

PULBOROUGH PARISH COUNCIL

A meeting of the Recreation & Open Spaces Committee was held at the Village Hall on Thursday 13 March 2003 at 7.30 pm

Present: Mr D Jolliffe (Chairman) Mrs C Barnett
Mrs L Speer

Representatives

Mr P Cooper (Allotments) Mr J Leadbeatter (Groundsman)
Mr J Jupp (Football Club) Mr A Steele (Rugby Club)
Mr E Steele (Bowling Club)

1 APOLOGIES FOR ABSENCE

Miss K Medhurst Mr P Williams
Mr K Speer (Men's Club)

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 MINUTES

The minutes of the meeting held on 16 January 2003 were agreed and signed as a correct record.

3.1 Matters Arising

ACTION

(i) Showers

It was reported that the District Council expected the Section 106 Agreement which should provide the necessary funds to be available within a month.

(ii) Cleaning Arrangements for the Changing Rooms

Mrs Barnett and Mrs Speer reported that they had monitored the changing rooms and that the cleaning was acceptable and certainly better than previously. However, they had found glasses in the rugby changing rooms and evidence of balls bounced against the walls. Mr Steele said that he would speak to the Club. Mrs Barnett said that they had been unable to gain access to the football changing rooms because the keys were missing from the boiler house. Mr Jupp undertook to replace the keys.

AS

JJ

It was agreed that new shower curtains were needed to prevent water jetting into the rooms. Mrs Barnett asked whether clubs could sweep mud from the concrete area. It was agreed to erect a notice asking members to sweep the path.

Clerk

Clerk

(iii) Equipment Shed

It was reported that arrangements had been made to repair the roof the following week.

(iv) Allotments

It was reported that Forestry Enterprises had been asked to clear the ditch the following week.

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(v) MSF Lights **ACTION**

It was reported that Floodlighting could supply cantilever lights at a cost of £1,000 each including a concrete base. Mr Jupp undertook to try to identify somebody who would replace the bulbs on the existing lights. Mr Jolliffe said that he would make enquiries about alternative suppliers.

JJ
DJ

(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.

4 SPORTS CONSULTATION GROUP

Mr Shaw reported that at its next meeting the Group would be reviewing the need to relieve pressure on the recreation ground facilities and then turning its attention to the outdated facilities at the pavilion.

5 REPRESENTATIVES' REPORTS

1) Allotments

Mr Cooper said that he had nothing to report.

2) Groundsman

Mr Leadbeatter asked Mr Jupp and Mr Steele to ensure that the posts were removed at the end of the season.

3) Rugby Club

Mr Steele reported that the Club had postponed erecting the fence on the Cousins Way recreation field until the beginning of the next season. Flyers to notify residents were in hand with Miss Medhurst.

Mr Steele said that dog fouling was still an issue. Two bags had recently been filled with dog waste and three tackle bags had been smeared with dog faeces. Mr Cooper suggested that an article might be helpful in the Parish Magazine. This had helped in tackling a similar problem at the churchyard. It was reported that the District Council had promised to provide more dog fouling penalty signs and that they would take action against offenders if evidence was provided.

Mr Steele said that a training session for the under 13s on the previous Sunday had been interrupted by youths on motor bikes. They had also suffered abuse when asking somebody to move their car which was blocking the gate. The Mini Rugby section also received abuse and bad press for parking. Mr Leadbeatter said that people were driving on the recreation ground. Mr Jolliffe said that he would raise this at the briefing meeting of the new Police team.

JJ/AS

DJ

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Mr Steele said that the Rugby Club's next priority was storage facilities and asked the Parish Council to expedite the extension of the shed.

**ACTION
KM**

4) **Football Club**

Mr Jupp said that the Club had been asked to keep off the training area to enable the Cricket Club to prepare the cricket outfield for the season. Mr Leadbeatter said that the outfield was a lot better this year.

Mr Jupp said that fixtures should not overrun too much this year. The 2nd team had finished; the 1st XI was up to second in the league. The pitch might be wanted for one of the league cup finals.

Mr Jupp said that the dog bin by the MSF had not been repaired. He also said that people were attaching bags on the back of the bin by the Bowling Club because it was often full.

5) **Bowling Club**

Mr Steele said that there was little to report. He invited Members of the Parish Council to attend the Club's Open Day on 10 May. It was reported that the Parish Council had ordered an additional streetlight to be installed on Rectory Lane outside the Bowling Club.

All

6) **Men's Club**

Mrs Speer said that the Club was doing very well. The A side was top of the premier league at the moment and the B team was doing well too. There had been good press coverage for a member who achieved 104 in one frame.

7) **MSF**

Mr Jupp said that the MSF was very well used at present. He would try to arrange for the surface to be jet washed at the end of the season. Mr Jupp asked the Parish Council to purchase new 5-a-side nets.

Clerk

6 DATE OF NEXT MEETING: Thursday 22 May 2003

The Sports Representatives left the meeting at 8.20 pm.

