Briefing Note

Estates & Facilities Update

Item 8 - For Estates and Facilities Management Committee on 10th November 2022

Introduction

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

Hurst Meadows Update
The following have taken place since September 2022:

Completed: -

- All Meadow cutting in Hurst Meadow for 2022 including 1/3 Fifteen Acres, Bellows Nose, Buck Willy, Heritage Orchard and Walnut Tree field has now been completed.
- The Orchard has been cut and collected this year to reduce arisings to be raked up by Volunteers. The raking was successful.
- Overgrown vegetation around the Heritage Orchard has now been cut back by the Maintenance Officer.
- The ditches in boundary of Buckwilly and Bellows Nose has been cut back cleared by the maintenance officer.
- The ditch on the Eastern boundary of Hovel field South has been cut back, some more works required.
- The Access between Edgerley meadow and Fifteen acres has been cut back by the maintenance officer.
- The ditch in Hovel Field has been cut back and cleared by the maintenance officer.
- The Marchant's Close farm track has been cut back to ensure a safe haven for pedestrians by the Maintenance Officer.
- Graffiti has been cleared in Tilley's copse and Hurst Meadow by the Maintenance Officer.
- Greenscene Landscapes have been awarded the contract to plant the 840 tree whips in Walnut Tree Field and this will be carried out in January 2023 unless time becomes available beforehand. The 840 whips have been heeled into soil and are being watered ahead of being planted.
- Woodland Trust Free tree packs are due to be delivered between 31st October and 11th November 2022.
- John Houlton has cut the hedging (Side Only) in Fifteen Acres.
- The Monday Group have successfully installed the purchase bench in Bellows Nose and a invoice for the bench has been sent to Hurst Society.

Upcoming: -

- *The Tree Survey package for Hurst Meadow and the Ancient Woodlands has been booked in and will be completed by Nicholas Jones Consultants Ltd. Date to be confirmed.*

- *2 additional Perch benches are to be installed within Hurst Meadow, have been places on pause until the new year by the HMWG.*
- *The HMWG is presently looking at possible Noticeboards to be installed within Fifteen Acres.*
- *The Maintenance Officer is to cut an access path through Ladies walk to the Parish Council property lines, running North to South.*
- *Quotes are being collected to install an access gate into the northern boundary of Ladies Walk.*
- *The E&F Manager is to organise for the Wooden Sculptures in Millennium Garden to be treated.*

Ancient Woodland:

Completed: -

- *The Lost Wood Project have been successfully in winning their funding.*
- *Wilderness wood has been inspected with nothing of note to report.*

Tree Works Programme:

Completed: -

- *All tree works resulting from the Sonic Tomography Survey have now been completed by Timber Tongs and James Wilson Tree Care.*
- *The large broken Oak branch overhanging St Georges Lane has been removed by James Wilson tree care.*

Upcoming: -

- *The Tree survey package for 2022/23 has been agreed and awarded to Nicholas Jones Consultants Ltd. The trees to be surveyed are located within Hurst Meadow and the Ancient woodlands for this year. Dates to be confirmed.*

Court Bushes:

Completed: -

- All the carpets within Court Bushes have been cleaned by the Estates and Facilities Manager.
- *The Broken Hand dryer in the Ladies toilet has been booked in for repair.*

Upcoming: -

- *Quote for Resurfacing main Car Park and marking bays to follow later in the year.*
- *3 x Fire door stoppers are to be purchased for the internal doors.*
- *Directional Signage for Court Bushes – Funding to be discussed (LCI monies of Highways Budget)*
- *Specification for Court Bushes Car park is being finalised and LCI funding will be applied for when Quotes have been received.*

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

Completed: -

- All the carpets within the Village Centre have been cleaned by the Estates and Facilities Manager.
- New Free Office Desks have been collected and installed in the Parish Office.
- A new lockable storage cupboard has been purchased to house the controllers etc. for the conference room's AV equipment.
- Quotes have been obtained to decorate the Main Hall; these have been sent to the Trustees for approval.

Upcoming: -

- *4 x fire door stoppers and one fire door closer to be purchased.*
- *Main Hall storage cupboard doors replacement is on order has been delayed, due to the wrong door being ordered, a new door is available and will be installed in November 2022.*
- *The Maintenance officer is to paint the Main Foyer in the Winter season.*

Recreation Grounds:

Reeds Lane Recreation Grounds

Completed: -

- *The E&F manager has met with the Drainage Designers at Reeds Lane Recreation Grounds, once designs are received the estates and facilities manager will investigate quotes for the drainage works and report back to this committee.*
- *All the rotten and unsafe fencing around the Junior play area has been removed and the ground levelled. Litter bin to be moved and remaining post to be removed.*
- *The Planting of the native hedge on the northern boundary has been booked in with Greenscene Landscapes for January 2023.*

Upcoming: -

- *A Design of the agreed Drainage plan is to be created and quotes for the works to be obtained.*

South Avenue Recreation Grounds

Completed: -

- *The Power Outlet at South Avenue Recreation Grounds has been installed and was used by Hurst Festival.*
- *All the Bike Racks have now been installed at South Avenue Rec and Outside the Village Centre.*
- *The vegetation by Hill Brow Cottages in South Avenue Recreation grounds has been cut back by the maintenance officer, due to resident's concerns about visibility.*

- *Hurst Society have been sent the costing for planting a Oak tree in South Ave Rec in Memory of the late Lady Barnes.*

Upcoming: -

- Possible planting of Hurst Society Tree, subject to Hurst Society agreeing the price.

Other Facilities:

Completed: -

- *The Lower Churchyard at Holy Trinity Church has been successfully cut back.*
- *The Museum's storage area in the workshop has been reorganised to allow the Parish council access to the windows and frames.*
- *The Estates and Facilities team have successfully started cutting back and tidying the cemetery.*
- *Trinity Road toilet flush repaired.*
- *The Maintenance Officer and Estates and Facilities Manager have received new gloves and work shoes.*
- *PROW and footpaths in Hurstpierpoint have been cut back by the maintenance officer to ensure they are passable.*
- *The Work Van was broken into at sometime between the 18 Oct and morning of 20 Oct, a Police report and insurance claim have been Submitted. The van is booked in to be repaired on 2 December 2022 and a replacement van will be supplied on the same date. The Van is still lockable and useable.*
- *The SID has spent one month on Iden hurst, Hurstpierpoint and will be placed in Sayers Common, outside the Community, Due to needing larger clips this has been postponed until 4 November 2022.*
- *Quotes have been requested to upgrade the lights in the public toilets.*
- *The Maintenance Officer has a new Petrol Strimmer and an Electric Hedge cutter on Order.*

Upcoming: -

- *The Village Gateway Replacement for Wickham Hill will be installed in November 2022.*
- *A power outlet will be installed by the War Memorial by MVG Electrical.*

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