



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 14TH FEBRUARY 2019
AT THE SPORTS PAVILION**

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

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk)

The meeting opened at 7.47pm

76. APOLOGIES FOR ABSENCE

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

77. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

All Members declared a personal interest in min. no. 84 – Nutbourne Common Recreation Ground as the Parish Council are Trustees of the ground.

There were no changes to Register of Interests.

78. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 10th January 2019 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Update from the meeting held on 10.01.19

Min No. 68 – Coppicing of Hazel Shrub in Pocket Park

Cornell Countryside Services have confirmed that the chippings of the Ash tree suffering from Ash Dieback are ok to be used on the footpaths.

The Deputy Clerk investigated the criteria for the 'Pocket Park Plus' funding, which stated that funding should be used where a park has fallen into disrepair and is currently not in a safe or usable condition, the fund is not for ongoing maintenance and will not fund work that would happen anyway, so the coppicing works do not fall into that criteria.

Min No. 74 – Correspondence – WSCC

In accordance with the Charles Arnold Baker book, regarding the duties and powers of a Parish Council regarding 'Riparian Ownership and Responsibilities', it states:

Drain & Ponds

A local council may drain, clean or cover or otherwise deal with any pond, pool, ditch, gutter or place containing or used for the collection of any drainage, filth, stagnant water or matter likely to be prejudicial to health, but not so as to interfere with any private right or any public drainage, sewerage or sewerage disposal works, and may carry out any incidental or consequential works or contribute to the expense incurred by any other person in so doing. These powers can be used to improve the many village ponds for example by introducing goldfish to keep down mosquitoes.

Update from the meeting on 24th May 2018Min No. 3 - Clerk's Report - Pocket Park Culvert

The funding of £10,200.64 for clearing the culvert in Pocket Park and installing a trash screen and silt traps has now been received. The contractor is yet to advise of a date when the works can commence, but the trash screen is being made up.

79. PUBLIC SPEAKING

There were no public speakers.

80. TREE INSPECTION PROCEDURE

Members received notification of an appeal judgement involving a Parish Council and its trees. Members discussed the implications of this judgement in relation to Pulborough Parish Council's (PPC) current tree survey inspection procedures. It was noted that PPC have a Tree Warden who advises PPC of any issues, the Groundsman inspects and removes ivy growth, as a pro-active measure to maintain healthy trees, as recommended in February 2016's tree survey report and a tree survey is carried out every 3 years alternating when trees are in and out of leaf. It was felt that the Parish Council involved in the judgement did not act in a responsible manner as they failed to follow previous recommendations. It was also noted that following this judgement, North Horsham Parish Council are looking to adopt a Tree Policy.

After much discussion, Members **AGREED** the following, which the Deputy Clerk will carry out accordingly:

- When asking for tree survey quotes, ask the contractors to include a recommendation of inspection frequency for each tree/area.
- Review North Horsham Parish Council's Tree Policy, when adopted, with a view to producing a similar policy for PPC.
- In addition to the tree survey works recommended, which are carried out after each survey, a record should be kept of all tree works carried out in between tree surveys, going back to 2016.

81. PLAYGROUND WORKS

- 81.1** Members received the January 2019 inspection report and quotation for works required from ARD Playgrounds, totalling £303.50. Members **RESOLVED** to proceed with all the works included in the quotation.

Members would like to remind the Groundsman that the grass seed under the Technix tiles should be fertilised regularly.

- 81.2** Members received 3 quotations for 6 monthly playground inspections, including the gym equipment. Members **RESOLVED** to proceed with the quotation from ARD Playgrounds at a total cost of £429.90 + vat.

82. PURCHASE OF REPLACEMENT MOWER

Members requested this item when discussing the cost of services for the current mower. It was noted that the year of manufacture of the current Jacobsen mower is 2006. The Deputy Clerk advised that there are a range of prices for a second hand mower and circulated some information confirming this.

Members also received a current list of Earmarked Reserves (EMR) and noted that under the fund for 'New Tractor' there was £2,511.01, it was felt this fund needed to include other machinery and an increase in EMR should be allocated at the end of the financial year. It was also noted that there is £11,571.41 earmarked for MSF Resurfacing/Playgrounds. Members asked the Deputy Clerk to enquire about the cost for the MSF to be resurfaced, so this earmarked amount can be reviewed, with an option to move some of the funds to 'New Tractor/Machinery'.

Members discussed if this type of expenditure could be used with S106 funding. The Deputy Clerk and Cllr. Clarke will liaise with HDC to enquire.

After some discussion, Members did not necessarily think replacing the mower was a high priority, at this time, however, further EMR provision should be made for replacing machinery. Therefore, Members would like the F&P Committee to review this matter at their next appropriate meeting, using the information acquired from HDC regarding funding this type of expenditure with S106 monies.

83. GRAB LORRY HIRE

The Deputy Clerk advised that this service was no longer needed at this time as the Groundsman has chipped a large amount of vegetation whilst hiring the chipper recently.

84. NUTBOURNE COMMON RECREATION GROUND (NCRG)

Members received correspondence from the Nutbourne Conservation & History Group and a request asking Members if they would like any Honeysuckle cuttings planted in NCRG and if so, where. Members **AGREED** that they would like some Honeysuckle for NCRG, however they will need to be well established before planting. If they are successful, the location can be discussed at a later date. Members would like to thank all the volunteers who came to help with the recent volunteering session at NCRG.

85. ITEMS FOR NEXT R&OS AGENDA

There were no items for the next agenda.

86. CORRESPONDENCE**WSCC**

West Sussex Local Access Forum – ‘Aiming to improve and protect countryside access – Annual report & recruitment for members’.

SDNPA

Sussex Pathwatch meeting notes – Oct 2018.

Sports & Social Club (S&SC)

Minutes and accounting figures for November 2018. Copied to Committee.

Resident Reports

- Email correspondence regarding tree damage to newly planted tree in recreation ground. Copied to Committee. ***Cllr. Lawson would like to fertilise the damaged tree in order to help it grow, Members AGREED to this.***
- Notification of vandalism to a greenhouse at the allotments.

Press Releases & Publications

Wey & Arun Jan & Feb 2019 News.

87. PAYMENTS RESOLVED:

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

Payee	
Mr F Bushby - transfer already made (receipt required)	20.00
Wightman & Parrish	59.54
Business Stream	25.06
Business Stream	7.04
Laker Building & Fencing Supplies Ltd	65.34
JNR Computer Services	875.52
Kent County Council	266.53
Furniture@work	12.00
National Westminster Bank	5.00
National Westminster Bank	33.95
Daisy Communications	24.85

The meeting closed at 8.49pm

.....**CHAIRMAN**

.....**DATE**