



PULBOROUGH PARISH COUNCIL
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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 10TH SEPTEMBER 2015
AT THE SPORTS PAVILION**

PRESENT: Cllrs E Wallace (Chairman), Court, Hare, Henly, Queded & Wilson.

IN ATTENDANCE: Lisa Underwood (Assistant Clerk) and 0 members of the public.

The meeting opened at 8.27pm

45. APOLOGIES FOR ABSENCE

Apologies of absence were accepted from Cllrs Clarke & Lawson.

46. DECLARATIONS OF INTEREST

There were no declarations of interest.

47. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 9th July 2015 as a true and accurate record of the proceedings and the Chairman signed them.

Clerk's Report

From R&OS 9th July 2015

Item 30 - Clerk's Report - Flooding behind Carpenters Meadow

Cllr. Clarke has also been in contact with Saxon Weald regarding this matter and all drainage issues in Carpenters Meadow. Saxon Weald have arranged a CCTV drainage scan, which was due to take place on 3rd September 2015. The Parish Office is waiting for feedback and a plan of action from Saxon Weald following on from this scan.

Item 30 - Clerk's Report - Oddstones - Public Open Spaces

Confirmation, from Taylor Wimpey has been received, stating that the green space at Oddstones has been returned to public open space. This has been copied to the Committee under 'Correspondence'.

Item 30 - Clerk's Report - Overgrown Vegetation at Rivermead

The Assistant Clerk has met with one Contractor, and is awaiting their quote and is due to meet another Contractor shortly. Hopefully, this matter will be added to the October R&OS agenda.

Item 30 - Clerk's Report - Public Art

The Assistant Clerk emailed the Arts Development Officer on 20th July 2015 and asked him the questions as instructed, however no reply has been received to date, despite being chased on 13th August 2015. *How would the Committee like to proceed with this matter?* **The Committee suggested to wait to see if there are any responses from the article about public art in the Parish Bulletin and Cllr. E Wallace suggested that Cllrs take photos of anything that inspires them in other areas. Cllr. Quested advised that there is S106 money available for public art, so this matter will be highlighted each time the S106 monies are reviewed at Full Council.**

Item 34 - Nutbourne Common Recreation Ground

PWS Ltd has not carried out any bracken treatment as this has been done by Frank Riddle.

Item 38 - Addition of Footpath to the Definitive Map

The Assistant Clerk contacted Nick Scott as requested asking if kissing gates were provided FOC. Nick Scott advised that coincidentally he has recently written to the landowner of FP1996 as he has received a number of complaints that the path isn't clear and the stiles in the area are poor. He has informed the landowner that he will be instructing their contractors to install a number of new signs to make access clearer for walkers but he has also brought the poor stiles to their attention.

Nick has made the offer of free gates to replace these stiles if the landowner installs them but WSCC's budget is only finite so it is a case of first come first served. He is awaiting a response and he will endeavour to keep the Parish Office informed of progress with this matter.

48. PUBLIC SPEAKING

There were no public speakers.

49. TREES ABOVE BENCH IN THE MEMORIAL GARDEN

Members received a quotation from Beechdown Arboriculture Ltd for £144.00 incl VAT for pruning the branches above the bench in the memorial garden. This will hopefully prevent bird mess on the bench. Cllr. E Wallace requested that an additional quotation is sought from Andrew Gale and the Committee instructed the Assistant Clerk to obtain a quotation and put it on the next R&OS agenda for comparison.

50. ELECTRICITY CHARGES AT THE SPORTS PAVILION

This item was requested by Cllr. J Wallace at the P&S meeting on 2nd July 2015 as he was concerned that the heating and water were running all the time. In the meantime the Parish Office instructed Adept Heating to check the system, ahead of them fitting a replacement boiler and they have advised that new valves are required. Members received a quotation for new valves for £325.00 + VAT. Members AGREED to proceed with this quotation and instructed the Assistant Clerk to advise the Contractor accordingly.

Resolved: The Assistant Clerk will advise the Contractor to proceed with new valves at £325.00 + VAT.

51. PROACTIVE LAND USE FOR RECREATION PURPOSES

Cllr. E Wallace commented that Pulborough has less land for recreation purposes than most areas and the Parish Council need to use what land is available and say where recreation facilities are needed. Cllr. Quedsted commented that the Neighbourhood Plan only advocated building on brownfield sites within the village boundaries, apart from those projects in the pipeline. S106 provide facilities, but not land, the only obligation to supply a recreational area depends on the number of houses being built. After further discussion Cllr. E Wallace requested that if any Cllrs know of any available land, they should let the Parish Council know. It was commented that East & West Glebefield may be a possibility, but Cllr Quedsted commented that the results of the Neighbourhood Plan survey showed that the majority of residents wanted East & West Glebefield free of any development.

Cllr. Court left the meeting at 8.43pm and re-joined the meeting at 8.47pm.

