WASHINGTON PARISH COUNCIL

Washington Parish Council
PO Box 2286
PULBOROUGH RH20 9BT
Tel: 07776771921
Email: clerk@washingtonparish.org.uk
Website: www.washingtonparish.org.uk

Washington Parish Council
Open Spaces, Recreation and Allotment Committee

MINUTES of the OSRA Committee Meeting held on Monday 16th March 2026 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: 0

The Chairman opened the meeting at 7:30pm

O/03/26/01 **Apologies**
None. All present.

O/03/26/02 **Declarations of Interest.**
There were no declarations as defined under the Localism Act 2011 and the Council's Code of Conduct.

O/03/26/03 **Minutes of the last meeting**
The Committee **RESOLVED** to approve the Minutes of the OSRA Meeting held on 19th January 2026 and were duly signed by the Chairman. It was noted that the meeting in February had been cancelled due to insufficient business during the Clerk's annual leave.

O/03/26/04 **Public Speaking**
No members of the public were present and there were no written representations to report.

O/03/26/05 **Actions and Matters Arising**
The Committee noted the following report from the Clerk of actions and

matters arising since the last Committee meetingL

O/4/25/5 (OSRA April 2025) Replacement gates for First Extension Graveyard:
Mr Collis confirmed 10.3.2026 he will be contacting the joiner to collect and paint the gates during the next dry spell. Still outstanding. Clerk to chase.

O/4/25/13 (OSRA April 2025) & O/01/26/10 (OSRA January 2026) - MUGA lighting planning application reference SDNP/26/00250/FUL:
Application fee paid in full. Architect has submitted amended plans for lower emitting lighting in response to Ecology Officer's comments regarding the protection of foraging and commuting bats in the nearby hedgerows/woodland. It is likely that there will also be a requirement for deep baffles/shields for the 2no. lights along the western boundary of the tennis courts for mitigation purposes. View Report at: Consultee Comments for Planning Application SDNP/26/00250/FUL. Planning decision is pending.

O/O2/25/4 (OSRA Feb 2025) Village Hall Car Park Clearance Works:
This was iscussed later in the meeting as a separate agenda item.

O/10/25/4 (OSRA October 2025) Tree Warden insurance
WSCC has confirmed that the Tree Warden is covered by their scheme's insurance policy. The Clerk reminded the Council that monitoring of the trees identified in the last annual report would be undertaken by the Tree Warden.

O/10/25/8 – (Oct 2025) Goatcher's replacement memorial bench:
Cllr Jupp has agreed the quote for the new bench (email (16.3.2026) and would speak to the Clerk at the end of the meeting about an inscription and delivery arrangements.

O/11/25/6 (OSRA November 2025) Allotment site inspection: The plot holder for number 6 has confirmed they would be starting work on reinstating the fencing to be completed by the end of March. Delays were due to bad weather and other reasons disclosed in confidence to Members.

O/11/25/7 (OSRA November 2025) and **0/01/26/7 (OSRA January 2026) Washington Recreation Ground Charity. Safety inspections:** Quotes are pending for advisories in the inspection reports.

0/01/26/6 (OSRA January 2026) Allotment: Applications and Notices for Plots:
Plot 3: vacated and new tenancy signed 20th January 2026
Plot 5: vacated and new tenancy signed 21st February 2026

See also the next minute item **0/03/26/06** of this meeting.

O/01/26/ (OSRA January 2026) Washington Recreation Ground Charity: Quotations: Mr Collis engaged to replace MUGA sign. Clerk to order replacement bolt caps from HAGS for those missing on the timber equipment in the play area.

O/01/26/9 (OSRA January 2026) Washinton Recreation Ground Charity: Hire request: St Mary's CE School PTA notified of the Committee's agreement to hire of grounds for the village day event on 27th June. Chair of the PTA has signed the Council's indemnity form. Payment of £250 deposit invoice due 1st June.

O/01/26/5 (OSRA January 2026) - Noticeboard door repair at John Ireland Way: completed by Cllr Dillaway. He had also transferred the Pixies Corner defibrillator to the cabinet at the Village Hall. The Committee expressed its thanks.

0/03/26/06 Allotment: Applications and Notices for plots

The Clerk reported the following applications and tenancy agreements on the site since the last Committee meeting:

Plot 3: new tenancy signed 20th January
Plot 5: new tenancy signed 21st February
Plot 7A: new tenancy signed 11th March
Plot 7B: new tenancy signed 11th March

The Committee noted rents and deposits for these plots had been paid in full and **RESOLVED** to ratify approval of the tenancies.

It was further noted that the Tenant for Plot 2 had given notice and it would become vacant from 17th April 2026. Plot 11A was still vacant. Rent for all occupied plots had been paid in full for 2026.

0/03/26/07 Washington Recreation Ground Charity: Inspections
The Committee reviewed the weekly inspection reports circulated since the last meeting.

The Committee noted that there were no urgent matters and that the issues of muddy areas could not reasonably be prevented due to the weeks of prolonged and exceptionally wet weather.

Following a discussion the Committee **RESOLVED** to progress the following:

1. Clerk to seek quotes for a wider and more user-friendly pathway to the Play Area, and replacement of damaged pathways around the Village Hall. Cllr Hanvey kindly agreed he would check the specifications from the contractor. Cllr Jupp kindly agreed to share contact details of a local contractor who had recently carried out a high standard of work in the parish.

2. Clerk to seek quote for replacement of the perishing junior swing seats and chains and new infant swings with frame.

3. Clerk to write to the Village Hall about the leaking guttering by the MUGA light box and emergency exit.

   The Clerk recommended that the Committee reviews the ground surface by the benches which gets very muddy in wet weather,and consider synthetic surfacing. Cllr Keech proposed and it was agreed by the Committee not to progress this at this stage.

O/03/26/08 Washington Recreation Ground Charity: Village Hall Car Park

The Committee reviewed ways to improve parking during the school run at at the Village Hall car park which is managed by the Council.

It was noted that a former parent at the school had asked the Committee last year to address this and that she had kindly agreed to organise the cutting back of vegetation in the car park because it would free up more space. But due to a change in her personal circumstances, she was no longer able to help.

The Committee reviewed a number of options, and **RESOLVED** the following:

- Clerk to find out if the Groundsman has trimmed the hedging in the car park and ask if he would cut it back to the original hedge line, behind the verge, after the bird nesting season. If not included in the schedule, to seek quote from him to do this, and present to the next meeting for consideration.

The Committee further **RESOLVED** not to pursue the option of painted parking bays in the car park as it was agreed this would be ineffective.

O/03/26/09 First Extension Graveyard: Safety inspection.

The Committee reviewed the March 2026 inspection report by Mr Ashburner-Cox and **RESOLVED** to note there were no safety issues raised or matters requiring attention.

O/03/26/10 Urgent matters

None raised.

O/03/26/11 **Date and Time of next OSRA Meeting:**
The Committee noted the next OSRA Committee meeting date of Monday 27th April 2026 at 7:45pm

There being no further business to report, the Chairman closed the meeting at 8:00pm

Signed.....

Dated.....