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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 10th OCTOBER 2019
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Clarke (arrived during the meeting adjournment), Hare, Lawson & Quested

IN ATTENDANCE: Mrs L Underwood (Deputy Clerk) & 3 Members of the Public (2 left after min no. 45).

The meeting opened at 7.37pm

39. APOLOGIES FOR ABSENCE

There were no apologies for absence.

40. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

All members declared a non-pecuniary interest in agenda item 10, Nutbourne Common Recreation Ground (NCRG) as the Council is the Trustee of the ground.

There were no changes to Register of Interests.

41. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 12th September 2019 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Additional Update

The Deputy Clerk reminded Committee Members that the ReCAD and R&OS meeting due on 21st November 2019 has been re-arranged for Thursday 12th December 2019.

42. PUBLIC SPEAKING

The Chairman welcomed Elizabeth Hunt and invited her to speak regarding agenda item 6, Resident Request for Parish Council to Submit an Application to Register BW2328 as a Footpath Prior to the 2026 Deadline and item 7, Resident Request for Parish Council Support for Fit For Good Funding Initiative.

Meeting adjourned: 7.39pm

Meeting reconvened: 7.52pm

The Chairman thanked Elizabeth Hunt for taking the time to address the Committee.

43. REQUEST TO UPDATE THE FOOTPATH CHARTER

Members received a non-R&OS Committee Councillor request to update the Footpath Charter to include requirements of S164 of the Highways Act 1980 (Power to require removal of barbed wire). Members discussed the following points:

- The Footpath Charter was deliberately kept to 1 page and was based on a higher level of a mutual agreement for landowners and users, rather than the fine detail.
- Cllr. Hare liaised with WSCC when drafting the Footpath Charter.
- The Footpath Charter does cover footpaths being accessible and clear of physical obstructions.
- The Footpath Charter provides contact details for WSCC.
- Cllr. Hare has recently presented the Footpath Charter to the Horsham Association of Local Councils (HALC) and received support from other parishes who wish to adopt their own Footpath Charter and use Pulborough Parish Council's as a template.

With all the above points in mind, Members **RESOLVED** that the Footpath Charter would not be changed to include requirements of S164 of the Highways Act 1980 (Power to require removal of barbed wire) and the non-R&OS Committee Councillor will be advised accordingly.

44. RESIDENT REQUEST FOR PARISH COUNCIL TO SUBMIT AN APPLICATION TO REGISTER BW2328 AS A FOOTPATH PRIOR TO THE 2026 DEADLINE

Members received the above resident request and noted the points made in Elizabeth Hunt's presentation. For clarification, it was noted that it is not BW2328 that is being requested to be registered, but the footpath that runs parallel to the south side of BW2328. It was also noted that although this is a private road, a public right of way can still run through it, it is only a private road in terms of maintenance of the footpath.

After some discussion, Members **RESOLVED** to agree to the resident request on the proviso that Elizabeth Hunt and volunteers will carry out the background and practical work as Officer resources will be an issue. Cllr. Quedstedt kindly offered to act as a liaison between the residents and the Parish Council.

The Deputy Clerk advised that the correct GDPR wording will need to be stated on all relevant paperwork being used by members of the public. Members advised that if a Council representative is required for a Public Local Inquiry, the Committee will decide on that at a later date.

In the first instance, the Deputy Clerk will ascertain what the first steps are from Elizabeth Hunt and report as and when back to the Committee.

45. REQUEST FOR PARISH COUNCIL SUPPORT FOR FIT FOR GOOD FUNDING (FFG) INITIATIVE

Members noted the points from Elizabeth Hunt's presentation and **RESOLVED** to action the following in terms of promotion for FFG:

- Request Elizabeth to submit an article for the next available Parish Bulletin.
- Cllr. Hare will include a report on all fitness opportunities in Pulborough, including walking the WildArt trail in the next bulletin and in the next monthly church publication.

46. TREE INSPECTION SURVEY – QUOTATION OF TREE WORKS

Members received 2 quotations for the tree works as discussed at the R&OS meeting on 12.09.19, min no. 26. Beechdown Arboriculture Ltd quoted for all P1's, P2's and the Tree Warden's recommendations, but advised that some of the works don't need to be carried out, certainly not on an urgent basis. He has advised of essential works that should be carried out now and based on taking arisings from the main rec and Chestnut Walk only, the total cost would be £3970.84 + vat. He commented that deadwood is an important habitat and areas that have intermittent use carry a much lower risk than say the main rec and Chestnut Walk (Arbtec also advised this).

