

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 23rd May 2023 held at the Centenary Hall, Smallfield

OPEN FORUM: No residents attended

Attendance: Cllrs Locke, Bolton, Bush, Dodman, Hale and Herwig and. Cllr Morris attended via Zoom

- 1 Election of Chairman – Cllr Bolton nominated Cllr Gilbert as Chairman of the Committee, seconded by Cllr Dodman and carried unanimously. As Cllr Gilbert was not at the meeting, the Chairman, Cllr Locke, chaired the meeting.
- 2 No apologies received
- 3 Declarations of interest – either personal or prejudicial on any agenda item: None
- 4 Dispensation: None required
- 5 The minutes of Tuesday 25th April 2023 were signed as a true record of the meeting
- 6 Matters arising from the minutes – Item 8 – Playground - The Clerk asked the Committee that, rather than putting scalplings on the mud by the QEII field Broadbridge Lane gate, she buys some gravel grid. The Clerk has spare chippings to fill the grid. Item 14 – Cllr Herwig reported the QEII Field noticeboard at the last meeting.
- 7 Coronation report – finances are not yet completed so nothing to report at this time.
- 8 Playground Working Party update – Cllr Hale reported that she believes Cllr Gilbert was going to carry out some site visits to playground near to where his daughter lives. The equipment is by the same contractor they met in April. Cllr Hale asked what budget is available to renew/replace equipment. The Clerk replied that the easiest way forward is come up with a design and cost for what would work well and then look at applying for grants to fund some or all of the work.
- 9 Cllr Locke proposed that BPC plant a mature Royal Oak tree in tribute to King Charles III's Coronation. This item was brought forward from the previous meeting. Upon reflection, Cllr Locke considers the village green to be unsuitable for a tree that, over time, will become very large, and is now recommending either an Acer or Flowering Cherry. He also asked if Councillors can come up with a suitable location for a large tree that they let him know. Cllr Locke proposed an amendment that BPC purchase an Acer or Flowering Cherry as a tribute to King Charles III and unanimously agreed. A £1,000 budget allocation was approved at the last meeting to buy a large/mature tree.
- 10 Village gates – Cllr Locke and Bolton reported they had sourced show jumping 'wings' that would be suitable for use as 'village gates' and these would cost £110 per pair. Three pairs would be needed and there would also be a delivery charge. Cllr Locke reported that the installation charge would amount to £1,800 for the tree sets as all the pilot holes would need to be hand dug to ensure no utility equipment buried in the area would be damaged. Councillors discussed trying to find cheaper installation but ultimately decided that it would be unwise to go ahead using a mechanical digger as the costs for any utility repairs would be great. Cllr Locke proposed Council continue with the named contractor at an approximate total cost of £3,000, seconded by Cllr Bolton and carried unanimously.

- 11** To check and maintain or reassign areas of responsibility to Councillors
As Mr Wates is no longer a Councillor, Cllr Bolton offered to take responsibility for the Centenary Hall building
In addition to the Hall/carpark drainage, Cllr Locke agreed to check gullies/drains on the highway and let the Clerk know if he noticed one is blocked. The clerk reported the road sweeper has been booked in for the week commencing 27th May 2023.
Cllr Gilbert – no report
Cllr Herwig – Hall gardens are looking well and she requested the Clerk book in the maintenance visit by Heatherlands for early October. Cllr Hale reported she has not had time to investigate chippers and would report at next meeting.
Dowlands Lane field – Cllr Dodman – all well, there are now 4 horses living on the field and appear well looked after.
Cllr Bolton – Planning to visit the site next week, the Clerk will email the owners of the b&b asking if it would be ok for Cllr Bolton to park there briefly.
Cllr Hale reported she had asked Mr Cutter if he would help
- 12** 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 Herwig – 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 27th June 2023.

Signed Dated