

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 27th June 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 Apologies received from Cllr Bush for reasons accepted by Council.
- 2 Declarations of interest – either personal or prejudicial on any agenda item: None
- 3 Dispensation: None required
- 4 The minutes of Tuesday 23rd May 2023 were signed as a true record of the meeting
- 5 Matters arising from the minutes
- 6 Playground Working Party update – Cllrs Gilbert and Hale reported they recently met with the company Kompan. The equipment comes with a 5-year guarantee. Their structures are made from wood that is very durable. They can carry out the maintenance and safety checks. Once out of the warranty period they offer a maintenance and safety service for £125 per annum. Cllr Gilbert said they are still waiting for the design and quote and he will chase before the next meeting. It is estimated the cost will be £80k. Committee will consider adding a few more picnic benches as part of the work.
- 7 To discuss and consider the following
 - How and what to name the new car park – whilst a little early to decide, all members agreed to give the matter some thought in the near future.
 - Install a noticeboard by the pedestrian access to the new car park – Committee felt this was an excellent suggestion and resolved to do so
 - Possible sponsorship of new plating pays at the car park – Committee felt this idea had potential and once there is a clearer understanding of construction timelines approached can be made to businesses.
- 8 Royal Oak Tree – Committee still supports the idea and Cllr Locke asked the item be listed for the next meeting and he will have a better idea on costs.
- 9 To compile a list of trees, bushes, etc that require pruning and consider how the work can be carried out and/or funded.
Committee resolved to investigate costs and see how and when work can be done. The Clerk explained she had compiled a list of addresses between the Centenary Hall and the Redehall/Park road junction and will be writing to the owners asking for vegetation to be cut back. The Clerk asked Councillors to assist by checking within the vicinity of their home and compile a list. Councillors noted that significant width from pavements has been ‘lost’ by dirt, debris and grass/weeds taking root and that ideally pavements would be scraped clean to maximise the available width. Cllr Bush offered to look into the ‘community payback’ scheme and see if labour can be sourced that way. He will report back at the next meeting.

- 10** Update from Councillor areas of responsibility
Cllr Locke – C Hall drainage plus highway gutters/drains – The Clerk was asked to report the weeds growing through kerb stones and in the guttering to SCC as unless these are killed/removed, eventually they will compromise the drainage in the roads.
Cllr Herwig – Hall gardens have been recently weeded and tidied. She thanked the Caretaker, Martin, for his diligence in watering plants during the hot weather and request if he could be asked to weed spray under the large bed near to the kitchen.
Dowlands Lane field – Cllr Dodman – all well
Cllr Bolton – Not visited as yet
New equipment – the Clerk was asked to order the garden shredder/chipper for use and the new mower. The Clerk said that before anyone could use the equipment they would have to attend a safety briefing/demonstration with the Caretaker to ensure they can use the equipment safely. When the electrician attends to carry out annual safety checks the Clerk will ask for an external socket to be fitted to the rear of the Hall.
- 11** Items of an urgent nature brought to Committee's attention
Cllr Herwig asked if it would be possible to have a bollard installed at the southern junction of Plough and Redehall roads to prevent vehicles driving on the pavement. The Clerk will ask Cllr Steeds from Surrey CC.
During the London to Brighton bike event on Fathers Day a participant died. The cause is not known, however the defibrillator by the Chemist was shown as 'unavailable'. This unavailability did not contribute to the death and all Councillors offered their sympathy to the family. The defibrillators are checked monthly by the Clerk and any problems would be addressed. However, in order to ensure a defibrillator remains 'available' to emergency services one must update their status with 'The Circuit'. How frequently this need to be done is unclear and as a failsafe, when the monthly check is carried out the Clerk will log on to the website and ensure the equipment remains 'available'.

There being no further business, the meeting closed at 8.10pm. The next scheduled meeting is Tuesday 25th July 2023.

Signed Dated