

MINUTES OF THE MEETING OF THE FACILITIES COMMITTEE HELD ON 25th JUNE 2024 IN THE GARDEN ROOM OF THE COMMUNITY CENTRE AT 7.30PM

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

APOLOGIES: Cllr Cocks

NOT PRESENT:

IN ATTENDANCE: The Clerk & four members of the public

Cllr. Hugo stated his willingness to continue as chair of Facilities Committee for the coming year. This was seconded by Cllr. Summers and AGREED.

Cllr. Summers stated her willingness to continue as vice-chair of Facilities Committee for the coming year. This was seconded by Cllr. Gilbert and AGREED.

91/24 PUBLIC QUESTIONS

A resident spoke about his idea for a community compost scheme. By law the District Council would have to collect food waste as from 2026, but the process used by local authorities produced a very low grade product. He was engaged in a feasibility study (in Forest Row and one other contrasting location) to collect food waste and produce a 'live' compost. He had been sponsored to date by FrowResource but now wanted to embark on a survey to see if residents would buy into the scheme and he was looking for funding (in the order of £1500) to facilitate a pilot scheme. Committee expressed their interest and he was advised to bring this back to the next F & P meeting as a formal grant application.

92/24 APOLOGIES

Cllr Cocks (work)

93/24 RECORDS OF THE MEETING OF THE FACILITIES COMMITTEE HELD ON 5th FEBRUARY 2024

Cllr Summers asked for an amendment at 55/4: she had not proposed that all existing signage be accepted, but only the sign erected by the Village Club. Subject to that amendment Cllr Hugo proposed the minutes be accepted. Seconded by Cllr Summers and signed as a true record.

94/24 DECLARATION OF INTERESTS PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
Cllr. Hugo	111/24	Personal	Bus shelter builder. Skatepark user
Cllr. Waters		Personal	Member of 'Shed' working group

REPORTS TO COMMITTEE

95/24 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. 'The state of the village'. Cllrs were asked to advise public about present staff shortages.
2. The public library lease was still in preparation'
3. A grant application was pending for work on Gilham Bank.

Cllr Gilbert enquired about progress with the streetlight replacement project. The Clerk will provide a fuller report on this at the next meeting.

96/24 FINANCIAL REPORT

The financial report to date – this had been previously circulated and was NOTED

97/24 ALLOTMENT MANAGER'S REPORT

This had been previously circulated and was NOTED

98/24 BURIAL CLERK'S REPORT

This was circulated at the meeting and was NOTED

ONE-OFF DECISIONS

99/24 COMMEMORATIVE PICTURE IN THE ROSE ROOM . This was proposed in memory of Val Osbon-Saul, and the picture itself had been donated by her family. Proposed for acceptance by Cllr Hugo, seconded Cllr Eichner and **AGREED**

100/24 LOCATION OF THE QUEEN ELIZABETH MEMORIAL BENCH. Several suggestions were made, either for Foresters' Green or the space behind the Peter Griffiths Hall. Cllr Hugo proposed that a plan of those spaces be prepared with possible locations highlighted, ideas be canvassed from residents, and a vote taken next time. Seconded by Cllr Scott and **AGREED**

101/24 RENEWAL OF FENCING ON THE 'BARBER'S CORNER'. Cllr Rainbow suggested instead of keeping the grass, the corner could become a wildflower bed. Cllr Hugo proposed that a simple wire fence be reinstated and the area re-wilded. Seconded by Cllr Taylor Smith and **AGREED**

102/24 REPLACEMENT GRIT BIN (HIGHFIELDS). There was some difference of view whether this was at the A22 end or the twitten end. Cllr Hugo proposed that a bin be purchased and the residents of Highfields consulted about the location. Seconded by Cllr Eichner and **AGREED**

103/24 TREE PLANTING AT PARK CRESCENT. This occasioned discussion about access for mowing, and care of any trees planted. After some discussion, Cllr Hugo proposed that the request be accepted, subject to: a) a plan, b) confirmation of native species, c) a budget of £500, d) a commitment to tending the trees to maturity. Seconded by Cllr Scott and **AGREED**

104/24 ACCESS PATH TO THE VENUE. It was noted that the original purpose of a second path had lapsed and that the main issue with the current path was one of ground levels/drainage. Cllr Hugo proposed that this question be deferred to a more general survey of facilities on the Green. Seconded by Cllr Sott and **AGREED**

