



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 9th FEBRUARY 2017
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Clarke, Court, Hare, Lawson, Queded and Wilson

IN ATTENDANCE: Mrs L Underwood (Assistant Clerk) and 1 member of the public.

The meeting opened at 7.54pm

75. APOLOGIES FOR ABSENCE

All Committee Members were present.

76. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest or changes to register of interests.

77. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 17th November 2016 as a true and accurate record of the proceedings and the Chairman signed them.

Nothing to report from 17.11.17

Additional Updates

- Radiator valves in the snooker room needed replacing. In liaison with the Chairman, the Clerk authorised the replacements at a cost of £285.00 + vat.
- Residents in Orchard Way have complained about two trees that were encroaching on their properties from Cousins Way recreation ground. The Groundsman advised that the trees were self-seeded, so the Assistant Clerk asked the Groundsman if he could cut them down, which he said he was able to do. The Groundsman left the cut down trees on the recreation ground as he does not have a suitable vehicle to take them away. The Clerk authorised George Potbury to take away the debris for a cost of £200.00 + vat.

Unfortunately, whilst taking the larger tree down, 4 of the resident's fence slats were slightly damaged, however as George Potbury was on site he agreed to replace these at the same time of removing the tree debris and to include in those costs.

78. PUBLIC SPEAKING

There were no public speakers.

79. PULBOROUGH PATRIOTS (PP)

79.1 Members noted the request from PP to play their next season from September 2017 on the main recreation (on the Pythons pitch) rather than Cousins Way recreation ground and noted the comments made by all parties at the Recreation Advisory Committee meeting earlier this evening.

The Chairman invited Deane Farrell, who was present as a member of the public, to participate in this part of the meeting to answer any questions Members may have.

Members discussed the matter at length and clarified points with Deane and the following was noted:

- Pulborough Football Club (PFC) and PP will need to work together in making this work.
- As both teams are in the league, fixtures will be organised by the league to avoid any clashes of game play.
- PFC currently have one team which is in division 1. A division 1 team have to have their pitch roped off and two games (PFC & PP) could not be played at the same time.
- If PFC have a second team in the future, they will not initially start in division 1, so this second team and PP's team could play at the same time as there are no stipulations with nearby playing teams for lower divisions.
- PFC and PP would need to be charged the same annual rent if both teams have one team only. Sport club rentals will be reviewed by the Finance & Policy Committee before the next season starts in September 2017 and will take into account there being one or two teams.
- If PP were to play on the main recreation ground they would need to purchase their own goals. Members advised Deane that he could apply for grant funding for equipment from the Chancetonbury County Local Committee (CCLC), Sport England and from Horsham District Council (S106 funding), which the Parish Council would support. The Assistant Clerk advised Deane to call into the Parish Office for help and advice re grant applications.
- The Assistant Clerk checked with Deane that Nev was aware that PP were asking to play on their pitch and Deane advised they were. The Assistant Clerk spoke to Nev, before this meeting, about PP playing on the main recreation ground and Nev said that wouldn't be a problem as they play on a Sunday afternoon and PP play on a Saturday afternoon, but he didn't indicate this was on the Pythons pitch, so the Assistant Clerk will double check this with Nev James. Obviously in inclement weather, the ground would have to be deemed suitable for play on the Saturday, making sure that it was also suitable for the Pythons to play on the next day.

Members concluded and AGREED that, on the proviso that the league organise the fixtures so that there are no game clashes, PP can play on the main recreation ground. The Assistant Clerk will confirm this in writing and advise all sports clubs involved.

Subsequent to the meeting, after checking with Nev James of the Pythons, Nev advised that he was not aware that the Patriots were requesting to use their pitch on a Saturday and this would not be acceptable as the Saturday game play could ruin the ground for their matches on a Sunday. The Groundsman has confirmed that there are only 2 pitches that could be used on the main recreation ground. The one PFC use and the one the Pythons use. With this in mind, this matter will be added to

the March R&OS agenda for discussion again and invites will be sent to all parties involved.

PP currently train in the Multi-Sports Facility (MSF), but the surface is inadequate as it is uneven, slippery and has holes in it and it is really too small for the size of their team. Deane asked if they could train on the training area on the main recreation ground (they are flexible on days) as he has bought floodlights and needs to power them from the sports pavilion, otherwise he will have to purchase a generator to train on Cousins Way recreation ground. Terry Reilly had advised that the training area on the main recreation ground gets churned over quite a lot with one team training on it and PFC can't often use it. Having agreed for PP to play on the main recreation ground, Members suggested that PP could train on Cousins Way and apply for additional grant funding for a generator.

Cllr. Clarke suggested that the MSF surface be looked at and quotations obtained for any work required. The Parish Council do hold earmarked funds for this. The Assistant Clerk will arrange and add to the next available R&OS agenda.

