



**Easebourne Parish Council  
Community & Environment Committee  
Minutes of a Meeting Held at  
6.00pm on Wednesday 3<sup>rd</sup> December 2025  
At Easebourne CE Primary School**

**Present** – M Noble (MN) – chairman, I Milne (IM) J Macdonald-Lawson (JML), D Pack (DP), Elaine Roberts-Grimsey (ERG), 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** – none.
- 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 1<sup>st</sup> October were agreed as a correct record and signed. Proposed by ERG, seconded by MN.
  - MN to speak to shop about an A board sign – JML has taken this over, **CARRY OVER**
  - Hub survey door drop – complete
  - IM to speak to Cowdray re trimming the hedge between the allotment and park – Cowdray have agreed to do but have yet to start
  - ET to contact Francis Hobbs for more information about ecological survey – he has provided a contact and given information on what they paid, ET to follow up – **ACTION**
  - Frep ladder – complete, purchased by EPC with Frep taking custody
  - ET to post on social media regarding people urinating in the park – complete
  - ET to reply to roundabout complaint – complete
  - ET to report Upperfield Footpath obstruction – complete, PROW officer is going to visit and assess
  - DP to speak to BP garage about signage – they said they would not/could move them
  - ET to report dangerous parking at the end of Lutener Road (previously minuted as Egmont Road but that was incorrect) – complete, Sussex Police informed and photos sent over
  - Flooding on Hollist Lane from Upperfield – JML speaking to residents, **CARRY OVER**
  - Tree pushing out the wall on Vanzell Road, visually assessed, no further action required.
- 5. Verbal/Written Panel & Project Group Reports –**
  - a. **Communications (Volunteers and Staffing)**
    - i. Website updates and problem solving done by Hooli
    - ii. JML suggested an article about defibs in the next magazine following on from the event, she will follow up. There was also a discussion about whether there are enough defibs and it was concluded that there are at this moment
  - b. **Community Hub Project – mention VAT quote**
    - i. Planning application still in progress – IM needs to submit the grant application tomorrow and needs a planning application confirmation so will be completed then

- ii. Meeting with Chris in January, tbc – MN & TB. Happy with delays and will hold his price.
- iii. Steering group to meet and discuss funding, roll into January
- iv. MN spoke with Hooli about branding and they are working on the boards, ready for the new year for fundraising etc
- v. Call with ACRE tomorrow for advice on CIO
- vi. JML to send out clubs and societies email
- vii. VAT advice – to be decided after CIO decision is made

c. **Easebourne Park**

- i. Roundhouse repairs ongoing – more issues found when they lifted the floor, more cost over the insurance claim. Electrics are also being repaired.
- ii. Carols in the Park event – JML reported that the PTA have received quotes for the lighting etc (circa £1500). There was a discussion and it was decided that the quote was excessive and that other options should be explored, such as ordering lights online etc. JML to speak to PTA about options.

d. **Emergencies and Winter Planning**

- i. DP to request recording from meeting that he could not attend with WSCC on Winter Planning

e. **Footpaths** - nothing to report

f. **Highways**

- i. Consultation on the TRO for the A272 closes tomorrow
- ii. No progress on Wheelbarrow Castle
- iii. A286 CHS ongoing
- iv. Drains at Cowdray Road need clearing out – **ET to follow up - ACTION**

g. **Greenheal**

- i. Next event Friday 16<sup>th</sup> January at Cowdray Hall. A mix of speakers, mostly around energy conservation.
- ii. Church to pay half of cost of their swift boxes
- iii. ERG visiting Arundel swift towers for inspiration
- iv. Fruit tree project launch 16<sup>th</sup> Jan

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

7. **Matters of Report** – none

8. **Date of Next Meeting** – 6.00pm Wednesday 4<sup>th</sup> February 2025.

**Meeting Closed at 18.49**

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

Chairman