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Village Centre
Trinity Road
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Briefing Note

Estates & Facilities Update

16th October 2025

Introduction

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

Hurst Meadows

Completed: -

- The Millennium Garden paths have been leaf blown.
- Two windows have been cut into the Millennium Garden/Fifteen-acre hedge as agreed at the HMWG meeting.
- A second quote has been received for the knee rail, additional fencing by the cycleway and bollards on St George's Lane, these are to be presented to the HMWG ahead of seeking authorisation to proceed at the FGE Meeting.

Upcoming: -

- A quote has been requested to repair the vandalised Hovel Field Noticeboard.

Tree Works

Completed: -

- Following some wind damage on a branch on the southern boundary of South Avenue Rec, Justin Lee has cleared the branch. No property damage to the neighbouring property has been identified. The tree is to be checked and felled if deemed to be unsafe.

Upcoming: -

- A few additional tree works have been identified and quote requested.

Court Bushes

Completed: -

- The Sewer Pump Service has been completed by Section 24.
- A toilet trailer has been booked to be in the Court Bushes Car park during the toilet refurb works.
- Ventham construction is to install a hoarding from the nursery toilet to the office to protect the children from dust and reduce noise whilst the toilet refurb works are carried out.

Upcoming: -

- The Refurbishment works of the Kiddie Capers toilets has been booked in for 22nd October to 31st October 2025.

Village Centre

Completed: -

- The Air conditioning service has been completed in the Parish Office.

- The drains have been cleared due to a excessive amount of toilet paper being flushed, leading to backed up toilets in the Ladies and Disabled toilets.

Upcoming: -

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

Reeds Lane Recreation Ground

Completed: -

- Justin Lee has been booked in to fell the dying Oak on the Northern side of the Recreation grounds, these works are to be carried out in January 2026. The SCVS have been asked to confirm what size logs they would like to be saved for them to remove from site.

Upcoming: -

- *Reports have been submitted for the Phase 2 project; we are awaiting approval from MSDC.*

South Avenue Recreation Ground

Completed: -

- The new gates at South Avenue Play area have been installed by Greenscene on 29th September 2025.

Upcoming: -

- *A report has been submitted for the trampoline; we are awaiting approval from MSDC for the S106 application.*

Speed Indicator Device (SID) update.

- The SID was placed on Cuckfield Road from 23rd September 2025 to 23rd October 2025.
- No Data available for this meeting and will be provided at the next FGE meeting in November 2025.
- All SID data will be sent to the Community Speed Watch Officer.

Other Facilities

Completed: -

- The Work Van has been purchased from ALD automotive and has been insured and Tax for the year.
- Mascot roofing has been booked in to repair the roof of Chantry Stables.
- Some pyracantha shrubs have been purchased to be planted by the Chantry Stables lean to, to help prevent climbing.
- The Willow Trees have been lifted at the Cemetery.
- The Central Path at the Cemetery has been edged and cleared.
- All the Willow Way streetlights including the Court Bushes Car Park, have been repaired and checked as working.
- Sussex Vale Rotary have offered the Parish Council Crocus Bulbs, which have been planted in the war Memorial and Village Garden by the local scout group on 12th October.
- Enerveo require a copy of the HERS ID cards from Merlin to complete the Festive lighting application. Merlin are to provide a copy of the ID cards shortly.
- MSDC have provided information on applying for TPOs on trees.
- The Lower Churchyard at Holy Trinity Church has received its annual cut.
- A quote has been received to install at gate by the war memorial steps to Brighton Road.
- A quote has been received to repair the fence by the Trinity Road public toilets.
- Trinity Road Public Toilet drains have been unblocked.

Upcoming: -

- *MVG electrical has been chased for an update on requested quotes for installing wired smoke detectors in Chantry Stables, replacing the broken extractor fans in the Pitt Lane Public Toilets and bollards at Court Bushes Community Hub.*

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