting was taking place at Station Road Community Gardens with the resulting compost used on the cleared beds to suppress the growth of weeds and retain moisture in the soil. Hand weeding takes place within several sites but it was not clear how the paved paths through Cleveland Gardens and St Mary's Church are maintained weed-free or what methods are used within the High Street for weed control.

Judges Feedback Section C – Community:

Volunteer tasks at Station Road Community Gardens are planned and advertised at a variety of locations through Billingshurst, unfortunately it was not clear whether tasks at other sites such as St Mary's Church or events organised by BilliGreen are advertised in the same way. A presentation or judge's briefing notes would be a suitable way to demonstrate photographic evidence of events or to show examples of how events are advertised in a newsletter or similar publication.

Signs and notices within Station Road Community Gardens provide information about how the gardens are being managed, how the composting cycle works and what future plans the Friends group has for the site. The informative board on the village green offers excellent guidance on how local residents can encourage wildlife into their own gardens and green spaces.

The staff at Dauxwood Pre-school work hard to encourage the children to learn about gardening, nature and where food comes from and it was obvious to see how interested the children were and how keen they were to share their knowledge. It's so important to foster this enthusiasm and investigate opportunities for further links with schools and youth groups.

There are a number of volunteers who are involved with several of the gardening and conservation groups, while it is always a good idea to share knowledge and experience there is also the danger of resources being spread too thinly so any schemes to increase volunteer numbers and encourage residents or local businesses to get involved should be supported. There may be other community groups within Billingshurst who would be able to support the gardening and conservation groups with tasks, a further development of the relationship which is forming between the Friends of Station Road Community Gardens and the team at Billingshurst Men's Shed. Although the High Street planters are sponsored and several businesses provide their own floral displays to add to the overall effect, there may be other ways that shops and other businesses can get involved by including something in Bloom-related in their shop fronts or window displays. Some local and national businesses have corporate volunteering schemes to support local charities and other organisations; it was not clear whether this has been investigated but it could provide an opportunity for support with larger tasks.

An Open Garden scheme has recently begun in Billingshurst to complement the local in Bloom competition, it would be good if some of these locations could be included as part of the judge's tour to provide some added interest along the route especially while walking from site to site. (It is appreciated that this might not be possible due to the location of the gardens but as the scheme develops over time then it could be considered).



South & South East in Bloom Small Park/Park/Large Park of the Year Award 2025

Billingshurst in Bloom - Station Road Community Gardens

SECTION A - Making Way for People		Max Points	Actual Points
Access for all- Fit for purpose, appropriateness and practicality of accesses and path network.		15	13
Signage and visitor information		15	13
SECTION B- Design		Max Points	Actual Points
Appearance and practicality of layout		20	16
SECTION C- Welfare of Park Users		Max Points	Actual Points
Staff/voluntary presence *		10	0
Control of dog fouling		10	9
SECTION D- Facilities (Appropriate provision, accessibility and appearance of facilities)		Max Points	Actual Points
Maintenance of facilities *		25	0
SECTION E - Maintenance (Quality of horticultural and sports turf maintenance)		Max Points	Actual Points
Judges should ascertain if there is evidence of concern, checks and solutions for Armillaria, Ash Die Back, Phytophthora, Box Blight etc.			
Trees, shrubs, herbaceous, seasonal planting, ponds & lakes and sports areas especially tree health.		25	18
SECTION F -Maintenance of hard landscape features		Max Points	Actual Points
Paths, benches, bins, play areas and artificial surfaces		10	8
Control of litter, graffiti & vandalism		10	7
SECTION G- Environmental sustainability (Management of natural resources)		Max Points	Actual Points
Planting schemes which are achieving sustainability, reducing the use of scarce resources such as water and peat *		20	16
SECTION H-Conservation		Max Points	Actual Points

SECTION I - Community Involvement	Max Points	Actual Points
Volunteering & promotion of the park as a community resource	20	16

Maximum Points Available	200
Total Points Awarded	160
Award Nomination	Silver-Gilt

Areas of Achievement

The Friends of Station Road Gardens undertake a lot of work in the Community Gardens to supplement the work organised by Billingshurst Parish Council. The group have focussed on specific areas within the garden and are trying not to start too many things at once because of the risk of becoming overwhelmed with the scale of the project. They have a range of working parties depending on availability and details of how to join them are well advertised on the noticeboards at the entrance to the park. There are strong connections with other groups within the area, including the newly formed group at the surgery and Men in Sheds who are based in a building within the Community Gardens. There is a good emphasis on composting, recycling and reusing items in this garden with an extensive selection of compost heaps at differing stages of the process and lots of signs to let visitors know what's happening. These compost heaps provide a valuable mulch to help suppress weeds and conserve moisture within recently cleared beds and around existing shrubs. The water butts on the sheds in the walled garden and the large water tank on the main building provide the group with a water supply which is essential when plants are donated outside of the usual planting season.

