



**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, 11<sup>th</sup> SEPTEMBER 2014  
AT THE SPORTS PAVILION**

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

**IN ATTENDANCE:** Lisa Underwood (Assistant Clerk) and 5 members of the public.

**The meeting opened at 8.00PM**

**41. APOLOGIES FOR ABSENCE**

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

**42. DECLARATIONS OF INTEREST**

All members declared a non pecuniary interest in agenda item 6, Nutbourne Common as the Council is the Trustee of the ground.

**43. MINUTES**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 10th July 2014 as a true and accurate record of the proceedings and the Chairman signed them.

**CLERK'S REPORT**

Item 29 – Clerk's Report – Allotments

A further quotation for the ditch clearance was obtained from 'Drainboss' at a cost of £5900.00 +VAT, compared to 'Brierley Groundwork Services' of £3500.00 + VAT. The Assistant Clerk has been unable to get a third quote as it is proving difficult to find companies that do this type of work, however the Clerk has suggested that 'Land Build' might be able to quote, and so they will be contacted shortly, along with another Contractor noted today.

Item 32 – Door to Changing Rooms at the Pavilion

A plan of the Pavilion was sent to the Football Club, the Pythons, the Cricket Club, Fred Bushby, the Snooker Club and the Stoolball Club, asking them to mark which keys they hold to which door. Despite chasing we have not received a reply from the Football Club, the Pythons, Fred Bushby or the Snooker Club. The Assistant Clerk would like to request that all clubs and Fred send back the plan, marked as requested. The Stoolball and Cricket Club do not have a key to the access door to the changing rooms. This matter will be added to the R&OS agenda for 9th October 2014, to decide if the locks should be changed.

#### Item 34 – Allotments

The Assistant Clerk amended the tenancy agreement as requested. Also under clause 5, of the tenancy agreement, an additional clause has been inserted, which was originally in the covering letter ‘ *There must be a minimum two feet wide clear strip of land by the fences of Aston Rise with nothing left on this strip and nothing placed against the fences*’.

The Clerk advised that beekeeping is not allowed due to health & safety grounds, and consideration to all plot holders.

#### Item 35 – Rectory Close Pipeline

Cllr. Quested met with WSCC on site to discuss this issue. The Parish Office has been given a contact at WSCC to call when there is heavy rainfall, so it can be inspected again. However, having received a copy of a job order from WSCC it seems that Balfour Beatty have been instructed to proceed with a camera survey. The Assistant Clerk will monitor the situation.

#### Item 36 – Footpath Behind Park Mound

John Dennison has emailed WSCC regarding this matter, copies of which are under Additional Correspondence in Councillor packs. No reply from WSCC has been seen by the Parish Office.

#### Item 37 – Multisport’s Facility Walls

Fred has advised that he will be able to paint the multisports facility walls in the winter, when his workload is not as much. He estimates it would take about 2 weeks, if done with a roller. The Parish Office will therefore facilitate this when appropriate unless instructed otherwise by the Committee.

#### Additional Updates

A hay bale was left in the recreation ground, and rolled to the bandstand on 7th August. Chris Lawson kindly removed it with his tractor.

The Assistant Clerk will not be available during w/c 15th September 2014, as the Neighbourhood Plan survey will need to be analysed. This may delay actions being carried out from this meeting.

#### **44. PUBLIC SPEAKING**

The Chairman welcomed Mr Brian White and invited him to speak on behalf of the Nutbourne Residents Association regarding agenda item no 6, Nutbourne Common.

**Meeting adjourned: 8.08pm**

**Meeting reconvened: 8.22pm**

The Chairman thanked Mr White for taking the time to address the Committee.

#### **45. PULBOROUGH CRICKET CLUB**

Members noted the works to be carried out by the cricket club, and that there is currently existing damage to the kerb stones and grass verge at the entrance to the social club car park. Maurice Woolgar requested a site visit to examine the damage, prior to works being carried out to establish if further damage has been created to do the cricket club works. However, as Maurice has photographic evidence of the existing damage, it was felt a site visit was unnecessary.

**46. NUTBOURNE COMMON**

Members noted Mr White's comments and that a report is due from Sussex Wildlife Trust, after which time the matter of future works at the common will be discussed fully.

The Assistant Clerk advised that Jonathan Rodwell has been asked to re-quote for any Priority 1 work still needed to be carried out, from the Tri Annual Survey. She also advised that work has to be carried out on the trees in the Common for any safety reasons, identified at the Tri Annual Survey. If the work isn't carried out, and someone got hurt, the Parish Council would be liable.

Members retrospectively AGREED to the expenditure for bracken treatment, carried out by Pat Weeks.

**47. PLAYGROUNDS**

The Committee received and noted ARD Playground's 6 monthly inspection report for Rectory Close and Masons Way playgrounds. Members instructed the Assistant Clerk to look at the Priority 2 items and see if the Groundsman was able to do any of them, and to obtain a quotation for any other work, unable to be completed by Fred.

