



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

**ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA. ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING. THE ROOM WILL HAVE A LIMITED CAPACITY DUE TO SOCIAL DISTANCING, SO ATTENDANCE AT THE MEETING FOR PUBLIC IS NOT GUARANTEED.**

You are hereby SUMMONED to a meeting of the Recreation & Open Spaces Committee to be held in the Rother Hall at Pulborough Village Hall on **Thursday 14<sup>th</sup> October at 7.30pm.**

**Heather Knight  
Clerk**

**Dated 7<sup>th</sup> October 2021**

Swan View, Lower Street, Pulborough, RH20 2BF  
Tel: 01798 873532 [clerk@pulboroughparishcouncil.gov.uk](mailto:clerk@pulboroughparishcouncil.gov.uk)

## **AGENDA**

- 1. APOLOGIES FOR ABSENCE**  
To receive and approve the apologies for absence.
- 2. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS**  
To receive Councillors' declarations of interest on any of the agenda items and to note any changes to Councillors' Register of Interests.
- 3. MINUTES**  
To approve the Minutes of the Meeting held on 9<sup>th</sup> September 2021 (attached, unless circulated previously) and to receive the Clerk's report.
- 4. PUBLIC SPEAKING**  
In accordance with Standing Order 1f, the Chairman will invite those residents who have given formal notice, to speak once only in respect of business itemised on the agenda and shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents group.
- 5. RECREATION CLUB REPORTS**  
To receive any recreation club reports and discuss any items notified to the Parish Office ahead of the meeting.

**6. PLAYGROUND INSPECTION**

To receive the September 2021 inspection report and agree works needed to be carried out, comparing to March works outstanding (see item 7 below). (*Copied to Committee*).

**7. MEDIUM TERM STRATEGY FOR MANAGEMENT OF PLAYGROUND EQUIPMENT REPAIRS AND REPLACEMENT**

(*deferred from last meeting, Min.29 refers*)

- To establish a medium term strategy for management of remaining works in the last Playground Inspection Report and replacement items of play equipment approaching anticipated end of lifespan, in order to plan and budget for these, as referred from the Annual Council meeting on 06.05.21, min. no 6.
- To consider seeking feedback from user groups, as requested by Cllr Hunt. Options are individual Member engagement with users; by co-opting representatives to the Committee; or by appointing a Working Group or Task and Finish Group comprising Members and co-opted non Members;
- To recommend appropriate budget allocation 2022/23 to the Finance & Policy Committee. Copied to Committee.

**8. OFFER OF FREE TREES ON PARISH COUNCIL LAND**

To receive and discuss an offer of free trees for planting on Parish Council land and to consider suitable locations and varieties. (Min. no 179.2, 11.03.21 and Min. 31, 09.09.21 refer).

**9. REQUEST FOR COMMEMORATIVE TREE**

To consider request by family friend for a tree to be planted in memory of a deceased resident

**10. FIRE EQUIPMENT QUOTATION**

To receive and discuss recommended works totalling £173.87 (excl. VAT) following the recent fire alarm and emergency lighting systems maintenance visit. (*Copied to Committee*.)

**11. TREE TAGGING**

To consider quotation of £1,295.00 (no VAT) for new recording and tagging of all trees on Council owned land, apart from the Allotments which has been carried out separately. (*Copied to Committee*).

**12. ALLOTMENTS**

To consider enquiry from current tenant that the Council purchase their privately owned shed installed on the plot, should tenant decide not to renew their tenancy agreement.

**13. CORRESPONDENCE**

To note items of correspondence and to give guidance to the Clerk, where necessary, in responding. Copied to Committee.

**14. PAYMENTS.**

To approve the payments for signing and transferring.