



The minutes of the **AMENITIES COMMITTEE** held on

Monday 31st March 2025.

At The Willingdon Community Hub Library, Coppice Avenue, Willingdon at 7.30pm.

Present: Cllrs Christine Payne MBE (Chair), Helen Coote (HC), Howard Coote (HC), Ian Nisbet (IN), John Pritchett BEM (JP), Sally Morris (SM), Ryan Weedon (RW).

In Attendance: Nicola Williamson – Parish Clerk (NW).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
A25/01	<u>Apologies, Councillors not present and notification of substitutes</u> There were no apologies.	
A25/02	<u>To sign the minutes of the meeting held on 25th November 2024</u> <u>RESOLVED:</u> To accept the minutes of the meeting held on 25 th November 2024 as a true and accurate record and were signed by Chair Christine Payne MBE.	
A25/03	<u>Declarations of interest</u> There were no declarations of interest.	
A25/04	<u>Public Question Time</u> – to deal with any questions received from members of the public relating to items on this agenda. There were no members of public present.	
A25/05	<u>To consider the Clerk's report</u> The Clerk's report which had been circulated with the agenda was <u>NOTED</u> . i) Maintenance Person works Underpass graffiti – Dave Miles has painted this and so far, there has been no more graffiti. Cllr Nisbet reported a small amount of graffiti which will be dealt with straight away. Hedge on Eastbourne Road by the Church was finally cut in February by ESCC. The noticeboard at the Eight Bells Pub sustained damage due to severe weather conditions in early February. Given its age and irreparability, Dave Miles (DM) removed it entirely. The supporting posts are still in place, prompting the question of whether to install a new noticeboard or to remove the posts altogether. Cllr Clennell reported the noticeboard should be replaced as it is in a prominent position for many residents to walk past and read. The overgrown hedge in Oxendean Gardens has been trimmed by DM. Although this issue was reported to ESCC, they stated it was not their responsibility and were looking into who	<u>NW</u>

	should address it, a situation that arose in early summer of the previous year. The pathway had become impassable for residents, leading to numerous complaints, prompting NW to request DM to perform the necessary work as a one-time task. Residents were really pleased. Members AGREED for DM to keep the hedge trimmed back annually. The PC noticeboard at the Willingdon Memorial Hall has been removed as it is so old and unusable, and has been taken down. The Hall have provided a new larger noticeboard and allocated space for PC agendas and posters. ii) Repairs to the bridge at the Triangle The ESCC legal team is currently working on the preparation of the license or deed for the transfer of ownership of the bridge from ESCC to the Parish Council. NW has contacted ESCC via email to follow up on this matter, they replied apologising but they have not been working on this yet, but they are now prioritising this. In the meantime, NW has emailed the Parish Council's solicitors regarding whether the bridge falls under the Parish Council's jurisdiction, given our lease for Jubilee Gardens at the Triangle. They are investigating this issue, as they believe it may not be the case. iii) Benches There is a broken bench at the bus stop outside of Trinity Church Hall that needs replacing. NW to check with the family who own the bench before replacing. There is a broken bench at the Oxendean Traffic lights that may also need replacing or repairing. Dave Miles can repair this bench. NW confirmed that a bench check is carried out annually.	
A25/05	<u>Floral Planting</u> Dave Miles will replant the floral planter in Jubilee Gardens with summer plants in May. Floral troughs –Southern Land Services will plant these in May time in time for Music in the Park. NW to apply for a licence so flowers can be planted by the Willingdon sign on Eastbourne Road.	<u>NW</u>
A25/06	<u>Bus Shelters</u> The Coopers Hill & Seven Sisters bus stops are in the current delivery plan for completion by 31st March 2025. Although this have not been completed yet, works have commenced.	
A25/07	<u>Library Hub</u> Members NOTED the previously circulated report. i) Update & Works to be carried out There is little to update, though Dave Miles has completed some minor tasks, including securing the paving slabs in front of the library. ii) Minutes of the last Hub Trust Meeting Minutes were attached for meetings carried out in January, February, March and the Annual Report. The Minutes and report were acknowledged. Cllr Payne MBE expressed gratitude to the	

	Library Trustees for their comprehensive annual report and commended them on its excellence. Appreciation was also extended to Cllr Nisbet for ensuring that the Parish Council remained informed and engaged with the library.	
A25/08	Allotments Members NOTED the previously circulated report. NW provided an update indicating that the allotments are expected to be available following the completion of the building works. The Parish Council and the solicitors for Barratts Homes are finalizing the last details necessary for the contract exchange regarding the Pavilion, Sports Grounds, and allotments. Cllr Weedon noted that he had previously suggested the appointment of an independent building surveyor to conduct regular inspections during the construction of the Pavilion. The Members AGREED and asked NW to contact Peter Shoesmith for guidance on how to proceed with this task. NW emphasized the need for Members to begin discussions on the appropriate fees the Parish Council should impose. NW provided a breakdown of fees from neighbouring allotments. Members requested that NW consult with other Clerks regarding their management of water supply and associated charges. It was unanimously AGREED to establish a working party that will convene prior to the next Amenities meeting. Cllrs Payne MBE, Nisbet, and Weedon were confirmed as members of this working party. Members will then discuss the fees and charges, as well as the rules and regulations governing the allotments.	NW NW NW
A25/09	Budgetary Controls i) Income and expenditure to date The Clerk's report was NOTED.	NW
A25/10	Risk Management – to consider the effects (if any) arising from items on the agenda.	
A25/11	Urgent Matters – for noting or referral to the next agenda for Full Council or appropriate committee/sub-committee. Cllr Helen Coote reported that construction vehicles were damaging grass verges on Eastbourne Road and surrounding areas. NW replied this has been reported to Vistry Homes and they have confirmed they will put good all the damage once works have been completed. Rights of Way Access Consultation Cllrs John Pritchett BEM and Martin Cooper met to discuss a response for the PC. They would like to see more work carried out to paths, cutting back of hanging vegetation and more disabled access. Members AGREED with these responses to be sent on the behalf of the PC.	NW
A25/12	Date of next meeting - Monday 9th June 2025 at 7.30pm.	NW

Meeting closed at 8.45 pm.

Signed Committee Chair.....

Date.....