

Rusper Parish Council



Working with and for the community

Lisa Wilcock
Clerk to Council
c/o Rusper Village Stores
East Street
Rusper
RH12 4PX
Tel 07380 468256
clerk@rusper-pc.org.uk
www.rusper-pc.org.uk

Minutes of the Roads, Footpaths and Open Spaces Meeting held at Rusper Village Hall on Tuesday 17th June 2025 to start no earlier than 7.30 pm

Present: Cllrs F. Maitland-Smith (Chair), G. Sallows, M. Cooke, R. Gatt, G. Hussey, M. Fenton, D. Matthews and S. White, .

Apologies: Cllr G. Fleming, M. Fillmore.

Clerk: Lisa Wilcock.

Meeting commenced 2000hrs

OS001-25/26 Apologies for Absence

It was **resolved** to **accept** apologies in advance of the meeting from Cllr G Fleming and Cllr M Fillmore.

OS002-25/26 Declaration of Interests

No declarations were made.

OS003-25/26 Climate Crisis

The committee **acknowledged** that there is currently a climate crisis, and to ensure that all decisions made within the meeting have consideration to this.

OS004-25/26 Chairmans Announcements

The Chair summarised the aims and objectives of the new committee, in line with its adopted Terms of Reference. The overall aim is to facilitate full council's decision making about its assets and related expenditure, by making recommendations to council with supporting evidence from other sources such as authorities, experts and the public. The Council's code of conduct applies. The Committee will draw up and monitor a plan for managing the relevant assets and tasks, and maintain a dashboard to monitor progress with asset-related projects, and to inform decision-making and prioritisation. The committee will focus particularly on risk management, and will also aim to increase efficiency and to shorten full council meetings. Benefits should also include workload reduction for the Clerk, more delegation to councillors and increased shared knowledge. Individual councillors will lead the work on particular assets. As well as managing the procurement and maintenance of assets, the committee will also review and update related policies.

OS005-25/26 Open Forum

No members of the public.

OS006-25/26 Asset Dashboard

The Chair talked through the dashboard.

It was **agreed** that the first policies to be reviewed are:

Tree Policy – Cllr George Sallows

Beacon Maintenance Policy (new) – Cllr George Sallows

Streetlights Policy - Cllr Marion Fenton

Playground Policy and Safety Check Policy – Cllr Geoff Hussey.

The Clerk will issue policy templates via the NALC website or associate authority. Carry as a new agenda item to next meeting.

OS007-25/26 Liz Kitchen Commemoration Bench

The bench which is being kindly donated, was discussed as to the best location, and possibilities discussed were:

Beacon – has excellent views, but risks were that it would get in the way of the Football pitch as it is already small. Also land is not owned by the Parish Council so the bench may have to be moved in the future.

Opposite Ghyll Manor – risk is that it was WSCC land, licence would be required, location also has a limited view.

Entrance to the parish council car park – parish council owned land, but not a lot of space next to the plaque.

It was **agreed** that the Clerk and Cllr George Sallows will measure the third location and come back to Committee. Carry to next meeting.

OS008-25/26 Parish Gates

Two quotations were presented to council to cover installation costs of a replacement parish gate in Rusper Road (Ifield end). It was **agreed** to recommend to full council the Kenward quotation - a local supplier, costs were lower than the alternative quote and a discount was offered to the already agreed installation of a new licenced spot for the Speed Indication Device.

It was **resolved** to recommend to council to appoint Kenward to install replacement parish gates and install the new SID socket at a cost of £1250.00 plus VAT.

OS009-25/26 Fingerposts

The Clerk was waiting for a quotation from one supplier. Carry to next meeting for final recommendation to council.

OS010-25/26 Parish Action Plan

The action plans needs to be updated with the latest recommendations after council, Clerk to update the plan and bring back to Committee.

Next Roads, Footpaths and Open Spaces committee on meeting is 15th July 2025

Meeting closed 2112 hrs

Signed.....Dated.....