

Steyping Parish Council



The Steyping Centre, Fletcher's Croft, Steyping,
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PLAYING FIELDS COMMITTEE MEETING TUESDAY 25th August 2015 at 7.30pm AT THE STEYPING CENTRE

Present: Cllrs Ness-Collins, Bowell, Syred, Hanson, Picking and Goldsmith

Members of the public: 9 including Cllrs S Sullivan and G Sullivan

Clerk: Rebecca Luckin

QUESTIONS FROM THE FLOOR:

- Q – The goal posts at Chandlers Way, why were they removed and was there a public consultation? You've deprived children yet again?

Q - If I went out and got a group of residents and raised a petition to put them back, would you put them back? There are over 300 children playing football playing in Steyping, why did nobody talk to the football clubs and see what their needs were? You don't listen to the children.

When you decide to put the goals up at the MPF are you going to ask the children where they should go? People think that every bit of open space is for adults to use and not for recreation. Open spaces are for use by everyone.

A – When we discussed removing it, the whole idea is to put it put the goal somewhere else. Wardens have attempted to contact the young lads, but with no success. Councillors were reluctant to remove the goals, but were under pressure due to an elderly resident being hit by a ball in her own garden. The Clerk did email two football managers to discuss the re-siting of the goal. Apologies that you were not consulted prior to the removal, we did not appreciate that the lads involved were part of the football club. Thank you, points noted.

Q – Regarding the Football club playing at MPF, I have paid for a roller to go round the cricket field and football pitches. The football club do their bit at the cricket club.

A - We were not aware, thank you.
- Q – From Chair of Steyping Horticultural Society and the Allotment Association, we have 366 members, many of whom are allotment holders who are distressed regarding allotment problems. I would like to ask for the co-operation of the Parish Council, in principal, in trying to solve problems caused mainly badgers, deer and rabbits entering allotments and eating produce. The fencing is not sufficient and SPC has no money. I would like to get involved with the Allotment Association and work to resolve the problems. I would like to provide a costed project and work with SPC to overcome issues.

A – Good idea, grants are available, we can work together.
- Q – The drain cover on the MPF?

A – Has been reported to Southern Water.
- Q – Flint wall on the MPF - can the foliage we cut back?

A – The foliage is holding the wall together. The Police authority has not committed to repairing the wall. The Clerk will draft a letter for the Chairman to send to the Police authority.

The meeting was convened at 19.47pm



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

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MINUTES

PF/15/29.APOLOGIES – apologies were received and accepted from Cllr Lloyd.

PF/15/30.DECLARATIONS OF INTEREST AND DISPENSATIONS

30.1 Cllr S Sullivan declared an interest as a member of the Steyning Community Orchard Group (SCO).

PF/15/31.MINUTES

31.1 Cllr Ness-Collins **proposed, seconded** by Cllr Bowell that the minutes of the meeting held on 21st July 2015 be accepted as a true record and duly signed by the Chairman. **Agreed.**

PF/15/32.MATTERS ARISING AND ACTIONS – the Clerk reported that:

- 32.1** (PF/15/11.2) Flint wall repairs update. The Police authority has received surveyor advice and a quote for repair of the wall, but has not yet committed to undertake the works. The Clerk will advise that it is becoming a serious safety issue and should be addressed immediately.
- 32.2** (PF/15/21.2) Allotment gate repairs update. One latch has been fixed and the other will be replaced.
- 32.3** (PF/15/23.2) Update regarding trees on common land. WSCC advise that common land is not owned by SPC.
- 32.4** (PF/15/25.1) Annual play equipment inspection undertaken 19.08.15. A report will be provided and Councillors will be advised of works required and a priority rating.
- 32.5** (PF 24.02.15 item 5.2) Update regarding Chair and Clerk delegation to review signage on MPF.
HDC 'dog fouling' signs will be ordered from HDC and may be free of charge.
Lids of commercial bins have been replaced.
Quotes will be obtained for replacement emergency access signs and parking notice.
The contractor will be asked to undertake removal of excess vegetation.
- 32.6** (PF/15/23.2) Tree Management Plan scheduled to take place in September.
- 32.7** Rublees ancient hedgerow, advice of the tree warden will be sought, and opinions of interested parties taken into account, prior to any hedge trimming taking place.

