



PULBOROUGH PARISH COUNCIL

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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 30th JANUARY 2014
AT THE SPORTS PAVILION**

PRESENT: Cllrs Wallace (Chairman), Henly, Lawson, Qusted & Walsh.

IN ATTENDANCE: Sarah Norman (Clerk), Lisa Underwood (Assistant Clerk) Jamie Makopa (Sovereign Play) and 1 member of the public

The meeting opened at 7.49pm

92. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Clarke, Gill & Spillane.

93. DECLARATIONS OF INTEREST

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

94. MINUTES

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 21st November 2013 as a true and accurate record of the proceedings and the Chairman signed them.

CLERK'S REPORT

Item 72- Play Equipment (*from meeting 24th October 2013*)

Issue regarding the fixing of the new panel has now been resolved, and Sutcliffe Play have agreed to carry out the works at no charge.

Item 88- Nutbourne Common Recreation Ground

Members should note that the minutes to be signed have been altered from the unconfirmed copy, circulated previously, to state that "Beechdown.....following the storms last month had not chipped the material at the site", rather than "not removed anything".

Additional Update regarding Trees

Resident of 10 Collingwood, has made an application to HDC for works to Parish Council owned trees, which border his property. Permission has now been granted and the Clerk has written requesting:

- a) details of the contractor that you will be using;
- b) copy of the instructions/plans given to the contractor including confirmation that they have received a copy of the HDC permission letter which stipulates the extent of the permitted work;
- c) copy of their insurance documents, including public liability.

95. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed Mrs Audrey Rose and invited her to speak on behalf of the Nutbourne Residents Association regarding agenda item no 6, Nutbourne Common Recreation Ground.

Meeting adjourned: 8.22pm

Meeting reconvened: 8.24pm

The Chairman thanked Mrs Rose for taking the time to address the Committee.

96. COUSINS WAY TRIM TRAIL

The Chairman welcomed Jamie Makopa from Sovereign Play who had been invited to the meeting following the quotations obtained for a trim trail at the Cousins Way Rec (*discussed previously as the meeting of 21st November 2013, minute no 86*).

Jamie provided a detailed plan of his proposals for the Cousins Way recreation ground. This has been designed utilising his previous Sports Science background to provide a practical and effective course. Jamie was requested to forward a copy of the plan via email, with explanations of his proposed positions. Jamie advised that this was still a work in progress and equipment could be tailored and/or removed from the plan as the Committee thought necessary. For example, it was noted that 4 different tyre designs were included, when only one would be required and Jamie recommended the 2 x 3 tyre design would be most appropriate in these circumstances. It was noted that the current cost of the project was £19,987.92 excluding VAT, but this could be reduced if the design was altered. It was noted that this quotation had a 30 day guarantee, but Jamie advised that as long as contact was maintained and the project on-going, the quotation would be honoured.

Members discussed further and whether they could view an existing installation nearby, Jamie advised that he had a list of suitable sites and he would liaise with the Clerk to arrange a viewing.

The issue of durability was raised and Jamie confirmed that they carried a 20 year guarantee, all wood was pressure treated and fire resistant, and Sovereign Play have their own £10m public liability insurance to cover incidents resulting from equipment failure. The Clerk raised the issue of instruction guides to be located by the relevant equipment to try and discourage incorrect use and subsequent incidents that could arise from mis-use. Jamie said he would be happy to design something suitable.

Members questioned how the equipment is fixed, and Jamie advised that all wooden frames are securely fixed to the ground, and he believes that the tyres are fixed in concrete. However he will confirm this and report back to the Parish Office. He also advised that for equipment above 1.5m, a grass guard is fitted underneath, which is the cheapest method, but may sink in 3-4 years. To ensure compliance with safety inspections, the growth of the grass through the guard would need to be monitored and action taken if the guard starts to come through. It was noted that this area would always be included within the 6 monthly safety inspections, currently carried out by ARD Playgrounds.

Members raised concern whether there was a need for this equipment, but after discussion the consensus was that it would be well used. However the need for publicity was highlighted as was the consultation with residents of Cousins Way and Orchard Way, which border the site, and this consultation (probably by letter) should be done before any order is placed.

With regard to timings, it was noted that the next meeting of the Planning Obligations Panel, at which any S106 application could be considered will be held on 14th April 2014, and the deadline for applications is 14th March 2014. It was, therefore, AGREED that the next step will be for a meeting on site, with members and Jamie to discuss the fine details of the design. The Clerk is to liaise with Jamie to arrange this for a time when the weather has improved. Jamie advised that from the point of order Sovereign have a 4-6 week lead time, within installation taking approx. 1 week.

Members thanked Jamie for his attendance and looked forward to seeing him again shortly.

