



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
HELD VIRTUALLY USING MICROSOFT TEAMS ON TUESDAY, 14th January 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 4th 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) Hare, Clark, Harvey, Hunt, Lawson & Riddle

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk)

The meeting opened at 7.30pm

150. APOLOGIES FOR ABSENCE

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

151. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

152. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 12th November 2020 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 12.11.20

**Min No. 144 – Rivermead Nature Reserve (RNR) Management Action Plan
Review**

A site meeting was held on 16.12.20, a copy of the notes from the meeting was circulated to all R&OS Members the same day. One of the existing Rivermead volunteers advised that they would be able to help with some light lifting of tree

branches and the Senior Community Solutions Officer at WSCC has advised that his team of volunteers would be able to help aswell.

However, given the current lockdown restrictions, many volunteers are not currently providing any volunteer work, therefore, the Deputy Clerk will meet with the Groundsman on site and see how much of the clearing of wood and branches, ready for burning, that he could do himself.

The Deputy Clerk asked if Cllr. Riddle is happy to still take timeline photographs this month, Cllr Riddle confirmed that he was and will send the photographs to the Parish Office.

Min No. 145 – Fire Equipment Quotation

Upon the Engineer's site visit to carry out the recommended works, he advised that the heat detector did not need moving as the room was small enough for it to be effective on the wall in that size room. Only 2 x new emergency lights were fitted, reducing the cost to £150.49 + vat, instead of £220.19 + vat.

153. PUBLIC SPEAKING

There were no public speakers.

154. RECREATION CLUB REPORTS

Reports from the Bowling Club, Cricket Club & SCYP have been received and have been circulated under 'Correspondence'.

155. NEIGHBOURHOOD WARDEN (NHW)/RESIDENT REQUEST

Following the previous discussion regarding this request, min no. 143 on 12.11.20 R&OS meeting refers, the resident came back with an alternative suggestion of relocating the bench on the recreation ground, as the area suggested by the R&OS Committee was still situated within their property boundary. Members received photographs of the alternative suggestion, which is close to the tree on the corner near the entrance from the Pocket Park footpath. Members **RESOLVED** to **AGREE** to this suggestion but advised it would be best not to install it directly under the tree as bird waste will fall onto the bench. The Deputy Clerk advised that she will ask the Groundsman if he can do this and if he can't, she will obtain quotations for the relocation and bring back to the Committee.

156. POCKET PARK – PREPARATION WORK FOR WILDFLOWER AREA

This matter was previously discussed at the R&OS meeting on 08.10.20, min no. 130, Members requested that another quotation was obtained for the preparation work. However, despite, numerous attempts, the Deputy Clerk was unable to obtain further quotations.

The Deputy Clerk advised that, recently, there has been some anti-social behaviour within Pocket Park and the main recreation ground, such as tree damage and debris being thrown into the stream and she is concerned that if the area for seed sowing was prepared and cordoned off, it may get damaged before any seeding can take place. She would, therefore, like to propose that no preparation work is carried out and paid for and possibly think of sowing seeds in Rivermead Nature Reserve when the Committee re-visit the 5 year Management Plan as this area is less likely to suffer from anti-social behaviour.

Cllr. Hare suggested that as the Parish Council still have some wildflower seeds and he has some foxglove seeds these could be scattered within the original approved area of Pocket Park (to be cleared by the Groundsman) and wait to see if anything grows. Cllr. Hunt advised that the memorial garden volunteers were going to ask the Village Hall Manager if they could sow some wildflower seeds on the sloped bank at the bank of the memorial garden, which belongs to the Village Hall, so maybe half the seeds could be used for this purpose also. Members **RESOLVED** to **AGREE** to both of these suggestions.

157. BENCHES

157.1 Members received a request from the Pulborough & District Community care Association (PDCCA) to have a memorial bench installed on Highways land on Marehill Road, which will be paid for by the PDCCA, but licenced between WSCC and the Parish Council. Members received details of the licence between WSCC and the Parish Council which gives the responsibility of the maintenance of the bench to the Parish Council. Members **AGREED** to this in principle, but noted that there is also a clause (e) which states:

“Remove the bench feature at any time as required to do so by the County Council and to indemnify the County Council against any cost, claims and demands that may arise as a consequence of its placing or existence or removal”.

Cllr. Clarke suggested that an agreement is signed between the PDCCA and the Parish Council using this same clause (but indemnifying the Parish Council). Members **RESOLVED** to **AGREE** to this suggestion.