Cllr. Quested asked Deane to let the Parish Office know when they are next playing at home as he would like to watch their match.

- 79.2** Following the R&OS meeting on 14.01.16, Members were due to review PP's option of a formal arrangement to play football. Given that Members have agreed to let PP play on the main recreation ground, it would be best practice to draw up a licence between PP and the Parish Council in line with the other Sports Clubs. The Assistant Clerk advised that the Solicitor costs to do this would be in the region of £1000.00 + vat. Members questioned the need for legal representation in drawing up a licence. The Assistant Clerk was unsure and would need to seek clarification before advising on this matter. The Assistant Clerk will report back at the next available meeting.

80. POCKET PARK

- 80.1** The Assistant Clerk advised that Tesco will start work on Sunday 12th March to clear brambles, the stream and the pathway and clear any rubbish. Cllr. Wilson offered to help the volunteering group. Tesco would like the Parish Council to hire a skip over this time, so that the debris can be taken away. The cost of a 4yard skip is £180.00. Members AGREED to this and suggested that it is placed in the area just off New Place Road, at the entrance to Pocket Park. The Assistant Clerk will obtain permission from the nearby residents and order accordingly. Cllr. Lawson advised that it would be too late for coppicing and asked if the Groundsman, under the guidance of the Tree Warden, could look at this in the autumn/ winter. The Assistant Clerk will arrange accordingly.

The Assistant Clerk advised that Tesco have provided details of the 'Bags of Support' funding and this will be added to the R&OS agenda in March, so that the Committee can collate a list of requirements and costs can be obtained, in order to apply for the funding.

- 80.2** Members received a response from the Tree Warden regarding overhanging trees into a property in New Place Road, who stated that just because the trees lean does not necessarily mean they are going to fall. He advised that if the resident requested to have them cut back, the Parish Council should support this. Members understand the resident's concerns and AGREED that if the resident wish to cut the trees back they could do so, but at a cost to the resident. The Assistant Clerk will contact the resident accordingly.

Resolved: Contact resident as stated above.

81. OUTSIDE GYM EQUIPMENT

81.1 Fencing

Members received responses from two other authorities who do not have fencing around their gym equipment. The Assistant Clerk also advised that expansion of the gym equipment and the use of exercise clubs using the surrounding area of the gym equipment should be considered. After some discussion, Members AGREED that it does not seem that fencing is now required, but asked if the Neighbourhood Wardens could continue to monitor the dog fouling situation in the area. The Assistant Clerk will liaise with them accordingly.

Resolved: No fencing will be installed around the perimeter of the outside gym equipment.

81.2 Lighting

Members received a resident request about the possibility of lighting around the outside gym equipment. After some discussion, Members AGREED that no lighting was needed. The Assistant Clerk will advise the resident accordingly.

Resolved: No lighting will be installed around the outside gym equipment.

82. PROVISION OF PUBLIC ART IN LOWER ST

Members received a response from Highways regarding the proposed position of public art along Lower St, which stated:

The bank in question is part of the publicly maintainable highway and is therefore the responsibility of WSCC (though whether they own it WSCC cannot be certain without a land registry check).

The appropriate course of action to be provided details of exactly what is being proposed so that it can be duly assessed. Details will need to include:

- *Extent of land involved.*
- *What vegetation is to be cleared (is it weeds, scrub or mature trees).*
- *Who will be undertaking the above work? WSCC would not undertake this work so it, and associated traffic management to ensure safety during that activity, would be at the cost of the Parish Council.*
- *What is the public art that is being proposed (inc materials & dimensions). This would need to be licensed so it is clear that public liability for it rests with the Parish Council.*

Cllr. Quested advised that 'Wildlife Trail Public Art Project' was on the agenda for Full Council on 16th February and suggested that this evening's agenda item be put forward to the next R&OS meeting after the Full Council discussion. Members AGREED to this.

83. TREES

83.1 Members received a response from the Tree Warden regarding assessing a tree for a TPO as requested at the R&OS meeting on 13.10.16, item 53.1. The Tree Warden advised there were 3 criteria that have to be met for a tree to be considered for a TPO. Cllr. Lawson advised that the points could not be met for all of the criteria, so this matter will have to be dropped.

- 83.2** Members received photographs sent, as requested at the R&OS meeting on 13.10.16, item 53.2, in order to consider planting two trees which may be needed to replace a potentially dying red oak tree on the main recreation ground. Members noted that the photographs show the tree is a little stressed, but suggested that the Tree Warden reviews this again in the summer and Members will add this onto an autumn R&OS meeting agenda for discussion again. It was noted that there is currently no additional budget for tree works.

Cllr. Clarke also mentioned that one of the recently planted trees by Pocket Park on the main recreation ground has had its stakes removed and so has no support and instructed the Assistant Clerk to obtain replacement supports.

