



MINUTES

Committee: Open Spaces Committee
Date: Tuesday 21 June 2022
Time: 7:15pm
Venue: Parish Council Office

Present

Cllr Gordy Keep (Chairman)
Cllr Mike Jeffery
Cllr Mike Warner
Cllr Gordy Keep
Cllr Catherine Fileman-Wright

Also Present

Samantha Parkin (Clerk)

PUBLIC SESSION

01/2022 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Hodges.

02/2022 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest were made. No requests for dispensations were received.

03/2022 MINUTES

It was proposed by Cllr Warner, seconded by Cllr Jeffery and **resolved** to accept and sign the minutes of the meeting held on 16th November 2021 as a correct record.

04/2022 ANNUAL PLAY INSPECTION REPORT

The Annual Play Inspection report had been previously circulated.

Cllr Keep noted that the rotating seesaw had been fixed by a local tradesmen and the committee thanked him for ensuring it was ready for the Jubilee weekend. Cllr Keep had cut back the brambles behind the seats.

The committee discussed the actions needed. Cllr Keep agreed to monitor the play area monthly and report to the council if any repairs are needed. The Play Inspector had given the Rocking Horse a moderate risk rating. Cllr Keep agreed to replace the timber skirt and running board.

The Inspector had noted that the picnic bench is not secured to the ground and there is potential for the bench to be moved within falling spaces. The committee agreed to move the bench out of the play area and into the Sentry.

05/2022 PLATINUM JUBILEE BENCH

The Clerk's report had been previously circulated.

The Clerk noted the bench is arriving on Wednesday, 22nd June. The committee considered the suggested locations and decided that it will be appropriate to place it in the Churchyard. The committee carried out a site visit following the meeting and recommended that it was placed in Area G.

It was proposed by Cllr Keep, seconded by Cllr Fileman-Wright and **resolved to recommend** to the full council to locate the Jubilee bench in Area G of the Churchyard.

The committee also discussed the existing Coronation Bench in Ford Street. Cllr Jeffery agreed to make the necessary repairs to the bench and Cllr Keep agreed to paint it.

06/2022 COMMUNITY PAYBACK

The Host Partner Agreement from HM Prison and Probation Service had been previously circulated.

The Clerk noted she had spoken with a local man who had agreed to provide a design of a compost bin made from pallets. The committee discussed the purchase of materials for the compost bin, weed suppressant membrane and gravel to improve the pathways. The Clerk noted there is money in reserves earmarked for the improvements. The Clerk will obtain prices for the materials prior to the July meeting.

It was proposed by Cllr Warner, seconded by Cllr Jeffery and **resolved to recommend** to full council to purchase the materials required by the Probation Service to make the required improvements in the Churchyard.

07/2022 2022 OPEN SPACES TENDER

The summary of quotes received had been circulated with the Agenda. The Clerk noted she had asked DALC for advice regarding the tender process and had been advised that because the tenders received in April were recent it was fine to consider them again. The Clerk noted the grave digging contract had been re-advertised because only one tender had been received in April and that tender had since been withdrawn.

The committee discussed each contract. It was proposed by Cllr Warner, seconded by Cllr Fileman-Wright and **resolved to recommend** the following contracts are awarded to the following contractors as per the quotations to the full council:

Contract 2 (Sentry and Children's Play Area) – Paul Harvey

Contract 3 (Pound, Henge and around the Coronation bench in Ford Street) – Paul Harvey

Contract 4 (Grass verges) – Tomlinson Trees

The Clerk will check with the above contractors to see if they still wish to be considered.

08/2022 ALLOTMENT MATTERS

The Clerk had received correspondence from a member of the public responsible for the boundary in the Allotment following the issuing of the Agenda. The Member of the public had made some repairs to the wall but more repairs were now needed and he thought the council were responsible due to a tree on the Allotment side of the wall. Cllr Keep and Cllr Jeffery had made a site visit and did not think

the tree was responsible for the collapse of the wall. Cllr Keep and Cllr Jeffery agreed to meet the member of the public on site to resolve the issue. The Clerk asked them to look at an Oak tree in the top left hand corner of the allotment that an allotment holder was concerned about.

The Chairman closed the meeting at 7.44pm.

DRAFT