

CUCKFIELD PARISH COUNCIL



Estates Committee

Minutes of a Meeting held at 8.15pm on 4th January 2018

Present: Mr P Mantripp (Chairman), Mr A Burton, Mrs M Dormer, Mr S Oversby-Powell, Mr N Page, Mr M Sambrook.

In Attendance: Mrs S Heynes (Clerk), Ms C Hansen (Assistant Clerk), Mrs A King

ES04 Apologies for absence

Apologies for absence were received from Mrs J Notaras.

ES05 Declarations of interest: Mr Page declared an interest in Item ES29 due to living in proximity to Buttinghill Drive.

ES06 Public Question Time

No members of the public were present.

ES07 To approve the minutes of the meeting held on 20th April 2017

The minutes of the meeting of the 20th April 2017 were taken as read, confirmed as a true record and signed by the Chairman.

ES08 Horsefield Green, Ardingly Road

The Chairman advised he had received the Schedule of Works, Discreet Work Packages and Schedule of Costs documents prepared by Savills.

The Chairman highlighted the essential work required on the Dell escarpment, pond, trees, fences, hedgerow and signage requirements.

- Mr Martin Sambrook agreed to review the Schedule of Costs and forward a summary of recommendations to the Chairman.
- Mr P Mantripp and Mrs M Dormer agreed to review all documents and prepare a management plan proposal for review at the next Environment & Wellbeing Committee meeting on 25th January 2018. This would include an estimate of the hours required per week to complete essential maintenance at Ardingly Road on an ongoing basis.
- The Clerk was instructed to review the existing insurance policy and/or urgently obtain a quotation for temporary third party cover, and obtain wording recommendations for ownership and liability signage to be erected around the site.
- The Chairman agreed to prepare a communication on Horsefield Green, including the parcel of land across the road, for inclusion on the website.
- The Clerk was instructed to place £100,000 in a national savings deposit account and retain £44,000 within the current account.
- The Chairman agreed to obtain a further estimate for the maintenance work required to the pond.
- The Clerk was instructed to arrange installation of a lifesaver ring at the pond, and a dog bin at the Ardingly Road entrance to the open space.

ES09 Bylanes Open Space/Buttinghill Drive

- Mr A Burton agreed to review the micro-drainage calculations to ascertain CPC's liability, and to review S106 to determine ownership of the trees to identify the boundary line.
- The Clerk was instructed to obtain insurance guidance regarding the overall liability of the open space ownership, as well as investigation into a specific SUDS insurance scheme.
- The Clerk was also requested to arrange a meeting between Mr N Page, Mr A Burton and Taylor Wimpey.

ES10 To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent
None.

The meeting concluded at 9.25pm

Signed _____