105/24 POTHOLES ON COUNCIL LAND. We had received complaints about one large (and one small) pothole at the low end of Ashdown Road and about some large potholes on the tarmac between *Thai Time* & Lantern House, plus a contribution request for repairs to the Mews access road. Cllr Hugo proposed three quotes be obtained for the first two areas and the Clerk be authorised to proceed on the least expensive. Seconded by Cllr Eichner and **AGREED**
No vote was taken on the issue of the Mews access road

106/24 CHILDREN'S GRAVE AT THE CEMETERY This was a suggestion received from Ballard & Shortall on the basis of research done by a staff member. The idea met with general approval, although it was felt that visible promotion of a specific firm of funeral directors would not be appropriate in a council cemetery. Cllr Hugo proposed that the suggestion be accepted: the plaque should not identify the donor firm, but they would be free to mention the research and their contribution in any marketing material. Seconded by Cllr Eichner and **AGREED**

MEDIUM TERM POLICY ISSUES

107/24 COMMUNITY CENTRE REFURBISHMENT. There was discussion of the list of priorities supplied, plus a consensus that some elements needed further exploration and development. Cllr Hugo proposed that the list be accepted as a working document, but that a working group should be set up to monitor and develop the programme. Seconded by Cllr Eichner and **AGREED**

108/24 CRITTALL WINDOWS. Now the main repairs are complete the issue is how to prevent heat loss. The options are: secondary glazing, thermal film, full-length lined curtains. – all have advantages, all have drawbacks. Cllr Hugo proposed that quotes be obtained for all three options and the matter be discussed at a future meeting. Seconded by Cllr Scott and

AGREED

109/24 REPAIRS TO HAMBRO HALL There was a significant discussion of this point. The Chair of 'On My Side' said a lot depended on the future use of the building and how other groups might also be using it. The Clerk said that there were some things which could be looked at immediately and we already had some estimates and quotes for guidance. Cllr Hugo proposed that these negotiations be delegated to the Chairs of Finance & Facilities and the Clerk to progress and report back. Seconded by Cllr Taylor-Smith and

AGREED

110/24 CCTV REPAIRS & EXTENSION Two separate installations. The VENUe CCTV has been repaired but a new camera is proposed, looking over the skatepark and Green. The quote for this of £550 was proposed for approval by Cllr Hugo, seconded by Cllr Eichner and

AGREED

The second installation would be on Newlands Place. Our installer thinks it is feasible, but we await a final specification and quote. Cllr Taylor-Smith asked for research on what permission might be needed for a more public camera.

111/24 NEW BUS SHELTER Cllr Taylor-Smith asked if this was a priority? Cllr Hugo replied that the request was pending for now while he researched a more economic way of providing it,

112/24 THE GLEESON LAND It was noted that; a) the last working group meeting was less than productive because Arabella (the main protagonist of the WeGrow proposal) had not attended, and b) Amanda had successfully secured grant funding if we wanted to put the 'community orchard' on that land. It was decided without a formal vote to defer this topic to the next meeting. By then we might have the drainage maps (not yet received) and a clearer plan of the area.

113/24 SIGNAGE POLICY It was agreed that the current policy was not comprehensive enough. It was agreed without a formal vote to form an *ad hoc* working group (consisting of Cllrs Rainbow, Scott, Hugo, to audit current signage and locations and make proposal for a revised policy.

TAKING FORWARD MAJOR PROJECTS

114/24 PLAY EQUIPMENT AT RUSH GREEN/ GAMES AREA There was discussion as to whether new items should be purchased now or deferred to a major refurbishment of the sites. Cllr Eichner proposed that as the request had been outstanding for some time, the accessible roundabout for Rush Green should be purchased immediately (subject to checking on grant funding) Seconded by Cllr Scott and

AGREED with one abstention

The issue of a basketball hoop for the games area was deferred in consideration of an overall plan for the main Green.

115/24 CEMETERY LAND ISSUE There was a significant discussion of this topic and the available options. It was agreed that it was time for the community as a whole to become involved. Cllr Hugo proposed that an independent village survey be commissioned setting out the options. Seconded by Cllr Eichner and

AGREED with one against

Also noted that Outreach might promote other forms of consultation, for instance a 'Death Café'.

Items 26 (Litter collection & street cleaning) and 27 (projects from the village model event) were deferred to next meeting for want of time, and because further work is being done on both.

Item 28 has a separate confidential minute.

117/24 ITEMS FOR FUTURE CONSIDERATION:

1. Making an overall plan for the Green
2. Making an overall vision/plan for the Community Centre
3. Resolving the issues of the Gleeson land
4. The status and potential uses for the Chequers bus shelters.
5. Whether Member should be apprised of incoming representations from the public

Meeting closed at 10:00 pm

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

DRAFT