



**PULBOROUGH PARISH COUNCIL**  
Swan View, Lower Street  
Pulborough  
West Sussex RH20 2BF  
Telephone: 01798 873532  
Email: clerk@pulboroughparishcouncil.gov.uk

**MINUTES OF THE  
RECREATION AND OPEN SPACES COMMITTEE  
MEETING HELD ON THURSDAY, 12TH JULY 2018  
AT THE SPORTS PAVILION**

**PRESENT:** Cllrs Henly (Chairman), Bignell, Caplin, Hare, Lawson and Qusted.

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk)

***The meeting opened at 7.41pm***

**14. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs Clarke & Court.

**15. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS**

There were no declarations of interest.

There were no changes to Register of Interests.

**16. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 24th May 2018 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Update from the meeting held on 24.05.18

Min No. 3 - Clerk's Report - Pocket Park Culvert

Despite chasing WSCC several times by phone and email, no further advice has been sent by WSCC since the on-site meeting on 01.05.18. This is required to be able to re-submit the Operation Watershed application for funding to unblock the stream in Pocket Park and put in preventative measures to stop this happening in the future. It has been indicated that funding will only be made available if these measures are put in place. WSCC was chased again today.

Additional Update

As in previous years the Stoolball Club have requested permission to take cars on the recreation ground for their tournaments in July & September. The Deputy Clerk has advised that this will be acceptable as long as the ground is suitable, which the Groundsman will decide on the day. All other clubs have been contacted to ensure there is no clash of events

**17. PUBLIC SPEAKING**

There were no public speakers.

**18. OVERHANGING TREES**

Members received correspondence from two residents regarding an overhanging Field Maple tree over a driveway in Nutcroft and an Oak tree at the end of Collingwood, both residents advised that the sap from the trees was damaging their vehicles. A Tree Surgeon had assessed the trees and advised that both trees don't need any surgery, but provided quotations should Members decide to have the trees cut back slightly. After much discussion, Members acknowledged that the Field Maple tree was overhanging a resident's property and **AGREED** to proceed with the quotation of £105.00 to have some of the Field Maple tree's overhanging lower branches cut back.

**Resolved: Proceed with quotation of £105.00 to have some of the Field Maple tree's overhanging lower branches cut back.**

Members felt the Oak tree was not overhanging onto a property and so **AGREED** not to proceed with any works to the Oak tree at this time, but instructed the Deputy Clerk to highlight this matter when the next triennial tree survey is carried out in summer 2019 and if the resident would like to make further representation at a future meeting, they should be invited to do so.

**19. RIVERMEAD**

Members received and reviewed the Ecological Survey Report for Rivermead, along with an action plan from 2018 to 2022. Members **AGREED** the following:

- Adopt the recommended management action plan, with a slight amendment to the coppicing of the wooded area action by changing the workforce recommendation from volunteers to the Groundsman.
- Draft a letter to neighbouring residents advising of the Parish Council's action plan and seeking any views, copying the Ecological Survey Report. (Draft letter to be sent for comments to Members before issuing). Also ask for more volunteers.
- The Deputy Clerk will liaise with the Groundsman and volunteers to action the works at the appropriate times. An on-site meeting will be arranged, inviting Cllr. Caplin to view the area for the first time.
- The installation of an information board was suggested in the report, but Members felt this could be looked at after the area has been monitored for a year. The Deputy Clerk asked if the WildArt Trail incorporated or mentioned Rivermead Nature Reserve, Cllr. Quested will raise this at the next Pulborough Community Partnership (PCP) meeting.
- Fixed point photographs will be taken to monitor and review the management program of the site and it was suggested that the fixed points are marked on the figure 2 map in the report, Cllr. Lawson and the Deputy Clerk will liaise on site at the appropriate time.
- It was suggested that a bench, like the one installed in Cousins Way recreation ground, could be installed along the path line as this will offer great views. The Deputy Clerk will diary this matter to look at some time in the future.

**20. REPLACEMENT TREES ON MAIN RECREATION**

Members previously discussed replacing a dying Red Oak, which was cut down, with 2 replacement trees, R&OS meeting 12.10.17, min no. 38 refers. Now that a budget allocation for replacement trees has been made in this financial year, Members considered which trees could replace the Red Oak. Suggestions were made and Members **AGREED** to replace with a Liquid Amber tree and an Indian Bean tree, with a price limit of £200.00 for both trees to include all the planting materials, to be planted late November, by the Groundsman. The Deputy Clerk will advise the resident who originally reported the dying tree.

**Resolved: Replace trees – Liquid Amber and Indian Bean - up to a price limit of £200.00**

**21. REPLACEMENT SHED FOR ALLOTMENTS**

Members received photographs of a badly worn shed in the allotments and quotation of £184.99 + vat from Shedstore for a replacement shed. Members **AGREED** to proceed with the quotation for a replacement shed.

**Resolved: Proceed with quotation for replacement shed of £184.99 + vat.**

**22. ITEMS FOR NEXT R&OS AGENDA**

None.

**23. CORRESPONDENCE**

**WildArt Trail**

Press release regarding the new walking trail. Copied to Committee. *Members noted that Roger Paterson of the PCP has been awarded an MBE for his work in the local community and would like to send a letter of congratulations from the Parish Council. The Deputy Clerk will action accordingly.*

**Community Youth Work**

Quarterly report. Copied to Committee.

**Sports & Social Club**

Minutes of meeting held on 24.04.18 & 20.06.18, along with profit & loss figures.

**Allotment Holder**

Email correspondence regarding strimmer use at the allotments. Copied to Committee.

**Publications**

- CPRE - advice that the Government announced plans to streamline the process for fracking - watch this space & 'Review' magazine - Summer 2018.
- Wey & Arun June 2018 News & quarterly magazine.

**24. PAYMENTS RESOLVED:**

Members approved the following payments, and were duly signed:-

<b>Payee</b>	
Mr F Bushby	59.88
Horsham Matters Ltd	4035.00
Mrs L Underwood	8.85
Kent County Council	71.05
Travis Perkins	2.06
National Westminster	5.95
Daisy Communications	18.98
CBTR4	170.00
Mr F Bushby	46.80
Burgess & Randall Ltd	158.75

*The meeting closed at 8.47pm*

.....CHAIRMAN

.....DATE