



PULBOROUGH PARISH COUNCIL
Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 11TH APRIL 2019
AT THE SPORTS PAVILION**

PRESENT: Cllrs Hare (Vice Chairman), Bignell, Court & Lawson.

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk)

The meeting opened at 7.40pm

In the absence of the Chairman, Cllr Henly, the Vice Chairman, Cllr Hare, chaired the meeting.

98. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Caplin, Clarke, Henly & Qusted.

99. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest.

There were no changes to Register of Interests.

100. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 14th March 2019 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Update from the meeting held on 14.02.19

Min No. 80 – Tree Inspection Procedure

- North Horsham Parish Council has published a Tree Work Policy on their website, which only states:

North Horsham Parish Council is in the process of putting together a Management Plan for trees on their land for the Parish Council to adopt.

In view of financial restrictions and the number of trees on Parish Council land, it is the Policy of North Horsham Parish Council to only undertake work required for health and safety reasons to trees on their land.

The Deputy Clerk does not feel this is necessarily helpful, unless the Parish Council wish to adopt a similar tree policy? *Members did not feel a similar tree policy was of use at this time.*

- The Deputy Clerk produced a list of tree works carried out by the Parish Council from 2016, a copy of which has been circulated to Members under 'Correspondence'.

Additional Updates

Locks & Keys for Changing Rooms

After a report from PFC that the locks to changing rooms 1-4 needed replacing or repairing, the Clerk authorised to proceed with the works required at a total cost of £179.50 + vat.

St Mary's School & Pocket Park

St. Mary's school have again approached the Parish Council to ask if students can use the north east corner of Pocket Park. The Deputy Clerk advised that as the Recreation & Open Spaces (R&OS) Committee previously agreed to this request they can use this part of Pocket Park for planting, making bug hotels etc. If they have any specific requests to use the rest of the area, the Deputy Clerk has advised the Headteacher to contact the Parish Council and any further requests will be put forward to the R&OS Committee.

101. PUBLIC SPEAKING

There were no public speakers.

102. MULTI-SPORTS FACILITY (MSF) SINGLE BOOKING CHARGES

The Deputy Clerk advised that when Members agreed to increase the one off booking charges at the R&OS meeting on 08.11.18, min no 55.1, they didn't correlate with the concessionary block booking charges, i.e. some charges were lower. After some discussion, Members **RESOLVED** to amend the new one off hourly charges as shown in Appendix 1, to be reviewed annually.

103. MSF PANEL REPAIR

Members received a quotation to replace a broken panel around the MSF from Derek Paxton, totalling £145.00 and **RESOLVED** to proceed with the works in the quotation. The Deputy Clerk will ask the Groundsman to treat the wood when installed.

104. COUNCILLOR REQUEST

Cllr. Lawson would like to request that a bench is installed on the perimeter of the footpath in Rivermead. The Deputy Clerk advised that the Groundsman has suggested a location and advised that wood left over from tree coppicing can be partly used to make the bench. Members **RESOLVED** to agree with this request, up to a budget of £80.00 and Cllr. Lawson will meet the Groundsman on site to finalise the location.

105. TREE WORKS TO A DISEASED TREE ON THE RECREATION GROUND

Members received correspondence from the Tree Warden advising that there is a diseased Horse Chestnut tree on the recreation ground. Members also received quotations to be sectionally dismantled down to ground level. After some discussion, Members **RESOLVED** to accept the quotation from Storrington Sawmill, totalling £290.00 + vat. The Deputy Clerk will add this work to the tree list spreadsheet.

106. TRIENNIAL TREE SURVEY

Members received 2 quotations for the triennial tree survey and **RESOLVED** to accept the quotation from ArbTec Tree Care, totalling £745.00.

107. PLAYGROUND WORKS

Members received an additional quotation for works required to the Highland Multi Unit from ARD Playgrounds, totalling £540.00 + vat, as it was found when ARD Playgrounds went to conduct the original repair the links are worn and the chain is set in concrete, so this will require using a 'breaker'. After some discussion, Members noted this repair was originally set at a priority 2 and **AGREED** that further quotations should be obtained for comparison. The Deputy Clerk will arrange this and bring back to the next available meeting.

108. GROUND TREATMENT WORKS

Members received a quotation for regular ground treatment works from Professional Weed Solutions Ltd, totalling £1280.00 + vat and **RESOLVED** to accept this quotation, however Cllr. Lawson will advise when the bracken control at Nutbourne Common needs to be carried out.

109. ITEMS FOR NEXT R&OS AGENDA

There were no items for the next agenda.

110. CORRESPONDENCE**Trees**

- Email from the Tree Warden regarding further vandalism to one of the newly planted trees. Copied to Committee.
- Correspondence between the Parish Office and HDC's Arboricultural Officer. Copied to Committee.

HDC

Notification that due to a resourcing issue, there may be a delay in investigating planning compliance (enforcement) complaints when compared to their target timescales in the Councils. They have employed a new member of staff and temporary staff.

SDNPA

- March Newsletter.
- Notification that SDNPA is launching a new award scheme to promote outstanding and innovative design in SDNP.

Wey & Arun Canal Trust

March 2019 e-newsletter.

111. PAYMENTS:

As there were no signatories at the meeting, Members **RESOLVED** to add this evening's payments to next week's Full Council payment list.

The meeting closed at 8.17pm

.....CHAIRMAN

.....DATE

Appendix 1

Pulborough Parish Council
MULTI SPORT FACILITY
HIRE CHARGES (as at 01.04.19)
 (per hour)

<u>Activity</u>	<u>Full</u>	<u><18's/OAPs</u>
Tennis	£5.00	£2.50
Team Bookings	£12.00	£5.50

Concessionary rates are charged to clubs who book 10 or more sessions in advance.

FOR BOOKINGS TEL: 01798 873532