PF/15/33.MEMORIAL PLAYING FIELD

- 33.1** a) Councillors received a Community Orchard Committee update and noted that an old apple tree will be removed as agreed. Three new trees will be planted on 19th September as agreed. An Apple Day is planned for 3rd October. An orchard notice board is being constructed from cherry wood, paid for with CLC funds. A SCO brochure is available. Over 40 trees have been mapped. SCO Group thanked the Playing Fields Committee for their support.
b) Councillors considered a request regarding the removal of ash and elder trees on the MPF, mindful that a Tree Management Plan will take place shortly. SCO group will undertake felling in a safe manner.
Cllr Goldsmith **proposed, seconded** by Cllr Hanson that all interested parties work as a team and assess the trees on the site. **Agreed.**
c) Insurance cover and recommended volunteer procedure. Following concerns raised by the Clerk, the Parish Council insurance provider advised that a risk assessment of proposed tasks be undertaken and retained by SPC, who should also ensure that volunteers are competent and have access to correct tools and protective equipment. A record of volunteers undertaking each task will be held by SCO.
- 33.2** a) Memorial bench and tree update. Location, style of bench, security fixings and maintenance legacy had been discussed with the member of the public wishing to place a bench.
b) Councillors considered suitable locations of a memorial bench and tree and noted that advice would be provided by the Tree Warden.
Cllr Ness-Collins **proposed, seconded** by Cllr Bowell that the bench be sited against wall and placed on slabs **Agreed (one objection)**. The tree location will be discussed with the Tree Warden and may be positioned in the orchard area.
- 33.3** Councillors considered the relocation of the Chandler's Way goal to the MPF or another open space.
Cllr Ness-Collins **proposed, seconded** by Cllr Goldsmith that children be consulted via Steyning Strikers, and a Chandler's Way resident, perhaps funding could be sought for additional goals. **Agreed.**
The Clerk and Members will work with Mr P Walsh to arrange consultation.
- 33.4** To consider and agree quote to replace 'kissing' gate on MPF.
Councillors instructed the Clerk to investigate the option of free gate from WSCC. Item to be placed on next agenda.

- 33.5 Councillors considered a request from the Bowling Club regarding the removal of a sycamore tree and noted that a Tree Management Plan would be drafted shortly and that the tree would be reviewed.
- 33.6 Councillors considered winter maintenance and management of the MPF. It was noted that Steyning Strikers were undertaking their own maintenance of the MPF and checking the pitch prior to matches commencing. Linesmen and spectators will be asked to use alternate sides of the pitch.
- 33.7 Proposed replacement Tennis Clubhouse update.
Councillors were awaiting advice from HDC and a protocol regarding works to club houses on Village Greens.

PF/15/34.ALLOTMENTS

- 34.1 Councillors noted a letter of concern received from an allotment holder, regarding the perimeter fence at Rublees Allotments. The Clerk provided a financial update and reported that there were no earmarked funds for allotment improvements and that a forthcoming Tree Management Plan may identify tree works. Councillors considered a price increase in allotments for 2015/16.
Cllr Howell **proposed, seconded** by Cllr Syred that a project plan be undertaken. The annual letter to allotment holders will advise of the discussion that has taken place and that there may need to be an increase at a later date. **Agreed** (1 abstention).

PF/15/35.FINANCIAL REPORT

- 35.1 Councillors received details of the Income & Expenditure report for July 2015. Electricity costs will be investigated. Cllr Ness-Collins **proposed, seconded** by Cllr Howell that the report be accepted. **Agreed.**
- 35.2 Councillors considered a request from the Bowling Club regarding financial support towards a defibrillator on the MPF. Councillors agreed that they would prefer the Bowling Club defibrillator to remain inside the Bowls Club and that they would prefer to liaise with Steyning First Responders to provide an outside unit at the Changing Rooms.

PF/15/36.OPEN SPACE MONITORING – updates on maintenance and other matters relating to open spaces.

