Briefing Note

Estates & Facilities Update

Item 7 - For Estates and Facilities Management Committee on 10th February 2022

Introduction

This briefing note updates Members on the management of the Parish Council's estates and facilities from Nov 2021 to Jan 2022.

Hurst Meadows Update
The following have taken place since Nov 2021:

Completed: -

- *HM Management Meeting with Martin Dean, Grass management, 17th Dec 2021*
- Stock fencing from Fifteen Acres from the five-bar gate on Latchetts lane heading south to St George's Green is in the process of being removed by Hamish. (all materials to be preserved where possible and stored for reuse.
- *The Woodland Trust have identified 13 trees to be monoliths within Tilley's copse as part of the woodland management.*
- *Lost Woods Project meeting to update and answer questions from the public (10th Jan 2022) was cancelled, due to Covid concerns, no complaints or comments noted at this time about the proposed works.*
- *Greenscene Landscapes have removed any dead holly plants from the hedgerow at Hovel field and replaced with new plants held in reserve.*

Upcoming: -

- Marking out Saplings in Edgerley Meadow to be protected, using the stored tree guards and stakes.
- Experimenting by removing some of the gates into Fifteen Acre and St George's Green, to aid with accessibility.
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Ancient Woodland:

Completed: -

- *Greenscenes Landscapes have cut back the ditch from Fairfield Rec to the apex of Tilley's copse from 17th Jan 2022.*
- *Volunteers lead by Dr G Judd on 28th Jan 2022 completed a work party to remove invasive weeds from Wilderness Wood.*
- *The Head wall and Board walk in Tilley's copse, planned to be starting around 14th February 2022.*
- *Woodland Trust have appointed Pete Tong as the contractor to carry out the Lost Wood Project woodland management within Tilley's Copse.*

Upcoming: -

- Lost wood Project works are planned to commence on Thurs 10 Feb and Fri 11 Feb, Wed 16 Feb and Thu 17 Feb.

Tree Works Programme:

Completed: -

- *Nicholas Jones Consultants Ltd have provided the Tree Survey report for 2021.*

Upcoming: -

- *6 trees require Sonic Tomography Surveys to determine their health and actions required, awaiting quotes.*
- Tree work program for 2022 in progress and will be presented at the next E&FM meeting.

Court Bushes:

Completed: -

- Fire and Health and Safety weekly checks.
- *Bifold Door in Function room repaired by Lockassist.*
- *Faulty plug in the Function room has been replaced.*

Upcoming: -

- *MVG electrical to upgrade lighting in the Function room to increase the lux from 100 to 300. Improving the overall lighting within the room.*
- *MVG booked in to inspect the faulty radiators in the Function room on 11th Feb 2022 and the bollards on the main drive.*
- *Contract awarded for resurfacing of access road and marking Disabled bays, start date to be confirmed.*
- *Quote for Resurfacing main Car Park and marking bays to follow later in the year.*

Village Centre:
The following has been completed within the Parish council office:

Completed: -

- Family room has been decorated by Hamish,
- New blinds installed by Mr Trax in Family room.
- New lighting installed in Family room on 2nd Feb 2022.
- Fire and Health and Safety weekly checks.
- Wi-Fi infrastructures installed in the Family Room.
- Disabled toilet door catch repaired by main Hall.
- Club Suite Kitchen door repaired.

- Conference room fault radiator has been repaired.
- Club Suite Steps have been repaired by Greenscene Landscapes.

Upcoming: -

- Remaining lighting to be upgraded to LED by MVG electrical Ltd, date to be confirmed.
- Roof repairs to the Main foyer booked in, date to be confirmed.

Other Facilities:

Completed: -

- *Van sign writing has been installed onto the new Van.*
- *The Sayers Common Festive lights went up and down as planned, some minor faults which were resolved quickly.*
- *Hurstpierpoint Festive lighting went up and down as planned, minor issues.*
- *Green Circle signage, Maps, locations, and draft sign completed. MSDC to approve locations.*
- *Reeds Lane Recreation Ground New play equipment for 6 to 12-year-olds has been installed.*
- *The Noticeboard from Sayers Common has been moved to the Cemetery and successfully installed.*

Upcoming: -

- *SID Post Installation quote on going, awaiting new quotes.*
- The smaller replacement noticeboard for Reeds Lane Recreation grounds has been ordered and will be delivered in March 2022.
- Quotes have been received for new safety surface within South Avenue Recreation grounds, one more required and will be presented at the next E&FM meeting.
- Building Surveys action program in progress and will be presented at the next E&FM meeting.
- Quotes have been requested for the installation of 7 Bike racks, 3 outside the Village Centre and 4 outside the play area at South Avenue Recreation grounds.

RECOMMENDATION: The Committee is asked to NOTE the update report.