



**PULBOROUGH PARISH COUNCIL**  
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**MINUTES OF THE  
RECREATION AND OPEN SPACES COMMITTEE  
MEETING HELD ON THURSDAY, 24TH MAY 2018  
AT THE SPORTS PAVILION**

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

**IN ATTENDANCE:** Mrs L Underwood (Deputy Clerk)

***The meeting opened at 7.49pm***

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr Court.

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

There were no declarations of interest.

There were no changes to Register of Interests.

**3. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 12th April 2018 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Update from the meeting held on 12.04.18

Min No. 92 - Clerk's Report - Pocket Park Culvert

The Deputy Clerk, the Neighbourhood Wardens, the Groundsman, Cllr. Lawson and a representative from Harwoods met with WSCC on 01.05.18 regarding the Parish Council's 'Operation Watershed' application to unblock the stream in Pocket Park. WSCC advised of preventative measures and additional information in order to re-submit the application and WSCC will confirm details of the meeting and advice in writing; however this has still not been received and was chased this week. Any further updates will be reported accordingly.

Min No 94 - Pocket Park

The Deputy Clerk contacted the leader of the forest school and invited him to meet a representative of the Council, but no reply has been received.

#### 4. PUBLIC SPEAKING

There were no public speakers.

#### 5. POCKET PARK LECTERN NOTICEBOARD

Members received 2 updated quotations for the lectern noticeboard in Pocket Park. Cllr. Lawson questioned the thickness of the post legs in Fitzpatrick Woolmer's quotation as they are slightly smaller than the other quotation, however Fitzpatrick Woolmer had provided a written assurance that this material type of leg post has successfully been used for a long time and was very sturdy and should individual replacement parts need replacing this is possible without replacing the whole unit. After some discussion and viewing the sample material for the notice display, Members **AGREED** to proceed with the quotation from Fitzpatrick Woolmer of £739.00 + vat. The net amount will be used from the earmarked reserves for Pocket Park as agreed at the R&OS meeting on 11.01.18, min no. 63. The Deputy Clerk will confirm that this quotation is not an estimate as stated on the paperwork and review the terms and conditions before placing the order.

The noticeboard, along with the benches in Pocket Park, will be added to the insurance policy list of assets.

Cllr. Lawson will meet the Groundsman on site when the noticeboard is installed to confirm its exact location.

**Resolved: Proceed with quotation from Fitzpatrick Woolmer for £739.00 + vat.**

Members received 2 designs for the notice and **AGREED** to proceed with the design where the bird pictures are sitting on the background branches. Members advised they would like the following minor amendments:

- Use the original photographs sent to the printing company, making sure the birds still sit on the branches.
- Lighten up the chaffinch and goldfinch photograph if possible, if not use the library image.
- Change the colour of the background tree to green to make the writing easier to read.
- Take the plant photographs out and use library images for a bluebell (with Latin name), snowdrop (with Latin name) & red campion (with Latin name), which are plants found in Pocket Park.
- Add to the definition text after greenery, 'habitat for wildlife'.....

The Deputy Clerk will send the final copy to Members, the Neighbourhood Wardens and the Tesco Community Champion for viewing.

**Resolved: Proceed with design as detailed above.**

#### 6. RIVERMEAD

Members received and noted an updated Title Plan for Rivermead, showing the correct boundary line, which will be filed in the Parish Office.

**Resolved: Updated Title Plan noted and to be filed.**

**7. MEMORIAL GARDEN VOLUNTEERS REQUEST**

Members received a request from the Memorial Garden volunteers for additional daffodil bulbs and lavender, for planting in September/October. Members **AGREED** to this request, with a suggestion that English lavender is purchased rather than French, which does not winter so well in the UK. The Deputy Clerk will contact the volunteers to advise that they may purchase them, with a spending limit up to £50.00, or if they are unable, Cllrs Lawson and/or Clarke offered to purchase them.

**Resolved: Purchase requested plants up to a limit of £50.00.**

**8. MULTI SPORST FACILITY (MSF)**

The Deputy Clerk confirmed that it was moss removal that was carried out on the MSF in October 2017 and not pressure washing. Members received 2 quotations for pressure washing and after some discussion **AGREED** to proceed with the quotation from Phoenix Property Maintenance for £560.00 + vat.

**Resolved: Proceed with quotation from Phoenix Property Maintenance for £560.00 + vat.**

**9. EARMARKED RESERVES (EMR) FOR COUSINS WAY RECREATION GROUND**

Members received the details of the EMR for Cousins Way recreation ground, which were started in the 2011/12 financial year and given that funding was being sourced for the pavilion re-build, the Deputy Clerk and Cllr. Clarke thought it would be beneficial for Members of the R&OS Committee to review the EMR for Cousins Way recreation ground. After some discussion it was **AGREED** that no action be taken at this time and the EMR should remain as it is now, but with an option to review in the future.

**10. FOOTPATH 1995**

Members received correspondence regards works carried out by the landowners along FP1995. It was noted that WSCC's Access Ranger conducted a site visit and advised the landowner of various offences and advised that the signs should be reinstated along the legal line of the path. After a further visit, WSCC have advised that the line of the path and signage is now correct and this matter is now closed. Members **AGREED** that there was no further action for the Parish Council to take and it was felt that walkers along this footpath will monitor the situation. The Deputy Clerk will advise the relevant parties of this information.

**11. ITEMS FOR NEXT R&OS AGENDA**

None.

**12. CORRESPONDENCE****Neighbourhood Wardens (NHW)**

Notification of 4 wigwams built out of branches and sticks at NCRG, but the NHW's do not feel there are any issues to be concerned about.

**Horsham Matters**

Notification of a new General Manager as at 08.05.18 and the management of youth projects within Horsham Matters now sits completely within the Community Youth Work team.

**SDNPA**

Notification of Sussex Pathwatch meeting on 02.10.18 from 10am - 11.30am at the South Downs Centre, Midhurst.

**WildArt Trail**

Email advising that Pulborough Community Partnership will raise the monies for maintenance and updates for the WildArt Trail through finding a sponsor or using income from the Harvest Fair and/or Duck Race.

**Sports & Social Club**

Minutes of meeting held on 23.01.18 & 20.03.18, along with profit & loss figures.

**Residents**

- Email correspondence regarding noise in Pocket Park and an enquiry as to why the Parish Council decided to install benches at Pocket Park. Copied to Committee. **Please can Members advise of a reply to the resident?** *Members commented that the funding for the benches was provided by the 'Tesco Bags of Help Scheme' and the benches were installed for the benefit of all residents and all noise disturbances should be reported to the Police and the Neighbourhood Wardens can also be informed.*
- Email correspondence regarding speeding and noisy cars in Rectory Close. Copied to Committee.

**Publications**

- CPRE - Field Work - Spring 2018.
- Countryside Voice - Spring 2018.

**13. PAYMENTS RESOLVED:**

Members approved the following payments, and the cheques/direct debits were duly signed:-

<b>Payee</b>	
Horsham Matters Ltd	570.89
Travis Perkins	2.80
Pulborough Social Centre	41.22
National Westminster	20.65

***The meeting closed at 8.47pm***

.....**CHAIRMAN**

.....**DATE**