

# Burwash Parish Council

## Car Park Working Party

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Minutes of the Car Park Working Party held on Wednesday 6<sup>th</sup> July at 19.00.  
The meeting was conducted at the Parish Rooms in Burwash.

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**Present:** Cllr. R. Franklin (Chair), Cllr. K. Lloyd, Cllr. S. Moore, Graham Bird, Steve Dixon, Greg Meares, David Cowell and Sylvie Franklin.

**Apologies:** Peter Pope.

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The meeting opened at 19.00.

**1. Apologies.**

As above.

**2. Disclosures of Interest.**

None to note.

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

It was noted that the minutes of the previous meeting held were adopted by Full Council.

**4. Lease Update.**

Discussion regarding the dimensions of the car park.

It was agreed that the dimensions should be included in the lease document.

Members of the working party recommend to Full Council that the lease now be signed.

**Action:** Cllr. Moore and Greg Meares to measure the car park and give dimension to the Clerk.

**5. Car Park Maintenance.**

Members agreed to research the cost and installation of donation tubes for the use of the toilet to create a revenue stream.

Clerk confirmed that once the lease is signed it will only take a few days to get the water turned on and toilets cleaned.

Members agreed that there was no immediate maintenance to be conducted with the car park and the focus for maintenance would be the toilets moving forward.

**Action:** Clerk to research cost and installation of donation tubes.

**6. Recycling Area.**

Members discussed the plan for RDC to remove the recycling bins.

Members agreed to keep the planned space for recycling and get the lease signed with the space included.

**7. Finances.**

The Clerk confirmed that RDC have now written confirming the £18k to be paid to Burwash Parish Council.

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### **8. Enforcement.**

Members discussed bylaws and enforcement.

Members agreed to recommend replacing the signage but keep the same bylaws with updated language and disclaimer.

Members agreed that there should be a future car park use survey.

**Action:** Clerk to work with Cllr. Moore on the wording for members agreement.

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

Members discussed the shape of the working party in the future now the lease has been agreed.

Members agreed that this meeting would continue as needed and would incorporate the public toilets.

Members discussed the installation of electric charging points and agreed that this should be a priority moving forward.

### **10. Proposed date of next meeting:**

To be confirmed.

The meeting closed at 20.01

**X**

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Cllr. Robert. Franklin  
Chair Car Park Working Party