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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 12th SEPTEMBER 2019
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Court, Lawson & Queded

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk)

The meeting opened at 7.40pm

22. APOLOGIES FOR ABSENCE

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

23. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

24. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 11th July 2019 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

From R&OS meeting on 11.07.19

Min No. 15 – Sussex Clubs for Young People (SCYP)

The Clerk has tried contacting C Cllr Pat Arculus regarding information from WSCC about future lease arrangements, but no reply has been received.

Min No. 16 – Pocket Park – Tesco Bags of Help Funding

The Deputy Clerk is still to meet up with a representative from the school to discuss designs of the listed items.

Min No. 18 – Tractor Shed

Cllr Queded did inspect the tractor shed, but as this evening's agenda was quite lengthy, this item will be added to a future agenda.

From R&OS meeting on 23.05.19Min No. 5 - Allotment Holder Request

Following approval of the allotment holder request to install a shed within plot 3, Mr Pereira requested if he could install a 6x8 ft shed. Rather than wait for the next meeting the Deputy Clerk contacted all Members to ask for their approval or not. Members did approve the requested size shed and Mr Pereira was advised accordingly. Cllr. Clarke had asked what happens to the shed if the plot holder gives up the plot. The Deputy Clerk advised that the shed would remain the plot holder's property and he could take it away with him, as is done with plot holders' greenhouses.

Additional UpdatesGoal Post Hole Covers

Over the past few years, goal post hole covers have been taken by persons unknown. PPC's Caretaker recently purchased new goal post hole covers, which looked like grass, but the Parish Office has once again been advised that 3 of them have been taken. The Deputy Clerk and Groundsman have come up with an alternative method of covering the holes and so this situation will continue to be monitored.

Allotment Thefts

The Parish Office has been informed of thefts from the allotments – a strimmer from one of the locked sheds and onions dug up from one of the plots.

25. PUBLIC SPEAKING

There were no public speakers.

26. TREE CONDITION AND MANAGEMENT SURVEY

Members received the tree condition and management survey, along with a report from the Tree Warden on his observations of the report. After much discussion, it was **AGREED** that the Deputy Clerk will speak with the Groundsman to see if he is able to carry out any of the recommended works, after which, Members **RESOLVED** to obtain quotations for priorities 1 & 2 in addition to individual points raised in the Tree Wardens report, listed at the meeting. The Deputy Clerk will enquire with each tree surgeon whether the trees need to be in leaf when the work is carried out and discuss timescales.

Members noted the Tree Warden's comments suggesting a new survey to plot, number and re-tag, the Deputy Clerk advised that she has this diaried to look at before the next inspection is due.

Members also noted in the tree condition and management survey that the inspection frequency for the majority of trees was 12 months. The Deputy Clerk advised that she has recently been speaking to the Parish Council's insurance company and they advised that with all the Parish Council's other procedures for tree inspection reporting (Tree Warden, Groundsman, Councillors, Residents) and the proactive works that are carried out and recorded, the 3 year inspection frequency was thought to be sufficient.

Members also **RESOLVED** to include the trees around Cousins Way recreation ground and the allotments in the next inspection.

27. FIRE ALARM & EMERGENCY LIGHTING MAINTENANCE VISIT AT THE SPORTS PAVILION

Members received the Certificate of Inspection and a quotation of £729.63 for 7 replacement emergency lights, a new heat detector for the external plant room and a new smoke detector for the tank room. Members thought the quotation was too high so asked the Deputy Clerk to obtain at least one other quotation to bring back to the next meeting.

28. REQUEST OF SUPPORT FROM THE RSPB, PULBOROUGH

Members received a request for a letter of support from the RSPB for their application for funding from the Landfill Community Fund. After some consideration, Members did not feel that they could offer support as they feel that the Parish Council does not have strong enough connections to this site, as is the remit for the letters of support.

29. ALLOTMENT HOLDER REQUEST

Members received an allotment holder request to increase the size of plot 27. The plot holders had previously requested this extension but at the time the Groundsman had said that he needed that area for turning whilst mowing, however, having been requested again, the Groundsman has said that if the plot holders maintained the whole of the area between the requested extension part, the wooden fence and the 'chicken' wire fence then he would not require the turning area as he can reverse up the strip alongside the allotment sheds. On the proviso that the plot holders maintain that end of the allotments, Members **AGREED** to the request. The increase in size would make the plot a 'large' and so the Deputy Clerk will increase the rental/water costs accordingly from the October 19 renewals.

