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**MINUTES OF THE
RECREATION AND OPEN SPACES COMMITTEE
MEETING HELD ON THURSDAY, 11th FEBRUARY 2016
AT THE SPORTS PAVILION**

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

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

The meeting opened at 7.46pm

110. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Clarke.

111. DECLARATIONS OF INTEREST

There were no declarations of interest.

112. MINUTES

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

Clerk's Report from meeting on 14th January 2016

Item 95 - Minutes - Clerk's Report - Bylaws

The Parish Office didn't speak to Paul Cummins, however the Clerk looked into this matter herself and has advised that dog fouling can't be added to the by-laws as there is already an existing legislation- see copy information in packs.

With regard to the air drones, the Civil Aviation Authority has a 'Dronecode' - see attached in packs. In addition, Pulborough Parish Council's bylaws, part 6 (28), covers air drones by stating "No person shall cause any **power**-driven aircraft to....." - see attached in packs.

Item 95 - Minutes - Clerk's Report - Additional Update

Adept Heating have been called out twice since the last R&OS meeting on 14.01.16, it seems the water pressure keeps going down, which stops the water being pumped around the system. There may be a leak in one of the pipes, which may be the reason why the water pressure keeps dropping, so Adept will place a sealant into the system. In the meantime, the caretaker has been shown how to get the water pressure back up.

Item 97 - Electrical Testing at the Sports Pavilion

The Assistant Clerk checked with the PAT tester and he confirmed that equipment does not need to be PAT tested in situ, therefore the vacuum cleaner will be brought to the village hall when the PAT tester is here late February.

Item 103 - Footpath 2309

The Clerk sent a letter as instructed and a copy of the reply from the landowner was sent to all Members under 'Correspondence'. Nick Scott was also sent a copy of the landowner's reply and he emailed on 03.02.16, to advise that after consulting with his legal colleagues, he is now in the process of arranging the works, giving the landowners 14 days' notice. He will let the Parish Office now when the works have been completed.

113. PUBLIC SPEAKING

There were no public speakers.

114. POCKET PARK

Members received an updated list of the works required in Pocket Park, which is attached as Appendix 1.

Members noted that items 1, 2, 3 & 5 should come up on the recent tree survey report, so those works will be carried out as a result of the survey. Members instructed the Assistant Clerk to ask the Groundsman if he could carry out item 4. However, subsequent to the meeting, the Clerk has advised that there is a TPO across the whole of Pocket Park, so any tree works will require permission and will need to be carried out by a tree surgeon. Permission will be requested on one application once the results of the tree survey are received. The Assistant Clerk was instructed to write to neighbours before any work is carried out by the tree surgeons, to include a note about fly tipping.

After some discussion, the Committee AGREED to ask the Groundsman to carry out tasks 6, 7, (if not already carried out by the Litter Picker, the Assistant Clerk will check and if anything other than general rubbish is found, HDC's fly tipping department will be requested to remove any such items) and 14. Cllr. Court suggested that once the area, where school children from St. Mary's planted daffodils and anemone is cleared, the Head Teacher is contacted to ascertain if St. Mary's school would like to be involved in maintaining that area, to which Members AGREED. The Assistant Clerk will diarise this request.

The Assistant Clerk was also instructed to liaise with the Groundsman regarding the grass cuttings and come up with ideas for an alternative to depositing them in Pocket Park.

115. TRIM TRAIL

Members received a further revised plan and quotation of the trim trail on the main recreation ground with the proposed suggestion of all of the equipment being on one side of the gate in an irregular u- shape. The Assistant Clerk explained that this was requested from Sovereign to allow complete access by vehicles to the gate.

Cllr. Hare questioned the maintenance of the equipment. The Assistant Clerk advised that the inspection of the equipment will be carried out by the Contractor who completes the playground equipment's bi-annual inspection and any maintenance issues would be noted accordingly.

Cllr. Lawson queried what liability the Parish Council would have if the equipment is used by someone under aged. The Assistant Clerk advised that there will be notices displayed about the use of the equipment, hopefully including ages. The Parish Council can also display a disclaimer advising that people use the equipment at

their own risk. The Assistant Clerk will make enquiries regarding this and consult other parishes who have this type of equipment.

Cllr. Lawson noted that the use of toilets was required by the installation team and if they are not available a charge would be added to supply facilities on site. The Assistant Clerk said she would look into this matter, but subsequent to the meeting the Assistant Clerk noticed that the T&C's state that public facilities need to be available within a 2 mile radius. As there are public toilets at the local supermarket, this will meet the T&C's.

