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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 8TH SEPTEMBER 2016
AT THE SPORTS PAVILION**

PRESENT: Cllrs Henly (Chairman), Hare, Lawson and Qusted

IN ATTENDANCE: Mrs H Knight (Clerk)

The meeting opened at 8.00pm

37. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Court & Lawson.

38. DECLARATIONS OF INTEREST

There were no declarations of interest.

39. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 14th July 2016 as a true and accurate record of the proceedings and the Chairman signed them.

- Clerk's Report

Update from 26.05.16- Item 9, Tri-Annual Tree Survey

When the tree surgery contractor started the tree works identified in the tri-annual tree survey, additional works were necessary, resulting in additional costs, as follows: (Approval was sought from the Chairman of Council prior to the works being carried out).

£250.00 for a dead tree on the main recreation ground, which HDC informed the Parish Council of. At the time of the tree survey, only the removal of dead wood was identified.

£300.00 to remove the arisings above the water line in Rivermead, as advised by the Tree Warden, to avoid any flood risk.

£350.00 for a split tree at Rivermead, identified in the tree survey as 'E' (Emergency). The tree surgery contractor was only asked to quote for P1's & 2 's. (Priorities). It was originally thought that the contractor carrying out the site clearance had cut down the tree, but it was later realised that this was a different tree.

These additional quotes take the contractor's quote up to £6220.00 +vat, which is still cheaper than the two other quotations provided. There is a £2000.00 budget for tree works this year and earmarked funds of £4139.00, so we will be slightly over budget by £85.00.

Additional Update

Part of the surface in the playground park had split and needed repairing. As ARD Playgrounds were due to come and conduct their inspection, they quoted £240.00 + vat to repair the surface, which the Acting Clerk authorised them to proceed with.

- A Member updated on an item from a previous meeting, relating to footpath ref. 3209, advising that the matter had now been resolved and WSCC had installed steps.

40. PUBLIC SPEAKING

There were no public present.

41. SIGNAGE: TO AGREE SIGNAGE FOR USE OF OUTDOOR GYPM EQUIPMENT

Members considered the design of the draft posters (previously circulated) depicting the gym equipment and safe usage. The final version would be A1 size showing each of the nine items of equipment, incorporating relevant minimum ages, core muscles used, description of each exercise and recommended repetitions dependent on ability. The sign also incorporates a short disclaimer giving clear advice of safe and responsible usage. Following discussion it was **RESOLVED** to approve the poster design without amendment, subject to clarification by officers that there was no additional cost. Following a query as to whether the gym trail was covered by the Council's insurance, the Clerk would check and confirm this.

Following the suggestion of whether a separate, more detailed disclaimer and safe use sign would be prudent, this was not considered necessary.

It was **AGREED** that residents in the vicinity likely to be affected by traffic during installation works should be advised of the possible inconvenience once the installation date is finalised - Officers to action.

42. PROVISION OF PUBLIC ART IN LOWER STREET

Cllr Hare reported. He had studied several CVs of artists forwarded by the Assistant Clerk following research, including an additional individual recommendation, two of these being sculptors. An attractive piece of artwork, following a dedicated clear up of the overgrown vegetation in the area, was felt achievable and could provide a feature attraction. Following discussion, it was acknowledged that it was imperative to first establish ownership of the relevant land/bank along the identified stretch of Lower Street. Ideas could then be formulated for possible vegetation clearance to give clear view of the proposed site, for further consideration of the way forward. It was **RESOLVED** that the Clerk would undertake research and report back.

43. RIVERMEAD: TO DISCUSS THE LONGER TERM PLAN FOR RIVERMEAD NOW THAT CLEARANCE WORK HAS TAKEN PLACE - MIN. 13, R&OS 26.5.16 REFERS

Some Members had visited the site. Concern was raised regarding the footpath and access to Rivermead: The footpath was in very poor condition and access to the path was sometimes obstructed by a parked car. The Clerk was asked to investigate ownership of the land the footpath transgressed and liaise with WSCC officers regarding maintenance - **AGREED**. In discussing future plans for the site, attention was drawn to several items of correspondence from residents living adjacent to the area, one in particular highlighting concerns as to whether Great Crested Newts inhabited the site. Members were mindful of the Council's duty

both to safeguard public and observe legislation regarding wildlife protection, biodiversity and land management practice. It was noted that the Council's contractor carrying out recent tree surgery at the site had confirmed the company's policy of checking for wildlife nesting / habitation before commencing work. Members were in agreement that the site has great potential as a wildlife site and community asset and the Council should progress improvements to the area as appropriately and sensitively as possible. It was therefore **RESOLVED** that the Clerk would seek professional advice from appropriate bodies regarding correct management and legislation adherence in the first instance and report back to inform decisions on future plans for the site and any further work.

44. RISK REGISTER: TO REVIEW AND IF ACCEPTABLE ACKNOWLEDGE ENTRY R3.2 TO THE R&OS RISK REGISTER

Members considered the Risk Register and specifically the detailed item R3.2. Following advice from the Clerk, it was **RESOLVED** to adopt the Risk Register with the inclusion of R3.2 and to further amend item R3.2 to include the following:-

- Under the column 'Impact', add to the bullet point identifying 'Injury to 3rd party' the words "leading to claims" to be consistent with earlier bullet points
- Under the column 'Impact', additional bullet point stating "Contravention of legislation leading to fine"
- Under the column 'Control action', 3rd bullet point 'Maintenance of footpaths and hedges' add the words "and streams"

45. CORRESPONDENCE

Members noted correspondence received as detailed.

HDC

Information regarding travellers near Ford Crossing. Already copied to Committee.

Nutbourne Common Recreation Ground (NCRG)

Email correspondence regarding a bonfire remains and rubbish left at NCRG. Copied to Committee.

Wey & Arun

July 2016 e-newsletter

August 2016 e-newsletter

CPRE

Countryside Voice publication- Summer 2016.

Allotment Holders

E-mail correspondence regarding the allotments x 2. Copied to Committee.

SDNPA

Highlights from June 2016.

S&SC

Minutes of meeting held on 24.05.16.

Memorial Garden

Email from L Dale advising that as she is moving out of Pulborough, she will hand over the reins of the 'Friends of the Memorial Garden' to Christine Tucker.

Neighbourhood Wardens (NW)

A request from the NW's to have a key to the MSF, to be another contact for balls going in the court and inspections etc. Members **AGREED** that a key could be

issued, purchased if no spare is already available, subject to officer confirmation that the MSF Caretaker has no objection to this.

46. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

- Consideration of ongoing maintenance of the Memorial Garden - Officers to obtain one or more contractor quotations to inform discussion.

47. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

- The bench and heather at Nutbourne Common - Cllr Queded to provide officers with photograph/s.

48. PAYMENTS RESOLVED:

Members approved the following payments:

Southern Water	67.26
Pulborough Social Centre	105.94
McVeigh Parker & Co Ltd	56.20
ABA (Construction) Ltd	444.00
Arun Mowers	109.94
Derek Paxton	145.00

Members queried a bill from HDC for refuse collection and this payment was not approved pending investigation by the Clerk - **AGREED**.

The meeting closed at 9.00pm

.....CHAIRMAN

.....DATE