



**PULBOROUGH PARISH COUNCIL**  
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**MINUTES OF THE  
RECREATION AND OPEN SPACES COMMITTEE  
HELD VIRTUALLY USING MICROSOFT TEAMS ON TUESDAY, 11th March 2021**

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) regulations 2020 ("the Regulations") came into force on 4<sup>th</sup> April 2020. The Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

**PRESENT:** Cllrs Henly (Chairman), Clark, Hare, Harvey, Hunt, Lawson & Riddle

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk) & representatives of the sports clubs as detailed in minute no. 175.

*The meeting opened at 7.30pm*

**171. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr. Court.

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

There were no declarations of interest.

There were no changes to Register of Interests.

**173. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 11th February 2021 as a true and accurate record of the proceedings and the Chairman of the meeting agreed to sign them outside of the virtual meeting.

Clerk's Report

From the meeting held on 11.02.21

**Min No. 168 – Tree Condition and Management Survey for the Allotments**

The Deputy Clerk is still waiting for quotations for these works, but the Groundsman has carried out all the works that he can. This item will hopefully be on the next R&OS agenda.

From the meeting held on 14.01.21

#### **Min. No. 159.1 – Memorial Garden**

The Deputy Clerk attended an onsite meeting to discuss this matter with HDC. HDC agreed that the Parish Council could carry out the suggested works on the two trees within the memorial garden, to be paid for by the Parish Council. They also requested that the work be carried out by a qualified tree surgeon. The Deputy Clerk is in the process of obtaining quotes. They have suggested that the Parish Council may wish to remove the small pavers around the base of the tree and replace with bark or similar, but this can be discussed when the quotations are brought to a meeting.

HDC also advised that they will carry out pointing work to the low wall in the garden and will look at removing the existing macadam on the pavement under the large oak tree (outside the memorial garden), back filling and relay surface course.

*Cllr. Hunt would like to be advised when any works are carried out. The Deputy Clerk advised that she probably wouldn't be told when HDC are doing their works, but can advise her when any tree works are carried out.*

#### Additional Updates

There has been a break-in to the shed behind the tractor shed, which held all the grounds equipment for Pocket Park volunteers. Several items have been stolen, amounting to approx. £350.00. Officers do not think it is worth putting in an insurance claim as the policy excess is £250.00. A Police report has been submitted, but since closed as there are no lines of enquiry to follow.

#### **174. PUBLIC SPEAKING**

There were no public speakers.

#### **175. RECREATION CLUB REPORTS**

Representatives from various clubs gave updates as follows:

##### Chris Cook from Sussex Clubs for Young People (SCYP)

Chris had tried to set up a meeting with all clubs to discuss the sports pavilion and funding applications, but only one person was able to attend and then lockdown was put in place, they are hoping to arrange another meeting with the sports clubs, to look at funding options, after Easter.

The Horsham Matters lease expired mid December and so SCYP have been unable to return to the youth centre since August as the school had a pre-school inside the building and so have been meeting outdoors and during lockdown 3 they have engaged with young people who were outside for legitimate reasons and have conducted virtual sessions, which Pulborough youngsters have got involved with. From 12<sup>th</sup> April they can go indoors, with restrictions, but they are short of a venue at the moment, but will focus on outdoor venues with the better weather coming.

##### Louise Blunden from Stoolball Club

Louise advised that they are waiting for guidance from Stoolball England as to when they can start playing again, they tend to follow cricket announcements. They have held a league meeting and are hoping to start at the beginning of May, depending on the guidelines and the facilities being available at the sports pavilion, i.e. toilet facilities. They have lost players since 2019, but they are actively trying to recruit new players. They hope to have some practices with the restrictions lifting at the end of March and hopefully they can have some sort of season, playing relaxed friendly style league games, mixing teams up to get going again.

Maurice Woolgar from the Cricket Club

Maurice Woolgar advised that they hope to play some cricket this season, depending on regulations. The Sussex Cricket League is meeting on 29<sup>th</sup> March when they will hopefully be making a decision as to when the season can start, usually the last Saturday in April or the first Saturday in May. In the meantime, they are preparing the ground and the equipment.

They will also require toilet and handwashing facilities; players can come in whites, so they won't need to use the changing rooms.

Maurice advised again of the recent vandalism to the perimeter rope, but replacement tape has also been vandalised, so the square is left open at the moment.

