

## PULBOROUGH PARISH COUNCIL

A meeting of the Recreation & Open Spaces Committee was held at the Village Hall on Thursday 16 January 2003 at 7.30 pm

**Present:** Miss K Medhurst (Chairman) Mrs C Barnett  
Mrs L Speer Mr D Jolliffe  
Dr A Tilbrook Mr P Williams

### Representatives

Mr G Barclay (Pythons) Mr P Cooper (Allotments)  
Mr B Feest (Cricket Club)  
Mr J Leadbeatter (Groundsman)  
Mr J Jupp (Football Club) Mr K Speer (Men's Club)  
Mr A Steele (Rugby Club)

### 1 APOLOGIES FOR ABSENCE

Mr E Steele (Bowling Club)

### 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3 MINUTES

The minutes of the meeting held on 7 November 2002 were agreed and signed as a correct record.

#### 3.1 Matters Arising

#### ACTION

##### (i) Showers

Miss Medhurst reported that Mr Jolliffe was in the process of obtaining quotations for the replacement of the water heating system and shower heads and for the installation of ventilation.

##### (ii) Cleaning Arrangements for the Changing Rooms

Representatives reported no complaints.

##### (iii) Equipment Shed

Mr Jolliffe said that he had been unable to undertake repairs to the roof of the brick built shed next to the tractor shed. It was agreed to ask David Price to repair the roof. Since this was a small job, there would be no need to obtain other quotations.

Clerk

##### (iv) MSF

Miss Medhurst thanked Mr Jupp for obtaining a quotation for replacement floodlights and said that this would be considered at the end of the meeting.

##### (v) Playground Inspections

Mr Williams reported that all the repairs detailed in the minutes had been completed.

##### (vi) Bollards

It was reported that Forestry Enterprises had been asked to install concrete bollards at the entrances to the recreation ground opposite the School and at Collingwood and Nutcroft. Some of the posts at Nutcroft would need to be retractable to permit the Groundsman access to Cousins Way.

Clerk

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Mr Leadbeatter said that he needed a 10 foot gap for the mowers. He reported that there were 6 inch deep ruts across the rugby pitch. Mrs Barnett said that people were still parking on the ground. Mr Steele apologised and said that he had told the Mini Rugby Club that somebody needed to take responsibility for stewarding parking. He suggested that it might be worth installing no parking signs on the edge of the recreation ground.

**ACTION**

Mr Leadbeatter said that the rugby pitch was a quagmire. The ground could not cope in the current weather conditions with matches on Saturday followed by 50-60 children playing on Sunday. He had told the Club not to play on one Sunday. This had not been a problem but the Club should take responsibility for deciding when the pitch was not fit for play and not wait to be told. Members agreed and it was decided to review the Clubs' licences.

**Clerk**

#### **4 NEEDS ASSESSMENT FOR OPEN SPACE, SPORT AND RECREATION**

The Committee considered the questionnaires provided by Horsham District Council. It was agreed that the Parish Council's response should include the following points:

- Pulborough did not have a sports ground and needed to acquire additional space to cope with the demands on the recreation ground. The latter should be available for cricket and general recreation only.
- the only indoor sports available in Pulborough were snooker and short mat bowls. It should be noted that snooker was not part of the Sports and Social Club. There was considerable demand for more indoor sports facilities and they would be well used.
- swimming pool provision was very poor in Pulborough. The only access to pools in Horsham and Steyning was by car because public transport was poor and non-existent in the evenings. This excluded young people from using the facilities.
- there was no mention of allotments. These should be included and the volume was about right.

Miss Medhurst thanked Mr Williams for completing questionnaires in respect of Carpenters Meadow, Mare Hill Common, Masons Way Play Area, The Moat, Nutbourne Common, Pocket Park and Rivermead. It was agreed that these should be sent to the District Council.

**Clerk**

Members were asked to email any additional comments to the Clerk by Monday, 21 January.

**Members**

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- 5 SPORTS CONSULTATION GROUP** **ACTION**
- Mr Steele said that he felt very positive following the recent meeting. Mr Jupp said that he did not feel that comparisons with Billingshurst were valid. Billingshurst had experienced considerable development and had plenty of suitable land and funds. Miss Medhurst said that Mr Shaw had undertaken to provide a paper for the Committee's next meeting. **JS**
- 6 REPRESENTATIVES' REPORTS**
- 1) Football Club**  
Mr Jupp said that there had been no games since the last meeting because the ground was either too wet or too frosty. This had created a backlog of games to be played by the end of the season. Mr Jolliffe suggested that the grounds at Brinsbury College might be available if the need arose.
- 2) Rugby Club**  
Mr Steele reported that there had been 4 or 5 games at home and that the season was going well. The Club was relatively happy apart from playing space issues.
- Mr Steele asked whether ambulance access to the recreation ground should be via the locked gate opposite the School. Members said that ambulance access was by the basketball court.
- 3) Cricket Club**  
Mr Feest said that the Club was thriving with more than 100 junior members and a total of 150 members. He reminded the Committee that the Rugby Club had agreed that there would be no practice at all South of the cricket square. This agreement had been broken and Mr Feest did not see how the ground could recover. Mr Steele reiterated that there just was not enough space and said that the Club would train on the Cousins Way field as soon as the fence was erected.
- 4) Pythons**  
Mr Barclay said that there had been little activity and that there were no problems.
- 5) Men's Club**  
Mr Speer reported that the season was going really well and that the A team was top of the premier division and the C team top of division 2. He and his partner had been selected for an inter County match and membership was coming along nicely.
- 6) Allotments**  
Mr Cooper said that there was little activity on the allotments which were a quagmire at the moment. He commented that the ditch had not yet been cleared. It was reported that Forestry Enterprises hoped to clear the ditch the following week.
- 7) Groundsman**  
Mr Leadbeatter said that the machinery was being serviced.