At the previous R&OS meeting on 14.01.16, Members had requested that the plans be circulated to the houses that immediately face onto the recreation ground (New Place Road) to ask for their comment, however now that the revised plans place the equipment at quite a distance from these houses, the Assistant Clerk suggested that these residents did not need to be contacted. Members AGREED to this suggestion. It was noted that some of the equipment was in close proximity to the bandstand but Members still AGREED to refer the revised plans and quotation back to Full Council for ratification of the expenditure and instruction for a S106 application.

Resolved: Refer the revised plans and quotation back to Full Council for ratification of the expenditure and instruction for a S106 application.

116. HOGWEED

Cllr. Hare commented that there was a lot of publicity last year about the affects hogweed could have on people i.e. it can cause blisters and get into your system. Last year there was hogweed along the A29 and Cllr. Hare questioned who is responsible for having it removed and how do people know who to call. The Assistant Clerk advised that WSCC would be responsible along highways.

Cllr. Hare suggested that an article is published in the Parish Magazine giving safety advice and advising people who they should contact to report locations of where hogweed is growing. Members AGREED this was a good idea and instructed the Assistant Clerk to facilitate accordingly.

Resolved: Publish article in Parish Magazine regarding hogweed.

117. YOUTH WORK – NEW JUNIOR CLUB

Cllr. E Wallace advised that there is, currently, no U10's youth club. Therefore, she and David Howling, Minister for Pulborough Baptist Church, are considering setting one up, to be held in St. Mary's school hall. David is liaising with the school. Cllr. E Wallace will keep the Committee informed.

118. CORRESPONDENCE

Nutbourne Common Recreation Ground (NCRG)

Email regarding NCRG and the volunteering session on 07.02.16. Copied to Committee. *Cllr. Lawson commented that it would be beneficial for all R&OS Committee Members to go to NCRG when the heather and the bluebells are out so that Members can visualise the area when discussions about NCRG take place.*

Land Owner of Redfold Farm

Letter in response to the Parish Council's letter regarding footpath 2309. Copied to Committee.

Tree Warden

Email from the Tree Warden regarding the new planted trees on the recreation ground. Copied to Committee.

Lead and Cadmium Paint Statement

Following media coverage regarding lead and cadmium paint, email confirmation from ARD Playgrounds advising any paints they use do not have lead, beryllium, cadmium or zinc in them.

Sports & Social Club

Minutes of meeting held on 17th November 2015 and profit and loss figures from April to December 2015.

SDNPA Soft Sand and Silica Sand Study 2015

Email regarding the above. Copied to Committee.

WSCC

Email regarding ideas to improve the walking and cycling network in your area. Copied to Committee.

SDNPA

Notification of a 'Sussex Pathwatch' meeting on 1st March 2016, 11.30am to 1pm in Midhurst

119. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON NEXT AGENDA

- None

120. ITEMS TO BE PUBLICISED ON SOCIAL MEDIA

- Hogwood – safety advice and who to contact.

121. PAYMENTS RESOLVED:

Members approved the following payments and the cheques were signed.

PAYEE	AMOUNT/£
Pulborough Social Centre	65.80
Wightman & Parrish Ltd	45.52
D Blunden	240.00
ABA (Construction) Ltd	156.00
Derek Paxton	62.00

The meeting closed at 8.39pm

.....CHAIRMAN

.....DATE

Pocket Park

1. Fell dead alder tree
2. Fell/Reduce 2 trunks of tree leaning by stream (possibly silver birch)
3. Cut & remove large bough over path
4. Cut and remove our branch over neighbours shed
5. Coppice hazel to enable new young growth
6. Remove angle iron from ground by wood bridge (or knock in ground)
7. Remove all rubbish re fly tipping from site
8. Letters to all neighbours re fly tipping and before any work carried out to Pocket Park to inform neighbours
9. Make arrangements for alternative area for deposit of grass cuttings by groundsman and cricket club as currently being dumped in park
10. Source replacement sign as erected originally by Pocket Park Assoc.
11. Refurbishment of noticeboard by bridge
12. Monitor MOT situation over bridge
13. Place a RUSTIC bench by stream (LW identified good location)
14. Clear all rubbish, brambles etc from area which schoolchildren from St Mary's planted daffodils and anemone. PW was au fait with this area and perhaps when cleared, St Mary's school may wish to continue with this area.
15. All rubbish/cuttings etc to be removed or a bonfire in the area was suggested but agreed that the position on bonfires need to be checked.

Works already carried out by Groundsman

- a). Cut back holly tree adjacent to paths (enabling 2 people to walk side by side)
- b). Cut back brambles to clear blocked path with brush cutter and maintain path way open (PW said the Pocket Park Assoc gave their brush cutter to Parish Council)
- c). Fill rabbit holed by paths

Works ongoing by Groundsman

- i). Cut back ivy from trees (debatable as matter of opinion)
- ii). Remove branches and debris from stream and maintain