

# Steypning Parish Council



The Steypning Centre, Fletcher's Croft, Steypning,  
West Sussex, BN44 3XZ

[www.steypningpc.gov.uk](http://www.steypningpc.gov.uk)  
[www.thesteypningcentre.co.uk](http://www.thesteypningcentre.co.uk)

Telephone: 01903 812042

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## MEETING OF PLAYING FIELDS COMMITTEE HELD ON 7<sup>th</sup> FEBRUARY 2017 AT 7.45PM IN THE STEYPNING CENTRE

Present : Cllrs Lloyd, Goldsmith, Toomey, S. Sullivan, S. Pearcey  
Simon Zec – tree adviser

Clerk : Carol Stephenson

Members of the Public : 13

Cllr Lloyd addressed the public by saying "I am conscious that some of you may be here under the misapprehension that the Rublees fencing is a pre-cursor to the council re-opening the skate park issue. This is simply not true and I am disappointed that such an unnecessary divisive comment should have been made".

### MINUTES

		ACTION
<b>PF/16/107</b> <b>107.1</b>	<b>APOLOGIES FOR ABSENCE</b> Cllrs Northam, Syred	
<b>PF/16/108</b> <b>108.1</b>	<b>DECLARATIONS OF INTEREST</b> Cllr S Sullivan member of SCO and cricket club and lives adj MPF; Cllr Goldsmith member of cricket club	
<b>PF/16/109</b> <b>109.1</b>	<b>QUESTIONS FROM THE FLOOR</b> None	
<b>PF/16/110</b> <b>110.1</b>	<b>MINUTES OF PREVIOUS MEETING</b> Cllr Lloyd <b>proposed</b> and Cllr S Sullivan <b>seconded</b> that subject to minute 98.2 be amended to reflect – to reduce the height of the trees in two/three stages – 1-1.15 m then 1.5 – 2m in height to achieve a max height of 4.5m, the minutes of the meeting held on 20.12.16 be accepted. <b>Agreed.</b>	



Parish Clerk: Carol Stephenson  
Deputy Clerk: Hazel Roxby

Email: [spcclerk@btconnect.com](mailto:spcclerk@btconnect.com)  
Email: [steypningcentre@btconnect.com](mailto:steypningcentre@btconnect.com)

<b>PF/16/111</b>	<b>MATTERS ARISING AND ACTIONS</b>	
<b>111.1</b>	Items 5.1 – 5.19 as per agenda except : 5.7 Cllr Goldsmith to view covenant in Clerks office. 5.11 – draft revised allotment agreement to be circulated; complies with NALC model template 5.13 Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that a working party be established of all Playing Field Committee members to look at all leases. <b>Agreed.</b>	<b>ALL</b>
<b>PF/16/112</b>	<b>GRASS CUTTING CONTRACT</b>	
<b>112.1</b>	Tender closes noon 13.2.17.	
<b>112.2</b>	Cllrs Lloyd and Goldsmith to be present with Clerk to open tenders at 9.30am on 14 <sup>th</sup> Feb 2017	<b>Clerk/TL/GR</b>
<b>112.3</b>	To report information available at the time to Finance and Community Committee on 14 <sup>th</sup> February 2017 with further update to Full Council on 20 <sup>th</sup> February if necessary to agree awarding of contract.	<b>TL</b>
<b>PF/16/113</b>	<b>FINANCIAL MATTERS</b>	
<b>113.1</b>	Subject to Clerk updating allotment rents as discussed, underspend salaries to be investigated, Clerk to obtain price for possible replacement litter bins for next meeting Cllr Lloyd <b>proposed</b> and Cllr S Sullivan <b>seconded</b> that the Income and expenditure reports for December 2016 and January 2017 be agreed. <b>Agreed</b>	<b>Clerk Clerk</b>
<b>113.2</b>	Simon Zec advised of report, circulated before this meeting, commissioned by some residents to look at the hedge/trees adjoining/overhanging Rublees allotments. The report concludes that the hedge is an “Important hedge” within the meaning of the Hedgerows Regulations and should therefore be protected. He advised therefore that the proposed works should be considered most carefully and that if agreed, the reduction in height to 4.5m should be undertaken in 2/3 stages, not all at once and that the work must be done carefully. Cllr S Sullivan pointed out that 12 professional experts had contributed to the report and although not requested by the Council, should be seriously considered. After much discussion Cllr Lloyd <b>proposed</b> that a) the report be sent to the Will Jones HDC Arboricultural Officer for his views b) that the Working Party referred to above be delegated to work with Will Jones and analyse his response; c) to correspond with each other by email d) that the Clerk obtain revised quotes to undertake the work in stages as per Simon Zec’s spec. e) depending on outcome and cost, to aim to undertake work before 28 <sup>th</sup> February if possible. Cllr S Sullivan <b>seconded</b> . <b>Agreed</b> . Cllr Lloyd <b>proposed</b> and Cllr S Sullivan <b>seconded</b> that works be undertaken within this timeframe if possible up to a max cost of £1560. <b>Agreed</b> . Simon also advised of a Prunus tree in need of attention but this work should not be done before May.	<b>TL Working Party Clerk</b>
<b>113.3</b>	Cllr Goldsmith pointed out that the gate entrances to the MPF play area are badly worn. Cllr Goldsmith to obtain quote for artificial turf. Clerk to obtain quote for grasscrete and report back to next committee. In the meantime Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that the Clerk ask existing contractor to undertake a temporary repair up to £100. <b>Agreed</b> . Councillors considered the quotes received for repairs to playground equipment and subject to the Clerk asking if the contractor in Quote 1 is able to undertake all	<b>Clerk Clerk Clerk</b>

