



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 11th JULY 2019
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Court (to Min. 19), Hare, Lawson & Queded

IN ATTENDANCE: Mrs H Knight (Clerk)
Ms J Bell and Mr C Cook (Sussex Clubs for Young People Ltd)

The meeting opened at 7.45pm

11. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Clarke, due to attending another meeting.

12. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

13. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 23rd May 2019 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

From R&OS meeting on 23.05.19

Min No. 7 - Lifebuoy in Carpenters Meadow

The Groundsman is unable to remove the metal poles as they are concreted into the ground, but he will unbolt the lifebuoy housing.

From P&S meeting on 04.07.19

The NHWs are looking at a project under the Local Transport Improvement Programme to have a dual use foot/cycle all weather path installed along two perimeters of the main recreation ground. As the Local Transport Improvement

Programme comes under the terms of reference for the P&S Committee, Members approved in principle support with the following conditions:

- When the path is installed, WSCC must be mindful of the adjacent trees and tree roots.
- Members do not wish the path to be used for cycle use, only pedestrians. With this in mind, Members feel that 2.5m is too wide and would suggest the width be in line with a regular footpath/pavement.
- The Cricket Club must be consulted to make sure it is not too near their ground.

See P&S minutes of 04.07.19, min. no. 17 for full details.

From Full Council meeting on 20.06.19

Min No. 48 - Items for Next Agenda

The Skatepark agenda item requested by Cllr. Kay has not been put on this evenings agenda as the NHWs are working on a project looking at installing a bike track on HDC land. The NHWs will update the Parish Council when all background work has been carried out and a confirmed proposal is in place. Cllr. Kay has been informed of this and has been liaising with the NHWs on this project.

From R&OS meeting on 10.01.19

Min No. 71 - Roundabout In Rectory Close Play Park

HDC have awarded £6863.85 towards a new roundabout at Rectory Close play park, The roundabout has been ordered and will be about 7 weeks until installation.

Additional Updates

Sovereign Design Play Systems have replaced the bars on the parallel bars free of charge as they were bent and it couldn't be established how this fault occurred, however they have advised that any further replacements will be charged.

The S&SC had reported a leak in the cellar ceiling some time ago but having checked from the roof side no leak could be detected. The ceiling has now been damaged due to heavy rainfall, which will need plaster boarding and painting (quotations are being sought), however the leak needs to be detected and repaired from within the cellar before these repairs can be carried out. The S&SC have been advised of this and they have been asked to let the contractor have access to the cellar the next time there is heavy rainfall. The S&SC are of the opinion that the whole cellar roof/ceiling needs replacing and have sourced a written quote for the work. However, the contractor the Council contacted considered that only partial plaster board replacement was necessary – a written quote was awaited. It was noted that it was difficult to ascertain whether the leak would continue to cause problems even with a new ceiling. Once further written advice and quotes were received, it may be necessary to take urgent action, for ratification at a future meeting. Unfortunately, the quotations had not been available in time for inclusion on the current agenda.

14. PUBLIC SPEAKING

There were no public speakers.

15. SUSSEX CLUBS FOR YOUNG PEOPLE LTD (SCYP)

The Chairman welcomed Ms Jo Bell, Horsham Team Leader and Mr Chris Cook, CEO, from SCYP. The first term was almost complete. There had been some issues over premises access and storage due to other hirers and poor communications by Horsham Matters. One session early on had had to be cancelled as a result, however, matters were now running more smoothly and bookings/invoicing through Horsham Matters was now on a proper basis. SCYP were finding it more effective to liaise directly with the Scout Group, as the other principle building user, regarding shared use matters. There appeared to be some other hirers accessing the building who no one seemed to know about, which was a concern. Horsham Matters was returning some youth club equipment they had previously removed, and SCYP now had four storage cupboards. Access to the lounge area was still not allowed by Horsham Matters, which was unfortunate. The club was proving popular, with regular attendance of around 20 young people. They would be opening over the summer holidays and arranging some external activities. They were in contact with the Neighbourhood Wardens. Ms Bell and Mr Cook reported that the youth club premises is a very good base, and they wanted to engage with WSCC as early as possible to discuss future leasing arrangements. Certainty over the future would assist with any fundraising for youth club projects. It was understood the lease to Horsham Matters expires in November 2020 and that the lease could be renewable as opposed to disposal of the premises. SCYP sought reassurance that the Parish Council was in support of the youth club service and of discussions to make new lease arrangements. Any assistance the Council could provide in progressing matters would be appreciated, such as pressing the case for WSCC to make their intentions for the building clear.