52. PULBOROUGH PARISH COUNCIL'S (PPC) RESPONSIBILITY & POWERS REGARDING BBQ'S & USE OF FIRE EXTINGUISHERS

Cllr. Quedsted was initially concerned about the fire incident reported by the Pythons Team, which occurred at the S&SC. Having heard the Assistant Clerk's report about that incident, Cllr. Quedsted is satisfied that the S&SC took all the necessary H&S precautions for use of the BBQ and fire extinguishers. However, Cllr. Quedsted is still concerned about the Parish Council's liability should people bring BBQ's onto the recreation ground and suggested a disclaimer notice is displayed within the area. The Committee instructed the Assistant Clerk to draft a disclaimer, using example templates, for example from SALC, and bring to the R&OS October meeting. *Subsequent to the meeting the Clerk advised that bylaws are displayed by the Pavilion. However as these have not been reviewed for some time, the Parish Office will check to see if they need updating, along with the ones displayed at Cousins Way recreation ground.*

53. PARKING ON THE RECREATION GROUND

Members received comments following the letter sent to residents regarding parking on the recreation ground. Some residents felt it was unfair that cars are parked on the recreation ground when fun days and tournaments are held, however the Committee commented that permission is sought from the Parish Council for these events are they are not held on a regular basis. Some residents suggested better signs could be displayed advising people not to park on the recreation ground. After some discussion, the Committee noted that the letter to the residents has stopped cars parking along the edge of the recreation ground and therefore no further action will be taken at this time and the situation will be continually monitored.

54. YOUTH PROVISION

Cllr. E Wallace had a meeting with Lisa Boydell at HDC who wanted to make the Parish Council aware that the Parish Council have to write the contract for the Youthworker and have a say in the hours worked and what activities should take place. After some discussion it was felt that it is impractical for the Parish Council to write the contract without liaising with the Youthworker directly. It was initially suggested that the Youthworker be invited to a R&OS meeting, however, after noting that a youth report is in the correspondence for the Full Council meeting next week, Cllr. Quedsted said he would highlight this matter at the Full Council meeting and decide with the Committee where this matter should be discussed.

55. POCKET PARK WORKING PARTY

Cllr. Court commented that the newly filled in path has been washed away with heavy rain and will need to be looked at again. The Assistant Clerk was instructed to deal with accordingly.

With regard to the working party Cllr. Quested felt it was too early to look at this matter at the current time and wait until things had stopped growing, so this matter will be added to the October R&OS agenda.

Cllr. Wilson reported that she had cleared the drain after children had blocked it making dams.

56. CORRESPONDENCE

Horsham Matters

Youth Work Annual Review 2015-2015. Copied to Committee.

Allotment Holder

Notification from an allotment holder of an attempted theft at the allotments, where an individual scaled the fence and went to help himself to a bag of compost. However after being questioned by the allotment holder, no items were taken.

Wey & Arun Trust

July e-newsletter.

Pulborough Youth Centre (PYC)

Letter giving an update on the transfer of the remaining PYC lease to Horsham Matters. Copied to Committee.

Taylor Wimpey

Confirmation that the green space at Oddstones has been returned to public open space. Copied to Committee.

West Sussex County Council

Feedback from the Access Ranger on rights of way issues raised for routine inspection. Copied to Committee. *The Assistant Clerk was instructed to find out where each path is and advise the Committee via email accordingly. Cllr. Henly reported overgrown vegetation on the footpath from Stane St Close and the railway bridge and the Assistant Clerk was instructed to report this accordingly.*

Resident

Resident email highlighting issues in the kitchen area of the Sports & Social Club. Copied to Committee. *This will be brought up under Representatives Reports at the ReCad meeting if a S&SC representative is in attendance. If not Cllr. E Wallace will be asked to bring this up at the next S&SC meeting.*

Patriots Football Team

Copy correspondence regarding the removal of turf on Cousins Way recreation ground, as stated in the ReCad clerk's report. Copied to Committee.

57. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

Cllr. Hare initially wanted the proposed diversion of part of footpath 2309 on the next agenda, however as he acknowledged that the consultation period for this was over and the P&S Committee supported the proposal, it will not be put on the next agenda. Cllr. Hare commented that the R&OS Committee should have been made aware of this and for future they should be consulted on such matters. The Assistant Clerk commented that all Cllrs. have copies of all minutes issued to them and if there was something they wanted to discuss on another committee this should be brought up with the Clerk. *Subsequent to the meeting, the Clerk has reviewed the Term of Reference and in accordance with the Terms of Reference the P&S Committee were the correct committee to discuss this matter.*

Cllr. Hare has been advised by the Wiggonholt Association of an impending report regarding the 'Sandpit at Wickford Bridge'. Once the report is issued there will be a 6 week consultation period, which Cllr. Hare thinks the Parish Council should respond to and he would like this added to the next available agenda for discussion. The Assistant Clerk advised that this matter has previously been discussed by the Parish Council and she will send Cllr. Hare copy minutes for his information. The Assistant Clerk asked if Cllr. Hare could request that the Wiggonholt Association send the report to the Parish Office as soon as it is received.

58. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

- **The impending report regarding the 'Sandpit at Wickford Bridge' to make residents aware of the consultation period in place as and when the report is available.**

59. PAYMENTS RESOLVED:

Members approved the following payments and the cheques were signed.

PAYEE	AMOUNT/£
Adept Heating & Mechanical Services Ltd	2571.00
Pulborough Social Centre	99.65
PKF Littlejohn LLP	720.00
Southern Water	662.38
Chichester College	473.00
Horsham District Council	295.88
Horsham Matters Ltd	133.61
Horsham District Council	167.96

The meeting closed at 9.57pm

.....**CHAIRMAN**

.....**DATE**