



PULBOROUGH PARISH COUNCIL

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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 12th JUNE 2014
AT THE SPORTS PAVILION**

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

IN ATTENDANCE: Lisa Underwood (Assistant Clerk) and 1 member of the public.

The meeting opened at 7.55pm

16. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Quested & Spillane.

17. DECLARATIONS OF INTEREST

All members declared a non pecuniary interest in agenda item 5, Nutbourne Common Recreation Ground as the Council is the Trustee of the ground.

18. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 22nd May 2014 as a true and accurate record of the proceedings and the Chairman signed them.

CLERK'S REPORT

From R&OS 22 May 2014

Item 5 – Nutbourne Common Recreation Ground (NCRG)

The Assistant Clerk was instructed to obtain information regarding thresholds of business activity, and how they relate to business rates to be paid. The Valuation Office Agency advised that if a business is conducted in a room or part of the house, which reverts back to family use at the end of the day, they are not interested and no business rates are payable. If an office is being used purely for business, they treat it on an individual basis and would send an Officer round to review. The review is based on any rent being paid, the size of the office, the locality and business use.

Item 6 – Allotments

Fred Bushby has advised that he would be able to take the fence down between the old and new allotments, and keep the taken down fence to repair the hole. However looking at the planning application and decision letter (see highlighted part of decision letter, marked item 3), this could be challenged as the dividing fence is shown on the original planning drawings, although it seems to be the perimeter fence they are referring to, but this could be challenged. Fred has also spoken to an allotment holder from the old allotments, bordering the said fence, and they feel that the older top plots are very close to the fence, and they are growing things very close to it, which would cause disruption if the whole fence was taken down.

Therefore, it is suggested that a section of fence is taken from the bottom section only, and the area needed for access is cut back. Fred would still be able to do this and use that part of the fence for repair. If this is agreed by the Committee, it is suggested that this is done at the end of the growing season, at the end of September, this timing would also allow allotment holders to be advised of this action at the same time as the agreements are issued, saving on postage.

The Committee AGREED that the bottom section of the fence will be removed and the area needed for access will be cut back. The Assistant Clerk will arrange this work to be carried out with Fred for the end of September, and write to all allotment holders advising of this, at the same time as the tenancy agreements are issued.

Resolved: The Assistant Clerk will arrange this work to be carried out with Fred for the end of September, and write to all allotment holders advising of this, at the same time as the tenancy agreements are issued.

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

Item 7 – Cousins Way Trim Trail

Following sight of an email in 2010, regarding play equipment on the Parish Council's recreation ground, which stated that on Parish Council's own land the Parish Council has permitted rights for works, provided that the structure does not exceed 4 metres, the Clerk has written to HDC Planning querying their advice that planning permission is needed, and the planning officer will investigate further, but he is away on holiday. Therefore, this will be chase w/c 23rd June 2014.

Item 9- Main Recreation Ground

The resident requesting permission for an inflatable slide on the main recreation ground has advised that the insurance company they use only go up to £5m public liability on an inflatable. The Clerk has confirmed that she can go ahead with the £5m cover.

Item 10 – Dog Fouling

The article re dog fouling will be added to the Autumn issue Parish magazine, as there was no space, due to the large feature on the neighbourhood plan.

19. PUBLIC SPEAKING

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

20. NUTBOURNE COMMON RECREATION GROUND (NCRG)

Members received an idea for an adder poster, warning of adders, from Eyelevel Design. However the Committee previously discussed the idea of an information sign, like the ones at the RSPB, rather than a warning one. The Assistant Clerk was instructed to advise Eyelevel Design of this. It was also noted that as Cllr. Quedsted was unable to attend, this item would be put onto the agenda for the next R&OS meeting on 10th July 2014.