Areas for Development

The Friends group have many plans for the Community Gardens, including replacing some of the beds with more sustainable, drought tolerant planting and regenerative pruning of some of the willow trees on the main grass area. It will be interesting to see how these plans develop especially if the group continue with their sensible attitude of not trying to change too many things at once. A photographic record of how the areas have changed and developed might prove useful (although not essential) for explaining this during future judging visits. Some of the trees within the walled garden have been affected by the wind or root rock over the years and are growing at an angle. While this is less noticeable on some of the fruit trees, it is more obvious on the ornamental standards and there is a plan to pull some of them upright, advice should be sought from the RHS or one of the local tree nurseries to ensure that this will not cause further damage to the root systems of well-established trees. Pollinators and other wildlife are encouraged into the planted areas of the garden and along some edges of the main grass area. The group could liaise with the Parish Council to see whether areas of wildflower meadow could be incorporated into this section of the Community Gardens. Plug planting or sowing wildflower seed would be a good community event to encourage more people to contribute to the site.

Results

Level	Description	Points
	Certificate	0 - 77
	Bronze	78 - 108
	Silver	109 - 138
	Silver-Gilt	139 - 169
	Gold	170 - 200



South & South East in Bloom Churchyard of the Year 2025

Billingshurst in Bloom - St Mary's Churchyard, Billingshurst

SECTION A - General Site Assessment	Max Points	Actual Points
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Is the management appropriate and respectful. Is the churchyard, open or closed, consecrated or de-consecrated, as it's status may considerably alter/or restrict the way it is managed, used and presented.

General Layout and accessibility	20	15
Entrances & noticeboards	10	8
Infrastructure - condition of paths, walls, fences, Lych Gates etc.	10	8

SECTION B- Horticulture	Max Points	Actual Points
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Overall appearance of the site - including cleanliness, trees, shrubs, grass, perennial and seasonal flowers (both ornamental and native)	30	24
Horticultural practice – cultivation and maintenance	30	24

SECTION C - The Environment & Conservation	Max Points	Actual Points
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Nature Conservation Areas - including meadows, hedges, areas that encourage and support wildlife	20	16
Management of natural & scarce resources and actions to reduce pesticides	20	14
Recycling – provision of composting areas for green wastes	20	13

SECTION D –Pride of Place	Max Points	Actual Points
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Local environmental quality – management of litter, graffiti, fly-posting etc	15	13
Pride of place – management and maintenance of seating, signage, and general condition of memorials, and hard landscaping	25	20

Maximum Points Available	200
Total Points Awarded	155
Award Nomination	Silver-Gilt

Areas of Achievement

This closed churchyard is maintained by a small group of volunteers working to supplement the work undertaken by the Parish Council. The mixture of grass heights provides a range of habitats for pollinators and other wildlife, as well as serving as an excellent hunting group for the swifts who nest in the church tower. A small group of volunteers are responsible for maintaining the memorial garden with each member focussed on a particular area which they visit on a weekly basis. The churchyard was free from litter and graffiti while the hydrangeas in the beds either side of the main door provide a burst of colour.

Areas for Development

Unfortunately, the expected lead volunteer was unable to join the judging visit so, although others were able to talk about their work in the memorial garden, there was only limited information available about the current maintenance of the churchyard and links with other conservation organisations. The Parochial Church Council are aware of the small number of volunteers involved with the churchyard and are keen to encourage others to join, no details were seen about joining the group on the noticeboard at the entrance to the churchyard and this would be a good place to provide some information for those visiting the church or walking through the churchyard. Although this is part of the wider entry into the town category, it is also an individual entry and more time could have been spent viewing the different features and learning more about the maintenance of the site as well as its importance as a community and conservation area within the town.

Results		
Level	Description	Points
	Certificate	0 - 77
	Bronze	78 - 108
	Silver	109 - 138
	Silver-Gilt	139 - 169
	Gold	170 - 200

APPENDIX E
BILLINGSHURST PARISH COUNCIL
PROPERTY COMMITTEE
WEDNESDAY 10 DECEMBER 2025

LAND AT MAPLE ROAD

REPORT BY ASSISTANT CLERK

FOR DECISION

The freehold owners of the open space at Maple Road have contacted the Council requesting a meeting regarding the future of the land.

