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Village Centre
Trinity Road
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Briefing Note

Estates & Facilities Update

18th September 2025

Introduction

This briefing note updates Members on the management of the Parish Council's estates and facilities August to September 2025.

Hurst Meadows

Completed: -

- A meeting with Greenscene Landscapes was completed to discuss the Hurst Meadow Cut and Collect for this year ahead of the works.
- The Hurst Meadows Cut and Collect and Public right of way cut has been completed.
- Quotes have been received from Greenscene to include the Millennium Garden in the annual maintenance contract.
- A quote has been received to repair the gate access into Bellow Nose and Buckwilly.
- A quote has been received to install a new Knee rail in the Millennium Garden as required by the Hurst Meadow Working Group.
- A quote has been received to install an extension of Post and Rail fencing by the new cycleway in St Goerge's Green to protect the ground cover plants.

Upcoming: -

- *The Hovel Field Noticeboard has been vandalised, breaking the glass panel. The Maintenance officer has cleaned this up and the E&F Manager has requested a replacement.*

Tree Works

Completed: -

- All tree works resulting from this year's tree risk assessment has now been completed.
- Two quotes have now been received to reduce or remove the dying oak in Reeds Lane Recreation Ground.

Upcoming: -

Court Bushes

Completed: -

- Two Contractors have been met on site to measure up new blinds/curtains in the Function Room.
- One quote has been received to install new blinds or curtains in the Function room.
- The S106 funding for the refurbishment of the Kiddie Capers toilets has now been confirmed, we are awaiting a start date from the plumber for these works. Kiddie Capers have been notified of this update.

Upcoming: -

- *The Sewer pump service is booked in for September, awaiting date to allow access.*

Village Centre

Completed: -

- Two Contractors have been met on site to measure up new blinds/curtains in the Village Centre.
- Pyrotex have completed the fire extinguisher inspections of all the extinguishers in the Village Centre.
- Urinal Blocks have been purchased. The E&F Manager is monitoring the usage.
- The Kitchen panel in the club Suite, which had fallen off, has been repaired.
- The Air Conditioning Service has been booked in for 17th September in the Parish Office.

Upcoming: -

- *JDP Decorating will complete the club Suite decorating on the 27th October 2025.*

Reeds Lane Recreation Ground

Completed: -

- S106 funding has been requested for the other items for the Phase 2 project including benches and Bins.

Upcoming: -

- *Works to the Oak tree in decline, to be discussed at the September FGE Meeting.*

South Avenue Recreation Ground

Completed: -

- A S106 request has been submitted to MSDC for the new Trampoline.
- A broken bottle has been cleaned up on the central path by the Bowls club by the maintenance officer.

Upcoming: -

- *The gates in the Play area due to be replaced by Greenscene was delayed and a new installation date is to be confirmed.*

Speed Indicator Device (SID) update.

- The SID was placed on Reeds Lane, Sayers Common from 12th August 2025 to 8th September 2025.
- 25487 Vehicles recorded.
- 13388 Vehicles traveling under or on the speed limit.
- 12099 Vehicles traveling over the speed limit (47.5% speeding).
- 2595 Vehicles were travelling over 10 mph over the speed limit (10.2% excessively speeding).
- 61.3 mph was the top speed recorded.
- The SID was placed on Cuckfield Road, Hurstpierpoint on 12th September 2025.
- All SID data for August/September has been sent to the Community Speed Watch Officer.

The Sayers Common Speed watch team's SID has been downloaded and data collected from April 2024 to present day for the London Road post at the south end of Sayers Common.

Other Facilities

Completed: -

- The first stage of Festive lighting applications has been submitted to Enerveo for approval, this is including all documents required from Merlin Lighting.
- The High Street Festive lighting fixings agreements that required renewing have been completed.
- A dead tree over the Public Right of Way on Latchett's Lane has been reported to WSCC for action.
- Anthony Birch has completed the Health and Safety and Fire risk assessment at Chantry Stables.
- Greenscene have been asked to provide a quote to install a gate at the top of the War memorial Steps onto Brighton Road.
- MSDC have been asked for advice to apply a Tree Preservation Order on a tree adjacent to Latchett's Lane.
- Greenscene Landscapes have successfully installed the removable bollards at the War Memorial.

- Enerveo have updated that the new lanterns for Willow Way have been received, and the Streetlights are planned to be repaired on 4th and 5th September 2025.
- The Manor Road to Western Road Streetlight has been repaired by Enerveo.
- Ditchling Surveying services have completed an inspection of the War memorial wall. It has been deemed as safe with minor works required after the stumps are ground out.
- We have completed the purchase of the Leased work Van and renewed our insurance informing them that we now own this vehicle.
- Enerveo have confirmed the streetlight lanterns in Willow Way have been replaced, apart from the one in the recreation grounds, they will make contact to arrange access when ready to install.

Upcoming: -

- *MVG electrical has been asked to provide a quote to install wired smoke detectors in Chantry Stables.*
- *MVG Electrical are booked in to replace the broken extractor fans in the Pitt Lane Public Toilets.*
- *The Community Charity Shop have reported a leak inside the building; a quote has been requested to repair the dislodged tiles.*

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