

WASHINGTON PARISH COUNCIL



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Washington Parish Council

Open Spaces, Recreation, Allotment, Footpaths and Conservation (OSRA) Committee

MINUTES of the OSRA Committee Meeting held on Monday 20th January 2025 at
Washington Village Hall (Doré Room)

PRESENT: Cllr S Buddell, Cllr B Hanvey, Cllr A. Dillaway, Cllr T Keech (Chairman) and
Cllr G. Lockerbie.

ALSO: Clerk to the Council and two members of the public.

The meeting was opened by the Chairman at 7:45pm

O/11/25/1 Apologies for absence

The Committee **RESOLVED** to **RECEIVE** and **ACCEPT** apologies from Cllr Perkins

O/11/25/2 Declarations of Interest.

There were no declarations of interests on any items on the agendas as defined under
the Localism Act 2011 and the Parish Council's Code of Conduct.

O/11/25/3 Minutes of the last meeting on 22nd April 2024

It was **RESOLVED** to **APPROVE** the Minutes of the last OSRA Meeting on 18th
November 2024

O/11/25/4 Public Speaking

The Chairman and Membership Secretary of the West Chiltington and
Thakeham Cricket Club spoke briefly about their request to hire the
Washington Recreation Ground for the season from May, and responded to
questions from members.

The Chairman thanked the Club Officers. He proposed and it was **RESOLVED** to
bring forward agenda item O/01/25/11 on their hire request for consideration.

O/01/25/05 Recreation Ground

To Consider a hire request for the cricket square by a local cricket club.

The Chairman and Membership Secretary of the West Chiltington and
Thakeham Cricket club reported that their club's junior membership had grown



rapidly and that the club needed more local playing facilities.

They asked the Council if it would support the idea of the club hiring the Recreation Ground, potentially on a permanent basis for the season starting in May.

OSRA Members welcomed the prospect of reintroducing cricket to the village and would be willing to consider an arrangement which would work for both the club and the council.

Following a discussion the Committee **RESOLVED** to **AGREE** in principle to hire of the grounds to the Club. This would be subject to the Club's further investigations on the costs and feasibility of their proposals.

The Clerk would contact the Groundsman on costs for restoration of the square and ongoing maintenance, and share this with the Officers.

O/01/24/6 Actions and Matters Arising

To Receive Actions and Matters arising from the last meeting.

The Committee noted the following report and expressed its extreme disappointment with the SDPA for the long delay in deciding on the MUGA lighting application. Clerk to write to the authority to convey this and to push for a decision.

Minutes	Progress
<p>FC/23/11/10 (FC 6th Nov 2023) MUGA lighting: Approved £4,680 quotation from Case Electrical for new MUGA Lighting - Limineux 650watt light LED . Contractor sought pre-planning advice and submitted a planning application reference SDNP/23/01/78/DINPP on behalf of the council. SDNPA (email letter 16.5.2024) confirmed it was being processed and could take longer than 15 days. The contractor has been chasing for a decision.</p>	<p>Ongoing. Clerk to ask contractor to chase up with SDNPA and find out the decision date and reasons for the delay.</p>
<p>O/04/24/5 (OSRA 22nd April 2024) First Extension Graveyard: Seek quotes from shortlist of surveyors on the RICS register to survey section of wall near Banks Cottage, on safe removal of ivy and other vegetation.</p>	<p>Ongoing. Clerk to chase.</p>
<p>O/9/24/6 – (OSRA 16th Sep 2024 – Seek clear definition of the council's obligations, responsibilities and if required the specifications regarding the allotment perimeter fencing request from stewards.</p>	<p>Ongoing. Clerk to chase</p>

O/11/24/13 (OSRA 18th Nov 2024) – Bus Shelter – recommend to Full Council the provision with fully costed proposal and the statutory approvals from WSCC.	Ongoing. Awaiting Highways Authority agreement on location of shelter.
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O/01/24/6 Allotment

To Review the site inspection report and agree any recommendations

The committee noted that there were good signs of cultivation and management on the site but no activity on one particular plot for several months. It was further noted that the rent for this plot was overdue and that the gate post had fallen over and not been reinstated.

Following a discussion, the committee noted the reports and that the post is the responsibility of the Tenant. It was **RESOLVED** to serve one month's notice to vacate the plot if rent is unpaid.

The Clerk reported that Mr Turley, one of the long term Tenants, had kindly agreed to serve as a Steward on the site.

O/01/25/7 Allotment

To Consider applications for vacant plots on the site.

The committee considered and **RESOLVED** to **AGREE** to offer the tenancy of Plot 9B to applicant Mrs Spencer-Smith which will become vacant on 21st January.

They further agreed to offer the tenancy of vacant Plot 8 to applicant Mr J Turley. Clerk to issue the tenancy agreements and rent invoices.

O/01/25/8 First Extension Graveyard:

To Review the inspection report and Agree any recommendations.

The monthly report had not been received in time for the meeting. The item was deferred.

The Clerk reported that she had used her emergency spending powers to agree Gumbrell's £300 quotation to relevel the headstones which were previously reported as unstable. This would be subject to signing their agreement which was pending. It was noted that the Council had agreed at the last meeting to go ahead with the repair unless the headstones can be safely laid flat for a lower quote. The Clerk reported that the monumental mason had advised this would require more work and the cost would be higher. The information was noted.



O/01/25/9 First Extension Graveyard

To Consider a quotation for new gate to the closed burial ground

A quotation had not been received in time for the meeting and the item was deferred

O/01/25/10 Recreation Ground

There were no further safety matters for consideration.

O/01/25/12 Trees

To Agree quotation for tree surgery recommended in the annual trees inspection.

The Committee considered and **RESOLVED** to **AGREE** a quotation of £280 from the Council's approved contractor Sawing Heights for surgery to trees on the Recreation Ground and Allotment site, recommended in the last Annual Tree Inspection Report.

A quotation for severing ivy on 5 trees in the First Extension Graveyard, as recommended in the same report, had not been received in time for the meeting. It was noted that none were a high priority. This was deferred to the next meeting pending the quotation.

O/01/25/13 Any other urgent Open Space, Recreation & Allotment and Footpaths and Conservation issues that may arise.

None raised.

O/01/25/14 Date and Time of next OSRA Meeting:

Monday 17th February 7:45pm

There being ~~no further business~~, the meeting was closed at 8:20pm.

Signed.....

Dated.....

17/2/25