The Deputy Clerk advised Members that there is a remaining budget of £3385.00 for this financial year.

With all of the above points in mind, Members **RESOLVED** to recommend to Full Council to accept the quotation for essential works from Beechdown Arboriculture Ltd, totalling £3970.84 + vat, then to budget for 2020/2021, the remaining P1's, P2's and the Tree Warden's recommendations and review carrying out these works next year.

The Deputy Clerk has put in an application with HDC for various tree works, as per the inspection report, but will advise HDC that only certain works will be carried out now and other works at a later stage. She will also clarify the expiry timescale for approved applications.

47. TRACTOR SHED

Following Cllr Quested's inspection of the tractor shed, it was suggested that a dehumidifier be trialled to see if that helped with the condensation issues. Members **RESOLVED** to trial this suggestion and **AGREED** a budget of £250.00 for a 50l dehumidifier with a timer and to allocate the expenditure to 'Tractors & Equipment'. The Deputy Clerk will report back on its effectiveness next Spring.

48. NUTBOURNE COMMON RECREATION GROUND (NCRG)

Following a recent visit by the SDNPA, Members received recommendations for NCRG as follows:

- Some of the heather seems to have suffered from heather beetle/heat stress and has started to show signs of die back, in order to help stimulate new growth and create some age structure in the existing stand it would be beneficial to mow a proportion of the area (a maximum of 10% given the small size of the site). This can be done with brush cutters or hand tools, and with the help of a volunteer group.

- To help the spread and establishment of heather around the perimeter – and to reduce young birch establishment – it would be beneficial to fell a small number of mature birch trees. The specific trees could be agreed by the Parish Council and the felling work and clearance could be carried out by a National Park Ranger with the help of a volunteer group to clear up the felled material
- Ongoing work to control bramble and gorse (although a limited amount of gorse could be left) should also continue.

In addition to these management recommendations SDNPA have offered to arrange a National Park volunteer work party to visit the site and help undertake the aforementioned work on 27.10.19.

After some discussion, Members **RESOLVED** to **AGREE** the recommendations suggested by the SDNPA and requested that the Deputy Clerk send a thank you to the volunteers after the 27.10.19.

49. CAMPAIGN TO PROTECT RURAL ENGLAND (CPRE)

Members received notification of the annual CPRE membership at a cost of £36.00 and **RESOLVED** to **APPROVE** the renewal of the yearly membership.

50. FIRE ALARM & EMERGENCY LIGHTING MAINTENANCE VISIT AT THE SPORTS PAVILION

The Deputy Clerk advised that when trying to obtain additional quotations, sole trader electricians were unable to quote for these works and Fire Inspection Companies advised that if they were to provide a quotation, an additional maintenance visit would need to be carried out. In view of this, Members **RESOLVED** to accept Fire Risk UK's original quotation of £729.63 + vat.

51. BOILER AND WATER HEATER SERVICE

Members received 2 quotations for the yearly boiler and water heater service. After some discussion, Members **RESOLVED** to **APPROVE** Saunders Specialised Services Ltd carrying out the services, as they know the system well, but asked the Deputy Clerk to see if they could come down in price to £255.00 + vat to match the lowest priced quotation.

52. ALLOTMENT SKIP

Members **RESOLVED** to ratify payment of £330.00 + vat for a 12 yard skip in accordance with the allotment agreement, point 5k.

53. ITEMS FOR NEXT R&OS AGENDA

There were no items for the next agenda.

**54. CORRESPONDENCE
WSCC**

Notification of a Definitive Map Modification Order to be added to the definitive map. Copied to Committee.

SDNP

- Newsletter – September 2019.
- Save the date – 24.10.19 for the 2019 annual Heathlands Forum in Liss.

Sussex Clubs for Young People (SCYP)

Termly report x 2. Copied to Committee.

Trees in Nutbourne Common Recreation Ground (NCRG)

Email correspondence regarding Tree Preservation Order in NCRG. Copied to Committee.

Sports & Social Club

Minutes of meetings on 21.05.19, 23.07.19 & 20.08.19 & accounts April to August 2019. Copied to Committee.

Footpath Charter

Email correspondence regarding Pulborough Parish Council's Footpath Charter. Copied to Committee.

Residents

2 x emails thanking the Committee for deciding not to replace the bench on Cousins Way recreation ground.

Publications

- Wey & Arun Sept News & quarterly magazine.
- Countryside Voice

55. PAYMENTS RESOLVED:

Members approved the following payments, and were duly signed: -

Payee	
Sussex Land Services	156.00

The meeting closed at 9.05pm

.....CHAIRMAN

.....DATE