

Hurstpierpoint Parkland Advisory Board

**MINUTES of Meeting 7.30pm Tuesday 15 November 2016 at the Village Centre,
Hurstpierpoint BN6 9UY**

Present:

Stephen Hand – Chairman	Patrick Haworth	Claire Majsai
Amanda Geel	Michael Nailard	Donna Willis
David Evans	David Brown	Helen Brangwyn
Stephen Hoyles (Clerk)	Tony Whitbread	Adrien Bischoff-Dyson
		Rachel Felton

In attendance:

Allan Brown

PAB16/11. Introduction: The Chairman of the Parish Council, Stephen Hand, chaired the meeting and introduced Vice-chairman of Council Allan Brown, who was attending the meeting. It was explained that he would be chairman of the Council's Parkland Management committee, responsible for the implementation and operation of the parkland areas, under the guidance of the Board. The Chairman acknowledged that recent progress had been slow, as indicated by items on the agenda, but hoped that members would feel able to begin to contribute to the shaping of the parkland over the coming months.

PAB16/12. Apologies for absence and declarations of interest: The following apologies for absence from members of the Board had been received: John Wilkinson. There were no declarations of interest.

PAB16/13. Minutes of the meeting of the Parkland Advisory Board 15 July 2016: The Board received and approved the minutes.

PAB16/14. Highfield Drive Parkland: The Board noted the following:

(1) Progress report: The Progress and Scoping Report listed the expected tasks associated with delivering the parkland. The Board was asked to review and comment as appropriate. The Board noted that the earthworks by Rydon Homes were now complete and that the area has been seeded with mixed meadow grass and wildflower.

(Ref: Highfield Drive Parkland Progress and Scoping Report 25 August 2016)

(2) Land transfer: The land transfer legal process was in hand and the Council's solicitors had advised that the draft transfer deed had been prepared. Landowners Rydon Homes served formal notice for the land transfer process on 29 May 2016 and the Parish Council confirmed acceptance at its meeting 18 June 2016 and in its letter to Rydon's of 25 June 2016. The Council's solicitors were instructed and the Council had been advised that the draft transfer deed was almost complete. This matter had taken longer than had been anticipated but it was expected that the transfer would take place before the end of 2016, together with the first phase of commuted funds. The Council's solicitors had been asked to investigate progress.

(3) Highfield Drive – schedule of works: The Board was asked to review the following schedules which form part of the s106 Planning Agreement :

Highfield Drive – 5-year establishment maintenance

Highfield Drive – 1 to 20 -year ongoing maintenance

Plan – outline LEMP Strategy Plan

The schedule of preparatory works showed those items which it was hoped would take place over the winter months (2016). The process would be for the Board to request the works to be undertaken by the Parish Council. (The Council has delegated its day-to-day management to the Parkland Management Committee).

The board discussed the issues and the following matters were raised for consideration and inclusion as appropriate: an access point on hedgerow H14A; some disabled access; concerns about wet and boggy areas; the introduction of a copse of traditional Sussex apple trees; ideally planting should be in the autumn, including 'hayraffle'; planting should include a meadow mix/wildflowers/arable weed; a meeting with residents of Collage Lane (backing onto eastern boundary) should be arranged to discuss security matters.

It was noted that the initial preparatory works would be for the 'hard' elements (fencing repairs, gates, access points, footpaths, and making safe). The planting work would follow later in 2017, and the Board would have a further opportunity to agree the priorities. *(Ref: Country Open Space 1 Highfield Drive Parkland Schedule of Works and plan - 3 November 2016)*

RESOLVED: The Board requests the Parish Council to carry out the preparatory works on the Highfield parkland, as detailed, once the land is transferred.

PAB16/15. Little Park Parkland: The Board noted the following:

(1) Progress report: The Progress and Scoping Report listed the expected tasks associated with delivering the parkland. The Board was asked to review and note as appropriate. *(Ref: Little Park Parkland Progress and Scoping Report 22 September 2016)*

(2) Land transfer: Landowners Bovis Homes had served formal notice for the land transfer process on 22 July 2016 and the Parish Council confirmed acceptance at its meeting 11 August 2016 and in its letter to Bovis of 12 August 2016. The Council's solicitors had been instructed and the Council had been advised that the draft transfer deed was almost complete. The Council's solicitors had been asked to investigate progress.

PAB16/16. Parkland by-laws: The Board considered what by-laws, if any, the Parish Council should introduce to protect the use of the parkland areas. Model by-laws exist for open spaces and could be used as a basis for adopted by-laws. A copy is attached for consideration. The Board discussed the issues and agreed the following restrictions should apply to use of the parkland: no drones or model aircraft; no horse-riding; no camping or fires; no golf; dogs to be permitted, but some areas to be restricted; no ban on cycling, but gate restrictions and barriers to discourage speeding, BMX and mountain-biking; no litter or dog-fouling. It was agreed that the by-laws should be practicable and enforceable. It was agreed that the model by-laws would be redrafted to take account of the comments, and the board would then further consider. (Ref: SSLAC LTN 14E August 2016 ; Model By-laws: byelaws for PLEASURE GROUNDS, public walks and open spaces)

RESOLVED: The Board requests the Parish Council to draft by-laws for the use of the parkland areas, for further consideration.

PAB16/17. Proposed 'walkabout' - 10.30am Wednesday 7 December 2016: The previous walkabout had been very successful and the Board agreed that a second event is arranged for 7 December 2016. The event should take no more than 2 hours.

PAB16/18. Questions from Board Members: The Chairman noted that many questions had been addressed through the agenda, but re-emphasised that all Members were encouraged to put forward proposals. It was agreed that the represented groups and societies would be asked to make brief presentations at the next meeting, setting out their priorities and suggestions. The groups being: Hurstpierpoint Society, Woodland Flora + Fauna Group, St Georges Millennium Garden, and Sussex Wildlife Trust. The public representatives would be asked to present at the following meeting.

PAB16/19. Date of next meeting: 21 February 2017

There being no other business the meeting closed at 9.04pm.

Chairman

Dist:

Parish Council representatives	Special groups representatives	Members of the public
Stephen Hand David Evans Amanda Geel Stephen Hoyles (Clerk) VACANT	Patrick Howarth (Hurstpierpoint Society) Michael Nailard (Woodland Flora + Fauna Group) David Brown (St Georges Millennium Garden) Tony Whitbread (Sussex Wildlife Trust) John Wilkinson (Mid Sussex District Council	Claire Majasi Donna Willis Helen Brangwyn Adrien Bischoff-Dyson Rachel Felton

Cc: Parish Council Members
