



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
HELD VIRTUALLY USING MICROSOFT TEAMS ON TUESDAY, 10th SEPTEMBER 2020**

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 (“the Regulations”) came into force on 4th April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

PRESENT: Cllrs Hare (Chair of Meeting), Clarke, Court, Henly, Lawson & Riddle (joined during min. no. 110).

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk) & representatives Tom Hayes (Youth Football Team) & Natalie Smilie (Pulborough Football Club Secretary – left during min. 115) & 1 member of the public (via telephone conference, left during min. no. 114).

The meeting opened at 7.31pm

As Cllr. Henly was unable to use the videocall facility, Cllr. Hare agreed to chair the meeting, which was **AGREED** by all members.

108. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Harvey.

109. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

110. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 10th March 2020 as a true and accurate record of the proceedings and the Chairman of the meeting agreed to sign them outside of the virtual meeting.

Clerk's Report

From the meeting held on 12.12.19

Min No. 60 – Cricket Club & Stoolball Club

The Cricket Club have emailed to state the arrangements between the Cricket Club & Stoolball Club should remain as in previous years – a copy of the email has been circulated under 'Correspondence'.

From the meeting held on 10.03.20

Min No. 102 – Boundary Fence at Nutbourne Common Recreation Ground (NCRG)

Cllr. Hare went to site and confirmed that all the fence posts needed replacing and questioned whether they should be treated posts instead. During lockdown, Members of the R&OS Committee emailed their agreement to install treated posts instead, at an additional cost of £438.00. Ratification of this additional cost is on the agenda for tonight's meeting.

Min No. 105 – Items for the Next R&OS Agenda

Cllr. Harvey advised to hold fire on his bus shelter proposal for the time being and he will get back in touch with the Deputy Clerk in the future. Please note again, that if this proposal is put forward, it will be referred to the P&S Committee as was done previously.

Additional Updates

Allotment plot holders 27 have requested to use a longer pipe, attached to a nearby tap, digging a section of it underground so that it does not affect access to adjacent plots. In consultation with the Groundsman, the plot holders have been given approval to do this by Officers in the Parish Office.

The Parish Office received a report of a tree in the allotments with severe ash dieback. Under the Clerk's delegated authority, the removal of the tree was authorised to be carried out at a total cost of £275.00.

111. PUBLIC SPEAKING

There were no public speakers.

112. RECREATION CLUB REPORTS

Tom Hayes from the Youth Football Team advised that he and another volunteer have started up football teams for under 6's & 7's, for which there has been a lot of interest. They are playing friendlies this season, then looking to register with the West Sussex Football League next season. Going forward they would like a wider range of ages playing.

They have spent approx. £1000.00 to set the teams up with equipment etc, which the sports & social club have helped them with, along with some sponsorship, but fundraising opportunities were missed out on in the Summer. Tom asked if there was any other funding avenues to pursue. The Deputy Clerk and Members advised of the following:

- Parish Council grants can be applied for, the application deadline for this financial year is 30.09.20.
- Ask if Storrington & Billingshurst clubs applied for funding and from where.
- Speak with Carol Boniface, Neighbourhood Warden & County Cllr. Pat Arculus who may know sources of funding available.
- The Police & WSCC may have funding pots for youth sports teams.
- Speak with Neville James, previous youth football Manager, who can share his experience with funding sources.
- Horsham District Council has Officers who can help with advice on where you can apply for funding, one contact is Adam Chalmers.
- Local company sponsorship, e.g. Harwoods.
- Contact Pulborough Community Partnership to see if they can help.

The Deputy Clerk will forward all contact details and information to Natalie & Tom.

Cllr. Hare thanked and congratulated Tom for setting the youth teams up.

Natalie asked if the changing rooms could now be used as the football season was due to start next Saturday. The Deputy Clerk advised, that having checked the .gov.uk website today, it was last updated on 14.08.20 and stated under 'Guidance for providers of outdoor facilities on the phased return of sport and recreation in England' that "Indoor facilities, apart from toilets and through-ways, should be kept closed" and under 'Return to recreational team sport framework' that "Players should arrive changed and shower at home. Use of changing and shower facilities must follow government advice on the use of indoor facilities".

