

BURSTOW PARISH COUNCIL

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

OPEN FORUM: No residents attended

Attendance: Committee Chairman Cllr Gilbert, Council Chairman Cllr Locke, Cllrs Bush, Hale, Herwig and Morris.

- 1 Apologies received from Cllr Bolton 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 27th June 2023 were signed as a true record of the meeting
- 5 Matters arising from the minutes - The Clerk will contact CC Steeds regarding having a bollard fixed on the pavement by the Plough Road/Redehall Road junction to prevent vehicles from going onto the pavement.
- 6 Playground Working Party update – Cllrs Gilbert and Hale reported they met with a representative from Kompan earlier today. This is the fourth or fifth company and they are now aiming to get quotes from the various companies. Cllr Hale mentioned that Tandridge are planning a review of their facilities and this may lead to some closures. We don't expect the QEII Field to be one. Tandridge have suggested it may be an option for the parish council to purchase equipment as an 'add on' to their larger order but as there is no timeline in place for their review Committee does not feel it appropriate to wait. Cllr Gilbert suggests that we do not wait for TDC to carry out safety inspections/maintenance and instead have an independent contract in place to ensure equipment is regularly maintained. Cllr Hale said that upon her inspection, the trim trail equipment appears to be rotting in places and this should be removed. She also said that an 'unofficial' swing has appeared in a tree and she has/will report this to TDC. It was agreed that Cllrs Gilbert and Hale make a recommendation to Full Council at the September 2023 meeting over what playground company to appoint. Once this is in place funding applications can then be submitted to various organisations.
- 7 Redehall Car Park – This went out to tender on the 3rd July, with a closing date of noon on Monday 31st July. Two tender bids have been submitted so far, both electronically. These have been moved to a folder unopened and will be printed out immediately prior to the opening of the bids on Wednesday 2nd August.
- 8 Royal Oak Tree – Cllr Locke made suggestions to Committee regarding planning trees to commemorate King Charles III's coronation. A *Prunus 'Royal Burgundy'* and a mature red oak '*Quercus Rubra*'. These can be seen online at ornamental.trees.co.uk and trees-online.co.uk respectively. Cllr Locke asked the committee members to visit the sites and that the item be listed on the September agenda to progress.
- 9 To compile a list of trees, bushes, etc that require pruning and consider how the work can be carried out and/or funded.
Cllr Bush reported back that there is a 'community payback' scheme where offender can work to offset some of the harm they have created through carrying out work. This is run by the MoJ and Cllr Bush will contact and see if the Plough Road

pavement clearing can be a recognised scheme. If so then details about how to remove the spoil can be discussed.

The clerk advised Committee that, because there is distinct legislation (Highways Act 1980) that sets out how overgrown trees and hedges be managed, the Parish Council can not advertise a program of pruning based on implied consent. Individual land owners/occupiers will have to be contacted directly. It will be considerably easier to do this if the parish is broken down into smaller areas. Committee agreed to start with Plough Road. The Clerk will contact the tenant on the field adjacent to the allotments to ask for his permission to cut the hedge. Cllr Hale raised an issue about sightlines due to long grass and will report directly to SCC

10 Update from Councillor areas of responsibility

Cllr Locke – C Hall drainage. Cllr Hale mentioned there are some slipped hanging tiles on the rear of the hall and some of the soffits/facings need repainting/replacing. The Clerk will contact a roofer.

Cllr Herwig – Hall gardens have been recently weeded and tidied. She has recruited a new volunteer who will be noted in the volunteer register then next time she helps with the gardening.

Dowlands Lane field – Cllr Dodman – N/A

Cllr Bolton – N/A

New equipment – the Clerk reported the shredder has arrived along with ppe for Cllrs Hale and Herwig. Before they can use the equipment, they will have a safety demonstration with the Caretaker. When the electrician carried out the annual checks, he will install an outside socket to the rear of the building.

11 Items of an urgent nature brought to Committee's attention

Sports Club grant – Cllr Locke asked for a volunteer to work with the Clerk investigating the grant council awarded towards the cost of a new path. It appears as though the work was carried out, free of charge, by Knox Plant as part of its SCC Community Engagement scheme. Cllr Gilbert offered and will give the Clerk some dates for next week. The Clerk was asked to mention the matter to Landform as it is thought they too were making a financial contribution.

Road side gullies – Cllr Locke said that many of the gullies were blocked with soil, leaves and vegetation and that they would not be fit for purpose when it rains. He suggested that Councillors take an area each and report all blockages to Surrey CC. Each gully has to be recorded separately on their reporting system. Cllr Locke said he would take on Redehall Road, Cllr Herwig – Plough Road, Cllr Hale Weatherhill and surrounds, Cllr Bush – Chapel Road and Cllr Gilbert offered to check Broadbridge Lane and Wheelers Lane.

There being no further business, the meeting closed at 8.15pm. The next scheduled meeting is Tuesday 26th September 2023.

Signed Dated