Having purchased the land, they (G&H Property Developments Ltd.) submitted a planning application which was refused by the planning authority and then dismissed on appeal.

It would appear that the purchasers were not aware of the land's designation as

1. Publicly maintainable highway
2. Asset of Community Value
3. Local Green Space in the Neighbourhood Plan.

Owner's Mr and Mrs Rehnsi are directors of G&H Property Developments Ltd (12768681).

The applicants now wish to speak with the Council regarding the Council purchasing the land, or the applicants meeting with the Parish Council to discuss potential use that could receive Council support.

The landowner has confirmed they are aware we are not the planning authority.

Property History

Jul 2020 – Sold at Auction for £134,000 [Lot 94, McHugh & Co, 23rd July 2020]

Sep 2022 – Application DC/22/1848 submitted to HDC Planning “Erection of 1no detached two-storey dwelling and creation of a natural play area for public use”

Mar 2023 – Application validated and moved to consultation. The Parish Council strongly objected to the application for various reasons.

Apr 2024 – Application refused by HDC. They cited refusal due to the land being registered as an asset of community value.

Oct 2024 – Appeal lodged to the Planning Inspectorate

May 2025 – Appeal dismissed

The Committee is invited to consider this request.

APPENDIX F
BILLINGSHURST PARISH COUNCIL
PROPERTY COMMITTEE
WEDNESDAY 10 DECEMBER 2025

LAND AT LITTLE EAST STREET / *BOWLING ALLEY*

REPORT BY ASSISTANT CLERK

FOR DECISION

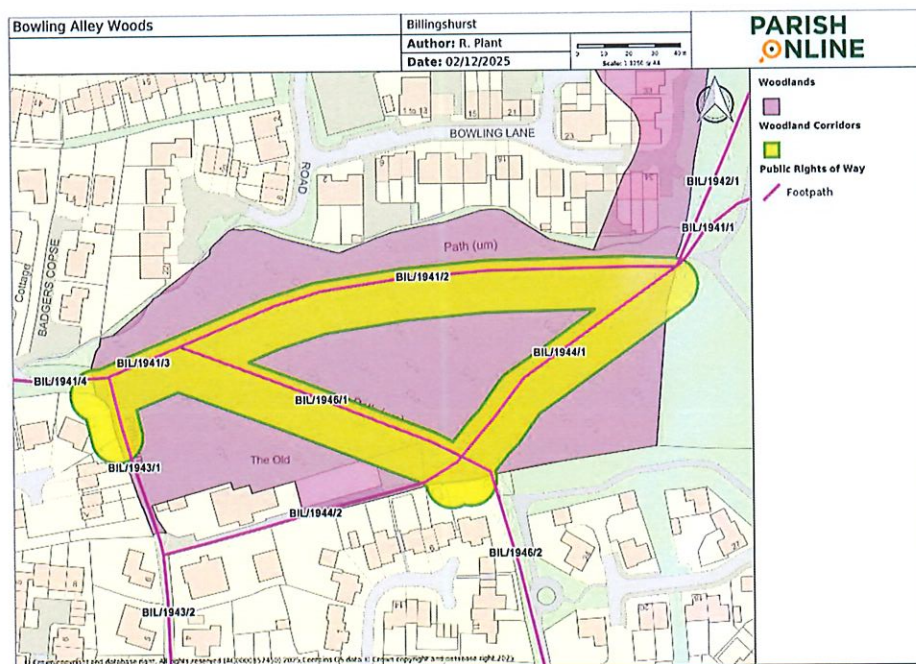
Windmill Place Management Company have contacted the Council requesting a meeting regarding the future of woodland to the north of Windmill Place.

The woodland is within their ownership and was a part of application DC/10/2070 which saw residential development of 14 new dwellings (5 x 2-bed, 6 x 3-bed and 3 x 4-bed), associated garaging, parking, access and provision of public open space.

This public open space is bordered on the northwest and south by housing and to the east by open space at Amblehurst Green.

Through this woodland runs public footpaths BIL/1941/2, BIL/1941/3, BIL/1943/1, BIL/1944/1 and BIL/1946/1. These routes provide a pedestrian route into the village centre from the newer developments, and a social walking route for others to get out and about.

The footpaths are designated by Natural England as “woodland corridors” and the woodland itself as dedicated woodland in their Green Infrastructure Framework.