Members asked some questions and discussed what they had heard. All felt that the numbers attending the club and the positive report from SCYP justified the need for the youth club. It was **RESOLVED** by Members that the Parish Council is fully in support of the work SCYP is doing and will seek further information from WSCC about future lease arrangements: It was agreed that C Cllr Pat Arculus would be asked for advice at the full Council meeting next week.

16. POCKET PARK – TESCO BAGS OF HELP FUNDING

Following an on-site meeting with the Deputy Clerk, Cllrs. Henly, Hare, Lawson and a representative of the primary school, Members received a suggested list of items for Pocket Park that could be applied for funding from the Tesco Bags of Help scheme. After some discussion Members **AGREED** to apply for funding for the following items:

For Forest School Area

- Bird table/station
- Wildflower seeds/wild bulbs
- Bee hotel
- Wooden puzzle game (incorporates birds and bug decorations)
- 'Working' notice board showing works done etc.
- Children's binoculars
- Children's garden equipment (trowels etc)
- Toadstool stools

Rest of Pocket Park

- Grass seed mix for an area approximately 12m x 8m (area to be prepared by contractor – to be budgeted for in 2020/21 financial year)
- Foxglove seeds
- Footbridge across middle of stream; a purpose-built bridge would be more robust
- Entrance sign saying 'Pocket Park', wooden 'burnt on' scripture (near Harwoods side) – potentially may be provided free of charge by a school contact

It was **AGREED** that the Committee would like to obtain all the items listed, with priority being given to the items for the school children, and the footbridge being the lowest priority. The Deputy Clerk would obtain costings to see what could be funded up to the £4,000 grant limit. It was noted that wildflower seeds had already been obtained (see next agenda item) and **AGREED** that these would be used rather than applying for more. Some would be provided for the Forest School area and the rest would be used in other parts of Pocket Park. It was noted that the seed packs included some foxgloves, which are an ideal wildflower ecologically but poisonous and that care would need to be taken.

It was noted that the wildflower meadow would need some dedicated work. Although the Groundsman could probably deal with initial ground clearing, as with the grass sowing, a contractor would need to carry out planting preparation.

17. WILDFLOWER SEED PACK OFFER

As part of its Pollinator Action Plan, WSCC has sent the Parish Council a wildflower seed pack following a successful application, which would cover an area of 20msq. Members received the list of seed contents/mix which was varied and interesting. As agreed and detailed in the previous item, Members had decided to use the seeds in Pocket Park. It was noted that WSCC has asked for some photographs of the wildflower planting, such as preparation work, planting and flowering.

18. TRACTOR SHED

The Clerk reported that the tractor shed suffers a lot of condensation from the roof which drips into the shed and onto the machinery. A roofing Contractor has reviewed the roof and advised that the roof is in good condition, but suggested a company that supplies an Icynene spray insulation would be a better solution for the condensation issue. Members received information and a quotation to apply the insulation to the roof at a cost of £2,400 + VAT. As an alternative option, Members also received a quotation to replace the roof with a timber roof, at a cost of £5,690 (ex VAT). Following lengthy discussion, Members felt alternative options such as better ventilation may be sensible before committing to the cost of insulation or replacement roof work. It was therefore **AGREED** that Cllr Quested would inspect the tractor shed in the first instance and the matter would be reported back to the Committee for further consideration.

19. ITEMS FOR NEXT R&OS AGENDA

There were no other items for the next agenda.

**20. CORRESPONDENCE
WSCC**

Information regarding Ash Die Back. Copied to Committee.

NCRG

Photograph of wild daffodils in NCRG. Copied to Committee.

S&SC

Minutes of AGM on 19.06.18 and profit & loss/balance sheet for yr. ending 31.03.19. Copied to Committee.

Stoolball Club

Request for permission to take cars on the recreation ground for their annual tournaments on 21.07.19 & 01.09.19 & reply to advise permission granted subject to Groundsman approval a couple of days before. Also advising that the Bowling Club is having Funday on 21.07.19.

CPRE

- Agenda for their AGM on 05.07.19.
- Annual Report – Spring/Summer 2019.

Resident

Email correspondence regarding BW2328. Copied to Committee.

Wey & Arun Canal Trust

- June 2019 e-newsletter.
- Quarterly Magazine.

SDNP

'South Downs News' - May & June 19

21. PAYMENTS RESOLVED:

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

Payee	
Auditing Solutions Ltd	516.00
West Sussex County Council	8,235.61
Kent County Council	129.44
Business Stream	653.35
National Westminster Bank	5.00
Daisy Communications	25.79

The meeting closed at 8.55pm

.....CHAIRMAN

.....DATE