7 GROUNDSMAN'S PAY

It was reported that the Groundsman had requested payment on a flat monthly basis. Mr Jolliffe suggested that the annual pay should be calculated on the basis of Mr Leadbeatter's pay during 2002/03, increased in line with the award due in April. The Groundsman should still complete time sheets and receive four weeks' paid holiday. His pay would be adjusted to accommodate any over or underpayment at the end of the financial year. Mrs Barnett proposed that the Groundsman should be paid on a flat monthly basis on these terms. Mrs Speer seconded and the proposal was agreed unanimously.

Clerk

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Mr Leadbeatter left the meeting.

ACTION

8 OTHER MATTERS ARISING

1) Bollards

It was reported that the cost of erecting bollards on the main recreation ground would be approximately £800 made up as follows:

-	60 – 65 posts at £6	£390
-	digger	£230
-	ballast	£ 30
-	other labour	£150

Mr Jolliffe proposed that Forestry Enterprises should be engaged to erect the bollards on these terms. Mrs Barnett seconded and the proposal was agreed unanimously.

Clerk

9 TERMS OF REFERENCE

It was reported that Miss Medhurst was not happy that the Committee should be defined as an advisory committee. However, Members noted that the Committee had always been advisory because the membership included sports representatives. It was decided to recommend the terms of reference to full Council on the basis that Miss Medhurst would have the opportunity to raise her concerns at the meeting of full Council.

10 SPORTS CLUB LICENCES AND RENT

Copies of a sports club licence were circulated for Members' information. It was agreed to consult Horsham Leisure Services about appropriate levels of rent and to ask Billingshurst, Storrington and West Chiltington Parish Councils what they charged.

Clerk

11 VENTILATION AND BOILER

Mr Jolliffe reminded Members that the Parish Council had agreed to accept the quotation from Saunders subject to receipt of the Section 106 funds from the development of the Five Bells.

12 DOG SIGNS

Mrs Speer proposed that Mark Weston should be asked to provide a sign to be erected near the pavilion asking people to keep their dogs to the edge of the field. Mrs Barnett seconded and the proposal was agreed unanimously. It was also agreed to ask the District Council for 10 penalty signs which could be erected on both recreation grounds.

Clerk

Clerk

13 PLAYGROUND INSPECTIONS

It was reported that Mr Williams suggested that Ash Reid Design should be instructed to replace the cargo net on the rainbow tower and to tension the loose climber bracket. He would monitor the other suggested repairs monthly and inform the Committee when further work was necessary. Mrs Speer proposed that the Committee should implement Mr Williams' suggestions. Mrs Barnett seconded

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should implement Mr Williams' suggestions. Mrs Barnett seconded and the proposal was agreed unanimously. **ACTION Clerk**

14 CORRESPONDENCE

1) Sports and Social Club Rent

It was reported that the Social Club had been invoiced for four quarters as instructed by Mr Shaw but had responded that they had already paid the Sports Trust for the first two quarters. It was agreed to ask Mr Shaw for a copy of the Sports Trust accounts for the first two quarters. **Clerk**

2) Pavilion Insurance

It was reported that the Parish Council had paid the insurance for the Sports & Social Club and needed now to issue an invoice for reimbursement of the Club's contribution. The Licence required the Club to reimburse the premium for theft, loss of profits, money held on premises, Public Liability and Employers' Liability.

The total cost of the insurance was £2,458.71. This comprised:

Employers + Public Liability	£1,033.46
Business interruption	£ 136.86
Material damage	£1,288.38

It was agreed that the Parish Council should contribute 50% of the cost of the insurance for Material Damage (£644.19) and invoice the Club for the balance of £1,814.52. **Clerk**

It was reported that the Parish Council's Insurers had advised that the Parish Council could require the Club to insure the buildings but that there could not be dual cover. Members agreed that, since the Parish Council paid the premium for the Club's insurance, the Club should continue to insure that part of the pavilion covered by the Licence.

It was reported that the Finance & Policy Committee had identified a need for an insurance valuation of the pavilion and of the Parish Council's tractors and ground maintenance equipment. The Groundsman had undertaken to ask Arun Mowers to assess the replacement cost of the tractors and ground maintenance equipment. An insurance valuation of the pavilion would cost approximately £400. Mrs Barnett proposed that the Parish Council should proceed with an insurance valuation survey of the pavilion. Mr Jolliffe seconded and the proposal was agreed unanimously. **JL Clerk**

3) Seat in Car Park

It was reported that PC Parker would like the bench near the car park steps to be removed as a crime prevention measure.

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After discussion, it was agreed that the Parish Council should ask the District Council to remove the seat in order to maintain good relations with Sussex Police.

ACTION
Clerk

15 ITEMS RAISED BY COUNCILLORS

There were no items raised.

The meeting closed at 9.45 pm.

..... Chairman

..... Date