



**PULBOROUGH PARISH COUNCIL**

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**MINUTES OF THE  
RECREATION AND OPEN SPACES COMMITTEE  
MEETING HELD ON THURSDAY, 10<sup>th</sup> JULY 2014  
AT THE SPORTS PAVILION**

**PRESENT:** Cllrs Wallace (Chairman), Buck, Clarke, Lawson, Henly, & Queded.

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk) and 3 members of the public.

*The meeting opened at 8.07pm*

**27. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr Walsh.

**28. DECLARATIONS OF INTEREST**

All members declared a non pecuniary interest in agenda item 7, Nutbourne Common Recreation Ground as the Council is the Trustee of the ground.

**29. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 12th June 2014 as a true and accurate record of the proceedings and the Chairman signed them.

**CLERK'S REPORT**

From R&OS 12th June 2014

Item 18 – Clerk's Report - Allotments

The Assistant Clerk is yet to obtain further quotations for the ditch clearance.

Item 18 – Clerk's Report – Cousins Way Trim Trail

The matter regarding whether planning permission is required was chased with HDC on 3rd July. The Case Officer advised he has a large workload, but should be able to reply within a fortnight. This will be chased at the end of the fortnight.

Item 21 – Allotments

The rubbish and compost heap has been cleared into the hired skip, and the skip has now been removed.

**30. PUBLIC SPEAKING**

There were no members of the public who had given notice of their wish to speak on agenda items.

**31. SPORTS & SOCIAL CLUB (S&SC)**

Fred Bushby & Linden Knight confirmed details of the fight that occurred recently. After hearing the details the Committee acknowledged that the people involved, were not S&SC members, but guests from a first birthday party, who had requested permission, from Pulborough Parish Council for an inflatable slide to be placed on the recreation ground. Although permission was granted for the inflatable slide, it was noted that a marquee was also in place, for which permission had not been given. Because of what happened on this occasion, it was AGREED that any further requests for inflatables or marquees on the recreation ground will be refused.

With regard to underage drinking on the recreation ground, Fred confirmed that the empty bottles and rubbish cleared away at the weekends are from Tesco's and not from the S&SC. Fred advised that the bar staff have a list of S&SC members and ask for i.d when required, and a person already under the influence of too much alcohol will not be served. The Committee acknowledged that the S&SC are serving alcohol responsibly and within the law. The Assistant Clerk advised that PC Darren Algar has been speaking to the group of youngsters congregating in the bandstand and recreation ground, and has politely warned of underage drinking and littering. PC Darren Algar is continuing to monitor the situation.

**32. DOOR TO CHANGING ROOMS AT THE PAVILION**

Following reports of unauthorised access to the changing rooms, via the access door, the matter of who has the key was discussed. The Assistant Clerk was instructed to ask Fred if he might have the key. Members felt it would be helpful to know who has what keys for all the doors in the building and instructed the Assistant Clerk to produce a plan of the building, numbering the doors, and finding out who holds the keys for each door, and report back at the next meeting.

**33. NUTBOURNE COMMON RECREATION GROUND (NCRG)**

Members discussed the idea of an information poster about adders, rather than a warning sign. It was suggested a coloured photo of an adder, an illustration of how they can blend into the floor, and some information about them, be included in the poster. The size and position of the poster would also need to be considered. Cllr. Quested will visit the site with Eyelevel Design to consider where the poster could go.

**34. ALLOTMENTS**

The Assistant Clerk advised that 2 of the allotment holders had not responded to the Parish Office letter regarding non cultivation of their plots. Members AGREED that these plot holders should now be given 1 months' notice to terminate their agreement and give up their allotment plot. The Assistant Clerk was instructed to write to the allotment holders accordingly.

**Resolved: The Assistant Clerk to give 1 months' notice to the relevant plot holders.**

Members received the tenancy agreement for 2014 – 2015, and requested that under clause 8 of the agreement the following is added '*if the tenant shall have been in breach of Clause 5 (a) & (b).....*The Assistant Clerk was instructed to amend this.

Members requested to know why clause 5e) '*No beekeeping is allowed on the allotments*', is on the agreement. The Assistant Clerk was instructed to find out from the Clerk and report back.

**35. RECTORY CLOSE PIPELINE**

Cllr. Qusted confirmed that this area has historically flooded in heavy rainfall. WSCC have attend the site and cleared the roots from their gully outlet, but they have stated that the pipeline taking the water from the outlet is located under the recreation ground. HDC have advised the Parish Office that when the drainage system was installed, the land in question, was farm land and not a recreation ground, and so the drainage system wouldn't have been needed, across this land. HDC also suggested that it could be a gully with a soak away system behind it. The Assistant Clerk has requested a map from WSCC showing the drainage pipes, if any, across the recreation ground. In the meantime the Committee AGREED a budget of up to £380.00 should the need for CCTV be required to view inside the drainage system. However, if it is found to be a soak away that is blocked, the charge should be forwarded to WSCC.

**36. FOOTPATH BEHIND PARK MOUND**

Cllr. E Wallace advised that John Dennison has said that along this footpath there is a left and a right turn, with the left turn being a right of way, but not the right turn is not, and it is the right turn that has been blocked off, by nearby landowners. He has also advised that there is a 3 directional sign post which would have made this clear, however it has been turned. He will turn the sign the correct way. John Dennison has told Cllr. E Wallace that he will put all of this in writing to her, which will be copied to the Committee. Members felt that the landowners did then have the right to block off this part of the path to avoid large walking groups disturbing the privacy of their property.

**37. MULTISPORTS FACILITY WALLS**

Members felt the walls were in need of a coat of paint, preferably green, as it currently looks in bad repair and is an eyesore. The Assistant Clerk was instructed to obtain quotations for painting it.

**38. CORRESPONDENCE  
WEY & ARUN CANAL TRUST**

Quarterly Magazine June/July/August 2014.

Wey & Arun Canal News – June 2014.

**THANK YOU CARD**

A thank you card has been received from Mr Roger Peters to the Assistant Clerk and members of the Committee for their time and consideration over the matter of the 'black' structure on allotment plot 14A.

**WEST SUSSEX COUNTY COUNCIL (WSCC)**

A list of work carried out following Public Rights of Way maintenance inspection. Copied to Committee. *Cllr Qusted advised of another footpath sign that has been damaged by a vehicle, where Batts Lane joins West Mare Lane. The Assistant Clerk was instructed to report this to Louise Gandolfi.*

**WSCC**

Email correspondence from Louise Gandolfi, Countryside/PROW Ranger, advising of a list of paths in Pulborough that are being cleared this year in the summer clearance. Copied to Committee.

**39. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA**

- **Fred Bushby's Inventory of Equipment and Possible Replacements Required. (PC)**

It was noted that Cllr. Dale would like to join the R&OS Committee, and so will attend the next meeting on 11<sup>th</sup> September 2014.

**40. PAYMENTS RESOLVED:**

That the payment of the following payments be approved and cheques signed:

<b>PAYEE</b>	<b>AMOUNT/£</b>
Pulborough Social Centre	25.50
Pulborough Social Centre	1321.50
Burgess & Randall Ltd	46.92
Mark Weston	270.00
West Sussex County Council	10,993.68
EDF Energy 1 Limited	250.11
S. Norman	51.51

**The meeting closed at 9.20pm**

.....CHAIRMAN

.....DATE