

Forest Row Parish Council

Clerk: Mr D O'Driscoll
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(Office Hours: Monday to Friday 9am to 4pm)



To: All members of FACILITIES COMMITTEE:
Cllrs. Hugo (Chair), Cocks, Gilbert, Rainbow,
Scott, Summers, Taylor-Smith & AM Waters

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Your attendance is required at a meeting of
the FACILITIES COMMITTEE to be held on
TUESDAY 23rd JULY 2024 at 7.30pm
in the Garden Room of the Community
Centre

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Date: 17 July, 2024

A handwritten signature in black ink, appearing to read 'D O'Driscoll'.

D O'Driscoll

A G E N D A

1. PUBLIC PARTICIPATION
2. APOLOGIES FOR ABSENCE
3. RECORDS OF PREVIOUS MEETING OF 25th JUNE 2024
4. DECLARATIONS OF INTEREST/ DISPENSATION REQUESTS FOR THIS MEETING
5. TO REVIEW ACTIONS/RESPONSIBILITIES FROM MEETING OF 25TH JUNE 2024
 - 5.1. Grant application for tree work on Gilham Bank
 - 5.2. Progress with streetlight repair & renewal work
 - 5.3. Location of the Queen's memorial bench
 - 5.4. Additional grit bin at Highfields
 - 5.5. Tree planting at Park Crescent
 - 5.6. Repair of potholes on Council land
 - 5.7. Children's grave at the cemetery
 - 5.8. A working group for Community Centre refurbishment
 - 5.9. Quotes for further work on Crittall windows
 - 5.10 CCTV extensions
 - 5.11 Plans for new bus shelter
 - 5.12 Gleeson land
 - 5.13 Additional play equipment
 - 5.14 Cemetery consultation
 - 5.15 Overall plan for the Green
 - 5.16 Street cleaning & litter project
 - 5.17 Proposals from the village model event not covered by the above
5. REPORT ON DISCUSSIONS WITH VILLAGE CLUB
6. ITEMS FOR FUTURE CONSIDERATION BY COMMITTEE OR FULL COUNCIL

**COUNCILLORS' BRIEFING TO THE MEETING OF THE FACILITIES COMMITTEE
DATED 25th JUNE 2024**

1-4. FORMAL ITEMS. As per usual. Members should please ensure that they have read the minutes of 25th June, which cross-reference with the notes below.

5. TO REVIEW ACTIONS/ RESPONSIBILITIES ARISING FROM MEETING OF 25th JUNE 2024

5.1 Grant application for tree work on Gilham Bank. Amanda lodged our application with the Lund Fund on 6th June, and we await their response.

5.2 Progress with streetlight repair & renewal work. We paid for the three urgent items of the six column replacements involving UKPN at the end of March 2024 (out of last year's budget). We were advised that the three outstanding ones could wait, but would need doing eventually. We have also paid for the first one-third of the LED replacements (again out of last year's budget) but the rest remain outstanding.

5.3 Location of the Queen's memorial bench. Two sites were suggested – Foresters Green (possibly to replace a bench in poor condition), or in the area behind the Peter Griffit's Hall . However, a decision was deferred for a 'plan of the spaces' and consultation with residents, though it is not recorded who was to be responsible for these steps.

5.4 Additional grit bin at Highfields. A vote was taken to supply a grit bin but that residents were to be consulted about its location. There has been some local reaction on the point and Cllr Rainbow may be able to clarify this.

5.5 Tree planting at Park Crescent. A positive vote was taken but subject to certain conditions on which the residents would need to be consulted. This has yet to be done.

5.6 Repair of potholes on Council land. Repair was approved subject to three quotes being obtained. This has yet to be done.

5.7 Children's grave at the cemetery. This was approved, and referred back to the funeral directors for implementation.

5.8 A working group for Community Centre refurbishment. There was a proposal for a working group to oversee and develop the programme, but no membership or ToR were decided on.

5.9 Further work on Crittall windows. It was decided to obtain quotes for a) secondary glazing, b) thermal film, c) full-length curtains. This has yet to be done.

5.10 CCTV extensions. An upgrade at the VENUe was approved. We await a quote for an extension at Newlands Place. We have yet to research the legal position about a public facing camera.

5.11 Plans for new bus shelter. Cllr Hugo undertook to provide further details on the design & costings, although no deadline was set for this.

5.12 Gleeson land. A decision was taken by consensus to defer this topic to the next meeting, pending receipt of plans (not yet received) and further evidence from interested parties.

5.13 Additional play equipment. A vote was taken to purchase the accessible roundabout and Playdale have been contacted. A decision on the basketball hoop was deferred to receipt of a 'plan for the Green' – see 5.15 below.

5.14 Cemetery consultation. Vote taken for an independent survey. AiRS has been contacted and agreed to do it, but this awaits further discussion on the content.

5.15 Overall plan for the Green. Several issues were deferred pending a 'plan for the Green' but no details of this were discussed at the meeting.

5.16 Street cleaning & litter project. This was not discussed for want of time. It depends in any event on ongoing discussions with Wealden District Council and forthcoming changes to personnel .

5.17. Proposals from the village model event not covered by the above. Not yet discussed. The note on the last briefing said: "This exercise (*triaging the data for the committee*) is clearly beyond the scope of this agenda, so Committee needs to choose when and how to deal with this task".

6. REPORT ON DISCUSSIONS WITH VILLAGE CLUB

Cllrs Scott & Taylor-Smith have had fruitful discussions with the Village Club over signage and other matters. Cllr Scott will report on this to the meeting.

7. ITEMS FOR FUTURE CONSIDERATION BY COMMITTEE OR FULL COUNCIL

As per usual