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Minutes of the Open Spaces, Roads and Footpaths Committee Meeting held at Rusper Village Hall on Tuesday 21<sup>st</sup> April 2026 to commence no earlier than 7.30pm.

**Present:** Cllrs F. Maitland-Smith (Chair), D. Matthews (Vice Chair), S. White, M. Cooke, M. Fenton, M. Fillmore, G. Sallows, R Beckmann.

**Apologies:** Cllr G. Fleming. D. Halsey, G. Hussey,

**Clerk:** Lisa Wilcock.

There was 1 member of the public present for the meeting.

*Meeting commenced 1937hrs*

**OS001 – 26/27 Apologies for Absence**

Apologies for absence were received and recorded from Councillors unable to attend the meeting. Cllrs G. Fleming. D. Halsey, G. Hussey.

**OS002 – 26/27 Declarations of Interest**

No declarations of interest were made in relation to items on the agenda.

**OS003 – 26/27 Approval of Minutes**

The minutes of the Committee meeting held on 17th March 2026 were considered. It was **resolved** that the minutes be approved as a true and accurate record.

**OS004 – 26/27 Open Forum**

The Chairman exercised discretion to open the forum. Members of the public were given the opportunity to speak for up to three minutes each, with a total allowance of 15 minutes. Any questions and statements raised were noted by the Committee. No comments were raised.

**OS005 – 26/27 Trees**

a) An update was received from Cllr George Sallows regarding trees within the Parish that may be considered for potential Tree Preservation Orders (TPOs). The Committee noted the update. This item will be carried forward to the next meeting. The Clerk is to obtain a list of all TPO-protected trees within the Parish.

b) Outstanding tree works identified in the most recent survey were noted. This item will be carried forward to the Council meeting.

**OS006 – 26/27 Roads**

Matters relating to roads within the Parish were discussed. Any issues raised were noted for follow-up as appropriate. No further comments were made.

Speed data was received from George Fort at WSCC Highways; however, further information has been requested in line with a CHS. The Clerk recommended that a service be arranged for regular SID rotation and data downloads. Cllr George Sallows expressed his willingness to undertake this work on behalf of the Council. The Clerk will obtain a quotation from Wilbar and report back to Council.

**OS007 – 26/27 Playground**

The Committee noted the update regarding the memorial bench, as detailed in the circulated email, Clerk to liaise with the family and donor to arrange the plaque. Cllr Geoff Hussey will arrange for the installation of the bench.

**OS008 – 26/27 Defibrillator**

An update regarding the defibrillator was received and noted by the Committee. Cabinet has been put into the pavilion in early May to be fitted with a cement board back. Noted that the defib at the village hall will move the other side of the building however this is not a Parish owned asset.

**OS009 – 26/27 Rusper Recreation Ground**

a) Members **discussed** the sports ground, including reporting arrangements to Council and the format for future updates. The signed relationship agreement was noted.

b) The HSE testing carried out at the Pavilion on 15 April 2026 was **noted**. Additional matters were highlighted, including the installation of a new shed, water works identified as requiring emergency attention, the removal of bollards, and the clearance of all waste materials from the site. These matters were to be progressed with the CIO Chair and Trustees.

The Clerk **recommended** that the Pavilion be closed to users while the required works and any outstanding HSE testing and follow-up actions are completed, in order to ensure health and safety compliance. The Sports Club is to be formally notified of these arrangements via the Council’s representatives.

**OS010 – 26/27 Annual Litter Pick**

A debrief of the annual litter pick was held. Actions arising from the event were noted and will be progressed as appropriate. The event was considered successful, with a significant amount of litter collected, although turnout was lower than hoped. Chris PB confirmed that litter pickers will be collected following their use on 2 May 2026.

It was also noted that the road sign to Rusper has been ordered. Fly-tipping in Capel Road was reported, and the streetlight in Cooks has been repaired.

**OS011 – 26/27 Asset Dashboard**

The Asset Dashboard (to follow) was considered. The following matters were noted, and recommendations made for Full Council consideration:

- Telephone box refurbishment deferred until Spring.
- Damaged streetlamp at Cooks Mead noted for repair – now completed.
- Water trough: recommendation to drill a hole to enable planting – it was agreed the trough will instead be drained and removed.
- Plaque by the car park deferred until Spring.
- Three High Street planters damaged by a vehicle to be replaced – to be brought to Council agenda for consideration of costs for four matching planters.
- Liz Kitchen bench to be included on the main Council agenda.

*Meeting closed 2045hrs*

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