

WASHINGTON PARISH COUNCIL



Washington Parish Council
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Washington Parish Council Open Spaces, Recreation and Allotment (OSRA) Committee

MINUTES of the OSRA Committee Meeting held on Monday 17th November 2025 at the Washington Village Memorial Hall (Doré Room).

PRESENT: Cllr C. Brookes, Cllr A. Dillaway, Cllr B. Hanvey, Cllr O. Jupp and Cllr T. Keech (Chairman)

ALSO: Ms Z Savill, Clerk to the Council. There were no members of the public.

ABSENT: None

The Chairman opened the meeting at 8:00pm

O/11/25/1 Apologies
None. All present

O/11/25/2 Declarations of Interest.
None declared as defined under the Localism Act 2011 and the Council's Code of Conduct.

O/11/25/3 Minutes of the last meeting
The Committee **RESOLVED** to approve the minutes of the OSRA Committee Meeting held on 20th October 2025 and were duly signed by the Chairman.

O/11/25/4 Public Speaking
No members of the public were present and there were no written representations to report.

O/11/25/5 Actions and Matters Arising
To Receive Actions and Matters arising from the last meeting.

- The Tree Warden confirmed (email 22.10.205) that she had registered her new role with WSCC which co-ordinates the Tree Warden scheme.

Attempts to meet with the Tree Warden to discuss a Starter Plan had not yet been successful. The Clerk would chase up again.

- The Council's weekly safety inspections this month had been delayed until 8th November because the Inspector had suffered a bereavement. His latest inspection findings were discussed later in the meeting
- The Annual ROSPA safety inspection was due to be carried out on an undisclosed date this month by The Play Inspection Company. The Clerk would share the report of the inspection findings once available.
- The Council's timber bus shelter in London Road has been sanded and painted (31st October) with Cuprinol by Mr Collis/Delwood,. His invoice to the Council for £695 for the work was paid 4th November
- The new picnic bench was installed in the Play Area by Mr Collis/Delwood (31st October). His invoice to the Council for £820 was paid 4th November 2025
- The following outstanding repairs reported at the last meeting, are to be confirmed:
 - Repair of the cracked panel to the Ryan slide.
 - Anchoring of the two 'Washington Tea Room' benches
- A quote from Mr Collis for £50 to replacing the missing fencing rail by the Village Hall would be considered later in the meeting.
- The Clerk aims to liaise with Cllr Jupp before the next meeting on replacing the 'Goatcher's memorial bench on the Recreation Ground
- The Clerk had written (31 October 2025) to notify Plot Holders on the Allotment of the new rents and tenancy terms effective from January 2026 and retrospective £100 deposits effective from January 2027. The Clerk would invoice Plot Holders for the rent renewals.

O/11/25/6 Allotment: Site inspection

The Clerk advised that there were not reports for the allotment. A quarterly inspection was due to be carried out this month by Mr Ashburner Cox, and would be reported to the next meeting.

The Committee NOTED the information.

O/11/25/7 Washington Recreation Ground Charity: Safety inspections

The Committee reviewed two safety inspection reports from Mr Ashburner Cox arising dated 8th and 12th November.

Notable findings of the reports were:

- Some water pooling at the rear of the Village Hall onto the pathway which could become a hazard in freezing conditions.
- Seats of infant swings showing signs of perishing. Recommendation to replace in the Spring.
- Basketball post and netting board requires cleaning in the Spring.



- Dog springer and Ryan slide had dirty surfaces: Recommendation to clean at the appropriate time
- An image was provided, showing vegetation which was growing over the base of the Village sign.

There were no urgent matters or recommendations to consider at this meeting.

Members remarked on the prolonged rainfall which had caused some pooling in areas on the grounds.. The Clerk advised of the ditches around the grounds which were draining normally and that there was a grit bin the hall car park if require for gritting the pathways.

The Committee was reminded and noted that it will be reviewing the replacement of the infant swings early next year.

The Clerk reported that she had responded to queries from the Inspector namely to confirm that the brick bus shelter in London Road belonged to HDC, and to re-confirm the location of Vera's Shelter in Sanctuary Lane which was on the Council's asset register.

Following a discussion, the Committee **RESOLVED** to note the report and that the Clerk would seek quotes on the advisories to be considered in the new year and Spring. The Committee delegated authority to the Clerk to arrange vegetation to be cut back from the village sign within budget.

O/11/25/8 Washington Recreation Ground Charity: Quotations

The Committee considered and **RESOLVED** to agree a quotation from Mr Collis/Delwood of £50 to supply and fit new fencing rail to replace a missing section by the Village Hall.

The Clerk reported that Mr Collis had 12 spare 6 x 6" wooden posts with reflectors which he would be willing to install for £555 along the Recreation Ground/School Lane verge to protect it from over-parking damage. There would be no charge for the posts.

The Clerk advised that the post would help protect the fencing and further erosion of the verge especially from school traffic.

Following a review, the Committee agreed the posts would be inappropriate because of the risk that parking could be pushed further into the narrow road, obstructing access.

It was **RESOLVED** not to accept the quotation and to hank Mr Collis for giving the Council first refusal of the spare posts..



O/11/25/9 Washington Recreation Ground Charity: MUGA lighting

The Committee received and reviewed the revised design by Kingfisher, forwarded from architect Mr Robert Flanagn, for the proposed MUGA energy efficient lighting.

It was noted that the architect considered the proposed scheme '*a clear betterment over the existing installation*' in terms of colour temperature, light spill and light quality on the court. He had described the proposed design as offering a more consistent spread, ranging from 145 lux to 1022 lux, which should greatly enhance visibility and user experience.'

Quotes from Contractor A ranging between £9,973.92 and £10,454.20 for the three lighting options were reviewed. Further quotes had been sought but were not received in time for the meeting. It was noted that once the Council confirms its preferred option, the architect would prepare the planning statement and finalise the application for submission to the SDNPA.

Following a review, the Committee expressed a preference for the higher specification, subject to further advice from the architect.

It was **RESOLVED** to recommend the best lighting option for the MUGA use and which would most likely be supported by the SDNPA, and to agreed to recommend the quotation from Contractor A to Full Council. The Committee delegated authority to the Clerk to contact the architect for his advice before making a recommendation to Council.

O/11/25/10 First Extension Graveyard: Safety inspection.

The Committee reviewed the safety inspection report of the graveyard dated 12th November.

Members noted that there were no reported safety findings and that the gates needed to be repaired. The Clerk reminded Members that she had been chasing for the replacements by the joiners since May and were due to be ready end of October. The joiner had since confirmed that the timber had arrived in readiness. Clerk to chase again.

The Committee **RESOLVED** to note the reports.

O/11/25/11 Any urgent Open Space, Recreation & Allotment and Footpaths and Conservation issues that may arise.

None reported.

O/11/25/12 Date and Time of next OSRA Meeting:

Monday 19^h January 2026 at 7:45pm



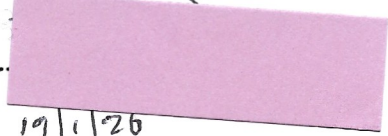
There being no further business to transact the meeting was closed at 8:24pm

Signed.....

Dated..... 11/1/26

There being no further business to transact the meeting was closed at 8:24pm

Signed.....



Dated..... 19 | 1 | 26