

**MINUTES OF THE OF THE PLAYING FIELDS COMMITTEE MEETING
HELD ON TUESDAY 19th NOVEMBER 2013 AT THE STEYNING CENTRE AT 7.30p.m**

PRESENT: Cllr Ness-Collins (Chairman)
Cllrs Bowell, Toms, Staines & Marshall
Cllr Muncey – SO 3(c) part meeting
4 Members of the public were present
The Clerk was in attendance

1. APOLOGIES

There were apologies for absence from Cllrs Lloyd & Trundle.

2. DECLARATIONS

- 2.1** There were declarations of interest from Cllr Toms on item 7.1 on Allotments. Cllr Muncey personal interest in item 4.7 benches.

3. MINUTES

- 3.1** It was **proposed** by Cllr Ness-Collins and **seconded** by Cllr Bowell that the minutes of the meeting of 24th September 2013 be agreed as a true record. This was **Agreed**.

4. MATTERS ARISING AND ACTIONS

- 4.1** Inspection of allotment fencing – ongoing, Cllr Ness-Collins and Toms have inspected and will inspect again later in the year and report back to committee.
- 4.2** Cost of signs playgrounds – ongoing.
- 4.3** Review of Allotment procedures – ongoing, the clerk has received regulations from Horsham District council which are being reviewed in conjunction with our existing regulations.
- 4.4** Contact with DEFRA and section 106 funding for play equipment fencing – ongoing.
- 4.5** Play inspection report is on the website.
- 4.6** Quotes and styles for fencing Play area MPF – agenda item.
- 4.7** Benches in MPF – these have been inspected and Cllr Ness-Collins reported that once they are no longer fit for purpose we would need to remove them. Cllr Ness-Collins said they were serviceable at present and most of these benches had been donated to the PC but the parish council did not have the funding to replace them. Grasscrete under the benches is settling in well. Future donations of benches should include repair costs, maybe a capital sum to put in reserves. Agenda for future meeting for discussion.
- 4.8** The fee increases have been implemented.
- 4.9** Chandlers Way overgrowth, the resident has been contacted to inspect. Cllr Toms to inspect again.

5. QUESTIONS FROM THE FLOOR – the chairman suspended the meeting to allow questions from members of the public.

- The FoMPF wrote to PC about tendering for grass cutting contract.

The tenders have not gone out yet but FoMPF are on the list and will be included when tenders go out.

- Play equipment where concrete has been removed has metal sticking up and could be a trip hazard.

Inspected yesterday and there are a couple of small holes to be filled. I would not personally think the concrete is dangerous, but I will inspect again.

Post meeting: Cllr Ness-Collins inspected the area on Thursday 21st November and recommended removal of the concrete which was completed on 27th November, the small holes were filled on 28th.

- With seniors football pitch who decides on play due to weather. What happens on a Friday afternoon or Saturday morning if the weather is bad.

We do – take view on Friday am and then to a degree it is left to the referee's discretion. The referee has responsibility from a safety point of view. Referees are also told to err on the side of caution by the Sussex County FA.

- Is anyone looking after the field now as I understand the contract is finished.

The contract does not end until March 2014.

The meeting was re-convened.

6. MEMORIAL PLAYING FIELDS

- 6.1** Councillors had been circulated quotes received for the fencing in the play area on MPF which ranged between £4,700 to £14,000. The clerk circulated pictures of styles of fencing to those present. Cllr Ness- Collins said that committee needed to agree the style of fencing and quote in order to progress this further. Depending on the style chosen the quote may differ slightly and the Clerk would check this. It was **proposed** by Cllr Staines, **seconded** by Cllr Toms to get quote for Post and rail type of fencing. The Clerk will obtain an updated quote and bring back to the next committee for approval. This was **Agreed**.

7. ALLOTMENTS

- 7.1** There was no report from the Allotments Association.

8. ABBEY ROAD

Cllr Marshal introduced this item and said he would like to see a pond which would help to increase the population of toads and frogs and the government have put over £1m to enable people to do this. This seems like a good idea and with a grant we could do this. Do committee agree that we want a pond. There was agreement to the idea. There is a natural pond in the winter. Would firstly need to find out what grants are available. Would need inspection by consultant. Cllr Marshall will get list of consultants and what grants are available and cost of consultation. Would need a risk assessment if it proves viable. Need to find out what risks may be involved. To bring back to committee.

9. FINANCIAL REPORT

- 9.1** There were no petty cash payments for October 2013.

Receipts and payments for October were as previously circulated.

Cllr Ness-Collins **proposed** and Cllr Howell **seconded** to agree this expenditure. This was **Agreed**.

9.2 Draft budget sheets had been circulated to councilors.

Cllr Ness-Collins asked if there were any comments. Water costs need to include full sum next year.

The chairs of committee are meeting at the end of this week to formalise the budgets and it is recognised that savings where possible will need to be made. Any suggestions from committee need to be with the Clerk by Thursday.

10. OPEN SPACE MONITORING

10.1 NORMAN WAY – Cllr Staines reported the area still needs some attention. Need to decide what needs doing to get some grant funding.

ABBEY ROAD – Cllr Marshall reported looks good.

SOUTH ASH – Cllr Ness-Collins reported looking OK.

FLETCHERS CROFT –Cllr looking quite good, small hole in play surface.

CHANDLERS WAY – Cllr Toms reported fence at top needs attention – to write to house owner.

MEMORIAL PLAYING FIELD – Cllr Ness-Collins reported looking good. Some litter in bins as vehicle could not get across and some full of dead fireworks.

10. COMMUNITY INFRASTRUCTURE LEVY

Committee was asked if there were any projects to add to the Community Infrastructure Levy and the improve fencing around allotments.

11. INFORMATION ITEMS

Email from Steyning Festival to be Sunday 1st June 2014 not 31st May.

12. DATE OF NEXT MEETING: Tuesday 21st January 2014 at 7.30 pm.

The Chairman closed the meeting at 8.10 p.m.