The landowners are finding it a considerable burden to maintain this important piece of public land and wish to speak with the Council regarding transferring ownership of the land to the Council, or the owners meeting with the Parish Council to discuss potential funding that could be used to maintain the land.

At present, the management company spend a small amount on the woodland, it is broadly broken down into insurance, tree surveys and subsequent remedial work, and path clearance.

Property History

Oct 2009 – Devine Homes PLC apply for planning permission for 14 residential dwellings on land north of Hammonds, East Street, Billingshurst DC/09/1919

Nov 2009 – Application moves to the consultation phase. The Parish Council objected to the application for reasons of rainwater, surface water, foul drainage, infrastructure issues, loss of trees, and development design.

Feb 2010 – Application recommended for approval by the Case Officer “to grant permission subject to the receipt of comments from Southern Water and the completion of a legal agreement securing financial contributions to the infrastructure impacts arising from the development and outlining the requirements for the management of the woodland area to the north of the application site”

The report cited that “The design and access statement refers to the opportunities for the area of open space to the north for the site and mentions the opportunity to, ‘safeguard and enhance a valuable and popular area of open space for the benefit of the community in perpetuity’. It goes on to say that this area ‘of woodland, coppice and open space is to be ceded to Billingshurst Parish Council once remedial and improvement works have been carried out to the trees, footpaths, drainage, etc. in the interests of public safety.’”

Jun 2010 – The application is considered by the HDC planning committee and permitted to go ahead. A s106 legal document is prepared and submitted in which it is agreed between the developer (Devine Homes) and the planning authority (HDC) that the woodland be transferred to the Parish Council on completion and a pre-populated Land Registry “TP1 Transfer of part registered title” form is included in the legal pack, for the transfer of the land to the Parish Council for the sum of £1.

In clause 7.3 of the legal agreement, the sum of £38,712 would also be transferred to be spend on maintenance of the woodland area.

Jan 2012 - Upon completion of the development, the woodland was to be handed to the Parish Council, however at the Council meeting of 4th January, Councillors voted 10-3 against accepting due to the recent flooding in Little East Street.

The Committee is invited to consider this request.

APPENDIX G

BILLINGSHURST PARISH COUNCIL

PROPERTY COMMITTEE

WEDNESDAY 10 DECEMBER 2025

PROPERTY UPDATES

FOR INFORMATION

REPORT BY OFFICE MANAGER

1. **ENVIRONMENTAL OPERATIVES (EOs) & GARAGE**

- EO Colin Ellis left the Council's employ on 31 October, and a full-time position is currently being advertised.

2. **MANOR FIELDS**

- Some new swings have been ordered for site and are due to be received soon. Once they have arrived, they will be fitted by the Council's Inspector of Play Equipment.
- The condition of safety matting under swings has been highlighted and quotes sought to replace.
- Some of the tree branches on site were interfering with the top bar of the swing unit so these were cut back by staff.
- Improvements to the link to the bypass path are covered elsewhere on the agenda.

3. **LOWER STATION ROAD RECREATION GROUND**

- A replacement set of chains and basket swing have been ordered for the site.
- Sussex Land Services has carried out the full clearance of the banks of the Parbrook and representatives from Billigreen hope that this will assist the local Housemartin population.
- The chain link fencing adjacent to the skate ramp has been repaired following vandalism.
- Some time ago the Committee agreed to grant a new lease to the Tennis Club, so that it may satisfy criteria for external grants. This was conditional on the Club meeting both parties' costs as the lease was not otherwise due to expire. The work on this is nearing completion.

4. **JUBILEE FIELDS**

- The out of hours keyholder list has been updated and a copy given to all keyholders.
- Billingshurst Fireworks took place on Friday 31 October and despite the weather which did its worst on the lead up to the evening, the event was well supported.
- The height barrier was damaged in the first week of November and subsequently repaired by Blakers. Officers arranged with HDC to suspend bin emptying for a few days (as the height barrier could not safely be opened), to allow the repairs to take place.

5. **STATION ROAD COMMUNITY GARDENS (SRCG)**

- The long-awaited Safer Routes to School path was completed in October and is a welcome addition to the site. Officers submitted a funding application for the cost of the works and the sum of £30,550 has now been received.
- The damaged basket swing on site was removed by EOs, and a new one has been ordered for delivery and installation.
- A wobbly post on one of the footbridges and a slat have both been repaired/replaced.

