



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 30TH NOVEMBER 2017
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Bignell, Clarke, Court, Hare, Lawson & Queded

IN ATTENDANCE: Mrs L Underwood (Clerk) and 0 members of the public.

The meeting opened at 8.03pm

44. APOLOGIES FOR ABSENCE

There were no apologies for absence.

45. DECLARATIONS OF INTEREST & CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest or changes to Register of Interests.

46. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 12th October 2017 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

Update from the meeting held on 12.10.17

Min No. 37 - Nutbourne Recreation Ground (NCRG)

This item is not on the agenda for this evening's meeting because the meeting dates were re-arranged and the volunteering session has already taken place. Cllr. Lawson can update on the volunteer session.

Cllr. Lawson reported that 2 volunteer sessions have taken place and one is due this coming Sunday as well. There will be no volunteer session in December, but will start again in January, depending on whether the SDNPA have any heather brushings to donate. At the volunteer sessions it was decided and agreed where to plant the 8 bilberrys. The trees are being lifted by the nursery in December and Cllr. Lawson would like to plant them in the north east corner, Members **AGREED** to this. Cllr. Lawson advised that a small area at the base of the tree will need to be free of bracken until the trees have been established.

Min No. 38 - Tree on Main Recreation Ground

Andrew Gale Tree Surgery Ltd have been booked to proceed with the tree work on 19.02.18, when the ground will be more suitable at a cost of £950.00 +vat.

Additional UpdatesPocket Park

Pulborough Parish Council were voted third in the Tesco Bags of Help Scheme and so will be awarded £1000.00. As the total cost of the items required is £1820.49, the Deputy Clerk will add this to the R&OS agenda for January for Members to discuss revising the items required or other options for funding.

Repairs to Grounds Equipment

The Wessex Topper (used for cutting grass) needed a new gear box at a cost of £686.26 +vat, in discussion with the Clerk, Chairman & Vice-Chairman of the Council, this essential work has been authorised to be carried out.

47. PUBLIC SPEAKING

There were no public speakers.

48. HAZEL SHRUB AT POCKET PARK

Members previously discussed the need to coppice a hazel shrub in Pocket Park at the R&OS meeting on 09.02.17, min no 80.1. Members received correspondence from the Tree Warden regarding this matter. Cllr. Clarke advised of a willow weaver/coppice worker, located in Stopham, who may be interested in helping, in return for the stems/branches. Cllrs. Bignell & Lawson agreed to meet with them if they can help. Members and the Deputy Clerk will try and ascertain their details and contact them. If they are unable to help, the Groundsman has advised that he could carry out the work with advice from Cllrs. Bignell & Lawson. Members **AGREED** that this work needs to be carried out in sections and would only be carried out on the bigger branches.

49. HIRE OF A CHIPPER

The Deputy Clerk advised that the Groundsman would find it useful to use a chipper to break down branches and vegetation from Pocket Park & Rivermead and use the chippings for the path at Rivermead. Having spoken to Arun Mowers they are able to hire a chipper out to the Parish Council for £150.00 per day. The Groundsman has indicated that he would need the chipper for 2 days for the works at Pocket Park (maybe less if the coppicing at Pocket Park is carried out by others) & Rivermead and possibly for future use 2/3 times a year. Members **AGREED** to this, providing maximum use is made of the chipper within one hire period. The Deputy Clerk will liaise with the Groundsman accordingly.

Resolved: Proceed with the hire of the chipper at a time to provide the maximum use.

50. RIVERMEAD

Members received notes from the site meeting on 01.11.17. One of the volunteers has offered to provide bird boxes for the area, if agreed by the R&OS Committee. Members **AGREED** to this, providing the height and direction of the installation is considered for the area. The Deputy Clerk will liaise with the volunteer accordingly.

Resolved: The Deputy Clerk to liaise with the volunteer regarding bird boxes.

Cllrs. Clarke & Lawson advised that there seems to be an issue with the boundary, shown on the Parish Council's land registry map, compared with the boundary at the actual site. After some discussion, Members instructed the Deputy Clerk to obtain the land registry map of the neighbouring property for comparison with the Parish Council's land registry map and report back when possible.

51. WORM CONTROL

Worm control is carried out on the cricket outfield annually. The Deputy Clerk contacted PWS Ltd for a quotation and they have advised the following:

Carbendazim has been revoked and Clear Cast green has been recommended, the down side it is more expensive and they like to have a second follow up application in 20 days so the initial application will be £195.00 with a 2nd application of £100.00.

Members **AGREED** to proceed with this quotation, totalling £295.00.

Resolved: Proceed with quotation from PWS Ltd of £295.00.

52. PLAYGROUND WORKS

52.1 This item was deferred from the meeting on 12.10.17, min no 39.2, as Members agreed for Cllr. Quested to speak with the resident and go to site to assess the equipment. Members previously received quotations of £2320.00 + vat for cutting back the EPDM edges and replace with new EPDM wet pour rubber and £770.00 +vat for re-painting the modular unit at Masons Way play park from ARD Playgrounds.

