



**Easebourne Parish Council  
Community & Environment Committee  
Draft Minutes of Meeting held at 6.00pm on Wednesday 2<sup>nd</sup> August 2023  
at Easebourne CE Primary School, Wheelbarrow Castle, Easebourne**

**Present:** M Noble (MN), I Milne (IM), D Pack (DP), J Macdonald-Lawson (JML)

**In attendance:** Parish Clerk E Tremaine (ET)

- 1. Public Question Time** – None present .
- 2. Apologies and Reasons for Absence** – E. Roberts Grimsey due to personal reasons.
- 3. Code of Conduct** –
  - No declarations of interest.
  - No dispensation requests.
- 4. Minutes of Previous Meeting – 7<sup>th</sup> June 2023** – the minutes of the meeting on Wednesday 7<sup>th</sup> June 2023 were agreed as a correct record and signed.
  - CCTV Policy - done, Trevor Baker to be given access.
  - Refreshments – Laura Pinder is still doing ad hoc refreshments at the park. IM mentioned that her trailer has been left in the car park, it was discussed and concluded that this is not a problem as she will continue to come and go throughout the summer. She has been booked for the Picnic in the Park.
  - **CARRYOVER ACTION** – MN has not yet received a reply from Tom Richardson with regard to speed reduction initiatives, he will follow up.
  - **CARRYOVER ACTION** – no update received from Cowdray regarding the Easebourne Lane culvert. ET to follow up.
  - Hooli have now repaired the broken links.
  - JML has investigated the potential partnership with MIND and representatives have been invited to meet with Friends of Easebourne Parish to discuss. IM said that it would be best to check insurance policies if anything is agreed. It was suggested that an allotment could be provided for MIND to use, FREP are to approach Cowdray to ask if an allotment can be allocated and could assist to clear and prepare it.
  - **CARRYOVER ACTION** - IM has investigated owl boxes and presented some options. These options were discussed and it was concluded that none were suitable as the standalone option is too vulnerable to vandalism and the cheaper options were not aesthetically pleasing. IM to do some more research for the next meeting.
  - **CARRYOVER ACTION** – MN will speak to Tom Richardson about speed reduction outside the golf club following the accident on 6<sup>th</sup> June. IM suggested that more signage could be used to slow drivers accelerating out of Easebourne. It was also raised that Cowdray should be involved in discussions.

- All other actions have been completed.

## 5. Verbal/Written Panel/Project Group Reports –

- Communications (Volunteers and Staffing) –
  - i. MN continues to add content to website and ET will begin adding now that a login has been sorted out.
  - ii. JML is still working on newsletters etc. She suggested that it would be good to have an up to date photo of each Councillor on the website and in the next magazine.
  - iii. IM suggested that the Parish Council could give the school an article for their monthly newsletter, JML has already spoken to them and they are willing for this to happen.
  - iv. IM also put forward that the Parish Council could submit articles for the local free magazines Sussex Local and Vantage.

**ACTION** – JML to follow up.

- v. JML said that she feels that she is often not kept informed of activities and asked how the Council can communicate better to ensure that she has the relevant information. There was a discussion and it was concluded that going forward JML will ask all Committee Heads for information to put into publications, including FREP for non parish magazines and ET will forward any information to JML that is relevant.
- Easebourne Park -
    - i. CCTV – IM reported that the new toilets have so far had 3 vandalism incidents – a broken door following some teenagers pushing and pulling them, a pushed in window (teenagers spotted going around the back of the building but no proof as no CCTV there) and theft of the hand sanitizer. A solution has been reached with additional cameras at £145 plus VAT.
    - ii. Picnic in the Park – IM reported that ice cream, music and refreshments are all booked. FREP will be on hand. The school could not get involved as they are out for summer holidays. IM has printed leaflets which will be delivered to households and put up on noticeboards. IM and MN are taking care of the music and will put the two suppliers in contact with each other to work out sets etc. Helpers for the day will be firmed up closer to the time.
    - iii. ROSPA report received. IM noted that the only red flag was metal edges on the scooter track, Playsafe have been instructed to investigate and he is waiting for their advice on a solution. IM said that the only other points were some bolts which have already been tightened, other than this the play equipment is all in good working order.
    - iv. Heavy rain has eroded the bottom of the steps, IM is going to meet with Keith Dummer to look at a solution and will also look into removing weeds from the steps as they are a slip hazard.
  - Emergencies & Winter Planning –
    - i. This year's salt audit has been completed.

- Footpaths –

- i. JML raised that the crossing at the footpath at the end of Winters Lane is dangerous and suggested that steps could be added to make a safer way to cross from the bank.

**ACTION** – JML will follow up with Frank from FREP on suggestion from IM as Frank is a ranger.

- ii. JML also raised that the nettles and weeds along the footpath of the A286 require attention.

- Highways Panel –

- i. DP expressed that the traffic around the Gold Cup was particularly bad this year and proposes that the Council should discuss with Cowdray to avoid such long traffic queues next year.

**ACTION** – IM will approach Cowdray Park Polo Club as he is a member.

- ii. DP reported that there are issues around the White Horse Pub when the car park is full, with people parking in the road which would restrict access to emergency vehicles.

**ACTION** – MN to approach the pub to see if a solution can be reached.

- iii. JML mentioned that the signs from the shop are blocking the pavement and looking untidy. Perhaps when the finger post signs are complete they will no longer be required. MN suggested that this is re-assessed after installation of the finger posts.
  - iv. IM has received a quote from Keith Dummer to replace the broken fence post at the entrance to the village since it was hit by a car. The quote is £480 plus VAT.

**ACTION** – IM will contact Glasdons for a second quote.

**ACTION** – MN will check the excess on the insurance to see if it is worth claiming.

- v. It was also raised that the gate posts are looking very tired and grimy. They have been cleaned in the past but nothing has brought them up clean. All of Glasdon's suggestions have been tried but have not worked. DP suggested that they could be repainted.

- Parishes Environment Group –

- i. JML has received 2 quotes for the finger posts, for 4 posts and 9 finger pointers. Wests = £1580 inc VAT. Acorn £1450 inc VAT. JML expressed a preference for Wests as they also supply SDNPA so they would be in keeping with the National Park and they are local. They have a 2 week lead time. The posts are to be located at the bottom of Easebourne Street, at each end of

Wheelbarrow Castle and at the entrance to the school for the park. MN said that licensing and permissions from Highways need to be checked and a plan made for installation.

**ACTION** – JML to follow up.

**6. Proposals to Full Council – None.**

**7. Matters of Report (information only, not for decision)** – MN reported that he has met with Nick Macdonald (Land & Environment Manager for Cowdray) to look at a proposed project in conjunction with Southern Water at the water meadows in front of the ruins. The project aims to help water flow by allowing the area to flood more often, creating ponds and habitats for wildlife and by clearing away invasive species. Low level board walks will also be added to improve public access. The project is going to public consultation in September.

**8. Date of Next Meeting – 4<sup>th</sup> October 2023**

Meeting Closed 7.08pm

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

Chairman