



Fittleworth Parish Council

Members of the Hesworth Common Management Committee
are summoned to a meeting of
Hesworth Common Management Committee

The meeting will be held at
The Bradley Williams Room, Fittleworth Village Hall
on
Friday 14th June 2024 at 1000

Members of the Public - Members of the public are very welcome to attend and will be given the opportunity to speak at item 3 on the agenda.

Rachel Gorvin, Parish Clerk, On behalf of Fittleworth Parish Council. 10 June 2024

AGENDA

- 1 Apologies for absence (KM)** – to receive and approve apologies for absence.
- 2 Minutes of the last meeting (CM)** – to consider approval of the minutes of the meeting held on 26th April 2024
- 3 Matters arising from the minutes of the last meeting (All)**
- 4 Action points from the minutes of the last meeting (All)**
- 5 Public questions (CM)** – to receive questions and comments from members of the public.
- 6 Birchwalk Woods Management Working Group (HB)** – update from Hazel Barkworth, Member, with discussion around collaborative work planned on both Hesworth Common and Birchwalk Woods.
- 7 Declarations by Council Members of personal or prejudicial interest (CM)** – to receive any declarations of interest as defined under the Localism Act 2011.
- 8 Countryside Stewardship Agreement (CSA)**
 - (a) Revenue Claim to RPA (CM)
 - (b) CSA Terms & Conditions
 - Requirement to update CSA submission map to respect local geology (CM)
 - Update on Field Mapping App or equivalent for reference purposes (KM)
 - (c) Framework contract template for contractors – update (CM)
 - (d) Site visit by Nigel Hiscoke, Natural England (CM)
- 9 Proposed work for 2024**
 - (a) Management Plan for 2024 (CM)
 - (b) Working party dates - SDNPA Rangers (CM)
 - (c) Working party dates - Fittleworth and Worthing Conservation volunteers (KM)
 - (d) Communications – WhatsApp, Village magazine, FPC website, social media (KM)
- 10 Work undertaken since last meeting (CM)**

11 Budget Review (CM)

- (a) Financial report – budget vs actual vs forecast plus cashflow
- (b) CIL Draw Down by 31/10/24 (SDNPA) – 2023/24 budget
- (c) CIL draw down of FPC CIL and Precept – 2024/5 budget
- (d) SDNPA annual grant
- (e) Other grant funding opportunities

12 Health and Safety

- Quarterly Health & Safety Inspection Report (**KM**)
- Benches – repair and maintenance of Trig Point, Contour, Lower, Worthing & Barkworth (**WH**)
- Risk Assessment for Volunteer Days, Risk register, Contingency planning (**CM**)
- Signage (**CM/KM**)
 - Car park signage for visitor reporting incidents
 - Car park signage for imminent contractor work

13 Communications (CM)

Feedback from Hesworth Common survey (12th April)

13 Date of next meetings (CM) – to agree date and location of proposed next meetings

- Friday 26th July at 10.00 (Bradley Williams Room, Fittleworth Village Hall)
- Friday 13th September at 10.00 (Bradley Williams Room, Fittleworth Village Hall)