**48. MEMORIAL GARDEN**

Members discussed security ideas for the memorial garden. It was decided that this matter would be referred to the LAT, to see if they had any ideas, and to ask the Youth Worker to include the memorial garden, along with the area by the waste bins at Tesco, on his evening walk-about. The Assistant Clerk was instructed to contact both parties accordingly.

The Committee received costs for water bowsers and backpack water sprayers. However, after some discussion, these options were not thought to be ideal. The Assistant Clerk was instructed to contact Army Surplus sites to see if they have any bowsers available, which could be connected to a 4 x 4. Members discussed the current watering of the memorial garden and instructed the Assistant Clerk to make sure the Groundsman was watering the plants by the bench on the northerly side. This maybe due to the hose length, but 2 hose lengths are already being used.

**49. DRONE ON COUSINS WAY RECREATION GROUND**

Cllr. Buck advised that he has spoken to the local Police regarding this matter, and the person operating the drone has been visited by the Police several times, and if it continues the Police will contact the CAA to have the operator's licence withdrawn. It was also noted that if it continues to be operated on public accessible ground, Public Liability Insurance needs to be in place. It appears that this activity has now stopped, however the Committee AGREED that the operator should be contacted, by the Parish Office to advise that if this continues in the future, a copy of a Public Liability Insurance certificate and a copy of the operators CAA registration, will need to be seen, by the Parish Office. The Assistant Clerk was instructed to contact the operator accordingly.

**Resolved: The Assistant Clerk will contact the operator as instructed.**

**50. ALLOTMENTS**

Members noted that the original measurements for plot 19c were incorrect, which made it a 'small' plot. Members AGREED to the downgrading of the plot and reducing and crediting the annual rental accordingly. The Assistant Clerk was instructed to amend the paperwork and advise the allotment holder as necessary.

**Resolved: The Assistant Clerk will amend the paperwork and contact the allotment holder.**

**51. RECREATION GROUND**

The Assistant Clerk advised of an incident where a footballer cut his hand on glass at football training. Fred advised that he could possibly use his leaf machine to go over the pitch, which may pick up some glass, but he has also advised the football club that they should do a 'sweep' of the pitch before training starts. The Committee agreed that this was the only thing that could be done, and had nothing further to suggest.

**52. PURPLE BUS**

The Committee AGREED that the Purple Bus could be located on the edge of the recreation ground, each week from 10<sup>th</sup> September to 17<sup>th</sup> December 2014, 10.30am – 12.30pm, provided they contact Fred beforehand to ascertain the ground conditions. The Assistant Clerk was instructed to advise the organisers accordingly.

The Assistant Clerk advised that the key to the main gate on the recreation ground is currently missing. If it cannot be found, an alternative lock will be fitted, such as a combination lock.

**Resolved: The Assistant Clerk will confirm that the Purple Bus can be located on the recreation ground, as requested.**

**53. COUSINS WAY TRIM TRAIL**

Members discussed and AGREED that the next step in this project was the public consultation and instructed the Assistant Clerk to write to all residents in Cousins Way, Orchard Close, and the houses on the private road to New Place Nurseries, advising them of the plans, and inviting them to a presentation on Thursday 9<sup>th</sup> October, at 7.30pm (which will be in place of the ReCad meeting), to hear about the proposed plans.

**54. PARKING AROUND ST. MARY'S SCHOOL**

Members noted the request from the Head Teacher, asking if the gates could be opened on the recreation ground at school drop off and pick up times for parents to park. After some discussion, members AGREED that this would not be permitted. The Assistant Clerk was instructed to advise the Head Teacher accordingly.

**Resolved: The Assistant Clerk will advise the Head Teacher her request will not be permitted.**

**55. CORRESPONDENCE  
NUTBOURNE COMMON**

Email from Nutbourne Residents Association regarding Nutbourne Common. Copied to Committee.

**BRIDLEWAYS**

Resident email to WSCC reporting a blocked bridleway. Copied to Committee.

**PAVILION**

Resident email regarding the kitchens at the Pavilion. Copied to Committee.

**ALLOTMENTS**

Notification from an allotment holder of garden equipment stolen from their allotment plot. Copied to Committee.

**Pocket Park**

Email correspondence from resident regarding the difficulty of access through Pocket Park. Copied to Committee.

**BW1993 and Park Mound**

Email correspondence from John Denison to WSCC regarding BW1993 and Park Mound. Copied to Committee.

**Cousins Way Recreation Ground**

Verbal communication from resident advising that someone had set fire to dry grass in Cousins Way Recreation Ground. The resident got a bucket of water and put it out, and she will let the PCSO know.

- 56. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA**  
None.

- 57. PAYMENTS RESOLVED:**  
That the payment of the following payments be approved and cheques signed:

<b>PAYEE</b>	<b>AMOUNT/£</b>
A Tilbrook	17.50
West Sussex County Council	5546.12
Natwest	15.32

**The meeting closed at 9.34pm**

.....CHAIRMAN

.....DATE