

PULBOROUGH PARISH COUNCIL

Minutes of the Recreation and Open Spaces Committee held at the United Reformed Church, 82 Lower Street, Pulborough, RH20 2DW on Monday 29th September 2025 at 6:00pm.

Councillors present: Cllrs. Clarke, Court, Sharon Curd (Vice Chair) Elizabeth Hunt (Committee Chair), Jeannie Esdaile, Andrew Perry.

Officers: Beverly Nobbs (Deputy Clerk)

Members of the Public: Three

The Chair welcomed all present.

R0018. Election of the Chair of the Recreation and Open Spaces Committee

Cllr Esdaile nominated Cllr Hunt and was seconded by Cllr Perry. There were no other nominations.

It was **RESOLVED** to elect Cllr Hunt as the Chair of the Recreation and Open Spaces Committee for the 2025/26 municipal year.

R0019. Election of the Vice-Chair of the Recreation and Open Spaces Committee

Cllr Court self-nominated and was seconded by Cllr Clarke, Cllr Perry was nominated self-nominated and was seconded by Cllr Esdaile

It was **RESOLVED** to elect Cllr Perry as the Vice Chair of the Recreation and Open Spaces Committee by a majority vote for the 2025/26 municipal year

R0020. Apologies for Absence

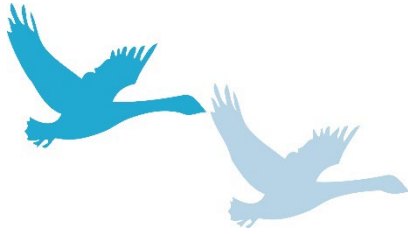
Apologies were received from Cllr Campbell.

R0021. Declarations of interest

There were no declarations of interest on any of the agenda items for this meeting.

R0022. Public forum and questions

Public forum and questions Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. Public participation shall not exceed 15 minutes, and a member of the public shall not speak for more than three minutes. During discussions of sensitive or confidential matters, the public will still be excluded.



R0023. Minutes of the Recreation and Open Spaces Committee Meeting held on 7th April 2025.

It was agreed that the minutes of the meeting held on the 7th April 2025 were correct.

R0024. Update on Completed Tree work

The Deputy Clerk updated the committee on the completed work on the dead Elm trees along the boundary of the Bowls club. The work was completed at a cost of £550 ex VAT. Two Maple Trees have been removed from the recreation Ground at a cost of £125 ex VAT. There is evidence of Ash Dieback in the trees next to the bottom fence of the Allotments, which will be booked in as soon as possible.

Members received a report Cllr Esdaile is concerned by two trees on the recreation ground on the south and east side, there are possible two dead on both sides. Cllr Esdaile is concerned that there are trees on a patch of green not connected to the recreation field.

Members **NOTED** the report and **RESOLVED** that the Deputy Clerk will liaise with Cllr Esdaile to investigate the trees on the patch of green.

R0025. Rivermead Storm Damage

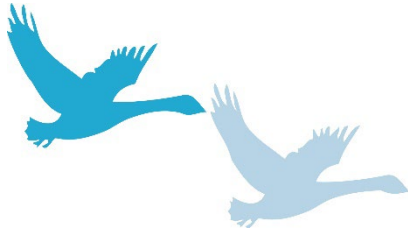
A discussion was had about the trees included in the report and the importance of removing them in an appropriate time to ensure the safety of the area. The Deputy Clerk read a report from the Clerk. Tree works have been booked in as a response to recent storm damage. The scheduled works prioritise making trees safe while preserving their ecological value. All debris will be left on site to support habitat.

Scope of Work:

- Remove snapped and hanging branches from storm-damaged trees.
- Carry out remedial work to balance trees where major limbs have failed.
- Leave standing trees with natural wounds in place to support local habitat.
- Only fell trees if absolutely necessary for safety reasons.
- Leave cut branches and woody debris on site to enhance habitat value.
- Strim access points to ensure safe entry for contractors and reserve users.

The cost is £760 ex VAT.

Members NOTED this report.



R0026. Purchase of a Chipper.

To receive a report from the Deputy Clerk recommending the purchase of a Mini Chipper.

Historically we have had to purchase wood chipping which are used for the paths in Pocket Park or hire a Chipper which is costly (above £250.00) and requires two operatives.

