

## NORTH HORSHAM PARISH COUNCIL

### PROPERTY COMMITTEE THURSDAY 9<sup>th</sup> JUNE 2015

#### COMMITTEE REPORT

#### 3. Public Forum

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. The business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

#### 6. To receive any Declarations of Interest from Members of the Committee

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items.

If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

#### 7. Chairman's Announcements – for information and noting only

At the time of writing the Report, there are no Chairman's Announcements.

#### 8. Monitoring of the Committee Budget

Members are advised that the Committee Budget monitoring information will be available at the meeting.

#### RECOMMENDATION

**That the Committee Budget monitoring information is noted.**

#### 9. Completed Works

**Members are asked to note that the following works have been completed.**

##### (a) Roffey Millennium Hall

- (i) Replacement Air Conditioning Unit – Members Room

##### (b) Holbrook Tythe Barn

- (i) New Water Heater – Disabled WC

- (c) All Community Venues**
  - (i) Boiler Servicing Contract renewed for 5 years
  - (ii) 24/7 Keyholder Contract renewed for 5 years.
- (d) Amberley Close Paly Area**
  - (i) Cone Climber repaired
- (e) Other Locations**
  - (i) Birdmouth fencing installed – Downsview Road
  - (ii) Earles Meadow – damaged manhole cover replaced
- (f) Tree Works**
  - (i) Storm damaged Fir tree – Holbrook Tythe Barn
  - (ii) Amberley Close –overhanging tree, remedial work completed

## 10. On-going Works

Members are asked to note that the following works are on-going.

- (a) Holbrook Tythe Barn**
  - (i) New Patio Doors and surrounds - to be fitted in summer holidays
  - (ii) New Kitchen Window to match Patio door - cost approved by the Council Chairman and Committee Chairman as agreed at the last committee meeting – work to be undertaken in summer holidays
  - (iii) Flower and shrub bed work and ongoing maintenance
  - (iv) Safety Markings/Signs for Car Park – quotes being obtained
- (b) North Heath Hall**
  - (i) Conversion to mains water supply - work to be undertaken in the summer holidays
  - (ii) Replacement water heater (Room 15/16) - work to be undertaken in the summer holidays
- (c) Multi Courts**
  - (i) Minor groundworks at entrance to Multi Courts
- (d) Other Locations**
  - (i) Tree works at the end of Brushwood Road – scheduled for 27 June 2016.
  - (ii) Replacement bollard at Roffey Corner – awaiting delivery of new bollard. It will be fitted as soon as it arrives.

## 11. Future Work at Holbrook Tythe Barn

Members are asked to consider replacement of the doors to the back of the hall and storage rooms so as to match the new patio doors and kitchen window. A quote for £1074 + VAT for each door has been obtained from the company carrying out the other work.

### **RECOMMENDATION**

**To approve replacement of both doors.**

## 12. Tree Work – Various Locations

- (i) Oaks Close

Members are advised that a complaint has been received from a resident regarding a tree on Earles Meadow that is blocking light from their property. The tree surgeon commented that the tree is some distance from the property but has submitted a quotation of £240 for reducing the tree by 20%. This work would not be subject to planning permission.

## **RECOMMENDATION**

**To consider the quotation for the tree work described above.**

- (ii) Heather Close  
This is an ongoing issue about overgrown trees on Heath Way Open Space. Residents have complained about trees blocking light from their properties and tree branches dropping into their gardens causing health and safety concerns.  
A quotation for reducing the trees has been requested and it is hoped that this will be available for the meeting.
- (iii) Whitehorse Road  
A resident has complained about two Hornbeam trees on land at Earles Meadow. One is overhanging the front of their property and is damaged and one to the side of their property is overgrown.  
A quotation for carrying out appropriate remedial work to the trees has been requested and it is hoped that this will be available for the meeting.

### **13. Works deferred until post 30<sup>th</sup> June 2016**

**Members are asked to note that the following works have been deferred:**

- (i) Provision of additional fencing at the Multi Courts
- (ii) Re-design of the Parish Office
- (iii) Flooding issues at Earles Meadow
- (iv) Footpath between Earles Meadow and Amberley Close

### **14. To consider comments received from residents about the fencing at Downview Road**

Members are asked to consider correspondence received (to be circulated) from two residents regarding the new fencing.

## **RECOMMENDATION**

**Members' views are sought as to how to respond to the residents.**

### **15. To consider replacing the Parish Council Van**

Now that the Parish Council no longer has their own van, members of staff are using their private vehicles to travel between locations and to transport supplies and equipment. This may have insurance implications for the individuals. Members are asked to consider if they wish to replace the Parish Council van.

## **RECOMMENDATION**

**Members' views are sought on replacing the Parish Council van.**

### **16. Date of next meeting – Thursday 28<sup>th</sup> July 2016 (scheduled).**

**Vivien Edwards  
Deputy Clerk to the Council  
3<sup>rd</sup> June 2016**