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

PRESENT: Cllrs Henly (Chairman), Clarke, Court, Lawson, Qusted (arrived 8.10pm) and Wilson

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk) and Mr D Farrell (Pulborough Patriots (PP)), Mr T Reilly & Mr R Phillips (Pulborough Football Club (PFC)), Mr N James (Pythons) & Mr F Bushby (Groundsman).

The meeting opened at 7.54pm

91. APOLOGIES FOR ABSENCE

Cllr. Qusted was attending a Fairtrade event and advised he would be late for the meeting.

92. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

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

93. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 9th February 2017 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report from the meeting held on 09.02.17

Min. No. 79.1 - Pulborough Patriots (PP)

The Deputy Clerk has not had chance to meet with Contractors to obtain quotes for the MSF surface. However, after reading the R&OS minutes, the MSF Supervisor has commented that there are no holes on the MSF surface. There is a slight dip, which has been there for years and no other complaints from users has been received. She also advised that the size should not be an issue as the maximum PP players has been noted at 12 and PFC have no problems training there. With these comments in mind, would Members like to view the MSF surface themselves and decide if quotations for a new surface should be obtained? ***Members asked if the MSF Supervisor could monitor the surface and review again in 3-4 months.***

Min No. 83.2 - Trees

The Groundsman has re - supported the recently planted tree by Pocket Park.

Min. No 83.3 - Trees

George Potbury has confirmed that the cuttings will be taken away for the Lime tree on the recreation ground. For the Ash tree in Rivermead, the cuttings will be chipped and left in a suitable area at Rivermead, but not taken away. If to be taken away an extra £300.00 will be added to the cost, totalling £850.00 + vat, which makes Beechdown's quote of £591.67 + vat cheaper for the Ash tree. Please can Members advise which option they wish to proceed with. ***The Groundsman suggested that the chippings could be spread along the path, which is very muddy. Members AGREED this would be a good idea and instructed the Deputy Clerk to ask George Potbury if this was possible, if not, still proceed with the quotation from George Potbury and have the cuttings chipped and left in a suitable area as suggested by the Tree Surgeon.***

Min. 86 - Fencing at the Perimeter of the Sports Pavilion

Cllr. Quedstedt advised that he has inspected the fence and it has not been vandalised, the fence was pulled too tightly when installed, so has come away from metal post. The Deputy Clerk will try to find out the original installers and contact them to deal with accordingly. ***It was suggested ex Cllr. Graham Spillane may be able to help.***

Additional Updates

Graffiti was found on the outside gym equipment and bus shelter on Stane Street, but the Neighbourhood Wardens have removed it with a specialised solution.

Linden Knight has resigned as S&SC Chairman and Mike Walsh has taken over the role. Barrie Vincent remains Treasurer and Terry Reilly is Acting Secretary.

94. PUBLIC SPEAKING

There were no public speakers.

95. PULBOROUGH PATRIOTS (PP)

The Deputy Clerk advised that subsequent to the R&OS meeting on 09.02.17, min. no. 79, 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 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. Therefore, the matter needed further clarification.

The Chairman invited the Groundsman, and representatives from the PP, PFC & the Pythons to join the meeting for discussion on this matter. After listening to all parties' point of view, Members noted that the Pythons team will know if they will still have their existing team, for the next season, by the end of May 2017, and the PP and PFC will know what teams they will have, for next season, by the end of July 2017. With this in mind, Members AGREED that if PFC still have only one team for next season, the PP can play on the PFC pitch on the main recreation ground and be treated as 'PFC's 2nd Team' in terms of pitch usage for one season and the rental will be split between PP and PFC equally. It was noted again that the league will arrange fixtures to avoid game clashes between the PP & PFC.

If the Pythons' team do not continue, PP will be able to have use of their pitch, however the distance between pitch rules, for two games being played simultaneously, will need to be adhered to. Members requested if PFC could send a copy of the 'Sussex County League Handbook' to the Parish Office as this information would be useful to have.

