

## 7.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

### Briefing Note

#### 7.1 Report from the Clerk on Canada Gardens Access Road renewal project completion

This project was first discussed at the May Community Com. meeting, and because of the potential damage to plot holder cars from the rutted and potholed existing entrance road, it was bumped up in terms of importance and with a strong focus on Community engagement and subsequent agreed match funding, a workable low cost solution was finally brought back to the July F&GP meeting {Rather than back to Community as it involved an MOU contract agreement and a larger sum of money}.

A provisional date was agreed with the contractor who had submitted the best of 3 quotes, and subsequent to F&GP's approval, the project was completed within a week of that July meeting. Please see below pictures showing what appears to be a tremendous job.



We are now in the process of collecting the three pledged match funding amounts totalling £4,080 to complete the project

## **7.2 Report from the Clerk on MPF Interpretation Board installation planter completion**

Now that the worst of the harsh summer heat waves are hopefully behind us, this Bank Holiday is providing an opportunity for STC staff to complete the planting of the Interpretation Board Corten Planter – The Clerk will report on more details at the meeting.

## **7.3 MPF ‘Third Planter’ Project update from the Clerk including memorial donation from a resident**

At the June Community Meeting members agreed that the Clerks office could move forward on this planter installation despite at that point not having secured a sponsor or memorial donation. However the Clerk was confident that eventually a donor could be found, and that there was already some interest. It turned out that soon after the meeting and after a few discussions a resident came forward and pledged £1,800 towards this project.

The planter was ordered and it being a bespoke design the delivery took until mid-August. The Clerk has agreed a contractor, and it is likely that the installation and planting will be completed by mid-September. More details will be forthcoming at the meeting.

## **7.4 To discuss and agree a plan for the Chandlers Way autumn bulb planting project**

Working with the Headteacher of the Steyning Primary School, there is a hope that this planting day will take place at some point this Autumn. The Clerk will ask members to consider agreeing to expenditure for the bulbs acquisition.

## **7.5 To discuss and agree way forward for South Ash Play Park community engagement and equipment renewal**

At the June Community meeting the following was agreed

*Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Clerk starts a process of engaging with the local community over works to upgrade the South Ash Play Area and that Cllr S Alexander works with the Clerk's office to help with the publicity associated with the project.*  
**Agreed**

Supporting paper 7.5 shows an excellent draft promotion from Cllr S Alexander. At this meeting members need to agree to the details of the community engagement with regards to potential cost and extent of the South Ash Play equipment installation; the details of the promotional literature; and scope of the consultation. It is hoped that the draft promo leaflet can be agreed upon or amended and could be available for roll out to residents soon afterwards, whilst there is a necessity for members to be aware of the need to manage resident expectations

## 7.6 To consider ongoing tree works maintenance update across the STC open spaces

Over the spring /summer period we have been limited as to what works can be achieved due to the necessity to avoid disturbing nesting birds. Still we have been able to carefully reduce the canopy on four trees on the MPF, plus remove a sapling whose roots were going to undermine a flint wall. And at Godstalls Lane we removed two dead/ diseased (small) Elm Trees.

Now that nesting season is coming to an end the Clerk would like members to consider three items please.

In 2021 STC reduced the canopy on this eucalyptus tree – pictured below – which is at the back of the Abbey Road Play Area – it cost £480. The owner of the adjacent property is concerned that now being more exposed (due to Glebe Fields access works – that you can see going on in the background) – that we consider moving forward on canopy reduction works which were planned for next year – Are members happy for the Clerk to proceed based upon a similar cost.



Second, we have been offered a mature memorial Oak Tree plus planting costs covered and tree guards etc. to go on the MPF – adjacent the Play Area and by way of providing cover in the fullness of time for children using said play area. Will members entertain the idea of such an installation

Third, the main hedgerow planted and fashioned by *Steyning for Trees* is due to be reduced in height and the Clerk could ask that STC add it to its annual hedgerow cutting schedule, except *Steyning for Trees* would likely be happy to match fund this particular endeavour – Are members happy for the Clerk to pursue this arrangement?

### **7.7 To discuss and agree a plan to renew play area access gates**

The access gates for almost all of the STC Play Areas are showing their age and are at various stages of required renewal. The three most pressing examples are at the MPF x2 and one at Fletchers Croft. The Clerk will explain the issues during the meeting.

One gate was purchased a few years ago as an emergency replacement and will be used, plus another one is on order – as two need urgent attention. They cost approx. £1,150 each + VAT depending on the required needs and dimensions of each access position. However we need three more. One at Abbey Road, One at Chandlers Way and another one at Fletchers Croft.

At this stage there is only a pressing need for one additional purchase. The Clerk would like agreement for this and suggests a plan whereby at the end of the financial year more are purchased if finance allows from existing budget lines.



### **7.8 Update from the Clerk concerning the HDC Cleansing Grant**

Supporting paper 7.8 shows the current and future pledged Cleansing Grant funding amounts as per recent HDC communications. For members and residents understanding over the same period STC will expect to pay contractors the following-

Against a Cleansing Grant of £25,409.53 from HDC in 2025/26, STC spent £31,719.00 on our Street Cleaning and Bin Emptying service – mainly High Street and Memorial Playing Fields orientated, but also some other bins in key locations and occasional street cleaning elsewhere. Supplemental to this we also pay for additional seasonal bin emptying - mainly on the Memorial Playing Field, plus we clean (pay for) twice a day the 2 toilet blocks; Daily cleaning of our Community Centre plus 2 x annual Clearance Weeks at our Allotments (150 plot holders) employing 10 + skips and managed bonfires

Against the grant of £26,375.09 from HDC in 2026/27, STC will spend approx.. £34,230.84 on the main street cleaning service. plus paying for all the extra elements noted above.

### **7.9 To discuss and agree request for path/ roadway surface improvement between Chalcraft/Chequers walkthrough**

The pathway / walkthrough in between Chalcraft and the rear garden of Chequers Public House is a tarmacked area which is potholed and rutted and likely a trip hazard and safety concern. This has been flagged up to WSCC and to Chalcraft, but we have not found out who owns it, and Chalcrafts want to know what the Town Council can do about it. Members are asked to consider the options.

#### **7.10 To discuss and agree Armistice Day arrangements and any planned actions**

One hopes we can mirror and potentially build upon the previous years successful event outcome. We need to discuss the plans and apportion delegated responsibility for the tasks to ensure all goes well this coming year. Members need to think about what they can help with please.

#### **7.11 To discuss and agree whether to continue autumn Allotment skip service provision**

Last year STC held its first Autumn Allotment clearance event {Just Skips provision, no Bon Fires!}. As per requirement last year it is anticipated STC provides 4 skips (2 per Allotments area), and this would amount to approx.. £750 should members agree to once again providing this service.

#### **7.12 To consider the proposed positioning of Steyning FC pitch markings at the MPF**

Supporting paper 7.12 shows the updated pitch positioning, which now the Cricket Club are aware of, and there is some work to do in terms of ensuring there is no inappropriate transgressions on to playing areas and that games are not played when conditions would be promoting the pitch being cut up (very wet and not draining away) – Goal mouths are of particular note – and each year the Clerk helps the liaison between Cricket Club and Football Club to ensure best resolution. The Clerk will point out to members where the additional requested pitch might put a strain on this situation. Members agreement is required please

#### **7.13 A request from the Steyning Rugby Football Club for training facilities at the MPF**

Supporting paper 7.13 is a letter to the Clerk requesting use of what remains of the MPF beyond Football pitch usage - for a full size rugby pitch for mostly training purposes. As well as use of the Changing rooms. Members are asked to consider permission for this request

#### **7.14 To consider a request from a resident of Laines Road, concerning traffic calming measures installation**

Supporting paper 7.14 is a redacted email from a resident requesting traffic calming measures on the Newham Lane.

#### **7.15 To discuss this seasons project priorities and consider any future project aspirations for this Committee**

This is an opportunity for members to look at how they can approach completing the agreed projects for the year ahead (as per Action Plan) and also to begin to discuss any future projects beyond this current year.