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Minutes of the Open Spaces, Roads and Footpaths Committee Meeting held at Rusper Village Hall on Tuesday 19<sup>th</sup> May 2026 to commence no earlier than 7.30pm.

**Present:** Cllrs F. Maitland-Smith (Chair), S. White, M. Cooke, M. Fenton, M. Fillmore, G. Sallows, R. Beckmann, G. Fleming, G. Hussey.

**Apologies:** D. Halsey, D. Matthews.

**Clerk:** Lisa Wilcock.

There was 0 members of the public present for the meeting.

*Meeting commenced 1937hrs*

#### **OS12-26/27 Apologies for Absence**

Apologies for absence were received and accepted from Councillor

#### **OS13-26/27 Declarations of Interest**

No declarations of interest were made in relation to items on the agenda.

#### **OS14-26/27 Approval of Minutes**

RESOLVED: That the minutes of the Committee meeting held on 21st April 2026 be approved as a true and accurate record and signed by the Chairman.

#### **OS15-26/27 Open Forum**

No members of the public spoke during Open Forum.

#### **OS16-26/27 Trees**

##### **a) Potential Tree Preservation Orders (TPOs)**

The Committee received an update from Cllr George Sallows regarding trees within the Parish that may warrant consideration for Tree Preservation Orders. Members discussed several locations of environmental and visual importance and agreed that further assessment should be undertaken in consultation with Horsham District Council's Tree Officer. Noted that one Councillor requested a tree should be considered in Lambs Green.

RESOLVED: That a list of potential trees and locations including a tree in Lambs Green be compiled and submitted for informal advice regarding suitability for TPO designation by Cllr George Sallows.

##### **b) Outstanding Tree Works**

The Committee **noted** the outstanding tree works identified within the most recent tree survey report. Members discussed prioritisation of works based on safety and risk. It was noted that most of the works are complete apart from a tree in the car park and the oak trees by the Recreation Ground that have power cables running through the top.

RESOLVED: Quotes have been received by Cllr Geoff Hussey from the same tree surgeon: £240 for the Recreation Ground and £340 for The Vicarage. It was **agreed** that the Chichester Diocese be contacted regarding the tree on their land, and the Clerk will action this request.

**It was further agreed that these works be approved under emergency expenditure**, as both trees are considered to present a safety risk.

#### **OS17-26/27 Have Your Say on Local Community Governance – HDC Consultation**

The Committee noted the Community Governance Review consultation being undertaken by

Horsham District Council between 9 May and 22 June 2026. Members discussed the importance of ensuring that the Parish Council submits a considered response reflecting the interests of the Parish and local governance arrangements.

RESOLVED: That the Parish Council prepare a formal response to the consultation submission due on 22nd June 2026, which is likely to include the majority of the Mowbray development area through to the A264.

### **OS18-26/27 Playground**

#### **a) Memorial Bench Update**

The Committee received an update regarding the proposed memorial bench. Members noted progress to date and approved the installation. The bench will be installed at 9.30am, with the plaque to be affixed by the end of May.

RESOLVED: That the update be noted.

#### **b) Playground Report and Safety Maintenance Issues**

The Committee reviewed the latest playground inspection report and discussed identified maintenance and safety matters which were all noted as Low/Very Low. Members noted minor repairs requiring attention and the importance of maintaining regular inspections. Item to be put on full Council agenda.

### **OS19-26/27 Defibrillator**

The Committee received and noted the defibrillator update, including ongoing maintenance and monitoring arrangements. Members were advised that the defibrillator at the sports ground has not yet been commissioned due to outstanding electrical issues, which are currently being rectified. It was further noted that warranties for both defibrillators have been activated and are now in place.

**Resolved:** That the update be noted.

### **OS20-26/27 Rusper Recreation Ground**

#### **a) Sports Ground Update and Reporting Arrangements**

The Committee discussed the operation and management of the sports ground, including arrangements for reporting information and updates back to the Council. Members considered both the format and frequency of future reporting. The signed relationship agreement was noted.

The following matters were also raised:

- **Electrical issues:** Faults have been reported and a full written report is to be provided to the Clerk at the next meeting. Concerns include non-functioning fans in the shower area and faulty wiring within the shower facilities. These matters fall under the Health and Safety at Work etc. Act 1974 and the Electricity at Work Regulations, which require electrical systems to be maintained in a safe condition.
- **HSE testing:** Health and safety testing can proceed once works are completed, in line with statutory compliance requirements under the Health and Safety at Work etc. Act 1974 and associated guidance.
- **Septic tank:** The septic tank requires emptying. This is to be managed in accordance with the Environmental Protection Act 1990 and relevant waste disposal regulations to ensure safe and lawful waste handling.
- **Dog fouling / court access control:** Issues relating to dog fouling controls and access to the courts were noted. These matters fall under the Anti-social Behaviour, Crime and Policing Act 2014, including potential Public Space Protection Order provisions, as well as the Occupiers' Liability Acts 1957 and 1984 in relation to duty of care for site users.
- **Reporting arrangements:** Members agreed that regular written updates should be provided to the Council to ensure clear communication regarding recreation ground matters and ongoing management issues.

**Recommendation:** That all identified works and compliance-related actions be progressed as a matter of urgency and treated as emergency expenditure, in order to address immediate health, safety, and statutory compliance risks.

**b) Water Repairs in the Pavilion**

The Committee discussed the current water repair issues affecting the Pavilion and considered options for remedial works. Members were advised that the waste pipe to the sink is not connected correctly and is currently discharging into the cavity wall, creating a risk of ongoing water damage and associated maintenance issues.

RESOLVED: That quotations be obtained for the necessary remedial works, including repairs to the sink waste connection, and that the resulting quotation be presented to Full Council for consideration and approval.

**c) Shed at the Sports Ground**

Members discussed the condition and ongoing use of the shed located at the sports ground. Consideration was given to its current state, storage capacity, and future requirements. Members agreed that the existing shed is no longer fit for purpose and will require replacement in due course. In the interim, the shed should be secured sufficiently to allow low-value items to be stored safely, thereby relieving pressure on storage within the referees’ changing room.

RESOLVED: That the current shed be secured for the temporary storage of low-value items, and that replacement options be considered and reported back to the Committee.

**OS21-26/27 Asset Dashboard**

The Committee reviewed the Asset Dashboard and discussed ongoing asset management matters.

RESOLVED: That the Asset Dashboard be noted and any recommendations arising be referred to Full Council for consideration.

30<sup>th</sup> June 2026.

*Meeting closed 2045hrs*

Signed..... Dated.....