After some discussion, Members **RESOLVED** to allow the toilets to be opened, following Government guidelines, but not the changing rooms. Natalie will send the football club's risk assessment, to include toilet use to the Parish Office. Officers will discuss a cleaning regime with Natalie (also Caretaker of the Pavilion) outside of the meeting. (*Subsequent to the meeting, it was agreed with Natalie that the toilets will be opened from 19.09.20*).

Members received and noted a termly report from Sussex Clubs for Young People.

113. MEMORIAL GARDEN UPDATE & REQUESTS FROM VOLUNTEERS

Members received and noted updates of the work carried out by volunteers at the memorial garden.

Members received a request to remove the perimeter fence and replace it with a low hedge. Cllr. Lawson advised that she had been on site and although there is one broken post and one loose post the rest of the fence is in good condition. It was noted that the idea of the memorial garden was to enclose the area, for more privacy, and give people an area to remember. Cllr. Lawson proposed, seconded by Cllr. Riddle, that the posts be repaired/replaced by the Groundsman and a low hedge can be grown inside the fence, with volunteers maintaining the hedge. Members **RESOLVED** to agree to this proposal.

Members received a request to replant in the memorial garden at the volunteers own discretion. After some discussion, Members **RESOLVED** to agree to the following:

- Low planting only, especially around the memorial rose.
- No globe thistles but approved all other suggestions in the volunteer's email of 10.08.20 setting out the works over the forthcoming months.

Members also **RESOLVED** to approve the request to include the memorial garden on a map of gardens for future garden events organised by Pulborough Churches.

114. **PULBOROUGH CRICKET CLUB**

Members received a request from the Cricket Club for the Parish Council to explain how the annual rental charge is calculated and what the rent covers. Members commented the following during this discussion:

- It is difficult to recall exactly how the rental terms were calculated as it was so long ago and Cllrs at that time have since left.
- Regardless of how the rental terms were calculated at the time, the licence was signed by the Cricket Club, so all terms were agreed with at the time and there have been no changes to the terms of the agreed rental charges since the signing of the licence.
- The current licence is due to expire in March 2021, so the Finance & Policy Committee can review the licence terms at that time, but it was noted that rental terms are likely to be increased when the pavilion is refurbished.

The Cricket Club also requested a rental discount due to shared space with the Stoolball Club. After much discussion, Members **RESOLVED** to agree that no rental discount will be applied for shared space with the Stoolball Club. The Cricket Club also asked for clarification if both clubs are being charged rent for the same area. Members advised that the two club's rentals are not the same, but this is because the Cricket Club are major users of the facilities compared to the Stoolball Club and the rental terms reflect this. Members also commented that all club rental terms are agreed on an individual basis.

115. **ALLOTMENT HOLDER REQUEST**

Members received a request to further extend plot 27. After much discussion, Members **RESOLVED** not to give approval for this request as the area is needed for the Groundsman to turn the mower when maintaining the whole of the allotments.

116. **RESIDENT REQUEST REGARDING TREES ON THE MAIN RECREATION GROUND**

Members received correspondence from a resident advising that a tree on the main recreation ground was preventing the use of their driveway as debris, sap and bird droppings were falling into their driveway and the size of some trees was preventing them getting a good signal on their Sky dish. The resident would like the tree over the driveway cut back and reimbursement of £150.00 for relocation of their Sky dish.

Members firstly discussed the reimbursement request. Members are sorry that the tree interferes with the Sky dish signal, but the houses are next to a living environment. After further discussion, Members **RESOLVED** not to reimburse the fee of £150.00.

