



**Easebourne Parish Council
Community & Environment Committee
Minutes of a Meeting Held at
6.00pm on Wednesday 3rd 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 1st 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 16th 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 16th Jan
- 6. **Proposals to Full Council** – none
- 7. **Matters of Report** – none
- 8. **Date of Next Meeting** – 6.00pm Wednesday 4th February 2025.

Meeting Closed at 18.49

Signed: _____ Date: _____

Chairman