



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
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Briefing Note

Estates & Facilities Update

Introduction

This briefing note updates Members on the management of the Parish Council's estates and facilities from September 2023.

Hurst Meadows Update

Completed: -

- *The second noticeboard has been installed into Fifteen Acres.*
- *The Pedestrian Gate has been installed on the Northern boundary of Ladies Walk, Stock fencing is planned to be installed in House ahead of this meeting.*
- *The HMWG held a site meeting on 5th October and have agreed the locations for two additional benches, the location of the third noticeboard, and maintenance for 2024.*
- *The HMWG have identified the location of the Walnut Tree for Walnut Tree Field. Hurst Society are to be updated.*
- *The HMWG grants meeting with Helen Clouting was held on the 12th October 2023.*
- *The Walnut Tree for Walnut Tree field has been delivered and will be planted on the 17th October 2023.*
- *Multiple resident on College Lane, who back onto the Orchard are to be written a letter, to inform them of our plans to cut back vegetation encroaching onto our Post and Rail Fence, and to inform them that they do not have a right of access on to our land, and to remind them that it is a countryside area and they do not have the right to cut, plant ornamental shrubs or use weed killer on our land.*
- *Branches over hanging the paths in the Millennium Garden and Bellows Nose to be cut back.*
- *UKPN have been informed of the hedge growing in power lines in Buckwilly Meadow.*

Upcoming: -

- *The Dog Bin by the flint wall on St George's Lane is to be moved closer to the pedestrian gate.*
- *The Temporary Sign on the Northern end of Wilderness wood has fallen over and requires resetting.*

Tree Works Programme:

Completed: -

- *Sonic Tomography survey work quotes, one contractor has declined the works, awaiting on 2 additional contractors to quote.*

Upcoming: -

- *2024 Tree Survey list has been created to capture specific trees for surveying. This is to be sent out to consultants for quotations.*

Court Bushes:

Completed: -

- Following the previous F, G & E committee meeting at Court Bushes, All the light bulbs outside the building have been changed to LED Corn bulbs.
- On 6th October it was discovered that two Bollards had been knocked down and the top of the third kick off and electrics pulled out. This has been reported to the Police and ASB team.
- There was a power outage in the Nursery on Friday 6th Oct, MVG asked to investigate the cause.
- Sewer Alarm works approved, awaiting start date.
- A fire extinguisher required resetting in the Nursery area, following it being knocked over, the repairs were approved and will be recharged to Kiddie kapers.
- A padlock catch has been installed on the cupboards in the Club Lounge, to be used by a specific hirer.
- Fire point testing has been completed.
- Aftercare has repaired the bifold doors in the Function room.

Upcoming: -

- *The Skirting repairs are to take place in November 2023.*
- *JB Computers booked in to repair Wi-Fi issues at CB.*

Village Centre:

The following has been completed within the Village Centre:

Completed: -

- *We have received our first quote to Sand and treat the Main Hall floor, and second quote is being investigated.*
- *The Office Air conditioning unit has received its annual Service.*
- *Fire point testing has been completed.*
- *A replacement soap dispenser has been installed in the Club Suite gent's toilet.*
- *A quote has been received for repairs resulting from the fixed wiring testing.*
- *The Maintenance Officer has cleared the gutters on the Village Centre.*
- *Monthly boiler checks have been completed.*

Upcoming: -

- *A quote has been requested to upgrade the urinals to a sensor flush.*
- *It has been identified that the extractor fans in the Club Suite Toilets are no longer working properly, despite being cleaned. Replacements are being investigated.*
- *The Seal on the fridge in the Main Kitchen has perished, options are being investigated.*
- *All clocks to be changed at the end of October.*

Recreation Grounds:

Reeds Lane Recreation Ground

Completed: -

- *We are awaiting approval for an Ordinary watercourse Consent application for the Drainage designs.*
- *Designs to be sent out to one contractor to see if we are required to tend the works. The designs will not be sent to all until it is confirmed that no changes are required to the designs.*

Upcoming: -

- *A management plan is to be created for the Petanque area. Consider base for Picnic benches to prevent dragging around field each time the grass is cut. Improve the overall appearance.*

South Avenue Recreation Ground

Completed: -

- *The Two memorial Oak trees for South Avenue Rec have been delivered and will be planted on the 17th October 2023.*

Upcoming: -

Other Facilities:

Completed: -

- *The Trinity Road Public Toilet light bulb has been changed and is now working.*
- *An Ash interment was held on 28th September 2023.*
- *The Lower Churchyard at Holy Trinity Church has received its annual cut.*
- *Following a voicemail message, the Ladies/Disabled toilets was closed due to the toilet roll being contaminated with human blood, possibly due to a drug user. The roll was safely disposed of, and it has been reported to the Police and ASB team. Beer cans have also been found on several occasions in the cubicle in the Pitt Lane gents toilet.*
- *A no tools in vehicle sign has been purchased for the Van.*
- *The Estates & Facilities manager has given Cllr Mark Froud a tour of the Parish Council Sites and will be offering the same tour to the other new Councillors.*
- *The Structural Testing of the Sayers Common Lighting columns has been carried out and we are awaiting the results, once they have been received, they will be sent on to UKPN for approval.*
- *Merlin lighting have confirmed repairs are needed on 2 fixings on the High Street for the Festive lighting, awaiting approval.*
- *The Maintenance Officer is continuing to lightly cut back the paths around the village to keep them accessible.*
- *The Finger posts have been added to the winter works program, and it may be possible to use S106 funding for this project.*
- *The maintenance has checked and cleared the guttering on the Chapel.*
- *The Wasps Nest in the Chapel has been treated.*
- *Chantry stables works to be completed with 12 months have been approved.*
- *Village Verge cut and collect has been completed by WSCC.*

Upcoming: -

- *The E&F Manager is investigating the costings for installing bollards along the driveway by the War Memorial to prevent vehicles from driving on the grass and causing damage.*
- *A gate within the Allotments has been reported as being rotten and needs replacing. The E&F Manager is obtaining costs for a replacement gate.*
- *The Chapel door repairs are to take place in the new year before March.*

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