



QUALITY
PARISH
COUNCIL

PULBOROUGH PARISH COUNCIL

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MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 28th MAY 2015
AT THE SPORTS PAVILION

PRESENT: Cllrs Wallace (Chairman), Clarke, Henly, Quested, Court, Hare, Lawson, Tilbrook & Wilson.

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

The meeting opened at 7.53pm

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

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

CLERK'S REPORT - FROM MEETING HELD ON 9TH APRIL 2015

Item 129- Clerk's Report- Flooding behind Carpenters Meadow

The Land Registry search showed that Saxon Weald owned the land behind Carpenters Meadow. However, after writing to Saxon Weald, advising them of this, they conducted a site visit, and advised that the drain/ditch does not fall inside their boundary. They looked at the map, sent to Land Registry, and said it is quite misleading as the word 'drain' is printed above the ditch and the word itself is inside Saxon Weald's boundary on the map, but in 'real life' it is not. *Would the Committee like this item to be added to the next available R&OS agenda to discuss further?* **Members instructed the Assistant Clerk to contact the Environment Agency to ask their advice and once a reply is received add this matter onto the next available agenda.**

Item 129 - Clerk's Report-Public Art

The Assistant Clerk has included the only responses from 2 local artists within 'Correspondence' for tonight's agenda, for the Committee's perusal. *Would the Committee like the Assistant Clerk to invite the 2 artists to the R&OS meeting on 11th June 2015, when Public Art will be put on the agenda again? Andrew Brown has offered to come to the meeting to discuss and answer any questions.* **Members would like to discuss their ideas further before inviting any artists to a meeting. The Assistant Clerk was instructed to find out how much S106 money is available for public art, ahead of the next meeting.**

Item 129 - Clerk's Report- Parking on the Recreation Ground

The Assistant Clerk wrote to the owner of the van, parked on the recreation ground on 12th May 2015, requesting them to move the vehicle by Friday 22nd May 2015, after which time PPC will have it moved to the road side, no response has been received, but it has been noted that the van has now been moved. However there is another vehicle parked there, but this will just be monitored for the time being.

Item 129-Clerk's Report- Risk Register

The Groundsman has now been booked on a manual handling course.

Item 131- Addition of Footpath to Definitive Map.

The landowner was written to on 21st April but as yet no response has been received. *Would the Committee like this item to be added to the next available R&OS agenda to discuss how to proceed further?* **The Committee instructed the Assistant Clerk to send a reminder to the landowner and contact John Denison to obtain his view on the matter, ahead of the item being placed on the next available agenda.**

Item 133 - Cousins Way Recreation Ground Trim Trail

Subsequent to the on-site meeting with a few resident representatives, a new football team has approached the Parish Office requesting to hire the Cousins Way rec. It has therefore been agreed that further discussions on any trim trail siting should be halted, until the Committee has discussed and agreed this proposal and if decided to proceed, the exact location of the pitch. As soon as this has been confirmed discussions regarding the trim trail siting can be resumed.

Item 134 - Fun Fair at Cousins Way Recreation Ground

Following the Groundsman's advice, Shaylor's Fun Fair were advised that they were unable to bring their fair to Cousins Way recreation ground.

Item 136 - Risk Register

The Assistant Clerk confirmed that the 'Warden' referred to in the risk register is the 'Groundsman' and has amended the documents accordingly.

Item 138 - Matters Raised by Councillors for Inclusion on the next Agenda

As it was unknown, at the time of the agenda's being collated, if Cllr. Quested could be summoned to the R&OS meeting this evening, 'Pocket Park update' was not added to this evening's agenda. However it will be added to the agenda for 11th June 2015. With regard to the Operation Watershed funding application, the Parish Office has still not heard back from the funding panel, but this was chased again on 28th May 2015.

4. PUBLIC SPEAKING

There were no public speakers.

5. ODDSTONES-PUBLIC OPEN SPACES

Cllr. Clarke advised that a resident has erected a fence across, what is believed to be, a public open space within Oddstones, which neighbours are not happy about. Members received photographic evidence of this, along with a map of the site showing the area the fence has been erected.

After some discussion, it was suggested that the developers be contacted, copying in the Head of the Enforcement Team at HDC, asking if they have transferred the ownership of that piece of land to the resident, and if so has the owner been made aware of their duty to maintain the trees with a Tree Preservation Order (TPO). If the ownership has not been transferred, then the Enforcement Team at HDC will need to be advised. The Assistant Clerk was instructed to send a letter to the developers, and if needed HDC, and add this matter to the next available agenda, upon receipt of any replies.