	of the items listed Cllr Lloyd <b>proposed</b> and Cllr S Sullivan <b>seconded</b> that quote 1 be accepted. <b>Agreed.</b>	
113.4	Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that the Working Party agreed above (111.1), be asked to look at all rents and report back to the next meeting. <b>Agreed</b>	<b>Working party</b>
113.5	Clerk advised that quotes have been received for remedial works to meet legionnaire requirements, Clerk and Cllr Bowell to take forward. This committee to be kept updated.	
113.6	Cllr Goldsmith advised it is intended to rest gravel board on ground and fix to posts on the inside. Cllr Lloyd <b>proposed</b> quote for £395 + VAT be accepted and for Cllr Goldsmith to work with contractor to see project through and report back to this committee. <b>Seconded</b> by Cllr Pearcey. <b>Agreed.</b>	<b>Clerk</b> <b>RG</b>
<b>PF/16/114</b>	<b>MEMORIAL PLAYING FIELD</b>	
114.1	SCO reported planned events in February, March and October – see below. Tilting Plum tree near SCO noticeboard has now fallen. Another Prunus tree near dog bin is in need of attention. Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that the SCO be allowed to tidy up both trees. <b>Agreed.</b> Alec Harden said chippings would be available for Council use if needed. Cllr Lloyd confirmed area shown hatched red on grass contract (SCO daffodil area) has been removed from tender document. Another very successful, well attended Wasail event.	
114.2	Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that only 4 litter bins need moving before 1.4.17 for new litter bin contract at a cost of £90 each. <b>Agreed</b>	<b>Clerk</b>
114.3	Cricket Club made a very good presentation of the proposed new nets on MPF. Mr Dennis Goldsmith was able to confirm that due care and consideration will be given whilst undertaking and reinstating any works required. Cllr Toomey <b>proposed</b> and Cllr Pearcey <b>seconded</b> that permission be granted. <b>Agreed.</b>	<b>Clerk</b>
114.4	Cllr Lloyd <b>proposed</b> and Cllr Goldsmith <b>seconded</b> that the events planned by the SCO Group for 12.1.17, 18.2.17, 4.3.17 and 7.10.17 and associated gazebo be allowed. <b>Agreed</b>	<b>Clerk</b>
114.5	Cllr S Sullivan reminded amendment to contract had been previously circulated.	
114.6	Cllr Lloyd <b>proposed</b> and Cllr Pearcey <b>seconded</b> that the above Working Party (111.1) review the protocol and user guidelines for users of the MPF. <b>Agreed.</b> Clerk to circulate dates for a meeting	<b>Working party</b> <b>Clerk</b>
114.7	Cllrs agreed not to take any action re bamboo growing on boundary of MPF at this point in time.	
114.8	Councillors agreed that the above working party (111.1) would consider options to address the risk of the changing rooms being left open by users including employing a caretaker, installing automatic door lock etc and report back to future meeting.	<b>Working party</b>
114.9	Clerk to obtain price for sensor light and a timer light to be considered on external wall at changing rooms and report back to future meeting	<b>Clerk</b>
114.10	CCTV now remit of Finance and Community Committee	
<b>PF/16/115</b>	<b>ALLOTMENTS</b>	
115.1	Cllr Pearcey advised fence complete, signs back on gates, skips to be left until better weather. Councillors agreed whilst the workmanship is excellent, the project itself has met with some criticism. Members of the public voiced their	

