



## Easebourne Parish Council

### Community & Environment Committee

#### Minutes of Meeting held at 6.30pm on Wednesday 26<sup>th</sup> April 2023 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne

**Present:** I Milne (IM), M Noble (MN), E Roberts Grimsey (ERG), J Macdonald-Lawson (JML)

**In attendance:** Parish Clerk S Hurr (SH)

**1 Public Question Time:** No members of the public were present.

**2 Apologies and Reasons for Absence:** Cllr A Thomas.

**3 Declarations of Interest:** None

**4 Minutes and actions of meeting:**

The minutes of the meeting on 25<sup>th</sup> March 2023 were agreed as a correct record of the meeting by all present and signed.

**Carry-over Action in progress:** MN awaiting further information from County Councillor Tom Richardson regarding his views on speed reduction initiatives.

**Carry-over Action in progress:** SH to again request an update from Cowdray Estate as to any planned actions in relation to the Easebourne Lane culvert.

**Carry-over Action in progress:** Flooding issue related to the lack of surface drainage on Upperfield which collects on Hollist Lane and flows into Dodsley Grove, was discussed at full Council (8<sup>th</sup> March 2023). JML has now spoken to the affected resident and advised that they inform their property insurance provider.

All other actions complete.

**5 Verbal/Written Panel/Project Group Reports**

**a) Communications (Volunteers and Staffing):** With regards to the website, the repair of broken minutes links has yet to be completed.

**Carry-over Action:** MN to request Hooli to repair broken minutes links.

JML confirmed that going-forward she will undertake responsibility for producing/gathering copy for the United Magazine.

MN confirmed that the St Mary's Church Fete would take place on Saturday 13<sup>th</sup> May 2023 at which a stall will be used to promote Friends of Easebourne Parish and encourage people to consider becoming parish councillor. An arrangement had been made to borrow a gazebo, and IM would be available for the stall. Other Councillors will be asked if they able to be available to join IM.

**Actions:** JLM will produce a leaflet about becoming a Councillor. SH will email Councillors to ask if they are available to join IM at the fete.

The forthcoming Annual Parish Meeting (APM) (hosted by the Parish Council) will be held at 7pm on Wednesday 24<sup>th</sup> May 2023. It was agreed that IM will produce a PowerPoint similar that produced for the previous meeting, and refreshments other than water will not be provided.

**Actions:** IM to produce a PowerPoint regarding the Parish Council's achievements over the last year. MN will advertise the APM on the Parish Council website.

- b) Easebourne Park:** Following a discussion regarding whether the CCTV policy continued to be fit for purpose with regards to whom may legally request footage, it was agreed that this would be reviewed to ensure this information was correct and clear.

**Action:** IM to review CCTV policy.

IM also expressed concern that only he had knowledge regarding CCTV footage retrieval and that this detail should be shared with another Councillor and the procedure to be recorded.

**Action:** A second Councillor to be identified to gain knowledge of CCTV footage retrieval and IM to detail the procedure within a process document.

MN reported that MADhurst Festivities have provided a grant of £250 specifically for Easebourne Park. SH confirmed there was no issue with the Council's insurance provider for a ticketed event operated by MADhurst to be held in the park and MADhurst would have their insurance in place for the performance.

ERG also confirmed a donation of £250 from a local family for the purchase of trees for Easebourne Park, later in the year.

**Action:** SH to ensure that a carry-over action is added to the agenda until the trees are purchased and planted.

IM reported that the grass had been cut for the first time this year with specific areas left wild for insects. The bench located where the new toilets had now been installed, had been moved to a new location and secured to a concrete pad. Artisans of Wood had completed the new shingle roof on The Roundhouse and had yet to complete some repairs to the structure. Further thought would need to be given to direct rain dripping from the roof and creating a channel in the surrounding path, which may require a French drain or guttering and a soak away to resolve.

IM reported that Building Control had confirmed dispensation for the toilets and the path leading to the doors would be constructed to meet the requirements of Disability Discrimination Act legislation a of three degrees incline. The toilets should be completed on Friday 28<sup>th</sup> April 2023. IM further noted that battery lights may be required to provide some extra light. Signage would be installed on 30<sup>th</sup> April 2023, and it was planned that one toilet only would be in operation from 1<sup>st</sup> May 2023. This will be monitored with the second one being available for events or if usage of the single toilet suggested that it was necessary to permanently operate the second toilet. Wetton, cleaning contractor had also confirmed they would accept the contract, opening the toilet in the morning, closing it in the evening and servicing it daily. The temporary toilet would be removed on 2<sup>nd</sup> May 2023.

MN reported that 'The Goat Box' a facility selling drinks and cakes in the park had been trialed over the school Easter holidays, and the operator had been happy with the demand, although the wetter weather had negatively impacted on sales. It was considered that there was scope to provide such service in the future and the operator had confirmed he would be prepared to return to the park. MN added that the Council could also other providers when The Goat Box was unavailable.

**Action:** MN to discuss return of the refreshment facility for half-term/school summer holidays with the operator and for the Picnic in the Park event (3<sup>rd</sup> September 2023 considered as a possible date).

JML left the meeting and did not return.

- c) **Emergencies & Winter Planning:** IM confirmed he had looked for a more useful/practical location on Kings Drive for a salt bin but reported that there was no other suitable location.
- d) **Footpaths:** Nothing to report at this time.
- e) **Highways Panel:** IM reported that he and Cllr D Pack had been working on identifying a further location for a defibrillator that Cllr Pack wished to sponsor in memory of his mother. Unfortunately, the church and churchyard were unable to accommodate this equipment, therefore he and Cllr Pack were considering a location near to the village shop in Easebourne Street. IM will provide an update at a future meeting on this matter.

ERG suggested that further work now be undertaken on the Easebourne 'pointer' project, to establish what each sign should state, identify a contractor for the production of the signs and confirm appropriate locations.

**Action:** ERG, MN and JML to meet to discuss the pointer project.

MN reported that a village gateway had been damaged potentially by a passing large vehicle.

**Action:** MN to photograph the damage and SH will contact the insurance provider to establish if a claim may be appropriate/cost effective.

- f) **Parishes Environment Group:** Notes of the recent meeting of the group had been circulated prior to the meeting by ERG.

ERG explained that the group were currently seeking digital support and she had written to Chichester University who were associated with sustainability, to ask if this was a project which could be taken on by a student or group of students.

ERG reported that she would be meeting with Peter Moss from the Petersfield environment group PeCAN in the following week. This group own thermal imaging equipment which can be used in residential buildings to access the thermal efficiency of a home.

ERG further reported that Cowdray Estate were looking at improving the path which runs from the Ruins alongside the river to the roundabout.

ERG explained the term 'Green Healing' and added that the 'heal' acronym could be used for the group as it involved 'Heyshott, Easebourne and Lodsworth'.

ERG also reported that Tim Young who was standing as a Green Party candidate in the upcoming district elections had also visited the group.

ERG added that group were currently seeking new members.

**6 Proposals to full Council:** None.

**7 Matters of Report (information only, not for decision):** None.

**8 Date of Next Meetings:**

6.00pm, Wednesday 7<sup>th</sup> June 2023

Meeting closed at 7.39pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman