

THE PLAYING FIELDS COMMITTEE MEETING
TUESDAY 26th August 2014 8.00pm AT THE STEYNING CENTRE

“The Council, members of the public and the press may record/film/photograph this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed, recorded or photographed should advise the Clerk (in advance,) who will instruct that they are not to be included in the process.”

Present: Councillors Ness-Collins (Chairman), Marshall and Bowell. Mrs Sue Booth (Clerk to the Parish Council)

Members of the public: Six

Minutes: Rebecca Luckin

QUESTIONS FROM THE FLOOR:

1. Q - Regarding recording of meetings, can I ask if you are using any other device?
A – Clerk – only a voice recorder.
2. Q – After last Playing Fields meeting, signs were put up in Abbey Road that had not been mentioned at the meeting?
A – This was routine office work, a management decision.
3. Q – Thank you for arranging for the path from Hills Road to be cleared, will debris be removed?
A – The Clerk will contact the contractor and ask him to collect.
4. Q – Has the Parish Council made any decision regarding an item on excessive correspondence relating to the MPF?
A – That was a confidential item on another agenda and not an item for this meeting. You will be informed later.
5. Q - The condition of benches in the field has been mentioned at a previous meeting, why are they still in a state of disrepair? I am concerned that funds will be spent on a skatepark.
A – One donated bench has recently fallen to pieces and was removed. We have a large number of donated benches and not all can be maintained. CllrNess-Collins – in future families donating benches will be asked to make an extra donation to cover maintenance.
6. Q – When will the decision from the Extraordinary Confidential meeting will be reported to the public? Where will it be reported?
A - The matter is not for this meeting, it is not a Playing Fields Committee agenda item.
7. Q – Overgrowth from people’s gardens, at the bottom of Middle Mead coming over the pavement.
A – Clerk – that is a WSCC Highways issue. The Clerk will contact WSCC.

MINUTES

1. **APOLOGIES** – Apologies were received and **accepted** from Cllrs Staines, Lloyd, Toms and Trundle.
2. **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA** – there were no declarations of interest.
3. **MINUTES OF THE PREVIOUS MEETING** – It was **proposed** by Cllr Bowell and **seconded** by Cllr Marshall that the minutes of the Playing Fields Committee meeting held on 22nd July 2014 were **agreed** as being a correct record and duly signed by the Chairman.
4. **MATTERS ARISING AND ACTIONS**
 - 4.1 Overgrowth at Hills Road path – overgrowth has been trimmed back.
 - 4.2 Guttering at the changing rooms – guttering has been repaired to the front and rear of the building.
 - 4.3 Purchase of two new bins for the MPF – bins have been received and will be fixed in place.
 - 4.4 Painting of play area gates – will take place in September when the play area is less busy.
 - 4.5 Revised allotment regulations are currently with the Parish Council Solicitors, being checked for legality.
 - 4.6 Purchase of two ‘No Ball Games’ signs – a quote had been obtained for composite aluminium signs - £35+VAT+delivery. To be placed at Charlton Street where there are problems with balls going into gardens. Cllr Marshall **proposed** and Cllr Bowell **seconded** that one sign be purchased and placed on the fence to the rear of Charlton Street. **Agreed.**

5. MEMORIAL PLAYING FIELD

- 5.1 The Community Orchard Team undertook a work day on 16th August 2014 aided by Councillors and friends. Attendees will be thanked for their community spirit.
- 5.2 Councillors considered a request from the Community Orchard to plant a new apple tree and fell a dead fruit tree. Cllr Ness-Collins **proposed** and Cllr Marshall **seconded** that the Committee would support the removal of a dead tree to be replaced with a Sussex variety. **Agreed.**
- 5.3 Councillors considered delegation of Community Orchard planned works. Councillors agreed that the group had done an excellent job so far, but they should be mindful of Village Green status. It was **agreed** that a Councillors should be present on a date to be arranged by Cllr Ness-Collins.
- 5.4 Councillors considered a request by the Bowling Club to position a defibrillator by the gate of the Bowling Club. The Wilson Trust had offered to fund a defibrillator. Cllr Ness-Collins **proposed** and Cllr Marshall **seconded** that permission be given for it to be installed, on the understanding that a power supply would not be required. **Agreed.**
- 5.5 Councillors considered a request to place a bouncy castle on the Village Green, by the Cricket Club, as part of a family celebration. Cllr Ness-Collins **proposed** and Cllr Howell **seconded** that the committee were regretfully obliged to decline the request since a bouncy castle would be for personal use and public access would be fettered. **Agreed.**
- 5.6 Councillors discussed revised charges for the changing rooms from April 2015. The Clerk recommended that the charge be increased from £33.19 to £34 (inc VAT) per session (Consumer Price Index rate of inflation as of April = 1.8%) since the rate was not increased in the previous financial year. Councillors agreed that costs of maintaining the facility would need to be covered. The Clerk will investigate the costs of other facilities locally and bring it back to the next meeting.

6. ALLOTMENT REPORT

- 6.1 The Parish Council had received e-mails of concern regarding security at the allotment site, since produce had gone missing and in the past sheds had been broken into. The Clerk advised that at the Playing Fields meeting of 25th February 2014 the Allotment Association agreed to obtain planning permission and approval from SDNPA for gates to be placed at the Rublees site. No action had been undertaken by the Allotments Association. Councillors discussed the Parish Council liability with regards to theft from the allotments. The Clerk will check with other Councils and ask how they manage the matter.
- 6.2 Councillors discussed revised charges for allotments from September 2014. Cllr Howell **proposed** a small increase be charged, **seconded** by Cllr Ness Collins – **agreed** by majority. The cost will be increased to £27.50 for a whole plot and £13.75 for a half plot. Cllr Marshall suggested that water meters be installed, he will investigate the costs and administration and bring back to future committee.

7. FINANCIAL REPORT

- 7.1 Cllr Howell **proposed** and Cllr Gordon **seconded** that the record of Receipts & Payments for July 2014 be accepted and **Agreed.**

8. OPEN SPACE MONITORING

- 8.1 NORMAN WAY – no report provided.
- 8.2 ABBEY ROAD – open space is mown twice a year, though ground currently wet.
- 8.3 SOUTH ASH – Cllr Ness Collins advised that the area was satisfactory.
- 8.4 FLETCHERS CROFT – grass mown and play area satisfactory. Overgrown culvert and broken fence had been reported to HDC.
- 8.5 MEMORIAL PLAYING FIELD – Cllr Ness-Collins reported that grounds maintenance was being undertaken to a high standard. A fence had improved the children’s play area and been well received by parents. The field was well used for sports activities.
- 8.6 CHANDLERS WAY – some damaged fencing that will be repaired when children have returned to school.

9. COMMUNITY INFRASTRUCTURE LEVY - None for this meeting.

10. INFORMATION ITEMS – None for this meeting.

11. DATE OF NEXT MEETING: Tuesday 7.30pm, 30th September 2014

The meeting closed at 8.45pm

Signed: Date: 30th September 2014
Chairman

Next meeting 30th Sept 2014