21. ALLOTMENTS

Members received a copy letter, dated Sept 2007, from the allotment holder confirming that the covers on the allotment plot, 19a, had the full permission of the Parish Council from the opening date in March 1992. Also the frame has been previously discussed with HDC's Planning Department, who confirmed that the frame did not contravene any planning regulation as it was a structure and not a building. After some discussion, members AGREED that the structure was still acceptable.

Having looked at all the correspondence from the allotment holder of plot 14a, it was AGREED that the allotment holder could proceed with the work to the structure on the plot, in accordance with his email, and to keep communication open with the adjacent allotment holders, following his previous discussions with them. The Assistant Clerk was instructed to advise the allotment holder of this, and to inform the complainants accordingly. Cllr. E Wallace advised she would be happy to talk to the original complainant if needs be.

Resolved: The Assistant Clerk will advise the allotment holder of the decision, and to inform the complainants accordingly.

Following on from the ReCAD meeting on 22nd May 2014, two quotations for skips, to clear the compost heap and rubbish at the bottom of the parking area, have been received from Sussex Waste Recycling:

6yd - £264.00 incl. VAT

4yd - £216.00 incl. VAT

And from South Coast Skips:

6yd - £300.00 incl. VAT

4yd - £216.00 incl. VAT

The skip that is hired each year in October is usually a 6yd skip, but as this is just to clear a compost heap and additional rubbish, would a 4yd skip suffice? The Assistant Clerk requested a decision from the Committee.

The Committee AGREED to proceed with obtaining a 4yd skip. The Assistant Clerk was instructed to liaise with Fred Bushby on timings, so that he can fill the skip with the rubbish and compost debris in the parking area of the allotment.

Resolved: The Assistant Clerk to order 4yd skip and liaise with Fred Bushby.

22. FOOTPATH BEHIND PARK MOUND

Cllr. E Wallace visited the tenants of the property where the footpath had been blocked. It was noted that because the house is in a rural area, it is felt, by the owners, that fences are not required around the perimeter of the property. However, because large groups of walkers were walking along the path and disturbing the privacy of the tenants, the path was blocked off. Members noted that they could now understand why this had been done. After some discussion about obtaining evidence of the use of this path for 20 years, it was decided that Cllr. E Wallace would speak to John Dennison about this, and report back at the next meeting.

23. MAIN RECREATION GROUND

Members received the name of the company supplying the two rides for the Family Fun Day, and requesting to set up the day before. After some discussion it was AGREED that this was acceptable provided that the people staying overnight are located next to their equipment, to avoid them being tampered with, and to keep them safe. The Assistant Clerk was instructed to confirm this to the organisers.

Resolved: The Assistant Clerk to confirm, to the organisers, that set up for the two rides can be done the day before the Family Fun Day.

24. CORRESPONDENCE

Wall Alongside of Potts Lane

Email correspondence from resident of Rectory Lane, asking if the council has access to any mechanical lifting device to help lift a fallen capping stone. Suggestions of help required from Committee. Copied to Committee.

It was noted that the Parish Council have no equipment for this work, but suggested that the resident contact Travis Perkins, who may have suitable equipment. The Assisted Clerk was instructed to contact the resident to advise this.

Sports & Social Club (S&SC)

Verbal notification was received advising that a fight had occurred outside the S&SC last weekend, and it was questioned whether, as landlords of the S&SC, the Parish Council should intervene in anyway.

The Assistant Clerk was instructed to add this to the next R&OS agenda on 10th July 2014, and obtain more information on the details of the fight and view the S&SC lease to see if it details areas of responsibility regarding these matters.

25. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA.

None.

26. PAYMENTS RESOLVED:

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

PAYEE	AMOUNT/£
Kent County Council	182.03
Aon UK Ltd	240.62
Auditing Solutions Ltd	480.00
Travis Perkins Trading Co. Ltd	37.56
Pulborough URC Traidcraft A/c	3.30
West Sussex County Council	216.00
Natwest	17.35
	182.03

The meeting closed at 8.52pm

.....**CHAIRMAN**

.....**DATE**