The Deputy Clerk also advised that having consulted with the Groundsman, approval has been given to the plot holders to clear the end of the allotments where the Sumac tree is growing and build a communal composting area, Members agreed this was a good idea.

30. FITNESS CLASSES ON THE MAIN RECREATION GROUND

Members noted that there are two fitness classes being held on the main recreation ground. The Deputy Clerk asked the Committee to consider if any terms and conditions should be applied. Members **RESOLVED** to inform the fitness classes that the following should be in place:

- Care should be taken when using the gym equipment.
- Noise should be kept to a minimum.
- Cars should be parked in the pavilion car park.
- All the correct insurances should be in place.

31. BENCH IN COUSINS WAY RECREATION GROUND

Members noted that the seat of the bench in Cousins Way recreation ground has been removed by persons unknown. Members also received resident correspondence stating that whilst the seat was in situ it had become a meeting point for a group of people who displayed numerous anti-social behaviours, which was having a detrimental effect on neighbouring residents. After some discussion, Members **RESOLVED** that the seat would not be replaced and the legs left in the ground should be taken away.

32. TREE WORKS IN RIVERMEAD

Following consultation with the Vice-Chairman of the Council, outside of a meeting, it was **RESOLVED** to ratify the cost of necessary tree works in Rivermead following storm damage at a total cost of £580.00 + vat to Paul a'Barrow Tree Services

33. S&SC CELLAR ROOF

33.1 Following Committee consultation outside of a meeting, and receiving Members approval, it was **RESOLVED** to ratify the cost of tidy up work to the fallen S&SC cellar ceiling at a total cost of £35.00 to Derek Paxton.

33.2 Following Committee consultation outside of a meeting, and receiving Members approval, it was **RESOLVED** to ratify the cost of a roof sealant over the S&SC cellar at a total cost of £1440.00 to Derek Paxton.

33.3 Following Committee consultation outside of a meeting, and receiving Members approval, it was **RESOLVED** to ratify the decision to approve the quotation from Derek Paxton at a total cost of £445.00 to supply and fit insulation between rafters, moisture resistant plasterboard and paint. This work will be carried out next week.

34. PLAYGROUND WORKS

34.1 It was **RESOLVED** to ratify the cost of urgent playground repairs at a total cost of £425.50 + vat to ABA (Construction) Ltd, which was authorised by the Clerk as urgent works required.

34.2 Members received the August 2019 inspection report and quotation for works required, from ARD Playgrounds, totalling £493.50. Members **RESOLVED** to accept this quotation. Members would like to remind the Groundsman that grass seed should still be used under the Technix tiles to ensure grass growth. The Deputy Clerk will also go through the report with the Groundsman to highlight any other lower priority works.

35. CONTRACTOR GRASS CUTTING OF COUSINS WAY RECREATION GROUND

It was **RESOLVED** to ratify the cost of necessary grass cutting of Cousins Way Recreation Ground at a total cost of £130.00 + vat to Sussex Land Services, which was authorised by the Clerk as the Groundsman was on leave and the Patriots needed their pitch line painted.

36. ITEMS FOR NEXT R&OS AGENDA

Cllr. Court enquired if the Parish Council would be displaying remembrance poppies this year. The Deputy Clerk will enquire with the Clerk and ask her to report at the next Full Council meeting.

37. CORRESPONDENCE
SDNP

July newsletter - Already copied to Committee.

Cllr. Riddle

Correspondence regarding unrecorded bridleways. Copied to Committee.

Tree Warden

Email re 2 trees on the main recreation ground. Copied to Committee.

CPRE

Letter advising of a 'change of tone' from CPRE, focusing more on the positive solutions that they have tried to create and a new strategic plan 2020-26 has been devised.

Resident

Report of theft of seat in Cousins Way recreation ground, also requesting to know the circumstances by which the fun fair operators were given permission to use the recreation ground. The Parish Office has responded accordingly.

Wey & Arun Canal Trust

June & August 2019 e-newsletter.

38. PAYMENTS RESOLVED:

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

Payee	
Fred Bushby - Already Transferred - need receipt	20.00
Kent County Council	84.57
Mr C Reid	44.00
Horsham District Council	403.90
Arun Mowers	387.44
Burgess & Randall	8.80
Viking	186.50
National Westminster	24.05
Daisy Communications	25.79
National Westminster	5.00

The meeting closed at 9.16pm

.....CHAIRMAN

.....DATE