

# Burwash Parish Council

## Car Park Working Party

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Minutes of the Car Park Working Party held on Thursday 11<sup>th</sup> November at 19.00.  
The meeting was conducted at the Parish Rooms in Burwash.

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**Present:** Cllr. R. Franklin (Chair), Cllr. J. Kenny, Cllr. A. Stapylton-Smith, Cllr. F. Hosein, Graham Bird, Sylvie Franklin, Peter Pope, Steve Dixon, Greg Meares, David Cowell and Helga Castle.

### **Apologies:**

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The meeting opened at 19.01.

**1. Apologies.**

No apologies to note.

**2. Disclosures of Interest.**

None to note.

**3. Minutes of the Last Meeting.**

It was noted that the minutes of the previous meeting held on 14-10-21 were adopted by Full Council at the meeting held on 09-11-21.

**4. Terms of Reference.**

It was noted that the proposed terms of reference were adopted at the Full Council meeting held on 09-11-21.

**5. Lease.**

Cllr. Franklin noted that the lease and relevant searched had been received from the solicitor with no concerns raised.

**Action:** Clerk to notify the solicitor and RDC that the lease will need to be held until a final decision on the public toilets has been made by Full Council.

**6. Recycle Bins.**

Members discussed the re-siting of the recycle bins.

The Clerk noted that RDC have asked if they could be removed due to kerb side collections now taking place. Members noted that the bins were heavily used by residents and should be kept.

**Action:** Clerk to confirm the frequency of collection for the main recycle bins.

**Action:** Clerk to confirm whether there is a contract with the Salvation Army for the clothes recycling bins and confirm the frequency of collection.

**7. Finances.**

The Clerk's report to the working party was discussed.

**Action:** Clerk to obtain a plan of the car park from AJL.

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**Action:** Clerk to chase up requests to RDC for clearing the car park of leaves as well as fencing and lighting repair and replacement.

**Action:** Clerk to investigate with RDC why the car park is a rateable site.

**Action:** Clerk to obtain the keys to the public toilets for proposed site visit.

**8. Enforcement.**

Members discussed the bylaws and enforcement issue for the car park.

**Action:** Clerk to research different bylaws and bring to the next meeting.

**9. Information for noting or including on a future agenda.**

- i. Action points as above.

**10. For RESOLUTION at Full Council Meeting.**

No resolutions to note.

**11. Proposed date of next meeting:**

Thursday 2<sup>nd</sup> December 2021 @ 13.30, Burwash Car Park – Site visit & toilet inspection.

The meeting closed at 20.14

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Cllr. Robert. Franklin  
Chair Car Park Working Party