97. NUTBOURNE COMMON RECREATION GROUND (NCRG)

Members discussed the on-going works at the common and noted the comments made earlier by Mrs Rose on behalf of the Nutbourne Residents Association (NRA) and noted the concerns raised about the loss of trees. Members also welcomed notification of the NRA's desire to be involved with the Parish Council in the future, of the common. Cllr. Lawson expressed a view that the Committee has an obligation to complete the heather seeding works, started at the outset of the project. The Clerk reported that, following a suggestion from Mrs Rose, she had contacted Ashdown Forest to ask if they had any heather cuttings, that they could supply to the Parish Council, but unfortunately they have now responded and advised that they are unable to assist. It will, therefore, be necessary for the Parish Council to purchase the necessary cuttings/seeds, but advice is needed in this regard.

Members enquired whether Mrs Rose, on behalf of the NRA, could speak to Mr Brickell, a resident at Nutbourne, about sourcing the seeds/cuttings and advice on their cultivation. Mrs Rose agreed to carry out this request and report back to the Parish Clerk. The Parish Clerk had carried out some basic internet research and it appeared that seeding needs to take place by April.

The Parish Council had the Nutbourne Village Design Statement at the outset of the project and the working group, comprising of Councillors and Nutbourne residents, agreed to the central clearing, as it stands today. It was acknowledged, further loss of trees, have been a result of storm damage and the Parish Office is currently liaising with Horsham District Council's Tree Officer to discuss potential replacement trees and will report back to the Committee for further discussion and site visit as soon as possible. The possibility of planting pine trees was discussed and all agreed that this was favourable, especially as these trees could give protection to the deciduous trees during bad weather. However, it was noted that, of the 8 pine trees currently within the common, several are being smothered by Silver Birches.

The existence of the original Rob Free report was noted and the Clerk was instructed to forward a copy to Cllr. Walsh.

The Clerk reported that she had been advised that dogs were able to get through the fencing, at certain points, and the Clerk was, therefore, instructed to obtain quotations for wire fencing at ground level to prohibit this and report back to Committee in due course.

It was noted that the rabbits are prevalent at the moment, and Cllr. Wallace advised that she knew of someone with ferrets who could address the issue, and members AGREED to this action.

Finally, it was noted that in addition to the obligatory works required, as a result of the tri-annual tree survey, Beechdown Arboricultural will be visiting the common shortly to provide a quotation for works required, on the grounds of safety, as a result of recent storm damage. A request was also made for a quotation from Beechdown for chipping at site, rather than material left in situ.

98. PLAYGROUNDS

Members received the safety inspection report from ARD Playgrounds, prepared in December 2013 and were very pleased at the minimal amount of work required.

The Clerk had requested costs from ARD, for the majority of the priority 1 and 2 works (safety surfaces, DDA accessibility and grass seeding were excluded at the current time), but these were not available for the meeting.

It was therefore proposed, with all in favour, that the Clerk be delegated authority to deal with this issue.

RESOLVED: The Clerk be delegated authority to approve works subject to a maximum of £500 and with the approval of the Chairman of the Council and The Chairman of the Recreation and Open Spaces Committee.

99. MAIN RECREATION GROUND

Members noted the comments made at the previous RecAd meeting regarding the state of the ground where the Pythons and football training areas overlap and ratified the decision of the Groundsman and Parish Clerk that alternative areas of the Main Rec be used for Python pitches, when their own pitch is unplayable.

100. MEMORIAL GARDEN

The Clerk reported that the application for S106 funding will be considered at the Planning Obligations Panel meeting on 17th February and Cllrs. Clarke and Quedstedt will be in attendance. The Clerk was also instructed to invite Cllr. Dale to attend the panel meeting.

It was noted that the issue will be discussed further at the Full Council meeting on 13th February, when decisions such as preferred contractor, size of sculpture, text for sculpture, guest to open the garden and details of the opening day will need to be agreed. Cllr. Walsh advised that he had a contact who may be suitable to produce the sculpture and he will make enquiries and provide details to the Parish Office.

101. CORRESPONDENCE

Resident Letters

Letters of support for upgrade of footpath. Copied to Committee.

Wey & Arun Canal Trust

- i) Quarterly Magazine (Winter 2013/14)
- ii) News - November 2013

S&SC

Confirmation requested for attendee(s) at Sports & Social Club Committee meetings held on Tuesday evenings in Parish Meeting Room on 18th February, 25th March, 29th April, 20th May, 24th June, 29th July, 19th August, 30th September, 28th October and 25th November 2014. *It was agreed at the meeting that Cllrs. Henly and Wallace will attend the meeting on 18th February with future attendees to be decided at future meetings.*

Sussex Wildlife Trust

Information regarding Pond Wardens and pond training. Copied to Committee.

102. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA.
None.

103. PAYMENTS RESOLVED:
That the payment of the following payments be approved and cheques signed:

PAYEE	AMOUNT/£
West Sussex County Council	9466.68
Sutcliffe Play Ltd	392.00
Sarah Norman	23.40
Travis Perkins	36.60
SSALC Ltd	216.00
Ray Quested	8.10
P Day	56.95
Wightman & Parrish	40.59

The meeting closed at 9.01pm

.....**CHAIRMAN**

.....**DATE**