Members would also like confirmation of the design details and who will install the bench, the Deputy Clerk will bring this back to the February meeting for a final decision.

157.2 Members received a resident request for the Parish Council to level the ground underneath benches outside Glebe Barn, Rectory Lane and East Glebe Field, although it is not known who the benches belong to. After some discussion, Members recognised and appreciated the issue, but as it is not known who the benches belong to, there was concern that there could be a liability issue if the work is not carried out correctly and the cost of the materials have not been budgeted for. Therefore, Members will not agree for the Parish Council to take on this work but asked the Deputy Clerk to try and find out who the benches belong to, so the owners of the benches could carry out the work. It was suggested that the Pulborough Community Partnership may be able to help with that information.

158. WINTER SERVICE OF THE JACOBSEN LF3800 FAIRWAY MOWER

After requesting a couple of estimates, Members only received one estimate for the winter service of the Fairway mower. A final quotation cannot be sent as it is not known what parts are needed until the service is carried out. Members **RESOLVED** to proceed with the estimate from Arun Mowers of £2300.00 + vat providing that Arun Mowers let the Parish Office know of any extra costs before proceeding with any works.

159. MEMORIAL GARDEN

159.1 Members received a resident request to have tree branches on the oak tree cut back, which are obscuring the view from the memorial garden.

After some discussion, it was noted that the oak tree belongs to HDC, the area is only licensed to the Parish Council to use as a memorial garden. It is also not known if the oak tree has a TPO attached to it.

Members also commented that the tree next to the oak tree also obscures the view and some of the trees are causing damage to the wall and paving. It was **AGREED** that the following work could be done to the trees to enable the view to be better:

- Cut off the lower 4 or 5 boughs of the oak tree.
- Trim the 'skirt' of the tree next to the oak tree.

Members proposed that the Deputy Clerk speak with HDC to ask if they could do the works or what permissions are needed for the Parish Council to do the work. The Deputy Clerk will bring this back to the next available R&OS meeting with further information.

159.2 Members received a request from the memorial garden volunteers to purchase a large builders bag of Puckamuck at a total cost of £68.00. Cllr. Hunt, who is a memorial garden volunteer, advised that this will be used on all the beds in the memorial garden and having used it before it is a very good product. Members **RESOLVED** to **AGREE** to this request. The Deputy Clerk advised Cllr. Hunt, that if she provided a receipt, she would arrange reimbursement of the £68.00.

160. MULTISPORTS FACILITY (MSF) FLOODLIGHTS

Members received quotations to repair one MSF floodlight. After some discussion, Members **RESOLVED** to **APPROVE** the quotation of £315.00 + vat or £369.00 + vat dependent on the fault from Floodlighting Services. Members also **AGREED** that the expenditure should be taken out of the earmarked funds for the MSF.

161. CORRESPONDENCE

Club Reports

- 08.11.20 – The Bowling Club has advised that Len Adsett has stepped down from his position with the Bowling Club and John Walsh has now replaced Len.
- SCYP – Termly report. Copied to Committee.
- 07.01.21 – The Cricket club advised nothing significant to report, apart from the rope surrounding the cricket square has been cut several times by persons unknown and has had to be replaced, this has been reported to the relevant authorities.

HDC

Notification that Will Jones, Senior Arboriculture Officer, is retiring on 28.01.21. The Parish Office has replied, thanking Will and wishing him the best for his retirement.

NALC

LTN 57 – Easements over Common Land and Village Green. Copied to Committee.

SDNP

Link to presentations of November & December workshops. Already emailed to R&OS Committee, not including Cllr. Lawson.

Tree Warden

Notification that the Catalpa (Indian Bean tree) planted last year has been completely destroyed by persons unknown and only a twisted mangled stump is left.

The post and remains of the tree are nowhere to be seen. *Members asked the Deputy Clerk to diary this to look at putting in another replacement tree on the main recreation ground.*

Access to River Arun

Email from David Hurst regarding the above. Copied to Committee.

CPRE

Letter asking for donations, you can donate online at <https://www.cpresussex.org.uk/make-a-donation/>.

Publications

- SDNPA November, December & Autumn/Winter 2020 newsletters.
- Wey & Arun December e-newsletter, Wey & Arun Canal news & quarterly magazine.
- Countryside Voices Autumn/Winter 2020.

162. PAYMENTS RESOLVED

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

Pulborough Social Centre	1479.29
Mrs H Courtney	5.00

The meeting closed at 8.50pm

.....**CHAIRMAN**

.....**DATE**