- 83.3** Members received three quotations for tree works as previously discussed at the R&OS meeting on 13.10.16, items 53.3 & 53.4. Members AGREED to proceed with the quotation from George Potbury Forestry Ltd for removing two large limbs from the lime tree on the main recreation ground at £200.00 + vat and taking the ash tree in Rivermead down to ground level at £550.00 + vat. Members would like it clarified if these quotations include the removal of the arisings as it does not state, the Assistant Clerk will clarify and proceed accordingly.

Resolved: Proceed with quotations from George Potbury Forestry Ltd at a total of £750.00 + vat. Clarify if this includes removal of arisings.

Members noted and accepted a response from Arbtec Tree Care regarding the tree survey in relation to these tree works now required.

84. MEMORIAL GARDEN

Members received correspondence from the Memorial Garden volunteering group regarding various items, some of which the Assistant Clerk has responded to, however clarification is required on some items. Members commented as follows:

- A garden waste bin will not be purchased, however Cllr. Quested volunteered to take away any cut back vegetation, if the volunteering group advised the Parish Office accordingly.
- The Village Hall Manager has advised that there is no room to install any tool storage at the Village Hall.
- A picnic bench will not be provided as there are already 3 benches in situ.
- There is already a noticeboard providing details of the Memorial Garden in situ.
- Instead of a 'garden works in progress sign', Members suggested that the Parish Office could ask the Village Hall if the volunteers may borrow their cones if necessary.
- The Clerk is still to look into a Volunteer Policy and to do a specific risk assessment for the Memorial Garden, although it has been added onto the Parish Council's risk register.

The Assistant Clerk will reply accordingly.

85. RISK REGISTER

Members noted and accepted new entry 4.5, reviewed and accepted entry R3.2 to the R&OS risk register.

86. FENCING AT THE PERIMETER OF THE SPORTS PAVILION

Members received details from the Groundsman regarding a broken fence at the back of the Sports Pavilion. Members noted that this fencing was very expensive when installed and questioned whether this has been vandalised. The Assistant Clerk did not know. Cllr. Quedstedt asked if he could meet with the Groundsman to review the damage and report back at the next meeting. The Assistant Clerk will arrange accordingly.

87. CORRESPONDENCE

Wey & Arun

- E-newsletter November 2016.
- Newsletter December 2016.
- E-newsletter January 2017.
- Quarterly magazine.

Wiggonholt Association (WA)

WA News. Copied to Committee for cancelled January meeting.

Nutbourne Residents Association (NRA)

NRA winter newsletter. Copied to Committee for cancelled January meeting.

SDNPA

- Key highlights - November 2016.
- South Downs News.

Horsham Riverside Walk Improvements

Email regarding the Aviva Community Fund competition. Copied to Committee for cancelled January meeting.

Arun & Rother Connections

Newsletter.

Trees

- Notification of a Tree Preservation Order (TPO) at Downlands, Pulborough. Copied to Committee for cancelled January meeting.
- Further response from Harwoods regarding two Plane trees on London Rd and reiterating that all trees on site have TPO's.

Publication

Countryside Voice - Winter 2016.

Community Youth Work

Quarterly Report. Copied to Committee.

New Place Nurseries Ltd

Notification of rebrand as part of the Newey Group. Telephone numbers remain the same, but new email addresses are in place.

S&SC

Minutes of meeting held on 20.09.16.

WSCC

Notification that Nick Scott, Access Ranger, is leaving WSCC on 28.02.17 and WSCC are recruiting for a replacement Access Ranger, so things may take a little longer to investigate and resolve.

Pulborough Football Club

- Email correspondence asking how long the Pulborough Patriots' (PP) licence is for. The Parish Office has responded to advise that the PP play on an informal basis, but the matter of their licence will be discussed at the next R&OS meeting.
- Email correspondence regarding bags left in the sports pavilion corridor, causing the Caretaker to trip. Copied to Committee.

Residents

- Resident email agreeing that the proposed gates at Broomershill will be a good way to remind people to drive carefully.
- Email regarding an old oak tree in East Glebe Field. Copied to Committee.

Wey & Arun

February e-newsletter.

HDC

Sports and playing pitch strategy winter site visit. Copied to Committee.

SDNPA

South Downs news.

Rural Opportunities Bulletin

Bulletin highlighting a selection of current funding, consultation and other opportunities.

88. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

- MSF Re-surfacing & obtain quotations (PC).
- NCRG –Review of perimeter silver birch trees – Cllrs to review on site spring/summer for discussion at an autumn meeting. (AL)

89. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

None.

90. PAYMENTS RESOLVED:

Members approved the following payments:

Pulborough Social Centre	67.20
WSCC	6359.86
Sovereign Design Play Systems	43.26
Viking	102.38
D Blunden	2185.00
Wightman & Parrish	59.87
National Westminster Bank	25.90

The meeting closed at 9.25pm

.....CHAIRMAN

.....DATE