**Minutes of the Facilities Committee meeting held at The Gladys Bevan Hall**

**on Tuesday 7th February 2023 at 7pm**

**Present:** Councillors:C. Warren, S Birnstingl, J. Cannon, A. Chilver, C. Deadman, F. Heaver.

**Also, present:**  Steve Keogh (Parish Clerk)

 John Young (Maintenance Manager)

**F: 0223:01** **Apologies for absence**

Apologies were received from Cllr Bob Harber and Tom Kardos.

Apologies were also received fromStephie Shorey (Tree Warden).

**F: 0223:02 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011). No further declarations received on this occasion.

**F: 0223:03 Minutes of the last meeting**

The minutes of the Facilities Committee meeting held on [7th November 2022](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/Ef6WwEiCVLtLuZjapgcOGawB8_JscyMPFOXMnKZluIzxZQ?e=x0lZ61) were approved as a true record. Proposed: Cllr Heaver; seconded: Cllr Chilver & agreed.

**F: 0223:04 Public Adjournment**

There were no public questions.

**F0223:05 Tree Warden Report**

 The only recent tree works was the planting of the Queens Canopy tree, a Hornbeam, which has been planted in Hyde Street Green

The Tree Warden report was **NOTED.**

**F: 0223:06 Skatepark**

As detailed in the report circulated with the agenda, the land has now been leased to the Parish Council. The documents are in the parish office fireproof cabinet.

There was a report from the Friends of Small Dole Skatepark, which outlined their work to date investigating grants for the project.

They asked that the District Councillor, Roger Noel, to be asked for his help with the access to the skate ramp which was offered to the group.

They also wanted it minuted that they are still enthusiastic and keen to ensure that the skatepark is improved as soon as possible.

The Clerk’s report was **NOTED.**

**F: 0223:07 Committee Priorities and Projects**

The Clerk’s  [update](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EfvL9L5ENX9Go9iKGwQMFgIBmsZ4xas7VvQxmaEwkcVx8w) which was circulated with the agenda was **NOTED.**

**Allotments**

There have been very few issues raised by the plot holders as they have all renewed.

One concern was the size of sheds as one particular plot holder feels affected by a loss of light.

It was **AGREED** that the subject should be discussed at a future Facilities Meeting.

**Street Lighting**

The issue of street lighting was discussed, regarding the particular location on Henfield Road.

The Clerk explained that a new quote was requested from Enerveo as the one currently in circulation was from May 2022.

Cllr Warren also commented that the area was not that dark at night die to some lighting installed by residents.

Cllr Heaver was concerned that these lights may also be danger due to their location and as they look like a set of headlights.

It was **AGREED** That this new quote should be discussed at a future meeting of the Committee.

The Clerk’s report was **NOTED.**

**F: 0223:08 Facilities –** to receive a [report](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EWxJE9dKTyJJplGGKOa1a_MBA6CJ7hwPkHwBOYndS3BjVQ) from John Young, Maintenance Manager

The Maintenance Manager’s report circulated with the agenda was **NOTED.**

One item which was brought up verbally was the issue of broken glass in the play areas.

The dry evenings appear to be encouraging the use of the play area at night, with the users bringing bottled drinks and smashing them on the play equipment.

The Clerk was asked to contact the PCSO and Wardens. To ask if they can advise the local shops to be more vigilant

Also a message on social media was to be drafted.

**F: 0223:09 Riverside Walk**

The legal agreement to transfer the land to Parish Council ownership has been completed.

 The Steyning and District Community Partnership were also working their way through the various hurdles to enable the White Bridge Link to be created.

Cllr Heaver asked if they were targeting any equine funding as there may be some available if horses were able to use the pathway.

The Clerk explained that all avenues were being investigated but there were some access and egress points which may dictate who can use the link.

The Clerk’s report circulated with the agenda was **NOTED.**

**F: 0223:10 MUGA**

The Clerk’s report was **NOTED.**

**F: 0223:11 Sports Hall –**

The report on [future works with the agenda was](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EUmSdNRDb8xIp-4QOGCJR1ABQP62PodrjvDHAaJ0taKeLw) **[NOTED.](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EUmSdNRDb8xIp-4QOGCJR1ABQP62PodrjvDHAaJ0taKeLw)**

The main issues were the lights and the heating.

The Maintenance Manager explained that there appears to be some history regarding the heating and the current ones could be just switched off.

 It was **AGREED** that a quote should be requested for new heating which may be more energy efficient.

 The lighting is also a concern as there are very few of the fluorescent bulbs working and the cost to replace them could be quite expensive. Also there is a concern that the problem could arise again.

 There is the possibility that all the bulbs could be changed but this too may reoccur in the future.

The new lighting scheme, which is LED and should be lower energy, would have a five year guarantee.

It was **AGREED** to recommend to Full Council that the new lighting scheme should be a priority at the cost of £3,500 and the funds should be taken in the first instance from the section 106 fund for Leisure and recreation, or the CIL funds.

The Clerk reported that he had applied for the Section 106 funds from a development in Small Dole From 2011, but had emphasised that Small Dole residents must benefit.

**F: 0223: 12 Grass Cutting Contract –**

 The Clerk’s report circulated with the agenda was **NOTED.**

**F: 0223: 13 Matters raised by Councillors –** to receive matters for information or discussion for future agendas**.**

 **Cllr Cannon**

Commented that the litter Picker from Upper Beeding had commented that she needed a new litter picking tool and possibly new wheels for the waste trolley.

The Clerk and Maintenance Manager would investigate both.

**Cllr Deadman**

Has become concerned that the nursery situated on the Shoreham Road close to the High Trees roundabout, was not in a safe location as parents had to cross a busy road and a muddy pathway to get to the safe footpath.

The Clerk explained that this was part of the work promised along with the crossing at the same point which is of concern.

The WSCC proposals include some pathway works to reduce the issues for pedestrians accessing the business park.

**Cllr Birnstingl**

The wife of a former Councillor has asked for a tree memorial tree to be planted. This may be a fruit tree which could be put in the community orchard, also it could be something for the riverside walk.

The Clerk will wait until the resident contacts the office directly.

**Cllr Heaver**

He had spoken to a Member of the Beeding in Bloom Group and they would like to know what the budget was for the year.

The Clerk would await her call/visit.

There being no further business the meeting closed at8pm

Signed: Date: