HURSTPIERPOINT & SAYERS COMMON PARISH COUNCIL

Dear Councillor

There will be a meeting of the **Hurst Meadows Management Committee** to be held at 8.00 pm on Tuesday 19 March 2019 in the Village Centre, Hurstpierpoint and you are summonsed to attend.

Members of the public have a right and are invited to attend.

Stephen Hoyles CLERK TO THE COUNCIL

AGENDA

1. **Apologies for Absence and Declarations of Interest:** To receive and accept apologies for absence and to note any declarations of interest.

2. Minutes of the meeting of Hurst Meadows Management Committee 31 January 2019: To receive and adopt the minutes.

3. Adjournment for questions from the public: The Committee is to consider whether to adjourn the Meeting in accordance with Clause 1(d) of Standing Orders, in order to receive questions from members of the public.

4. Progress Report No 10: The Committee is asked to consider the Progress Report. *(Ref: BRIEFING NOTE Hurst Meadows Management Committee – Progress Report No 10 12 March 2019 ATTACHED)*

RECOMMENDATION: The progress report No 10 is noted.

5. Hurst Meadows Advisory Board (21 February 2019): The Committee is asked to note the minutes of the meeting. *(REF: Minutes of Hurst Meadows Advisory Board 21 February 2019 ATTACHED)*

6. Hurst Meadows Income/Expenditure : The Committee is asked to note the record of income and expenditure for Hurst Meadows. *(REF: Inc Exp Schedule 11 March 2019 ATTACHED)*

7. Community Orchard – update: The Committee is asked to note that work began in mid-February 2019 in erecting the temporary boundary fence and gate, and that planting of 40 apple tree saplings is expected during March. It is to be noted that the proposals were discussed at the Advisory Board on 18 July and 20 November 2018, and this Committee on 21 June 2018 at which 3 members of the public attended and commented on the proposals. However, when the work began the Council received five complaints from residents whose properties back on to Buckwilly Field mainly, but not entirely concerned with members of the public being encouraged to walk close to the boundaries of their properties. Positive comments were also received from two residents. Nevertheless, as a result it was decided to block off the space between the orchard fence and the property boundaries, and this seemed to mitigate some of the complaints.

8. Hovel Field planting: The Committee is asked to confirm the proposed planting plan. This plan, comprising 40 indigenous trees on a copse along the northern border, is to comply with the planning permission granted for the 'Bovis' housing development (MSDC Ref: DM/). The requirement to carry out the works falls to the Council, following the transfer of land and the payment of s106 funds to carry out the works and maintain the Hurst Meadows. It is proposed that quotations would be invited for the work, the Advisory Board would be invited to comment, and that the planting would take place in Autumn 2019. *(REF: Hovel Field planting plan 7 March 2019 v1 ATTACHED)*

RECOMMENDATION: The Hovel Field planting plan is approved, subject to Hurst Meadows Advisory Board consultation.

9. Tree condition survey and surgery contract: The Committee is asked to note the tree condition report for the Wilderness and Tilleys Copse. This indicates 11 trees or tree groups requiring attention. These being those close to the woodland boundaries and public rights of way and therefore potentially presenting a hazard to people or property. Quotes have been requested from known tree surgeons to carry out the required work, but will not be available in time for the Committee meeting. The Committee is therefore asked to delegate authority to the Chairman and Clerk to award the tree surgery contract to value of £8,000 for the works in Hurst Meadows. (The contract will include some work on trees elsewhere in the Parish, the cost of which would not be charged the Hurst Meadows budget.) *(REF: Tree condition assessment Tilleys Copse and Wilderness – 4 Feb 2019 PJC Consultants - ATTACHED)*

RECOMMENDATION: The Committee Chairman and Clerk are delegated authority to award the tree surgery contract up to a maximum value of £8,000 + VAT for the Hurst Meadows elements of the work.

10. Walkabouts and Hurst Festival events: Further to the decision of the Advisory Board at its meeting 31 January 2019 (Minute PA18/038) it has been decided that the walkabout will take place 10.00am Monday 22 April 2019, and last about one to one and a half hours. Arrangements are being made to involve a local expert in flora.

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request at the Parish Office.