The Parish Council would benefit from purchasing a mini chipper, it would reduce ongoing costs and ensure the equipment is always available when required. Its compact size means it can be stored securely in the Tractor Shed and easily transported using the Parish Council truck for use at different locations if required.

The Deputy Clerk has received three individual prices for various mini chippers and taken advice from our Groundsman.

The committee **RESOLVED** to purchase an Outland DC09 Mini Chipper at a cost of £582.50 ex VAT.

R0027. Events update:

a. Pultopia:

Cllr Curd provided an update. It has been decided to postpone this event until 2026 due to no availability at the Sports & Social Club for the planned dates as well as the inclement weather.

b. Christmas:

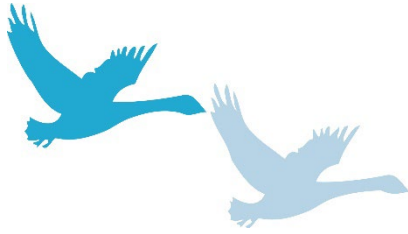
The Christmas market has been planned for 5th December 2025. It has been decided that there will be no parade this year as we are unable to hire the Donkey's which would have led the procession.

Late night trading has been planned for Thursday 4th December 2025 and Mackin's will have Carols and are offering a discounted meal for all Pulborough traders who would like to attend after the evening.

c. Fairtrade Fortnight:

The Church Harvest Fair on 4th October 2025, there will be a stand there with Fairtrade products and a game where parishioners can get involved. There will also be a Fairtrade event at the Community Café which will be held on Wednesday 1st October 2025 where Fairtrade coffee and cake will be available from 11.30 – 13.30.

d. General update on current situation and plans.



Further events will be looked at what type of events we can hold for the community aligning them with resource requirements and budget for the coming year. We will have regular meetings to make sure we get them put together in good time.

Cllr Curd and Cllr Hunt are putting together a proposal to the PCP to regenerate the PCP and get younger active people involved with a view to the PCP to start taking on these events with support from the Parish Council.

Members questioned should we be running these events, we should be helping to facilitate the events rather than running them.

The committee **NOTED** the updates.

R0028. Feasibility Study from the Pulborough Shedders.

To receive a report from the Pulborough Shedders.

Standing orders were suspended at 18.25.

The Committee received a report from the Shedders together with plans for a new building which would be situated within the carpark of the Sports and Social Club. Members are concerned that the parking for the Sports and Social Club will be disrupted if this goes ahead although they do meet at different time of the day.

In the original proposal that was debated at the last meeting, members understanding was that the preference would be to put a building on the site of the containers opposite the Sports and Social Club. The shedders have assumed that the containers will remain and have expressed concern building a permanent building there it would be too close to a tree. They have submitted plans which places the new building nearer the Bowls Club and away from the Sports and Social Club and containers.

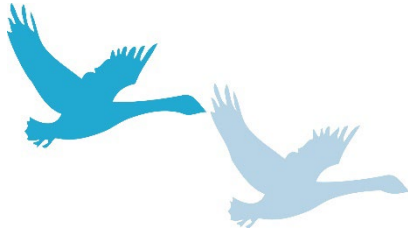
There was also concern raised that with the planned re-build on the site of the Sports Pavillion. We have time constraints in planning for the new building where the idea is to use the carpark for temporary changing rooms and facilities will need to be installed within the carpark.

The initial working group meeting is planned for Friday 3rd October 2025.

The committee **RESOLVED** to invite the Shedders to future working group meetings once details have been finalised for our new building.

Cllr Court left the meeting at 18.43.

Standing Orders reinstated at 18.44.



R0029. Youth Activities

To receive an update from Cllr Curd and Cllr Hunt.

Cllr Curd gave a report that Music classes will be held at Macklins, the proprietors are going to use a separate space upstairs for the youth activities away from the Restaurant and bar. Macklins have now received funds, and the conversion of the new upstairs space is well under way; this will have a completely different access for youngsters to come and go. There will also be a smaller room incorporated where a tutor can teach smaller groups. They are happy to host board game cafes there as well as having relaxing space which is accessible.

