



**Easebourne Parish Council  
Community & Environment Committee  
Minutes of a Meeting Held at  
6.00pm on Wednesday 6<sup>th</sup> August 2025  
At Easebourne CE Primary School**

**Present** – M Noble (MN) – chairman, D Pack (DP), G Nicholls (GN), F Davies (FD)

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

- 1. Public Question Time** – No members of the public were present.
- 2. Apologies and Reasons for Absence** – J Macdonald-Lawson, I Milne & E Roberts-Grimsey for personal reasons.
- 3. Code of Conduct**
  - a. No declarations of interest
  - b. No dispensation requests
- 4. Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 4<sup>th</sup> June were agreed as a correct record and signed. Proposed by GN, seconded by DP.
  - JML/ET to speak to Cowdray about shop sign – Cowdray refused permission, potentially going to look at an A board, **MN to speak to shop – ACTION.**
  - **MN to research VAS costs – ET speaking to other local Parishes who have recently had one installed, CARRY OVER**
  - ET to post SGN updates on website & social media – ET & MN have completed this, works to finish within the next week
  - ET to review feedback slips from AVM – complete
  - IM and MN to design brief and gather quotes for PM – see item 5b
  - ET to write to Cowdray Forestry department to thank them for their assistance with the fallen branch – complete
  - ET to chase Cowdray for a response re Winters Lane footpath – permission to re-site was refused.
- 5. Verbal/Written Panel & Project Group Reports –**
  - a. **Communications (Volunteers and Staffing)**
    - i. Noticeboards need to be updated
    - ii. FD said that someone has been posting adverts on the fingerpost signs which need to be removed
    - iii. Website page for the community hub project, MN has added a page to the website to be updated when there is more information.
    - iv. Comms team needs to have a side discussion about community hub project, consultation methods etc.
  - b. **Community Hub Project**
    - i. Neil has produced the Business Case document and a session has been held to brainstorm tasks etc.
    - ii. Met with several potential project managers, architects etc.
    - iii. Briefing document was sent out after the last meeting and a business plan document will follow shortly.

- iv. Timelines – could be operational by next summer but could be held up by presence of bats. Surveys are imminent.
    - v. Possibly going to need to call an EGM soon – tbc.
  - c. **Easebourne Park**
    - i. FD said that Frep have removed a few dead trees
    - ii. Repairs scheduled from Rospa inspection
    - iii. ET sourcing play bark for topping up
    - iv. Madhurst event in the park last Saturday, open air theatre which worked very well.
  - d. **Emergencies and Winter Planning**
    - i. Salt audit complete
  - e. **Footpaths – nothing to report**
  - f. **Highways**
    - i. The two TRO's and the CHS have been submitted.
    - ii. The A272 TRO has passed the first check
    - iii. Wheelbarrow Castle TRO – some speed data is being commissioned by Highways.
    - iv. SGN works almost complete on North Street, hoardings are being replaced early next week and lights should be lifted by Wednesday of next week.
    - v. Group being formed to look at traffic issues in the town, with a view to minimising issues when work on the Angel is done, MN to keep in touch for updates.
    - vi. It was discussed whether to write a letter about traffic management during works on the Angel, it was agreed to wait for a planning application.
    - vii. DP noted that traffic management for the Gold Cup was good this year.
  - g. **Parishes Environment Group (Greenheal)**
    - i. ERG sent an update - the swift box project has been progressing well and we have sold 8 boxes and helped most purchasers with installation. The church has been measured up and we are awaiting a quote for 6 boxes to be fitted there. We are also awaiting a quote for a swift tower for the park which would be made by Paul Stevens.
- 6. **Proposals to Full Council** – none.
- 7. **Matters of Report** – none.
- 8. **Date of Next Meeting** – 6.00pm Wednesday 1<sup>st</sup> October 2025.

**Meeting Closed at 18.40**

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

Chairman