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Minutes of the Open Spaces, Roads and Footpaths Committee Meeting held at Rusper Village Hall on Tuesday 17th February 2026 at 7.30pm.

Present: Cllrs F. Maitland-Smith (Chair), M. Cooke, G. Hussey, M. Fenton, M. Fillmore, G. Fleming. G. Sallows.

Apologies: D. Matthews (Vice Chair), D. Halsey, S. White.

Clerk: Lisa Wilcock.

Meeting commenced 2005hrs

OS49-25/26 Apologies for Absence

Apologies were received and accepted from Cllr [Name(s)] due to [reason if given].

OS50-25/26 Declarations of Interest

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

OS51-25/26 Approval of Minutes

The minutes of the Committee meeting held on **20 January 2026** were **approved as a true and accurate record** and signed by the Chairman.

OS52-25/26 Open Forum

No members of the public were present.

OS53-25/26 Trees

a) Tree Preservation Orders Cllr George Sallows provided an update regarding the condition and importance of trees located at The Glebe Field. Carry to the next meeting.

b) Tree Survey Members reviewed the most recent Tree Survey. 12 outstanding trees that require attention.

Resolved: That recommended works be prioritised as identified in the survey, subject to budget confirmation. Using the data provided to check the report is correct and the trees still require the attention to bring to full Council for approval.

OS54-25/26 Roads

The Committee discussed increasing traffic volumes and the deteriorating condition of parish roads ahead of the Clerk's meeting with **West Sussex County Council Highways**.

Action: That the Clerk be instructed to raise specific concerns with the Local Planning Authority in relation to local highway conditions and safety. Members highlighted ongoing issues including excessive traffic speeds, inadequate or absent signage, and the poor condition of road surfaces, with numerous potholes and sections of road becoming difficult or impassable. Particular concern was noted regarding Rusper Road, Ifieldwood, The Mount Road, Newdigate Road (which remains broken up despite recent repairs), and East Street. Members also noted the absence of street lighting on these roads and emphasised the importance of adherence to the Council's dark skies policy. It was agreed that all affected roads are in need of repair and maintenance as a matter of priority.

OS55-25/26 Fly-tipping

Members noted a recent increase in fly-tipping incidents across the parish.

Resolved: To continue reporting incidents promptly and explore improved signage and community awareness.

OS56-25/26 Defibrillator

The Committee discussed the status of defibrillator installations and registration at Rusper Stores and the Sports Ground. It was noted that both defibrillators and a cabinet have now been delivered. The cabinet and defibrillator will be installed at the Sports Club, with a replacement unit provided for the shop. An electrician is currently being sought to complete the installation at the Sports Club, and the circuit has been updated. The old defibrillator will be disposed of appropriately. A demonstration on the use of a defibrillator by WelMedical will be arranged, either at the Annual Parish Meeting or possibly at the Hub opening.

OS57-25/26 Rusper Recreation Ground

The Committee considered matters relating to the sports ground, including the underlease, maintenance responsibilities, and safety bollards. Signatories are being sought by the Sports Club, it was **agreed** that a Sports Club representative will attend the parish council meeting to discuss further. Regular Committee meetings are now occurring. Committee raised the need to see minutes, insurance and project plans. Noted that there is a likelihood that the Pavilion has been insured by both parties but it was noted by one Councillor that there is no overlap. Clerk to inform the insurers once the lease is signed.

OS58-25/26 Rights of Way

Members noted the latest update from **West Sussex County Council Public Rights of Way regarding Footpath 1492**, following the meeting attended by Cllr S White and Cllr G Sallows.

The update was received and noted. The meeting was positive, and feedback has been circulated.

The footpath is not expected to reopen in the near future, as an application to add soil along the path is currently with Horsham District Council. It has been agreed that the footpath will reopen as far as the bridge to allow access to the woodland. Notices of diversion have been put in place on two other paths to direct users to the woodland.

OS59-25/26 Millfields Development – Stonebond

a) Correspondence from Stonebond

The Committee considered the email received from **Stonebond** requesting confirmation of information relating to the development site.

b) Playground Drawing

Members reviewed the proposed playground design and provided initial comments. The Committee would like to incorporate swings with the playground and a roundabout for the younger children.

c) Grass Mat Specification

The grass mat specification offered by the developer was considered. The Committee suggest the grass mat needs to be properly underlaid to allow drainage to mitigate puddles and mud.

Stonebond has offered to meet Council on 28th April 2026 to meet Council if there is a need to discuss.

OS60-25/26 Parish Assets

The Clerk presented an illustrative example of asset information formats for future Parish Council use. Members discussed the level of detail and potential application should this option occur.

OS61-25/26 Annual Litter Pick

Members noted updates regarding the Annual Litter Pick scheduled for **12 April 2026**.

Equipment arranged with HDC for the litter pick, flyer and advert is done. Clerk to update the website.

OS62-25/26 Asset Dashboard

The Committee reviewed the Asset Dashboard and agreed the following:

- Telephone box refurbishment – to carry forward until Spring
- Water trough – further discussion required. Carry to next meeting.
- Plaque by car park – to carry forward until Spring.
- Bins – explore provision of additional bins around the parish.

OS63-25/26 Date of Next Meeting

It was **confirmed** that the next Committee meeting will be held on **Tuesday, 17 March 2026**.

Meeting closed 2106hrs

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