- 36.1 CHANDLER'S WAY – Goal post removed. Councillors noted an item of correspondence from a resident at Chandler's Way, expressing concern that the removal of the goal post would lead to anti-social behaviour in the play area. A petition from Chandler's Way residents had been provided in the first instance. In hindsight, Councillors agreed that they were remiss in not communicating with others prior to the removal.
A review of signage will be arranged and local residents consulted.
- 36.2 FLETCHER'S CROFT – Stuart Slater, HDC, confirmed that positioning of footpaths ensured a safe route for pedestrians, away from parking cars and turning buses. Cllr Hanson reported that equipment was in good condition.
- 36.3 ABBEY ROAD
a) Councillors noted concerns raised, following leaflet distribution to local residents. Abbey Road Open Space land registry documents include the charge 'not to use the property for any purpose other than as open space as defined in the Town and Country Planning Act 1990 s336' and will be noted in the Neighbourhood Plan as a green space to be excluded from potential development plans. Councillors expressed concern at scaremongering of the leaflet. Previous signs on Abbey Road Open Space had been placed with the intention of reminding dog owners to clear up after their dogs.
b) Cllr Goldsmith **withdrew his proposal** that Steyning Parish Council should apply to designate Abbey Road Open Space as a Village Green.
c) Councillors considered a request by a local resident regarding an ash tree by the boundary fence and noted that a Tree Management Plan would be undertaken shortly.
- 36.4 MEMORIAL PLAYING FIELD – an abandoned tent had been removed. Bins will be repositioned. The caretaker will use 'staples' to fix the fence to around the play area, to the back of the post and rail fencing. Post damage is due to strimming. Trees within the children's play area have some basal growth.
- 36.5 SOUTH ASH – Cllr Syred reported that would benefit from tidying and maintenance with a view to future replacement.
- 36.6 NORMAN WAY – Cllr Syred reported that the area was very overgrown and access required improvement. A proposal for a Scout hut or Youth facility will be considered. A hole in the fence requires repair.

37.1 A request had been received for the MPF to be used on 28.08.16 as a stop off for a 100km charity walk along the South Downs Way, to use the MPF for a marquee, 6 X portaloos and first aid post. The Clerk will place the item on the Agenda for 20.10.15 and investigate Village Green restrictions.

PF/15/38. COMMUNITY INFRASTRUCTURE LEVY – none for this meeting.

PF/15/39. DATE OF NEXT MEETING: Tuesday 7.30pm, 20th October 2015.

The meeting closed at 21.27pm

Signed: Date: 20th October 2015
Chairman

Action List Playing Fields Meeting 25.08.15

Allotment hedge was always trimmed by Seeboard in the past, so as not to interfere with overhead power cables. Since cables were buried, the contractor has only cut the sides of the hedge, which is why it has grown so tall. Trees were reduced 2012 and were placed there originally as a wind break. D Flynn will reduce height to 12ft – cost £4,000+VAT.

- 32.1** (PF/15/11.2) Flint wall repairs update. The Police authority has received surveyor advice and a quote for repair of the wall, but has not yet committed to undertake the works. The **Clerk** will advise that it is becoming a serious safety issue and should be addressed immediately.
- 32.5** (PF 24.02.15 item 5.2) Quotes will be obtained for replacement emergency access signs and parking notice. The contractor will be asked to undertake removal of excess vegetation, as per MPF inspection Aug 2015.
- 32.7** Rublees ancient hedgerow, advice of tree warden will be sought prior to any hedge trimming taking place.
- 33.1** c) Insurance cover and recommended volunteer procedure. Following concerns raised by the Clerk, the Parish Council insurance provider advised that a risk assessment of proposed tasks be undertaken and retained by SPC, who should also ensure that volunteers are competent and have access to correct tools and protective equipment. A record of volunteers undertaking each task will need to be held by SCO. **Liase with Roger Brown.**
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The **Clerk and Members** will work with Mr P Walsh to arrange consultation.
- 33.4** To consider and agree quote to replace ‘kissing’ gate on MPF.
Councillors instructed the Clerk to investigate the option of free gate from WSCC – **see Cllr David Barling.**
Agenda for next meeting.
- 34.1** Councillors noted a letter of concern received from an allotment holder, regarding the perimeter fence at Rublees Allotments. The Clerk provided a financial update and reported that there were no earmarked funds for allotment improvements and that a forthcoming Tree Management Plan may identify tree works.
Clerk provide response to sender of letter.
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- 36.3** ABBEY ROAD
c) Councillors considered a request by a local resident regarding an ash tree by the boundary fence and noted that a Tree Management Plan would be undertaken shortly. **Clerk** provide response to sender of letter.
- 37.1** A request had been received for the MPF to be used on 28.08.16 as a stop off for a 100km charity walk along the South Downs Way, to use the MPF for a marquee, 6 X portaloos and first aid post. The **Clerk** will place the item on the Agenda for 20.10.15 and investigate Village Green restrictions.