

Burwash Parish Council

Minutes & Action Points of the Car Park Transfer Meeting
Held on the 1st October 2020. This meeting was held remotely via Microsoft Teams

Present

Cllr. R. Franklin, Mr. Steve Moore, Emma Neil (Clerk), Cllr. S Prochak, Cllr. E Kirby-Green, Joe Powell – Head of Housing & Community Services and Lynsey Goodwill – Operations Team Leader, Neighbourhood Services.

Cllr. Franklin noted that the lease sent earlier today by Mr. Powell was simply a reissue of the original lease from 2016 without the amendments that had already been agreed.

Cllr. Kirby-Green noted disappointment that the lease side of the transfer was taking so long and seemed to have moved backwards.

Mr. Powell apologised for the delay in sending the correct lease but noted that it was Graham Burgess and Ben Hook at Rother are responsible for the lease. Mr. Powell committed to speaking to the correct people at Rother to get the final draft of the lease sent through.

The Clerk noted that the next Full Council meeting for Burwash Parish Council is scheduled for Tuesday 13th October and requested that this date is used as a deadline for the lease to be sent through.

Action: Mr. Powell to note the deadline and request this as a deadline to the legal department at Rother.

Mr. Moore outlined the proposal discussed at a previous meeting with Cllr. Prochak. That BPC would take over the lease of the car park and toilets. Demolish the toilets and enter into a community toilet scheme with local businesses, increasing the parking capacity of the car park and installing much needed electric charging points.

Action: Mr. Powell to put the new Rother Environment Officer in touch with Mr. Moore to discuss the electric charging points.

Mr. Powell requested that BPC indicate whether they were looking to Rother to hand over the car park with Rother preparing the demolition, completing the patch work and realigning of the car park, or if the Parish Council would like to take over the lease and receive financial support to complete the works independently of Rother.

Mr. Moore outlined the figures of support that would be needed and there was further discussion around support. It was agreed that the figures would be based on the following:

- 1). £2.5k for 5 years to cover the community toilet scheme.
- 2). £9/10k to cover the demolition of the toilets and preparing the ground to increase the parking spaces
- 3) Further sums to be confirmed to cover the cost of patch repairs and relining

Mr. Powell noted that it doesn't make a difference to Rother if they pay BPC or their contractors but that the amounts agreed on need to be mirrored by what it would cost for them to complete the works.

Action: Mr. Powell requested that Ms. Goodwill check with other colleagues at Rother regarding the final amounts.

Action: Ms. Goodwill to action a final survey on the toilets to get an accurate cost for demolition.

Action: Joe Powell undertook to obtain an Asbestos survey on the toilets to inform the demolition costs

Action: Ms. Goodwill to action a survey on the car park surface to identify the work needed.

Ms. Goodwill noted that Rother would be willing to carry out the line work on the car park to the specification given by BPC.

Cllr. Franklin asked Mr. Powell if there was anything in the lease that would commit the parish council to a timeframe for the works to be completed. Mr. Powell confirmed that the lease doesn't have a timeframe and once it was devolved it would be up to the Council to set any timeframe.

Cllr. Prochak thanked everyone for attending. BPC to wait to hear from Rother regarding the lease and confirmation of the financial agreement.

ENDS

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