

FERNHURST PARISH COUNCIL

Minutes of the **Property, Highways and Environment Committee** meeting which took place at Fernhurst Village Hall on **Monday 20 June 2016** at 6.35pm.

PRESENT: Mrs M Timms (Chairman), Mrs H Bicknell, Mr W Black, Mr J Buchanan, Mr G Inns, Mrs M Jenkins, Mr N Rawlings, Mr J Smith.

PHE/26/16 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Moncreiff and Tedd.

PHE/27/16 DECLARATIONS OF INTEREST

None.

PHE/28/16 PREVIOUS MINUTES

The Minutes of the Meeting held on **23 May 2016** were agreed as being a true record. Proposed Cllr Buchanan, seconded Cllr Jenkins.

PHE/29/16 PUBLIC TOILETS

The Clerk reported that notice had been served on the existing cleaning contractor and the new contractor engaged from 1 July.

PHE/30/16 CROSSFIELD

- **Notice-Boards:** Cllr Buchanan reported he awaited confirmation from the niece and nephew of Dr Constance Cusden on the form of commemoration going forward. The style of notice-board recommended by the South Downs National Park Authority was favoured to replace the existing boards, preferably in oak. No costings were yet available but were required. **Action: (JB)**
- **Seats:** The new seats had been installed and were commented on favourably and seen in use. It was noted that the feet of the seats were only secured by two fixings when there was provision for four. The Clerk was instructed to enquire of the installer if this was entirely satisfactory. **Action: Clerk**
- **Landscaping & Maintenance:** Cllr Timms reported that Chichester District Council had been informed of the limited responsibilities the Parish Council was willing to undertake for maintenance around the shops and walkways. A licence agreement formalising the agreement is awaited from Chichester D. C. **Action: (MT)**
It was agreed to place an advertisement in the "Fernhurst News" seeking a recipient of the Monkey Puzzle tree. **Action: (MT)**

PHE/31/16 ASSET REGISTER

The lych-gate entrance to the cemetery requires adding to the Council's asset register. **Action: Clerk**
Cllr Buchanan offered to ask Ian Russell to inspect the lych-gate and obtain advice on its condition and maintenance requirements. **Action: (JB)**. The Clerk was instructed to ask the cemetery groundsman to cut back the conifer trees adjacent to the lych-gate. **Action: Clerk** *Subsequent to the meeting I have spoken with the cemetery groundsman and he has advised the situation is too complex and the trees too large for him to deal with. The tree roots appear to be pushing over the wall and more expert advice is needed on pruning and/or removal.*

- **Bus Shelter** Two quotations have been received for repair of the bus shelter roof and a third is required. **Action: Clerk**
- **Grounds Maintenance Equipment** The hedge-trimmer blades apparently require replacement. The quotation received from the maintenance company appeared excessive

when new blades could be purchased for approximately £100. *Subsequent to the meeting the cemetery groundsman has informed the Clerk that he will re-sharpen the existing blades.*

PHE/32/16 SURFACE REINSTATEMENT

Cllr Timms advised that she had twice contacted South East Water prompting action. On both occasions South East Water had promised action. Cllr Timms agreed to continue monitoring.

Action: (MT)

PHE/25/16 OTHER MATTERS

- **Proposed Changes to Local Recycling Facilities**

The Clerk was instructed to respond on behalf of the Council to Chichester District Council's consultation process opposing any removal or reduction of waste collection or recycling facilities in Fernhurst. **Action: (KJ)**

- **Local Pharmacy**

Publicity in the Fernhurst News encouraging residents to support their local pharmacy, particularly dispensing services, is being promoted.

- **Salt Bins**

The location of existing salt bins and a schedule of any additional requirements is needed. Cllr Smith agreed to compile. **Action: (JS)**

- **Asset Register**

Work is ongoing. **Action: (JB & KJ)**

NEXT MEETING OF THE COMMITTEE 20 June 2016

Meeting closed at 7.35pm

Signed.....
Chairman

Date.....