	views against this project. Cllrs S Sullivan and Goldsmith felt the same as some objectors and reminded they felt some issues had still not been resolved prior to installation. Cllr Lloyd confirmed that it is anticipated new vegetation will grow in time and camouflage the fence and not damage the fence in the process. Cllr Pearcey added that the Allotment Association had obtained prices for new padlocks to be fitted to the gates. Cllr Lloyd felt the council should contribute by paying for these up to £150 max. Cllr Pearcey <b>proposed</b> this course of action. Cllr Toomey <b>seconded. Agreed.</b>	<b>SP/Clerk</b>
<b>115.2</b>	The Allotment Association had reconsidered their proposal to install a container on plot 6a Rublees Allotments for storage purposes. Instead they are seeking permission to erect a shed 12ft long x 8 ft high x 6 ft wide as per photo supplied, which it is felt will be more aesthetic to the area. Cllr Lloyd <b>proposed</b> and Cllr Pearcey <b>seconded</b> that this be allowed. <b>Agreed.</b> NB This reverses the decision made by this committee on 20.12.16.	<b>Clerk</b>
<b>115.3</b>	The revised draft allotment agreement was not ready in time for this meeting - add to next agenda. Cllr Lloyd felt the agreement is not draconian at all, merely following the NALC model template.	<b>Clerk</b>
<b>PF/16/116</b>	<b>OPEN SPACE MATTERS AND MONITORING</b>	
<b>116.1</b>	Cllr Lloyd <b>proposed</b> and Cllr S Sullivan <b>seconded</b> that the Clerk be delegated to manage the progress report. <b>Agreed</b>	<b>Clerk</b>
<b>116.2</b>	Councillors are continuing to monitor the various play areas. Cllr Toomey to monitor Abbey Road and South Ash. After much discussion on the way forward it was agreed that some of the play equipment is in need of repair/replacement and the council should first review each of its play areas to determine its future need. Cllrs agreed to undertake some research including Cllr Lloyd speaking to school secretary to see if they would be willing to work with the council who is wanting to conduct a survey amongst parents; and to consider possible sale of land where no longer needed. In the meantime, the council will continue to maintain existing play equipment. Sec 106 funds are available which it is thought extend to new play equipment and the council will also explore other funding opportunities e.g. grants. Cllr Lloyd to contact Scouts re Normans Way land. Cllr S Sullivan mentioned dip in ground in Fletchers Croft, Clerk to ask caretaker to investigate asap. Clerk to write to house adjacent to Chandlers Way play area asking if they could trim their hedge as its overhanging footway. Cllr Goldsmith reminded previous consideration of tree damaging fence in Chandlers Way play area – Clerk to look for previous quote/minute.	<b>MT</b>  <b>TL</b>  <b>TL</b> <b>Clerk</b> <b>Clerk</b>  <b>Clerk</b>
<b>PF/16/117</b>	<b>INFORMATION ITEMS/CORRESPONDENCE</b>	
<b>117.1</b>	Cllrs agreed noise complaints should be referred to HDC. In this particular case football club dealt with the matter themselves.	
<b>117.2</b>	Site meeting to look at wall adj Police Station planned for 14.2.17. Clerk to ask if Cllr Goldsmith/Lloyd can attend and if 9am would be possible. Clerk to ask when contractor advises should return to remove ivy from wall.	<b>Clerk</b> <b>TL/RG</b>
<b>PF/16/118</b>	<b>DATE OF NEXT MEETING 7.45pm on 28<sup>th</sup> March 2017</b>	
	Meeting closed 9.50pm	

Signed: ..... Chairman

Date: 28<sup>th</sup> March 2017



Parish Clerk: Carol Stephenson  
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