6. COUSINS WAY RECREATION GROUND

A local football team has requested to play football, on a regular basis (July-May) on Cousins Way Recreation ground using the changing rooms in the Pavilion, and have enquired how much the yearly rental will be. Members liked the idea of the recreation ground being used more frequently, but are concerned that the facilities are too far away. The Clerk suggested that to be in line with the other club's leases, this could be done on an informal basis until April 2016, when a lease could be signed, and pro-rata the rent until that time. Members AGREED to this.

Members were advised of the Pulborough Football Club's annual rental and after some discussion AGREED that this local team could play on Cousins Way recreation ground, on a trial basis until March 2016 for £10.00 per week, during this time feedback will be obtained from the football team regarding the lack of on-site facilities. The Assistant Clerk was instructed to advise the football team of this and add this matter to the R&OS agenda in January 2016 to discuss the feedback regarding the facilities.

7. SPORTS PAVILION

Members received a quotation of £775.00 from BSW Electrical, for the disconnection of existing electrical cables, prior to fascia boards being fitted, and installation of new outside flood lights. Members AGREED to proceed with the quotation and instructed the Assistant Clerk to facilitate accordingly.

Resolved: The Assistant Clerk will arrange for the Contractor to complete the work.

The Assistant Clerk advised that the Sports Pavilion also requires a new boiler, and the S&SC have requested replacement lights for the kitchen, however this item will be added to the next R&OS agenda on 11th June 2015. (The Assistant Clerk to copy the S&SC lease ahead of the meeting, highlighting the subject of repairs).

8. RECREATION GROUND NOTICEBOARD

The Assistant Clerk advised that the recreation ground notice board has been damaged for the third time and so has been removed from the area. Members agreed it should be replaced and instructed the Assistant Clerk to obtain quotations for a wooden and a steel notice board and add the item to the next available R&OS agenda for discussion and to decide on the best location. Cllr. Tilbrook commented that all acts of vandalism should continue to be reported to the Police.

9. ALLOTMENTS

Members received quotations of £300+vat from George Potbury Forestry Ltd and £241.67+vat from Beechdown Arboriculture Ltd, to prune overhanging branches into the allotments. The Committee AGREED to proceed with the quotation from Beechdown Arboriculture Ltd and instructed the Assistant Clerk to arrange for the work to be carried out.

Resolved: The Assistant Clerk to arrange for the work to be carried out.

10. WEST SUSSEX RURAL MOBILE YOUTH TRUST

Members received a request for the Purple Bus to be located on the recreation ground every Wednesday from w/b 20th April 2015 to w/b 29th June 2015, 7-9pm. The Committee AGREED to give formal approval and instructed the Assistant Clerk to complete the necessary documentation.

Resolved: The Assistant Clerk will complete the documentation for formal approval.

11. STOOLBALL CLUB

Members received a request from the Stoolball Club to take vehicles onto the recreation ground on Sunday 19th July 2015 and Sunday 6th September 2015 for their annual tournaments. Members AGREED to this request, however the Bowling Club also have a big event on 19th July 2015. Cllr. Henly will advise the Bowling Club of the Stoolball Club's tournament and the Assistant Clerk will advise the Stoolball Club of the Bowling Club event, so that they can liaise if necessary.

Resolved: The Assistant Clerk to advise Stoolball Club of agreement and of the Bowling Club event.

12. CORRESPONDENCE

Public Art

Mark Weston

Sample paintings from Mark Weston. Copied to Committee.

Andrew Brown

CV and photos of previous sculpture works. Copied to Committee.

Borde Hill Garden

Leaflet regarding sculpture exhibition at Borde Hill Garden, Haywards Heath from 1st May 2015 to 1st September 2015.

Fields in Trust

Fields in Trust's 2014 Impact Report, highlighting their work over the last year.

13. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

- Pocket Park Update (RQ)
- Motte Bailey (for Oct 15 meeting) (IH)

14. PAYMENTS RESOLVED:

That the payment of the following payments be approved and cheques signed:

PAYEE	AMOUNT/£
ABA (Construction) Ltd	595.80
L Ellis	5.00
M Hatchard	25.00
Network Broker Ltd	799.71
Professional Weed Solutions Ltd	1512.00
Information Commissioner's Office	35.00

The meeting closed at 9.08pm

.....CHAIRMAN

.....DATE