Cllr. Quested reported that he visited the play area and the modular unit does need some attention. Cllr. Quested thought that the quotation for the EPDM edges was very high for the small amount of edging to be filled.

After some discussion, Members **AGREED** to proceed with the quotation of £770.00 + vat to paint the modular unit, but not to proceed with the cutting back of the EPDM edges and replacing with new EPDM wet pour rubber. Members would like the Groundsman to apply the appropriate weed killer, rather than "grub out" the weeds within the EPDM edges, as suggested in the playground inspection report. The Deputy Clerk will liaise with ARD Playgrounds and the Groundsman accordingly.

Resolved: Proceed with the quotation of £770.00 + vat from ARD Playgrounds to re-paint the modular unit & liaise with the Groundsman regarding the weeds.

52.2 Members received and considered two quotations for replacing the broken timber gate and post in the main recreation play park. One of the quotations included additional work to install an additional post between the 10ft gate and 3ft gate, making the gates more stable. After some discussion, Members **AGREED** that they would like to proceed with the quotation of £355.00 + vat from J Cobb Fencing and Groundworks, providing this option of an additional post is acceptable to the Groundsman. If not, Members will proceed with the quotation from Sam Aldrich Fencing of £186.37 + vat to just replace the 5 bar gate into the existing posts.

Resolved: Proceed with the quotation with additional post of £355.00 + vat from J Cobb Fencing if acceptable to the Groundsman, if not, proceed with the quotation from Sam Aldrich Fencing of £186.37 + vat to just replace the 5 bar gate into the existing posts.

- 52.3** This item was deferred from the meeting on 12.10.17, min no 39.4. The Deputy Clerk advised that there has been confusion between the recommendation of installing a tarmac pad and a tarmac path, these are two different items.

The recommendation for a tarmac pad was in the ARD playground inspection report in August 2015, as a priority 2, and a budget of £2000.00 was allocated for this item, to be spent in 2017/18. However, this recommendation has not been made in the most recent playground inspection reports. After some discussion, Members **AGREED** to proceed with the installation of the tarmac pad and instructed the Deputy Clerk to contact Trevor Beadle at HDC to obtain the recommended surface size required and, provided the size required, remains at a cost of £2000.00 + vat or less proceed with the quotation from ARD Playgrounds. The Deputy Clerk will also ask ARD Playgrounds why this recommendation hasn't been made in the most recent reports.

Resolved: Proceed with the quotation from ARD Playgrounds, providing the size required is at a cost of £2000.00 + vat or less.

In the August 2017 playground inspection report, the recommendation of a tarmac path network, suitable for DDA requirements, was made as a priority 2. The Deputy Clerk asked if Members wished for quotations to be sourced for this work. After some discussion, Members **AGREED** not to proceed with this recommendation at this time.

Resolved: Not to proceed with tarmac path network at this time.

**53. CORRESPONDENCE
Sports Pavilion - Boiler**

Correspondence following the boiler service at the Pavilion (Copied to Committee).

Rivermead

Various correspondence from residents regarding Rivermead. Copied to Committee.

Nutbourne Common Recreation Ground (NCRG)

- Various email correspondence from Mr F Riddle regarding the planting at NCRG. Previously emailed to R&OS Members and copied for Cllr. Lawson.
- Email from Tree Warden regarding an oak tree on NCRG. (Copied to Committee). The Deputy Clerk will diary to check when other works are carried out at NCRG and obtain any necessary quotations.

Pulborough Sports & Social Club

Minutes from the meeting held on 26.09.17 & profit & loss figures from April through to September 17.

Pulborough Football Club (PFC)

Email correspondence regarding the annual rental for PFC. Copied to Committee.

Allotments

- Letter from allotment holder regarding various matters. Copied to Committee.
- Notification from allotment holder of award winning flowers, grown from Pulborough allotments this year. Copied to Committee.

Residents

Email correspondence regarding a hedge on the perimeter of the main recreation ground.

Wey & Arun

E-newsletter November 2017.

SDNPA

Email from Cllr. Hare about establishing public art, work/sculpture and co-ordinating with the SDNPA. Copied to Committee. *Do Members wish this to be added to the agenda for the January R&OS meeting? **Members would like this item on the agenda for January's meeting and instructed the Deputy Clerk to contact SDNPA to ascertain what their plans are. Cllr. Hare will also try to obtain information or contact details at SDNPA ahead of the next meeting.***

54. PAYMENTS RESOLVED:

Members approved the following payments, and the cheques/direct debits were duly signed:-

Viking	149.44
Business Stream	54.30
Mr R Qusted	32.22
Auditing Solutions Ltd	504.00

The meeting closed at 9.10pm

.....CHAIRMAN

.....DATE

