



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

Bracklesham Barn, Beech Avenue, Bracklesham
Bay, Chichester, PO20 8HU

Telephone: 01243 673588

enquiries@eastwitteringbrackleshampc.org.uk

MINUTES OF THE ASSETS AND OPEN SPACES COMMITTEE MEETING HELD ON 27th JANUARY 2019 at 10.30am AT BRACKLESHAM BARN

Present:

Cllr. B. Reeves
Cllr. R. Ford
Cllr J. Salamon

Apologies:

Cllr. B. Salamon
Cllr. D. Banks
Cllr. E. Kott

Also in attendance:

Sam Tate, Parish Clerk
Leah Kennard, Assistant Clerk
1 x member of the public and Cllr. P. Kensington

19.69 **Apologies for absence**

Cllr. B. Salamon had sent apologies.

19.70 **Declarations of Interest**

None

19.71 **Minutes of the meeting held on 25th November 2019**

The minutes were agreed and signed.

19.72 **Update on actions**

Replacement doors – work deferred until the new financial year, following a number of essential maintenance items (automatic door repair new hot water boiler) that had occurred.

Door entry system – work deferred until the new financial year

Cost of white lines in Barn Car Park – work deferred until the new financial year

Emergency phone line – Clerk investigating cost effective options

Crockery and glassware disposals – URC had taken some glasses, the Cricket Club were having much of the crockery and remaining glassware. All remaining items were being collected by the Stonepillow Restore project.

Miller Homes – Miller had responded that the land in question was now subject to a management agreement with the residents association, but that they may be an opportunity for the existing contract to be brought-out or re-negotiated in the future.

Skatepark projects had been appointed and were in contact with Cllr. Ford.

Clerk to finalise dates for the Kazuba toilet site visit.

Cllr. J. Salamon to re-send final artwork for open space signage to Clerk

Cllr J. Salamon had set up the Teams area for Park Equipment ideas.

19.73 **Review current financial statement and budget monitor**

The maintenance budget was currently showing overspend, largely due to the costs incurred by the replacement of the hot water boiler. The Clerk explained that this would be covered at the year-end via a virement from the Bracklesham Barn reserve.

Income was in line with expectations and should achieve target by the end of the year.

19.74 **To receive an update on Bracklesham Barn:**

There have been a number of issues with the showers in the changing rooms, with the automatic shut off valves not working and water being left running. This has caused some steam and water damage in one of the official's changing rooms. Two of the valves have been replaced, with further two planned for replacement. Redecoration of the official's changing room will be completed once it has dried out. The Clerk advised that the automatic shower valves were a perennial problem and the costs of the damage they have caused over the last two years is considerable (steam ingress has previously caused the fire alarm system to be damaged when they became stuck, and had likely caused the damage to the old hot water tank by causing it to run dry when stuck open). The clerk recommended that in the new financial year they should be replaced with either lever valves that had to be turned on and off and were therefore less likely to be accidentally left running or sensor valves with no moving parts.

19.75 **To receive an update on Bracklesham Park**

The football club had undertaken a pitch inspection with a specialist from the FA, and we are currently awaiting a copy of the report.

The benches inside the playpark are beginning to show signs of metal wear and tear and will require replacement in the new financial year.

19.76 **To receive an update on Downview Open Space:**

The fencing is currently being replaced around the playpark, and work is due to be finished by 31/1/20 (weather permitting).

To footpath to the pavilion will be installed in the spring when ground conditions improve for the heavy machinery to access the site.

The Chairman requested that an assessment be made of any further works that were required at the pavilion to make it a suitable venue for summer holiday activity camps.

The Clerk was directed to request costs and availability from Downview Hall for hiring the facilities for summer holiday activity clubs.

19.77 **To receive an update on Booker Green:**

Cllr. Salamon will provide the updated artwork for the new signage to be prepared. The site visit to the Kazuba toilet in the New Forest is planned for early spring. In the meantime, the Clerk was asked to investigate temporary facilities that could be provided for the summer.

Cllr. Kott needed to provide further details of the BBQ stands he had seen in Australia that may be suitable for B.

19.78 **Urgent Matters Not Already Covered on the Agenda**

The Chairman requested that the committee look at what can be done to increase beach access across the whole area

The clerk gave an update on the potential cycle route to Medmerry – the relevant landowner has been away, but a meeting is now planned to discuss access issues.

Signed

Date