Members then went onto to discuss the tree next to the driveway. Having looked at the photographs from June 2018 and June 2020, Members recognised the issue in 2018, but the tree is not overhanging as much now. Members stated that all trees, for which the Parish Council have responsibility for, are regularly monitored and assessed and no recommendations were given from the recent tree inspection survey for this tree. Members advised that there are other priority trees where recommended work have to be carried out, which have been budgeted for. Members **RESOLVED** not to give approval to cut this tree back further.

117. REQUEST FROM CLLR CLARKE REGARDING ELECTRIC CHARGE FACILITIES WITHIN THE SPORTS PAVILION CAR PARK

Cllr. Clarke would like the Committee to consider registering the sports pavilion car park as a location for electric charge facilities. Horsham District Council (HDC) & West Sussex County Council (WSSC) are looking for a supplier to provide this facility in the district. He explained that some houses in the Pulborough area don't have driveways or car ports to be able to charge electric cars, so it would be a useful facility and it may help with the uptake of electric vehicles in the area. It is unknown at this point if there would be any costings to the Parish Council. Cllr. Clarke would like the Parish Council to flag up with HDC that there is an available car park in Pulborough. After some discussion, Members **RESOLVED** to contact HDC to advise that the S&SC car park could be a potential site for EV charging points.

118. BOWLING CLUB

Members received a request, with details, from the Bowling Club to move their machinery store/shed. After some discussion, Members **RESOLVED** to agree to this providing that enough space is left to be able to maintain/repair the old wall and give access to the drains.

119. RATIFICATION AND THINGS TO NOTE OF PREVIOUS DECISIONS

Members noted and ratified the following actions taken since the previous physical meeting on 10.03.20, whilst the Committee has not physically met.

- Additional cost of £438.00 for treated fence posts around Nutbourne Common Recreation Ground.
- F&P Committee approval of the remainder of the priority 1 and priority 2 tree works, totalling £4854.17 + vat. *Previously discussed at the R&OS meeting on 10.10.19, min no. 46.*
- Submission to Knight, Kavanagh & Page Ltd of the HDC Open Space Assessment.
- Total cost of £340.15 + vat for topsoil and turf for previously reported playground repairs.
- Playground repair works totalling £475.50 + vat recommended from the May 2020 playground inspection, authorised by the Clerk. Members received the recent playground report & cost details.

120. ITEMS FOR NEXT R&OS AGENDA

There were no items for the next agenda.

121. CORRESPONDENCECricket Club

- Email confirmation from the Cricket Club stating the arrangements between the Cricket Club & Stoolball Club should remain as in previous years. Copied to Committee.
- Email correspondence regarding the Cricket Club's use of the recreation ground and pavilion facilities during lockdown and beyond. Copied to Committee.

Sports & Social Club (S&SC)

Email correspondence regarding the S&SC rental & insurance payments. Copied to Committee.

Snooker Club

Email correspondence regarding rental and use of pavilion premises. Copied to Committee.

Stoolball Club

Email correspondence regarding rental and use of pavilion premises. Copied to Committee.

Water Sports at Pulborough

Email correspondence regarding promoting water sports in Pulborough. Copied to Committee.

Park Mound

Correspondence regarding the public right of way at Park Mound. Copied to Committee.

Fitness Class

Enquiry to hold fitness classes on main recreation ground. The Parish Office replied advising that they can, but stating the conditions agreed by the R&OS Committee previously regarding care, noise, parking & insurance and in addition Covid-19 guidelines.

Nutbourne Conservation & History Group

Email asking landowners to consider replacing a stile on their land with a swing or kissing gate. The landowners replied to advise they wanted to keep the stile.

CPRE

Invitation to virtual AGM on 26.09.20.

Publications

- CPRE member's guide and first letter from the new Chair & Summer update & newsletter.
- SDNPA March, April, May, June, July & August newsletters.
- Wey & Arun March e-newsletter, quarterly magazines – Mar-May & June-Aug.
- Countryside Voice – Spring & Summer 2020.
- Pathwatch Meeting Minutes – 17.03.20.

The meeting closed at 8.50pm

.....CHAIRMAN

.....DATE