6. **PUBLIC TOILETS**

- Sadly, there has been further damage to the toilets and staff continue to clear up the mess left behind by vandals.
- Following the departure of Colin Ellis, and until new staff are recruited, officers have arranged for a cleaning company to carry out cleans of the building on Friday and Saturday mornings.
- Vandals damaged one of the mirrors at the site by gouging obscenities into the glass. A replacement mirror has now been fitted.
- The Council's application to enter the Loo of the Year Awards has once again resulted in a Platinum Grade being awarded. This is even more satisfying to our EOs given the vandalism issues that continue to blight the site.

7. **CHERRY TREE CLOSE**

- The antiquated litter bin is being replaced and should be in place by the time of this meeting.
- Quotes are still being sought to replace the rickety fence to the rear of the goal mouth.

8. **CRANHAM AVENUE**

- Further to the Council's decision to *swop* licensed land at Cranham Avenue Play Area, the Clerk met the householder on site to agree the position of the new fences. The Council will be meeting part of the cost of the new fence to the rear of the site. Trees on site have been trimmed and once the new fences are in place officers will arrange to have the play equipment jet washed.
- A resident has raised concern about the dilapidated state of fencing to the rear of the grass fronting Stane Street. Officers will arrange for it to be removed, and residents have been asked to discuss amongst themselves whether replacement fencing is needed.

9. **BILLINGSHURST IN BLOOM**

- The Clerk is in touch with Billigreen and will be requesting an autumn tidy up of the wildlife bed on the village green.
- Summer bedding has now been removed from the High Street planters and replaced with winter/spring bedding. The hanging baskets have now been taken away by Baskets in Bloom ready for next spring/summer.
- The South & South East In Bloom Awards Ceremony was held on 21st October and was attended by Cllr. Duck and several volunteers involved locally and helping at Station Road Community Gardens (SRCG), Billingshurst Surgery Gardens and St. Mary's Churchyard. The parish of Billingshurst came up smelling of roses and attendees were delighted to scoop Silver Gilt for Best Town (which is based on the number of population rather than whether an entry is from a town or village), Best Small Park

(SRCG) and Best Kept Churchyard. All three entries improved their category scores from those obtained last year, indicating the hard work by volunteers, contractors, and Council staff. Billingshurst village also took the Town of the Year 2025 as it received the highest score in its section. The full results form a separate agenda item.

10. **TREES**

- The 2025 Annual Inspection of trees was carried out in October, and the report has been examined. Identified works have been passed to the Council's tree surgeon and should be carried out by late winter in time for the bird nesting season.

11. **CHRISTMAS LIGHTS**

- The Christmas Lights are now all in place including the 8 new displays in the High Street between East Street and West Street. A few displays seem to only be at half power, and these are being addressed with the contractor.
- Officers have invited (anonymous) judges to view shop windows in the High Street, Jengers Mead and by the railway station. Certificates will be presented to the 1st, 2nd and 3rd placed winners.

12. **EVENTS**

The Chairman of the Council attended Remembrance Sunday and laid the wreath on behalf of parishioners at the War Memorial on Sunday 9 November. As always, the day was well supported by the community with a huge number of residents lining the streets for the parade(s) to and from St. Mary's Church. The Billingshurst Centre kindly permitted use of the facility for the after-parade refreshments. Poppies were installed along the High Street and Silent Soldiers positioned on the Village Green and Adversane Green.

13. **MISCELLANEOUS**

- Officers are hoping to meet with representatives of HDC to see if the reasoning for the repeated rejection of s106 funding applications can be explained.
- The Annual Inspection of Council Play Equipment is being arranged for the near future.
- A review of the Risk Assessments of Council areas, equipment and open spaces is current underway.
- The HDC car park at the rear of Jengers Mead had several overgrown bushes/branches which were preventing at least one of the car park spaces from being used. Officers reported this to HDC who advised that they would deal with this in the winter months.
- Some smashed glass on the pavement near the Amblehurst Green Estate was reported promptly cleared up by staff.
- A metal pole was seen sticking out of the green space in Frenches Mead and officers had concerns that if someone tripped or fell on this, that it could cause an injury. Officers subsequently reported this metal protrusion to WSCC who advised that it was not their land. The WSCC representative kindly passed on documentation showing the land fell within the ownership of Saxon Weald, so the matter has now been sent to them

for action. It is believed to be kit belonging to Southern Gas Networks. (SGN) Pole now removed.

- The marketing of Adversane Hall is now *live*, as agreed by Council, and the link to the sale particulars has been circulated to all Councillors.

The Committee is invited to note this report.