

MINUTES OF THE MEETING OF THE FACILITIES COMMITTEE HELD ON 5th FEBRUARY 2024 IN THE GARDEN ROOM OF THE COMMUNITY CENTRE AT 7.30PM

PRESENT: Cllrs. Hugo (Chair), Cocks, Eichner, Gilbert, Rainbow, Scott, Summers, Taylor-Smith & A M Waters

APOLOGIES: None

NOT PRESENT:

IN ATTENDANCE: The Clerk & Asst Clerk & two members of the public

48/24 PUBLIC QUESTIONS

A resident spoke regarding land at Griffiths Bank. The Kidbrooke Rise side of Gilham Bank was overgrown with brambles and nettles and there was a self-seeded tree that needed to be removed. The Clerk explained that a grant had been applied for that would enable clearing to take place. This had been refused and other grants were being sourced. In the meantime, the maintenance team would see what could be done.

49/24 APOLOGIES

None

Cllr. Hugo read out the Vision Statement.

50/24 RECORDS OF THE MEETING OF THE FACILITIES COMMITTEE HELD ON 16TH JANUARY 2024

Cllr. Eichner proposed the records of the Facilities Committee of 16th January 2024 be approved. This was seconded by Cllr. Gilbert and AGREED

51/24 DECLARATION OF INTERESTS PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
Cllr. Cocks	56/24	Personal	Working with WeGrow
Cllr. Waters	52/24	Personal	Member of 'Shed' working group

52/24 URGENT BUSINESS

The Clerk raised a matter under S/O 3(m). He explained that a decision was required on expenditure (£740 plus VAT) for a topographical survey of the site for the Shed project. The date for this had been brought forward by the surveyor to Thursday of this week, hence the urgency of the matter. The cost would be covered by the grant already given to the Shed project by Second Life/FRowResource. Committee agreed that this constituted 'urgent business'.

Cllr. Hugo proposed that this expenditure be authorised. This was seconded by Cllr. Taylor-Smith and AGREED.

53/24 TO NOTE CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION

The Report had been previously circulated (within the briefing note) and was NOTED.

- 1 Community Centre refurbishment – NOTED
- 2 Public Library lease renewal – NOTED
- 3 Hambro Hall repairs – NOTED
- 4 Additional CCTV – NOTED
- 5 Street cleaning project - NOTED

54/24 FINANCIAL ISSUES

1. Financial report to date – this had been previously circulated and was NOTED
2. Available resources to year end & in 2024/25 – this had been previously circulated and was NOTED.

55/24 BUILDINGS & STREET ASSETS; DISCUSSIONS/DECISIONS

1. The Crittall windows – A quote for repair of the windows had been received in the sum of £18,600 plus VAT. This was discussed.
Cllr. Eichner proposed that this be accepted (without further quotes being sought). This was seconded by Cllr. Hugo and AGREED.
2. Bus shelter repairs and possible additions – Cllr. Hugo advised that he hoped to begin repairs to the Foresters bus shelter in April. A new bus shelter had been requested on Hartfield Road near to the Community Centre entrance. This was discussed. The majority of Councillors thought this was a good idea and it was suggested that this could be a community project.
Cllr. Hugo to bring a report to the next Facilities meeting with a design, prices and other details.
3. A 'Queen's memorial bench' – suggestions of designs had been previously circulated. Cllr. Hugo proposed that a metal bench at a cost of £ 1,193 + VAT + delivery be purchased. This was seconded by Cllr. Waters and AGREED with 1 abstention.
4. Signage: commercial & amenity – there was much discussion about all the signage at the junction of Hartfield Road and Station Road. The Fire Service had applied for permission, but others had not. Councillors were informed of the Signage Policy, and it was felt that this should be reviewed.
Cllr. Scott said he was happy to help the village club re-design their sign as the Council was sympathetic with their need to advertise, but felt the sign was too colourful and too big.
Cllr. Hugo proposed that notice should be given for all signs to be removed within 1 month (excluding the Fire Service) but asking businesses to reapply when they would be considered within the guidance of the Signage Policy. This was seconded by Cllr. Eichner and AGREED.
Cllr. Summers proposed that the current signage be accepted. There was no seconder for this.
Cllr. Hugo proposed that the Village Club suggested sign be refused and they be informed that the Council were sympathetic to their need for a sign, and they should reapply with a different design. This was seconded by Cllr. Gilbert and AGREED with 1 against.

56/24 OPEN SPACE ASSETS & MAINTENANCE: DISCUSSION/DECISIONS

1. Report from Allotments Manager – this had been previously circulated and was NOTED.
Report from Burials Clerk – this had been previously circulated and was NOTED.
2. Gleeson land proposal – There had been a site meeting last week and this matter was discussed. Cllr. Hugo proposed that a working group be formed to look into the best uses of this land and the ways forward. This would comprise Cllrs. Gilbert, Hugo, Taylor-Smith, Summers and Waters. This was seconded by Cllr. Eichner and AGREED.
3. Cemetery land consultation – Cllr. Gilbert proposed that preliminary information should be put into local publications such as the newsletter, Parish News, Forest Row Local and Ashdown Living. This would be submitted by the Clerk for the May issue. This was seconded by Cllr. Cocks and AGREED.
4. Rush Green proposal – Cllr. Taylor-Smith would speak to the maintenance foreman and the homeowner and bring a report back to this Committee.
5. Additional games equipment – This would be discussed in the next financial year.
6. Tree works – it was agreed that other quotes should be obtained.
7. VENUe access path – This was discussed and Cllr. Hugo proposed that this be brought to a future meeting. This was seconded by Cllr. Summers and AGREED.

57/24 ITEMS FOR FUTURE CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL:

Cllr. Waters advised that the old recycling centre had been sold.

Cllr. Eichner advised that there was graffiti on the noticeboard at Freshfield Bank.

Cllr. Gilbert asked if the Council could look into the recycling of Tetrapacks. Cllr. Taylor-Smith advised that FRowResource were already considering this.

Cllr. Taylor-Smith asked if the matter of a pathway to the children's playground could be considered at a future meeting.

The meeting closed at 9.45pm.

SIGNED.....(Chairman) DATE.....