



**Minutes of the Meeting of the Property Committee  
Wednesday 22 March 2023 at 7.30pm**

**Present**

Cllrs Phillip Day (Vice Chairman in the chair), Barry Barnes, Paul Berry, Dave Homer, Sandy Duck, Roy Margetts and Steve Thomas.

**In Attendance**

G Burt, Clerk to the Council

**16/23 Chairman's Announcements.**

The Chairman

- a. Advised that the meeting was being streamed to the internet.
- b. Asked Members to raise their hands if they wished to speak and speak clearly.
- c. Confirmed that the item on the skatepark would now be held in confidential business.

**17/23 Apologies**

An apology for absence had been received from Cllr Craig Gale - prior engagement. On the proposal of Cllr Phillip Day, seconded by Cllr Paul Berry, **RESOLVED** that the apology and reason given be accepted.

**18/23 Declarations of Interest and Notification of Changes to Members' Interests.**

None.

**19/23 Minutes.**

On the proposal of Cllr Phillip Day, seconded by Cllr Barry Barnes, **RESOLVED** that the minutes of the meeting held on 11 January 2023, previously circulated, be accepted and signed as a true record by the Chairman of the meeting.

**20/23 Matters Arising.**

None.

**21/23 Public Session.**

None.

**22/23 To ratify landlord's consent to carry out minor internal alterations to changing rooms at Jubilee Fields pavilion, leased to BSRA.**

The Billingshurst Sports and Recreation Association (BSRA) had sought landlord's consent for minor internal alterations to changing rooms at Jubilee Fields pavilion. Due to the need to get approval so works could be started before the start of the cricket season, the Clerk had asked Cllrs via e-mail and there had been no objections. On the proposal of Cllr Phillip Day, seconded by Cllr Paul Berry, **RESOLVED** that landlord's consent be confirmed accordingly.

**23/23 To consider applying for renewal of Public Conveniences as an Asset of Community Value.**

The Council had been invited by Horsham District Council (HDC) to renew its application to have the public conveniences designated an Asset of Community Value, such designation only lasting 5 years. Such designation meant that the owner had to offer a facility to the community first before it was placed on the open market. Even though the Parish Council now had a long lease on the site, Members didn't think it did any harm to have the added layer of protection. On the proposal of Cllr Paul Berry, seconded by Cllr Sandy Duck, **RESOLVED** that an application be made to have the public toilets redesignated as an Asset of Community Value accordingly.

**24/23 To receive property updates for information only.**

NOTED. The Committee's usual thanks to officers for their endeavours were noted.

**25/23 Any other matters for information only.**

Cllr Paul Berry wished to place on record the Council's thanks to Cllrs Barry Barnes and Dave Homer who would be standing down in May from the Council. Both had been stalwarts of the Committee, often applying their DIY skills at Council-owned sites. Cllr Barnes had been Chairman for many years, having joined the Council in 1968.

**26/23 Date of Next Meeting: 17 May 2023.****27/23 Exclusion of Press & Public.**

On the proposal of Cllr Phillip Day, seconded by Cllr Sandy Duck, **RESOLVED** that in view of the confidential nature of the business about to be transacted (contractual), the press and public be temporarily excluded and they are instructed to withdraw.

**28/23 To consider tender report on provision of new skatepark at Jubilee Fields and appoint contractor accordingly.**

The Council had invited tenders for the provision of a new skatepark at Jubilee Fields; two tenders had been received. The Council's Consultant had evaluated the submissions against the criteria required and his report and recommendations had been circulated. Members had a robust discussion, being disappointed to only receive two, albeit good tenders. The Committee was mindful that the process had had to be restarted, meaning the whole project had taken considerable time, much to the disappointment of users.

On the proposal of Cllr Paul Berry, seconded by Cllr Dave Homer, **RESOLVED** to appoint Fearless Ramps to deliver the new facility at Jubilee Fields, as it was considered that Fearless Ramps' overall proposal offered more to the Council than the competitor.

The next steps were to consult with a focus group of users to refine the design, prior to a final public consultation and in the meantime, officers would investigate funding options and report back.

Members were also anxious that more work was required on any drainage solution.

*The meeting finished at 8.17pm.*

Chairman

Date