

WASHINGTON PARISH COUNCIL



Washington Parish Council
PO Box 2286
PULBOROUGH RH20 9BT
Tel: 0777 6771921
Email: clerk@washingtonparish.org.uk
Website: www.washingtonparish.org.uk

Washington Parish Council Open Spaces, Recreation and Allotment (OSRA) Committee

MINUTES of the OSRA Committee Meeting held on Monday 21st July 2025 at the Washington Village Memorial Hall (Doré Room).

PRESENT: Cllr C. Brookes, Cllr A. Dillaway, Cllr B. Hanvey, Cllr O. Jupp and Cllr T. Keech (Chairman)

ALSO: Ms Z Savill, Clerk to the Council. No members of the public.

ABSENT: None

The meeting was opened at 8:00pm.

O/7/25/1 Apologies
None. All present.

O/7/25/2 Declarations of Interest and Dispensations.
None declared as defined under the Localism Act 2011 and the Council's Code of Conduct.

O/7/25/3 Minutes of the last meeting
The Committee **RESOLVED** to approve the minutes of the OSRA Committee Meeting held on 16th June 2025 and were duly signed by the Chairman.

O/7/25/4 Public Speaking
There were no public representations.

O/7/25/5 Actions and Matters Arising
The Committee noted the report of completed actions and those to be followed up by the Clerk (Appendix A).

The Clerk reported one matter arising: the new Tenant of Plot 6 had requested clarification on the Council's decision at its meeting on 7th July 2025 Min Ref: **FC/25/7/26** regarding the proposed mobile chicken tractor.

The Committee **RESOLVED** to clarify that the Council had agreed to the

proposals for the mobile hen tractor as described by the Tenant; and that the Council's condition imposed for the hen house and run to be permanently located to the right-hand side of the plot did not apply to the mobile hen tractor. Otherwise it would have conflicted with the Tenant's scheme for improving the soil condition of the plot.

0/7/25/6 Allotment: site report

Rainwater harvesting project

It was reported that some of the Plot Holders were struggling to keep their crops watered during the recent hot weather. A Steward is consulting with them about interest in a rainwater harvesting scheme which may be eligible for funding up to £5,000 from HDC's Community Climate Fund.

A selection of site meeting dates with HDC to advise the Stewards on the various options and funding process were shared with the Committee should any members wish to attend.

The Committee noted the report and **RESOLVED** to invite the Stewards to report back on the meeting outcomes and project proposals for further consideration at the next OSRA Committee meeting. Clerk to follow up.

0/7/25/7 Allotment: To Approve Tenancy applications.

The Committee **RESOLVED** to note that there were no tenancy applications received for vacant plots. It was further noted that the new Tenant for Plot 6 had signed the Council's tenancy agreement and paid the rent due for the remaining year.

0/7/25/8 Washington Recreation Ground Charity

The Committee reviewed safety inspection findings of Council property and noted the following planned action:

- Top fencing rail at the start of the Cinder path is broken: quotation sought by the Clerk for replacement
- Dry weather has caused the ground to contract underneath the Team Room benches and the legs need anchoring into the ground: quotation sought by the Clerk for the repair.
- Animal holes on the Recreation Ground to be filled. Completed by the Groundsman.
- Weeds growing through some of the safety surfacing on Play Area – quotation sought from the Groundsman (5.6.2025). Clerk to follow up.
- Picnic bench repairs: repairs by Mr Collis are in hand.
- Graveyard gates: due to be replaced in June but still pending. Clerk to follow up.

0/7/25/9 Washington Recreation Ground Charity: Memorial Bench application

To Committee considered an application from Mr Neil Hughes for a memorial bench on the Recreation Ground for the Late Mr Jerry Newham, a resident of many years in Washington village.

Following a discussion the Committee **RESOLVED** to approve the application and for the bench to replace the one near the Play Area which has fallen into disrepair. Clerk to action.

O/7/25/10 Grounds maintenance review

To Committee reviewed the Council's Grounds Maintenance Schedule for the Recreation Ground, Allotment and First Extension Graveyard.

It was noted that the three-year grounds maintenance contract will end before 31st March 2026

Following a discussion, the Committee **RESOLVED** to adopt the Grounds Maintenance Schedule without amendment. Clerk to seek quotations for a new three-year maintenance arrangement to be approved ahead of the 2026.27 budget review in November.

O/7/25/11 First Extension Graveyard: inspection report

The Committee received and reviewed the inspection report from Cllr Lisher for July. It was **RESOLVED** to note there were no matters requiring further action and that the ivy on the wall had been safely removed near Banks Cottage by tree surgeon Mr Morley.

O/7/25/12 Annual Audit of the Parish Grit Bins

Notification was previously circulated from WSCC for the Council to report the annual audit of the parish grit bin levels.

The Committee **RESOLVED** that the audit be carried out by the Clerk before 1st August deadline. Clerk to plot location of the grit bins using the 'WhatThreeWords' application to enable future audits to be carried out by nominated members from the Committee.

O/7/25/13 Any urgent Open Space, Recreation & Allotment and Footpaths and Conservation issues that may arise.

None reported.

O/7/25/14 Date and Time of next OSRA Meeting:

The Committee noted the date of the next meeting on Monday 15th September, at 7:45pm which will include the annual review of the Allotment rent for 2026 and Tenancy terms.

There being no further business, the meeting was closed at 8:32pm

Signed...

Dated.....15/9/25.....