Cllr. Hare asked about membership for the forthcoming season, Maurice advised that they are starting net practices at the beginning of April and do have a full membership and are looking at previous players to add to that, so have about 15 potentials at the moment.

John Walsh from the Bowling Club

John advised that they are waiting for guidance from various bodies, but hopefully to start playing at the end of March/beginning of April. They have various internal competitions, league and friendly matches planned, but does depend on other clubs and their fixtures. Depending on other clubs reactions, they are hoping to have their bar and catering services available after 12<sup>th</sup> April, along with changing facilities.

They don't know how many rinks they can use; they have 6, but they won't know how many people can play per rink until they hear from Bowls England. It was also mentioned that they will have to allow for public booking.

The Deputy Clerk read out messages from representatives who couldn't attend this evenings meeting as follows:

Sports & Social Club

The social club is hoping to open on 17<sup>th</sup> May, when customers can sit indoors.

Football Club

They are waiting to hear about the rest of this season, but not likely to continue and so will start again in September if they can't finish this league. The younger football team (Pythons) are hoping to enter a league for the upcoming season.

Snooker Club

They will look to re-open when guidelines advise they can and keep the social distancing etc in place.

Members wanted to update the representatives on the pavilion refurb/rebuild plans and advised that the plans are going through a pre-application process with HDC before a full planning application is put in place. There will be costs involved for that as HDC will advise of the various reports required.

Looking at the funds available, there will be around a £450k shortfall, but that depends on up to date costings, but it is better to get funding when planning permission has been given and any conditions are confirmed by HDC planning. For example the hot water system.

SCYP can work with the Parish Council and still help with bid writing and funding applications. SCYP have reached out to various parties, but funding has been

different over the last year, but is now returning to some sort of normality, so they are looking out for funding that could be applied for.

Chris Cook left the meeting.

#### **176. BENCHES – REQUEST FROM PDCCA**

**176.1** Members received the design details of the bench that the PDCCA would like to install on Marehill Road, Pulborough. Members **RESOLVED** to **APPROVE** the design.

**176.2** Members also received a draft indemnity agreement between the Parish Council and the PDCCA, with the addition of a point that states that if the bench was requested to be removed, as stated in the indemnity agreement, it would be returned to the PDCCA. Members **RESOLVED** to **APPROVE** the draft agreement and confirmed that it could be signed by the Deputy Clerk on behalf of the Parish Council.

The Deputy Clerk will proceed with the process and liaise with WSCC and the PDCCA.

#### **177. PROFESSIONAL ADVICE ON LEGIONELLA TESTING AND RISK ASSESSMENTS AT THE SPORTS PAVILION.**

Members received advice and quotations from 3 companies regarding risk assessments and testing for Legionella Bacteria in water systems. After much discussion, Members **RESOLVED** to **APPROVE** the quotation from Aquacare Ltd for a risk assessment for £250.00 + vat and if required the testing of Legionella for £42.50 + vat. The Deputy Clerk did point out that this advice and quotation did not include the facilities within the sports & social club.

Going forward, the Officers can review the risk assessment report and decide if it is something that can be carried out by officers in future or if contractors need to carry one out on a regular basis, for example, annually.

#### **178. RIVERMEAD NATURE RESERVE (RNR)**

Louise Blunden left the meeting during this item.

**178.1** Cllr. Riddle requested approval to purchase a bag of MOT to be laid across the RNR path, as it gets very muddy. The Deputy Clerk highlighted that the management plan and report does state that natural materials should be used, like wood chippings. Cllr. Lawson advised that there are still some willow coppice on the side, which is suppressing the vegetation, which the water vowels need and so that could be chipped for the path. The Deputy Clerk advised that a chipper would need to be hired, which is approx. £150.00 per day.

Cllr. Riddle advised that, as a member, he was aware that the Sussex Wildlife Trust (SWLT) are able to look after places like nature reserves and would like to suggest that they are approached to ask if they would be able to look after RNR, on behalf of the Parish Council, in accordance with the management plan. It was suggested that all Members should make sure they have read the management plan report and the previous SWLT reports to see the recommendations as this is an important, rare area for required habitat needs. Cllr Hare advised that it fits with the Wilder Horsham district project aswell. Cllr. Hunt advised that there are over 50 people signed up to Wild Pulborough and there is a new Sussex Wildlife Trust regional group that is starting and a gentleman called Phil Higgins is looking for SWLT people to get involved, so it is possible we could get more volunteers to help out, guided by SWLT for this area and other areas in Pulborough.

