



**Minutes of the Property Committee held in the Billingshurst Centre, Roman Way,
Billingshurst, Wednesday 19 February 2020 at 7.30pm.**

Present

Cllrs Barry Barnes (Chair), Paul Berry, Sandy Duck, Dave Homer and Sue Kingston.

In Attendance

G Burt, Clerk to the Council.

2 members of the public.

01/20 Apologies

Apologies for absence were received from Cllrs Garry Commins and Roy Margetts - prior commitments. On the proposal of Cllr Barry Barnes, seconded by Cllr Sue Kingston **RESOLVED** that the reasons given be approved.

02/20 Declarations of Interest and Notification of Changes to Members' Interests.

None

03/20 Minutes.

On the proposal of Cllr Dave Homer, seconded by Cllr Sandy Duck **RESOLVED** that the minutes of the meeting held on 20 November 2019, previously circulated, be accepted and signed as a true record by the Chairman.

04/20 Matters Arising.

57/19 Forest School. The Clerk advised the Council had followed up this decision by supporting a subsequent request for funding of the same to a third party when asked.

05/20 Public Session.

Noting an item on the agenda about gates onto Council land, two residents whose property bordered Lower Station Road Recreation Ground said they would very much appreciate being able to access the site from their garden directly and would be happy to obtain a licence to regularise such an arrangement.

06/20 To consider adopting a policy relating to private gates onto Council land.

Councillors considered NALC advice and options, suggested by professional advisors, on how best to manage or regularise the issue of residents installing gates in their boundaries onto Council land. They were minded to agree that it may be best to issue licences for new gates, but were mindful to what extent this could be applied retrospectively to those gates that had been in situ for many years if not decades, especially as whatever action they agreed to take needed to be fairly applied and not discriminatory. DEFER pending further information.

07/20 To adopt new Terms & Conditions for Hire for Open Spaces.

Recent applications to hold community events on Council land had prompted a review of the existing conditions for the hire of open spaces. Officers had looked at Horsham District Council's Conditions and felt, appropriately amended, that they would be suitable for adoption by the Parish Council.

On the proposal of Cllr Paul Berry, seconded by Cllr Sue Kingston **RESOLVED** that the new Terms & Conditions for Hire of Open Spaces be adopted accordingly.

08/20 To consider appointment of Christmas Lighting contractor.

The Committee were appraised of recent issues around the provision of Christmas Lighting in the village, largely arising from changes in policy by the Highways Authority, on whose street furniture the displays were installed or from where power was taken. The Parish Council's Christmas Lighting contractor had consistently risen to these and other challenges, providing a very high level of service. This had been particularly refreshing and welcome given problems with previous contractors. Officers suggested that whilst normally the Council would seek tenders for this service, given that it was becoming more and more difficult to find contractors who could provide such an excellent service and had all the necessary accreditations, the Council might like to waive the relevant Standing Order in order to reappoint the existing contractor. Councillors commented positively on the existing supplier stressing the need to retain good contractors. On the proposal of Cllr Barry Barnes, seconded by Cllr Dave Homer **RESOLVED** to

1. Waive Standing Order 11.1(h) and rely on Standing Order 11.1(a) iv and 11.1(d) and appoint Light Angels to provide decorative lighting for Christmas 2020, 2021 and 2022.
2. Invite Light Angels to suggest variations and improvements to the existing lighting scheme for consideration by the Council, mindful of the budget provided.

09/20 To consider making request to F&GP Committee to fund (using CIL).

On the proposal of Cllr Sue Kingston, seconded by Cllr Barry Barnes, **RECOMMEND** that F&GP Committee fund the following projects from CIL:

Mill Lane Public Conveniences

Baby-change units in other two cubicles (Currently only in disabled cubicle.
Suggested by public.)

Dusk-dawn light units on the outside + new coat hooks. (Suggested by public.)

Total cost £1,334.43

10/20 To receive an update from Cllr Barry Barnes on remedial action required following refurbishment of Trim Trail surface.

Following concerns from a Parish Councillor that the surface of the renovated Trim Trail had not stood up to recent heavy rainfall in parts, Cllr Barry Barnes had met a Civil Engineer on site to look at the areas of concern. Whilst engineering solutions could be looked at in due course (e.g. higher outfall pipes in head-wall, sumps and grilles etc.) although they may be tempered by tree roots, it was agreed that the first task was to jet the blocked culverts and

then use CCTV to see if tree roots etc, were the problem. The Engineer would submit a summary report to the Clerk, who would then authorise interim action as appropriate. NOTED.

11/20 To receive property updates, for information only.

NOTED. The Committee's usual thanks to officers for their endeavours was noted. Cllr Sandy Duck mentioned that another community gardening day was planned for Station Road Community Gardens on Sunday 29 March.

12/20 Any other matters for information only.

None.

13/20 Date of Next Meeting: 22 April 2020

14/20 Exclusion of Press & Public.

On the proposal of Cllr Sue Kingston, seconded by Cllr Barry Barnes, **RESOLVED** that in view of the confidential nature of the business about to be transacted (property contractual), the press and public be temporarily excluded and they are instructed to withdraw.

15/20 Leaseholder issue – appointment of surveyor.

The Committee considered reports from the Clerk and the Council's professional advisors on how to progress freeholder/leaseholder issues relating to a Council property. On the proposal of Cllr Paul Berry, seconded by Cllr Barry Barnes, **RESOLVED**

1. To defer consideration of the request to replace the building (or for other financial support) until it was satisfied that the leaseholder was complying with its existing leasehold responsibilities.
2. Confirm the appointment of Vospers to prepare a dilapidations report to assist in the resolution of the dispute.

The meeting finished at 8.46pm

Chairman

Date