

**Hurstpierpoint Parkland Advisory Board
MINUTES of Meeting 7.30pm Tuesday 12 July 2016 at the Village Centre, Hurstpierpoint BN6 9UY**

Present:

Stephen Hand	Patrick Haworth	Claire Majsai
Stephen Hoyles (Clerk)	Michael Nailard	Donna Willis
Amanda Geel	David Brown	Helen Brangwyn
	Tony Whitbread	Adrien Bischoff-Dyson
	John Wilkinson	Rachel Felton

PAB16/01. Welcome and introductions: The Chairman of the Parish Council, Stephen Hand, chaired the meeting and welcomed all members and explained the background to the new parkland areas in Hurstpierpoint. The following Board members have been appointed by the Parish Council and each member present introduced themselves to the board:

Parish Council representatives	Special groups representatives	Members of the public
Stephen Hand David Evans Matthew Stokes Stephen Hoyles (Clerk) VACANT	Patrick Haworth (Hurstpierpoint Society) Michael Nailard (Woodland Flora + Fauna Group) David Brown (St Georges Millennium Garden) Tony Whitbread (Sussex Wildlife Trust) John Wilkinson (Mid Sussex District Council	Claire Majsai Donna Willis Helen Brangwyn Adrien Bischoff-Dyson Rachel Felton

PAB16/02. Apologies for absence and declarations of interest: The following apologies for absence from members of the Board had been received: David Evans. There were no declarations of interest.

PAB16/03. Terms of reference: The Board noted the Terms of Reference set out in the BRIEFING NOTE. The Parish Council had confirmed that a rotation of membership be applied, to ensure continuity and refreshment of the Board, as follows: (All Board members may apply for re-appointment at the end of their term.)

Parish Council: appointments confirmed each year at Council AGM.

Special Group: appointments for 3 years.

Members of the public: appointments for 2 years.

In discussion it was noted that the Parish Council, as owners of the land and custodians of the funds, would have ultimate responsibility and authority for the Parkland. However it was agreed that The Advisory Board would be taking initiatives and making expert recommendations which the Council would be expected to follow, subject to any financial, legal and planning constraints. (Ref: *Hurstpierpoint Parkland Governance structure – 10 February 2016*)

PAB16/04. Acquisition and management of parkland areas: The Board noted the following:

(1) Background: There are two main areas of parkland, 'Little Park' comprising about 10 Ac of woodland and 30 Ac meadow (COS 2), and 'Highfield' comprising about 9 Ac of meadow (COS 2). The two areas join on to St Georges Lane bridleway. The Clerk briefly explained the process by which the concept of the parkland had emerged through the Neighbourhood Plan development. It was noted that a green-space 'corridor' was planned between the two halves of the 140-house development at Little Park, and suggested that this land could be included and maintained as part of the parkland area. (Ref: *Land area plan*)

(2) Programme of acquisition: The Highfield land is currently owned by Rydon Homes and is expected to be transferred to the Parish Council by end of September 2016, following which there is 12 months to complete the preparatory works. The Little Park land is currently owned by Bovis Homes and the process of transfer, including the instruction to solicitors, is expected to start in August 2016 and complete within 6 months. There is then 12 months to complete the preparatory works.

(3) Funding: The transfer of land, in two parts, is accompanied by funds paid by the developer to the Parish Council. The funds are intended for the preparatory works (about 20%) and the ongoing annual maintenance over a 20-year period (80%). The money is transferred in stages, as set out in the development planning agreement, as detailed in the schedule. (Ref: *BRIEFING NOTE Little Park/Highfield Drive s106 – 9 September 2014*)

PAB16/05. Landscape and ecological Management Plan (LEMP): The preparatory works and the ongoing maintenance requirements are set out in the LEMP which the Board was asked to note. Discussion took place around finding the balance between conservation and nurturing of natural habits with providing access to the public. The benefits of a strong educational aspect, aimed at younger children, was also emphasised. Examples were given of the LEMP requirement for 'tussocky' grass in some areas, which could conflict with easy access. It was noted that the LEMP, whilst appearing prescriptive in some respects, was open to interpretation by the Board, and open to modification with the agreement of the Planning Authority (MSDC). The provision for dog-walking was discussed and agreed that

suitable provision be made, but also ensuring protection and guidance to minimise fouling and harm to birdlife and fauna. The covenants covering the land, which protected the public amenity and conservation aspects, would be unchanged. (Ref: *Landscape and ecological Management Plan (LEMP)*)

PAB16/06. Highfield Drive – schedule of works: The Board was asked to review the preliminary schedule and plan of preparatory works which it was hoped will take place over the winter months (2016), and to offer suggestions. The process would be for the Board to request the works to be undertaken by the Parish Council. (The Council has delegated its day-to-day management to the Parkland Management Committee). It was agreed that the schedule and layout is approved, but subject to a final inspection by the Board at the proposed 'walkabout'. (Ref: *Country Open Space 1 Highfield Drive Parkland Schedule of Works and plan - 23 February 2016*)

PAB16/07. Heritage Trail: The Parish Council had recently proposed that investigations are made into developing a Heritage Trail around Hurstpierpoint, joining existing public footpaths and rights of way with new footpaths through the Council's Parkland zones. The Trail would encourage residents and visitors to take an interest in the village, and would be used to explain elements of history, local interest and nature conservation projects. Information would be projected by website, APP's, hard-copy maps, noticeboards and interpretation boards, and finger-posts. A comprehensive scheme might take some time to create. Suggestions have been made about the involvement of local schools and local people with particular interest and knowledge in historical and local interest matters. It was agreed that further investigations would be made, to set out a broad terms of reference and specification, to enable a future task group to formulate details. The Board was asked to offer comments and individual members are invited to express interest in forming a small task group.

It was reported that a previous 'trail' had been produced and would be reviewed as part of the process. Other suggestions were made connecting the trail to pubs, wildlife safari, timed trails and fitness trails. The involvement of the local primary school and Hurstpierpoint College was to be encouraged.

PAB16/08. Proposed 'walkabout' - 10.30am Wednesday 17 August 2016: It was agreed that Board Members would meet for an introductory walk across the parkland areas, where the Clerk can explain the layout. The event should take no more than 2 hours.

PAB16/09. Questions: Most of the agenda was intended to set out the background to the parkland scheme and it was expected that future meetings will be focussed on more detailed issues requiring decision by the Board. Members expressed their thanks to the Parish Council for facilitating the process and involving the wider community. The Chairman expressed his thanks for the expertise and commitment of the Board Members.

PAB16/10. Dates of meetings:

15 November 2016
14 February 2017

There being no other business the meeting closed at 9.06pm.

Chairman