If, at the end of July 2017, PFC do have a second team, PP will continue to play on Cousins Way recreation ground and the Groundsman will maintain the ground for play. The Deputy Clerk will contact all parties at the relevant times to ascertain the situation and this matter will be reviewed before each season.

Resolved: If PFC remain with one team for next season, PP may play on PFC's pitch, as detailed above, this matter will be monitored and reviewed accordingly.

The Deputy Clerk advised that she has not had time to seek clarification regarding legal representation in drawing up a licence for the PP. The Deputy Clerk referred to a Finance & Policy meeting held on 25.06.15, min. no 12, which stated the following:

Further to the discussion at the 23rd April 2015 meeting (minute no 93), the Clerk advised that Ian Davison had been contacted and advised that the costs for the preparation of all the Leases should be £5000 plus VAT and disbursements. The high costs were noted but Members agreed that it was worthwhile expenditure to ensure that the leases/licenses were correct and that it was hoped that future renewals would therefore be easier and more cost effective.

The Deputy Clerk asked, with this in mind, whether Members still wanted explorations into drawing up a licence without legal representation. Members confirmed they would still like clarification on the matter and instructed the Deputy Clerk to speak to SSALC.

96. **SPORTS & SOCIAL CLUB (S&SC)**

Members received a letter from the S&SC detailing urgent repairs needed. The Deputy Clerk updated Members as follows:

Leaking Roof

The Clerk has been in touch with Contractors for quotes. Derek Paxton advised that the quick fix option carried out previously is still holding and suggested that the leak is more likely to be from the lower flat roof. He is waiting for his flat roof contact to provide an assessment of the roof. The Deputy Clerk will also ask the Contractor for the cellar area plaster board to be assessed at the same time.

Toilets & Dishwasher

Cllr. Quested met with the Bar Steward and spent time taking off manhole covers and checking the toilets and there are no blockages and there were no bad odours. Cllr. Quested explained that the drain off from the dishwasher has now been put to an outside drain and this seems to have solved any problems with the dishwasher waste.

External Door

Members received photographs of the damaged door. The Bar Steward has advised the Clerk that the door does close properly and can be used as an exit. The Clerk is in the process of chasing Contractors to deal with the damaged door.

Electrics

The Bar Steward has confirmed that everything was tested when the Electrician changed the main fuse board and electric was going to the outside lights, but even though the bulbs have been changed they are still not working. The Deputy Clerk will check if inferior bulbs have been used again and if not will contact the Electrician to deal with accordingly.

97. POCKET PARK

The Deputy Clerk advised that the Parish Council can apply for 'Bags of Help' funding from Tesco and would like Members to collate a list of requirements so that costs can be obtained to apply for the said funding. Members advised that a noticeboard, 2 x benches (rustic), bird and bat boxes should be installed in the area. Members AGREED that Cllr. Lawson will liaise with the Deputy Clerk on the designs and costs involved and then funding can be applied for.

Cllr. Court commented that last summer an abundance of stinging nettles had grown along the Harwood's fence and asked if something could be done to stop this happening this year. Members suggested PWS Ltd may be able to apply a spray to kill them off and instructed the Deputy Clerk to obtain quotations accordingly, in time for May/June.

98. PLAYGROUND WORKS

Members received a quotation, from ARD Playgrounds, of £390.00 + vat for the yearly inspections for the playground and outside gym equipment. Members noted this was the same cost as the previous year and AGREED to proceed with this quotation.

Members also received the February 2017 inspection report, along with a quotation, totalling £927.00 + vat for priority 1 works needed in the main recreation ground playground. Members AGREED to proceed with this quotation.

Resolved: Proceed with quotations for £390.00 + vat for inspections and £927.00 + vat for priority 1 works.

The Deputy Clerk pointed out a priority 3 works required of rubbing down, treating and repainting all corroded metal on the 'Big Toys Highland Multi Unit'. Members commented that as this was a priority 3, this could be left and monitored at the next inspection, due in August 2017.