Cllr. Lawson reported that on the western side, where the ditch is, a fence from one of the houses has been replaced and the ditch has been cleared out and the dredging's have been placed in two piles onto the vegetation and the wetlands. The Deputy Clerk will ask the Groundsman to have a look and take photographs and possibly remove it and perhaps speak to the property where the replacement black horizontal boards have been installed to advise that the ditch should not be cleared out. Cllr Hunt suggested that the neighbouring properties should be educated about RNR. The Deputy Clerk advised that all neighbours had been sent the reports in 2018, but Cllr. Hunt thinks information should be sent again and maybe every 6 months going forward, Wild Pulborough may be able to help with this.

Members **AGREED** that SWLT should be approached to see if they would be able to look after RNR or guide Wild Pulborough volunteers, on behalf of the Parish Council, in accordance with the management plan. Cllr. Hunt will send the contact details to the Parish Office.

**178.2** Members received photographs of a ditch that Cllr. Riddle thinks needs repairing and also consider altering the exit of the drainage pipe in the ditch to avoid further damage. The Groundsman advised that this ditch has been like this for years and it isn't something he will be able to do. Members commented that you would need a licence from Natural England to do any drainage work as it would alter the habitat. Given that the Deputy Clerk is going to approach SWLT, as detailed above, Members think this matter should be left for now and be raised again once SWLT have responded to the request for help.

**178.3** Cllr. Riddle thinks there is sewage foul water in quarter 2 of RNR, there is a manhole cover from a drain that is pushed up. Members requested that the Deputy Clerk contact Southern Water to ask them to check the water.

## **179. OFFERS OF HELP & FREE TREES**

**179.1** Members received an offer from one of the Memorial Garden volunteers to refurbish the wooden benches in the Memorial Garden at no charge. Members **RESOLVED** to accept the offer with thanks.

**179.2** Members received an offer of free trees from a local resident. It was commented that it was not the correct time to plant trees, so Cllr. Hunt has asked if the offer could be extended to Autumn and hopefully by that time Wild Pulborough should have the open space map and will have more of an idea where trees need to be planted. One Member said this was a good idea, but couldn't think of any Parish Council land where a number of trees could be planted, maybe only two or three and stated that they can see difficulties in getting in touch with landowners about planting trees elsewhere and does not think it's a Parish Council responsibility. Cllr. Hunt advised that Wilder Horsham has a landowner representative so if there are any private landowners to be approached, the representative will contact them.

The Deputy Clerk will bring this item back to a meeting in September to discuss the offer of free trees for Parish Council land only.

**179.3** Members also received an offer of free trees from eforests.co.uk, although this was in the region of 200 trees and they would like to know of any planting projects in West Sussex. Cllr. Riddle has asked local landowners if they have any land that requires trees, but they have asked about change in access and what they have to do, but they will have to get in touch with eforests.co.uk to ask them.

**180. GROUND TREATMENT WORKS**

Members received a quotation of £1035.00 + vat for ground treatments works. Cllr Hunt queried the use of Glyphosate and after some discussion, the majority of Members **RESOLVED** to **APPROVE** the quotation and in addition bracken treatment for Nutbourne Common Recreation Ground up to £120.00 + vat.

**181. CORRESPONDENCE**Rivermead Nature Reserve Access

Email correspondence between Saxon Weald and the Parish Council regarding one of their tenants blocking access to Rivermead Nature Reserve. Copied to Committee. *Cllr. Riddle advised that it looks like the residents at no. 22 are throwing rubbish into RNR, it was suggested that Cllr. Riddle report to the NHWs to see if they could investigate further.*

Publications

- SDNPA February newsletter.
- Wey & Arun February e-newsletter.

**182. PAYMENTS RESOLVED**

Members approved the following payments and will be signed by two authorised signatories outside of the virtual meeting.

Horsham District Council	413.40
Rialtas	148.80
ABA (Construction) Ltd	276.00
From MSF EMR to Current A/C	369.00
Daisy Communications	26.48
HDC	26.60
HDC	48.40

***The meeting closed at 9.08pm***

.....CHAIRMAN

.....DATE