

**MINUTES OF THE OF THE PLAYING FIELDS COMMITTEE MEETING
HELD ON TUESDAY 24th SEPTEMBER 2013 AT THE STEYNING CENTRE AT
7.30p.m**

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

1. APOLOGIES

There were apologies for absence from Cllr Bowell.

2. DECLARATIONS

2.1 There were declarations of interest from Cllr Toms on item 7.1 on Allotments.

3. MINUTES

3.1 It was **proposed** by Cllr Ness-Collins and **seconded** by Cllr Llyod that the minutes of the meeting of 20th August 2013 be agreed as a true record. This was **Agreed**.

4. MATTERS ARISING AND ACTIONS

4.1 Grass-crete under the benches – this has now been completed.

4.2 Meeting with clubs re: Village Green will be arranged once a protocol is agreed.

4.3 Inspection of allotment fencing – ongoing, Cllr Ness-Collins and Toms have inspected and will inspect again in Autumn and report back to committee.

4.4 Play inspection report onto website – ongoing. Taken to F & C committee and expenditure agreed. Order placed awaiting date of works.

Cost of signs – ongoing.

4.5 Erection of polytunnel Rublees Allotments – planning permission is required and allotment holder informed and is applying.

4.6 Review of Allotment procedures – ongoing.

4.7 Information about parking at allotments and one way system for Rublees going out with invoices this month.

4.8 Following the agreed motion at Full Council meeting of 9th September the committee is required to progress the fencing of the play area in MPF. The Clerk is in the process of updating the quotes originally received for wooden fencing but Cllr Muncey has suggested committee look at metal fencing. Some metal fencing designs were passed to councillors. Committee is asked to decide which type of fencing is required. The Clerk is also investigating an additional sum of Section 106 funding and a meeting is being held with HDC in mid October to give details on how to access/apply for this funding.

Cllr Muncey said she felt the fencing needed to blend into background like tennis court fencing.

Would prefer to see wooden fencing but how high.

3ft or 1 meter.

Wood in a dark green colour would be suitable. Wood is natural option.

Would a wooden fence be robust enough to take footballs etc.

It was Agreed 5 – for and 1- against (would prefer plastic) to look to progress wooden fencing and the clerk to get updated prices and more options and bring back to committee.

4.9 Report from Cllr Muncey on progress on Dog Fouling Campaign.

The campaign will run from 21st October to 1st November to coincide with the clocks going back on 27th October. Working with PCSO Tom Slaughter, Warden Michael Pearce and resident Bean Dodson so far the following is in hand:

- Poster campaign featuring Charlie the dog at Steyning's last chance saloon (to build interest leading up to campaign). Campaign asks dog owners to keep Steyning safe and clean but also raises possibility of dog control orders, either fines or on leads in certain areas.
- Article in Your Steyning October edition
- Appeal for volunteers to assist with campaign
- Offer from Steyning Pet Shop of free poo bags with purchase of certain items e.g dog fluorescent jacket
- Contact made with Strikers, dog walk organisers, junior school, grammar school and playgroups asking them to get involved- offer of short story about Charlie the dog for the younger ones.
- Contact made with Steyning Downland Scheme with possible 'flick it with a stick' signs for path from MPF to Rifle Range.
- Day of Action on Monday 28th October involving Junior Wardens, Police cadets, dog walkers and volunteers. To meet in MPF for press photo call at 11am then to leaflet along both sides of the High Street.
- Steyning Woodcraft Folk to help make marking flags.
- During 2 weeks of campaign volunteers to flag and circle any fouling seen on pavements, twittens or parks- to be cleared away at end of fortnight.
- Investigating Green Dog Walkers Group- initiative set up in Falkirk and adopted by several big local authorities as an ongoing positive reinforcement- David Barling informed.

Parish has already helped with copying and laminating A4 posters of Charlie. Now would like 50 A4 photocopies for flags and 50 photocopies of A4 handouts asking for volunteers and Hazel to make list if any potential volunteers ring up. Warden Michael says Horsham Print might help with Junior Warden banners and 200 fliers to be handed out. I also need to buy lollysticks, and glue to make flags and playground chalk for marking- cost up to £20 in all.

Concern about lollysticks could be seen as dangerous. Could use spray or drinking straw. Cllr Muncey will take this comment on board.

Picking up after will be by volunteers. Have some already.

Cllr Ness-Collins thanked Cllr Muncey for all her work on this. This was agreed unanimously.

It was **proposed** by Cllr Ness-Collins, **seconded** by Cllr Lloyd to agree the above expenditure. This was Agreed.

Cllr Muncey left the meeting.

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

A written question has been received from a member of the public:

What measures have been taken to prevent the risk of serious disease being contracted from the vermin witnessed in MPF?

On receiving the report of a rat around bin number 8 in the MPF the clerk made contact with pest control from HDC. They have inspected the site, all around the area of the bin and beyond but could find no evidence of rat activity. However, as a precaution they have put in place a test baiting with non-toxic substance along the fence line. If this bait is taken they will then proceed to bait properly. If there is no activity no further action will be required.

It has also come to the attention of the Council that part of the reason for an excessive amount of household and food rubbish being placed in some of the bins on MPF, may be due to visitors at the caravan site at the top of Newham Lane being witnessed bringing their rubbish to these bins as no bins are provided at the site (only some recycle bins). We are investigating this further and will be taking this issue up with the owners of the site.

- On the subject of rats, heard a rumour, a dog died yesterday. Rat poison is suspected. Any information on this.

At present this is heresay, it is apparently not in MPF but in Shooting Field, or possibly around Abbey Road pond. We have asked for more information.

- Need to catch someone with their dog fouling, can't the Wardens take a bigger role. Perhaps in plain clothes.

Wardens cannot do patrols incognito. They do regularly patrol and do early mornings. It would be good to catch someone so that the message got through.

- During monitoring week only did certain times and only saw one person who may not have intended to pick up.

It is not just MPF it is other parts of Town. The campaign will cover all areas.

- Can we have the winter bin emptying times. Some are nearly full.

Will provide.

- Last meeting Cllr Ness-Collins said that the Council was aware that vehicles driving on a Village Green was technically against the law. Although appreciate minutes are not verbatim reports feel strongly this should be minuted.

This was as part of general comment but not relevant as part of the answer to the question asked. It was not condemning or condoning anybody. We know we have to drive certain vehicles on, we couldn't empty the bins if we didn't.

- After last meeting when issue of polytunnel came up I looked at regulations, and it says under building, no structure other than small greenhouses and sheds. As there is a large polytunnel on an allotment with a shed and greenhouse I am concerned about overall visual look and water run off if lots of others do the same. Just to apply for planning permission doesn't come under the rules.

No sizes are specified for structures and this is something we will look at in review of regulations and will make sure this is covered.

- My concern is that if a neighbor covered a lot of their plot the water run off on either side of structure would get very damp and would have an impact on the neighbouring plot.
- Historically there has been other polytunnels. Planning only needed due to concreting in corners not for the structure itself. Run off polytunnel does not

cover whole plot there is a 2 ft gap either side. Did ask surrounding neighbours and they were all OK.

- Some meetings ago I mentioned benches in MPF and condition of them, need attention. Some have been repaired. They are used a lot. Some have been painted but with the wrong material and look dreadful. Need pressure washing.

To agenda for next meeting.

- Could we have more dog bins.

HDC will not supply – can go in any litter bin if wrapped.

- Just moved into the area near the MPF and the noise impact of skatepark day and picnic and how we could lessen that impact. It was very noisy.

It is a playing field brought specifically for the young people of Steyning.

- Play equipment fence is there a plan.

Not yet but will go around the equipment at the required distance.

The meeting was re-convened.

6. MEMORIAL PLAYING FIELDS

- 6.1 Increase in fees for the use of the changing rooms. Committee were sent a note regarding the suggested increase in fees. The proposed fee is £34.19 which is in line with RPI of 2.9% and is within the range of other councils but the fee we currently charge or the proposed fee does not cover the costs of running the facility. We will actually get £28.49 exc. VAT.

Used all year, predominantly cricket club but also football in winter.

Should we be looking to cover our costs.

Know Cricket Club has some financial difficulties at present and an increase could impact on them.

To cover our costs would have to put up to approx. £90 per usage.

Cllr Staines **proposed** to leave and not increase for another year. This was not seconded.

It was **proposed** by Cllr Ness-Collins, **seconded** by Cllr Toms to agree fee increase of £ 34.19 inc.VAT with effect from April 2014. This was Agreed 4 for, 1 against, 1 abstention.

7. ALLOTMENTS

- 7.1 Increase in fees for the Allotments. Committee were sent a note regarding the suggested increase in fees. The proposed fee is £26.75 which is in line with RPI of 2.9% and within the range of other councils and currently fees charged cover expenditure with any surplus used within the Playing field budget.

It was **proposed** by Cllr Lloyd, **seconded** by Cllr Trundle to agree the fee of £26.75, half plot £13.50 with effect from September 2013 (this year). This was Agreed.

8. FINANCIAL REPORT

- 8.1 There were no petty cash payments for August 2013.

Receipts and payments for August were as previously circulated.

Cllr Lloyd **proposed** and Cllr Staines **seconded** to agree this expenditure. This was Agreed.

9. OPEN SPACE MONITORING

9.1 NORMAN WAY – Cllr Staines reported grass needs cutting report to HDC, playing surface cracking and bench needs attention and brambles. Need to get to standard. Agenda for next meeting and Councillors to visit. To get HDC's schedule of grass cutting.

ABBAY ROAD – Cllr Marshall reported equipment in good condition, grass and brambles, needs its autumn cut. To chase.

SOUTH ASH – Cllr Ness-Collins reported looking OK.

FLETCHERS CROFT –Cllr Trundle looking quite good, equipment needs some attention.

CHANDLERS WAY – Cllr Toms reported fence needs repairing again, houses need reminding about overgrowth, brambles by fence. A letter has been written to houses. Fence at top needs attention – to write to house owner. Bench needs clean.

MEMORIAL PLAYING FIELD – Cllr Ness-Collins reported looking good. One or two bins needed emptying.

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

None for this meeting.

12. DATE OF NEXT MEETING: Tuesday 19th November 2013 at 7.30 pm.

The Chairman closed the meeting at 8.30 p.m.