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- 7 DATE OF NEXT MEETING: Thursday 13 March 2003 ACTION**
- The Sports representatives left the meeting.
- 8 OTHER MATTERS ARISING**  
There were no other matters arising.
- 9 RISK ASSESSMENT**  
Copies were circulated of a first draft risk management system for Recreation & Open Spaces. The following changes were agreed to the draft:
- the risk definitions and format should be amended in line with those in the draft considered by full Council
  - the risk categories should be expanded to include lifebuoys and gates and to separate the basketball and cricket practice areas; there should be one item for tractors and equipment
  - the internal controls should include feedback from Sports Clubs on the recreation ground and the Reserve Fund for the MSF.
- Clerk**
- 10 MSF LIGHTS**  
Members noted the quotation from Floodlighting Ltd for the replacement of the lights previously installed by the Company. It was agreed to ask Floodlighting Ltd whether it was possible to install retractable lights to facilitate the replacement of bulbs. Mr Williams undertook to enquire about sources of advice and alternative quotations for floodlights.
- Clerk  
PW**
- 11 VENTILATION AND BOILER**  
Mr Jolliffe reminded Members that quotations for changes to the system had been sought from Goodwins, Hamilton Cole, Adept Heating and Saunders. Adept and Hamilton Cole had provided quotations but Goodwins had failed to respond despite numerous reminders. Saunders proposed to retain the existing boiler for space heating but to install a new system to heat water for the showers and to replace the existing showerheads. Saunders also proposed to install a single fan and ducting which would be a cheaper option for ventilation than that proposed by Hamilton Cole.
- After discussion, Members decided that the Saunders proposals represented a more cost effective long term solution to current problems than the alternatives available. Dr Tilbrook proposed that the Committee should recommend to full Council that the Parish Council should accept the quotation from Saunders for the installation of a new water heating system at the pavilion, subject to the receipt of adequate funds from the Section 106 Agreement in respect of the Five Bells public house. Mrs Speer seconded and the proposal was agreed unanimously.
- DJ**

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It was further agreed that the question of ventilation should be considered separately and that any balance of funds from the Section 106 Agreement should be used for ventilation and to improve the toilet facilities at the pavilion.

**ACTION**

### 12 PLAYGROUND INSPECTIONS

Mr Williams proposed and all agreed that playground gates should not normally have latches. Mr Jolliffe undertook to repair the latch on the main playground. It was agreed to ask the Warden to fix the two new holes in the fence at the North end of the main playground. Mrs Speer said that she knew somebody locally who might be available to undertake small jobs for the Parish Council. Mr Williams said that he would draw up an action list for the playgrounds when he undertook the next inspection to avoid confusion about outstanding tasks.

**Clerk**

**PW**

### 13 CORRESPONDENCE

There was no correspondence.

### 14 ITEMS RAISED BY COUNCILLORS

#### 1) **Pulborough Community Awareness Day**

Mr Jolliffe reminded Members that their support was needed the following day.

**Members**

#### 2) **Needs Assessment for Open Space**

Members considered the District Council's request for verification of facilities within the Parish. It was agreed that Downlands, the Bank at Glebelands and Tudor Close should not be included in the register of Parish facilities. Mrs Speer said she believed that The Moat belonged to the County Council.

**Clerk**

#### 3) **Carpenters Meadow**

Mr Williams said that the playground and amenity green space was a disgrace. There were two dead trees and damaged equipment and the area appeared unsafe and unmaintained. It was agreed to write to Saxon Weald Homes.

**Clerk**

#### 4) **Cousins Way**

Mrs Barnett said that the dumping problem had not been resolved. It was agreed again to the resident responsible for the problem.

**Clerk**

#### 5) **Next Meeting**

Miss Medhurst said that she would not be able to attend the meeting on 13 March. It was agreed that the Agenda should include the following items:

**Clerk**

- a review of the Committee's terms of reference: Mr Williams said that he would review the terms of reference of all Committees and Miss Medhurst asked Members to reflect on this question before the next meeting

**PW**

**Members**

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- |                                                                                                                                                                                              |               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| - a review of the rents payable by Sports Clubs and the terms of their agreements: it was suggested that these should include prevention to penalise Clubs which damaged other Clubs' ground | <b>ACTION</b> |
| - a discussion about dog signs: Miss Medhurst suggested that the County Council might be able to advise on a form of words.                                                                  | <b>Clerk</b>  |
|                                                                                                                                                                                              | <b>Clerk</b>  |

The meeting closed at 9.30 pm.

..... Chairman

..... Date