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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Briefing Note

Estates & Facilities Update

21st November 2024

Introduction

This briefing note updates Members on the management of the Parish Council's estates and facilities October to November 2024.

Hurst Meadows

Completed: -

- WSCC have cut the verges either side of the new cycleway in preparation for the planting of the new hedge on the northern side.
- Fat Pony Field has been opened to the Pre School and Cotis Forest schools under agreement.
- A padlock has been installed on the Fat Pony field Gate to restrict access.
- The Monday group have installed 2 benches into Hurst Meadow, with 2 further benches to be installed in the coming months.

Upcoming: -

- *Registry is to be completed with the Rural Payment Agency.*
- *The E&F Manager is to investigate the cost to install a path surface at the entry from Bellows Nose to Buckwilly and Fifteen Acre.*
- *Hovelfield North Path is to have the edges cleared and vegetation cut back to bring the path back to its full width.*
- *The Management plan is to be updated to include, who is responsible for Hedges, ditches, trees and boundaries.*

Tree Works

Completed: -

- Tree works for 2024/25 have been booked in with Timbertongs and Justin Lee Tree Services. Works have been announced on our website and social media.

Upcoming: -

- *Quotes to be obtained for next year's Tree Surveys.*

Court Bushes

Completed: -

- A new baby changing table has been installed into the Nursery Toilets due to a fault with the previous one.
- Ansell's of Sussex are due to complete the repairs to the Southern wall following the car crash on Friday 15th November 2024.
- A new defib cabinet is on order and will be installed once it arrives. This has been funded by S106 contributions.
- MVG Electrical have been booked in to carry out the PAT testing and a ECIR at Court Bushes Community Hub.
- RED 5 are booked in to carry out the window cleaning.
- Following flushed toys blocking the sewer pump at Court Bushes, Section 24 has cleared the pump and emptied and cleared the tank and pipes. All systems are now working correctly.

- Metal Banding has been installed on the Bike rack shelter and appears to be working.
- A new toilet cistern lever has been installed into the Club Lounge Toilet.
- A new first aid box has been installed in the function room kitchen.
- Anthony Birch has provided a fire safety and Health and Safety report for Court Bushes.

Upcoming: -

- The remaining fire door retainers will be installed shortly.

Village Centre

Completed: -

- MVG Electrical have been booked in to carry out the PAT testing at the Village Centre.
- RED 5 are booked in to carry out the window cleaning.
- Evinox has completed the annual Gas boiler service and will provide a gas certificate for both boilers on site.
- Outreach has installed the new line into the Village Centre for the switch over to Zen.

Upcoming: -

- *More investigation is required for a replacement Velux controller.*
- The remaining fire door retainers will be installed shortly.
- Christmas decorations to be installed on the week commencing 25th November 2024.
- Awaiting a fire safety and Health and Safety report for the Village Centre.

Reeds Lane Recreation Ground

Completed: -

- Greenscene Landscapes have installed the new fencing around the Ephemeral Ponds.
- New padlocks and signage have been installed on the gates and fencing around the ephemeral ponds.
- The ROPSA report for 2024 has been received a works package is being created for repairs needed.

Upcoming: -

- *Preparations for Phase 2 to be continued.*

South Avenue Recreation Ground

Completed: -

- Addition Bins have been agreed, briefing note to follow once pricing and funding confirmed.

Upcoming: -

- *The Lime Tree Avenue has been booked in with Greenscene Landscapes and will be planted this, Winter.*
- *The Play Area is to be closed on 5th December for essential tree works.*

Speed Indicator Device (SID) update.

- No Data this month.

Other Facilities

Completed: -

- The Lower Churchyard has received its annual cut.
- Greenscene Landscapes has commenced their waste services collections.
- The village garden bay tree has been reduced by Justin Lee tree services and lifted by the maintenance Officer and E&F Manager. The Post and rail fencing along the wall has also been installed.
- A new defibrillator cabinet is on order for The Sportsman Pub in Goddards Green and will be installed by MVG electrical once it has arrived.
- Kaycee roofing is booked in to carry out repairs to the War Memorial Bus Stop.
- Clive Voller has completed a survey on the Chapel/Workshop roof, checking for movement. A report is to follow.

- The E&F Manager has completed a Project management Refresher course and a Water compliance and Legionella Course.
- The Chantry Stables works have now been completed.
- Enerveo have completed repairs to the streetlight on Willow Way.
- Remembrance Sunday advanced warning sign have been placed on route into Hurstpierpoint.
- Road closure barrier have been placed at key locations around Hurstpierpoint ahead of Remembrance Sunday.
- All signs and barriers relating to Remembrance Sunday have been removed and placed in storage.

Ongoing: -

- Enerveo will be carryout repairs to the Pitt Lane streetlight.
- The E&F Manager and Maintenance Officer are to attend a Cemetery & Churchyard safety course in the 25th November.
- The Village Garden Flagpole servicing and structurally testing is being investigated.
- Awaiting HERS Documents from Merlin Lighting to complete the Festive lighting applications.

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