

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 25th April 2023 held at the Centenary Hall, Smallfield

OPEN FORUM: No residents attended

Attendance: Cllrs Bolton (Committee Chairman), Locke, Dodman, Hale and Herwig. Cllr Morris attended via Zoom.

- 1 Apologies received and accepted by Council from Cllr Wates and Gilbert
- 2 Declarations of interest – either personal or prejudicial on any agenda item: None
- 3 Dispensation: None required
- 4 The minutes of Tuesday 28th March 2023 were signed as a true record of the meeting
- 5 No matters arising from the minutes
- 6 Cllr Herwig said that quite a few raffle tickets have now been sold along with some of the merchandising. She, and Cllr Hale, plan to have a stall at the hall during the local elections. Cllr Herwig is also due to make a presentation at the Burstow School assembly and the book marks will be given to the children then. Cllr Herwig has also been in contact with the Surrey Mirror and there will be mention of the event in this week's edition. Judith Calver will be carrying out the risk assessment and the Clerk has been asked to bring out the Hi-Viz vests for volunteers on the day. Cllr Lord is to have a Hi-Viz vest and his council ID to show he is the 'official' photographer. A new sponsor has been found by the Clerk and he will donate £500 to cover the raffle costs and cash prizes. Cllr Hale asked anyone with a gazebo to please loan for the day. Cllr Morris has emailed councillors asking for help on the day and will be compiling a rota so please can people reply setting out their availability. The school car park won't be used on the day, just the staff parking for volunteers and performers.
- 7 Playground Working Party update – Cllr Hale reported that she and Cllr Gilbert met with Prulifc contractor on the 11th April re upgrading the playground surfacing. The advice was to put safety surfacing over the entire fenced playground area as the ground is very waterlogged. The Clerk was asked to report the slide to TDC as some side panels appear to have been removed and could be dangerous. It would cost intro £25 for the safety surfacing and the playground company suggested completely upgrading all the equipment at the same time. The playground will be designed for children 6 years and under.
The Clerk advised that TDC own the QEII field and the parish council has provided all the equipment on the site. The Clerk was asked to contact the district councillors regarding the roundabout on the Plough Road rec as the TDC officers have not replied re the fenced off equipment.
- 8 Cllr Locke proposed that BPC plant a mature Royal Oak tree in tribute to King Charles III's Coronation. A general discussion took place regarding the advantages and disadvantages. The Clerk was asked to check with TDC if it would be possible to plant a tree at the QEII field. Cllr Locke will speak to the bungalow occupants to take their views/concerns into account before a decision is made. Cllr Locke then proposed an amendment to his proposal that BPC approve expenditure up to £1k to

plant a tree at a location still to be decided. Seconded by Cllr Dodman and carried unanimously

- 9** A general discussion took place regarding replacement of the village gates. Cllr Locke and Bolton will research and revert to committee at the next meeting.
- 10** To discuss and consider future actions regarding the proposed outside seating area at the Centenary Hall
- 11** To discuss and consider how to improve access through the pedestrian gate at the QEII Field as it currently gets waterlogged during rainy periods – the Clerk will ask one of our local contractors to drop some crushed concrete/scalping's FOC.
- 12** To check and maintain or reassign areas of responsibility to Councillors
Cllr Locke – all is well. The Clerk reported that Fullers would charge £250 to sweep the main roads in Smallfield to help keep the drainage system working. These are Weatherhill Road to the junction with Hathersham lane, Chapel Road to Normans Corner, Plough Road to Cogmans/Dowlands Lane, Redehall Road to the school, Broadbridge Lane to the junction with Perrylands and Wheelers Lane. The Clerk was asked to book this in.
Cllr Gilbert – no report
Cllr Herwig – Hall gardens Lots of work has been underway and the gardens are looking well. The Clerk was asked to source some mulch. Cllr Hale will get prices for a council woodchipper. Anybody using the chipper will need training beforehand. The Clerk assured Committee that the steps would be made wider before the coronation event. The Clerk has been authorised to buy water butts and downpipe connectors once Cllrs Herwig and Hall decide where they will be sited.
Dowlands Lane field – Cllr Dodman – all well tough rather wet.
Cllr Bolton – Planning to visit the site next week
- 13** Items that Councillors would like to see on the next agenda or request the Clerk to carry out
Cllr Morris – Could narrow planters be placed on the pavement between the Parade car park and Redehall Road to prevent vehicles driving over the pavement.
Cllr Bolton – road signs need washing
Cllr Hale – Noticeboard on QEII field is rotten – ask the Caretaker to remove it.

There being no further business, the meeting closed at 8.15pm. The next scheduled meeting is Tuesday 23rd May 2023.

Signed Dated

Note: Any Councillors attending via Zoom do not vote