Principally this will be a music programme, it will be a facility which will provide lessons and mentoring to teach the young adults music as well as giving them a foundation on how to use all the electronics around it. They would also teach attendees how to re-string guitars, how to tune instruments properly and how to take care of them.

Pulborough Parish Council has been asked if we would be able to help with the cost of instruments, they will provide instruments which will be loaned out. The grant received only covers the infrastructure but not this type of cost. Cllr Perry advised that there are companies that loan out instruments which would be worth exploring or West Sussex Music who are a charity in its self, who have their own instruments that they loan/hire out, if unable to help they may be able to provide advice for us. This was discussed and will be taken to our Full Council meeting on 20th October 2025.

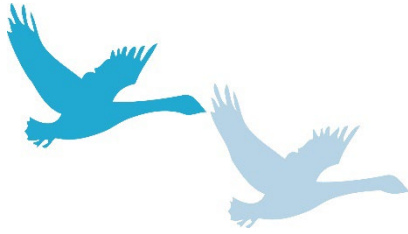
The Deputy Clerk has provisionally booked our usual Skate Lessons over half-term the event date will be held on 31st October 2025.

The committee **RESOLVED** hold the Skate event on 31st October 2025, the Deputy Clerk will confirm the booking with the Village Hall and Southcoast Skate Club.

R0030. Benches

To review the poor state of the wooden seats alongside the footpath in East Glebe Fields.

Our Locum Clerk has been investigating this alongside a concerned resident and will report back to a future meeting.



R0031. Community Allotment Update

To receive and update on Memorial Garden

Cllr Curd reported that they have had a bumper year this year despite only having a handful of volunteers they have produced a good lot of Potatoes, Carrots, Cucumbers, Tomatoes, Green Beans, Apples, Aubergines, and four large Pumpkins. Winter crops are now being planned to include Onion sets, Beetroot and Garlic. The other allotment holders are getting involved by giving and taking advice. There was not enough produce to supply the Pantry, but the volunteers have been enjoying the fruits of their labour; we have also made up boxes of fruit and veg for vulnerable members of our community.

Members **NOTED** the report.

R0032. Memorial Garden Update

To receive and update on Memorial Garden

Cllr Hunt updated the committee advising that the Memorial Garden has been entered into the RHS it is your Neighbourhood category for South and South East in Bloom 2025, Cllr Hunt, Cllr Curd and a few Volunteers are attending an award event on 21st October 2025 at RHS Wisley.

There is a planting plan in place for the future, the focus is to find plants that do not need too much water in the summer period next year.

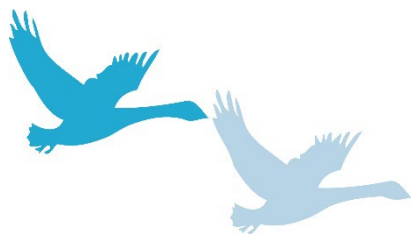
The Memorial Garden will also be the focus of two commemorations around Remembrance Day where there will be a march from the Memorial Gardens to St Mary's Church leaving at 10:30 and a service at 10:45 on 11th November 2025 led by Father Paul.

The committee **RESOLVED** to allow the gardens to be used for the event on the 9th November 2025.

R0033. Playpark Annual Inspection

To receive an update after the annual playpark inspection.

The Deputy Clerk gave a report, the recent operational inspection of both sites (Rectory Close and Masons Way) has been returned with concern about two multi-play units. The multi-play unit at Masons Way has unfortunately reached its end of life; the supports have rusted rendering the whole piece of equipment unsafe. A quote has been obtained for removal of the equipment in Mason's Way of £1318.19 ex VAT; Councillors agreed



that research will be done on the age groups in that area and residents will be asked how they would like that space to be used.

The multi-play in Rectory Close is being looked at to see if it can be repaired, The Deputy Clerk has asked for a quote however, nothing has been received to date; this will be reported back at the next meeting.

Members **RESOLVED** to accept the quote for removal of the equipment (Multi-Play) in Mason's Way.

R0034. Payments - To approve the payments list for signing

Laser KCC	£78.49
Viking	£126.48
Gallagher	£7,248.02
Procurement Services	£30.25
Dura-Sport	£600.00
Maximus	£2,472.00
Daisy Communications	£27.14

Meeting Closed at 19:28