Members also noted a priority 2 works required of replacing a gate catch at Masons Way playground. The Deputy Clerk advised that the Groundsman has been to check this and has advised that the gate does close, the Deputy Clerk will ask him to monitor the gate on his weekly inspections.

Cllr. Clarke noted that the lifespan on each piece of equipment is noted in the report and instructed the Deputy Clerk to add this to an April/May Finance & Policy agenda to look at future budgeting implications.

Finally, Members noted the numerous corrective actions of maintaining grass growth through the Technix tiles and instructed the Deputy Clerk to ask the Groundsman to fertilise, where needed.

99. GROUND TREATMENT WORKS

Members received a quotation from PWS Ltd, for £660.00 + vat for ground treatment works for the main recreation ground, £290.00 +vat for ground treatment works for Cousins Way recreation ground, £340.00 +vat for ground treatment works for Rivermead and £100.00 +vat for bracken control at Nutbourne Common recreation ground (NCRG). Members AGREED to proceed with all the quotations, but Cllr. Lawson will advise the Parish Office if the bracken control at NCRG will need to be done, usually July.

Resolved: Proceed with quotations as detailed above.

100. PROVISION OF PUBLIC ART IN LOWER ST

This matter was deferred from the R&OS meeting on 09.02.17 as Cllr. Quedstedt wanted to wait for the decision regarding the Full Council discussion regarding the 'Wildlife Trail Public Art Project'. Cllr. Quedstedt advised that at the Full Council meeting, it was AGREED that Pulborough Parish Council will support the RSPB's and Pulborough Community Partnership's idea of initiating a 'Wildlife Trail' from the railway station through the village down Barnhouse Lane and out to the RSPB, and S106 funds will be applied for. Therefore, with this initiative and given the problems highlighted by Highways, the proposed idea of public art in Lower St will not be progressed.

Resolved: The proposed idea of public art in Lower St will not be progressed.

101. CORRESPONDENCE**Pythons**

Notification that Mandy is stepping down as Secretary and Nev as Chairman/Treasurer from 31.5.17.

Nutbourne Resident's Association

AGM minutes, Chairman & Treasurer reports. Copied to Committee.

Memorial Garden Volunteers

Email correspondence and reply from Parish Office. Copied to Committee. ***Does the Committee agree with the benches being varnished?***

Members advised that as the benches were pre-treated, the benches do not need varnishing, the Deputy Clerk will advise the volunteer accordingly.

National Plant Monitoring Scheme

Request for help to conduct surveys across West Sussex.

Fields in Trust

Highlights - February 2017.

HDC

Notification of public consultation on 'Have your Say on Opportunities for Children to Play' to help evaluate if the existing play strategy has made a difference to residents and their children. Complete the short questionnaire, by Monday 13th March 2017 at <https://www.snapsurveys.com/wh/s.asp?k=148830275571>

Nutbourne Common Recreation Ground (NCRG)

Correspondence regarding trees at NCRG from Nutbourne resident. Also request to spread heather seeds from existing heather around the perimeter where patchy. ***Please can Members advise if this is acceptable?*** Copied to Committee.

NCRG will be added to the R&OS in Sept 2017 (Cllr. Lawson will advise when Cllrs can view the bluebells and heather, ahead of this agenda item) and at that time the Parish Council will contact the South Downs National Park Authority (SDNPA) to see if they have any heather brashings, which will be used to spread more heather seeds. Cllr. Lawson advised that the SDNPA have provided the heather brashings on a couple of occasions in the past.

Cllr. Lawson would like to thank all the volunteers who helped remove the silver birch seedlings.

102. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

None

103. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

None.

104. PAYMENTS RESOLVED:

Members approved the following payments:

Pulborough Social Centre	144.04
WSCC	6445.83
ABA (Construction) Ltd t/a ARD Playgrounds	932.28

The meeting closed at 9.19pm

.....CHAIRMAN

.....DATE