



CHURCHILL PARISH COUNCIL

OPEN SPACES AND ALLOTMENTS COMMITTEE

Minutes of the meeting held on Monday 26th June 2017 at 7.30 pm

Present :-

Councillors Sue List (Chair of Committee), Brenden Hill, Trudy Silverton and Bill Caruthers.

Also present : Martin Dolton – Clerk of the Council, and 4 allotment plot holders.

1718/OS/001 To elect a Chair of the Committee for the 2017-18 council year.

Councillor Sue List was proposed and duly seconded to serve as Chair of the committee. There being no further nominations it was agreed by unanimous vote

RESOLVED:-

Councillor Sue List is elected as Chair of the committee for the 2017-18 council year.

1718/OS/002 To elect a Vice-Chair of the Committee for the 2017-18 council year.

Councillor Trudy Silverton was proposed and duly seconded to serve as Vice-Chair of the committee. There being no further nominations it was agreed by unanimous vote

RESOLVED:-

Councillor Trudy Silverton is elected as Vice-Chair of the committee for the 2017-18 council year.

1718/OS/003 Apologies for absence.

Allotments Holders;- Clare France and Leslie Jackson.

1718/OS/004 Declarations of Interest.

NIL

1718/OS/005 To confirm and sign minutes of meeting held on 23rd January 2017.

The minutes of the meeting held on 23rd January 2017 had been previously circulated and displayed on the council's website.

RESOLVED:-

The minutes of the meeting held on 23rd January 2017 were agreed and signed as a correct record.

1718/OS/006 Public Participation

An allotment plot holder raised issues relating to the standard of grass cutting at the site. It was agreed that the Clerk would liaise with the contractor, and Councillor Sue List would investigate the possibility of the purchase of a petrol mower in efforts to try to improve matters.

An allotment plot holder raised issues relating to an overgrown plot that was now seeding weeds onto adjacent plots. Councillor Sue List will deal with the matter.

There was discussion about the display of information at the site. It was agreed that wherever possible further information of local events would be displayed on the notice board provided in the communal area.

1718/OS/007 To co-opt 2 key user representatives from the Allotments to the Committee

Sian White (Field 2) and Annabel Thomas (Field 1) were nominated to serve on the committee as co-opted members. There were no other nominations, and their co-option was agreed by vote.

RESOLVED:-

Sian White (Field 2) and Annabel Thomas (Field 1) are elected to serve on the committee as co-opted members.

ALLOTMENTS

1718/OS/008 Budget vs spend update year to date

The detail of the spending against budget to date for the allotments was presented to the committee. No issues arose.

1718/OS/009 Matters for Information

The Clerk informed members re email contact to all plot holders relating to the change of bank account for rental credits – so far 21 plot holders had not responded and reminders had been sent to them.

Councillor Sue List informed the meeting that she intended to have a suggestion box placed in the communal area for use by plot holders.

OPEN SPACES

1718/OS/010 To consider a quote for reconstruction work at 'The Hand' sculpture.

Members were provided with a quote for reconstructive work required on the raised bedding and wooden sleepers area at the sculpture. The quote is within budgeted expenditure levels.

RESOLVED :-

The quote from Back2Front Landscaping Ltd (£635.00) is accepted and the work to be ordered.

1718/OS/011 To consider a quote for the provision of fencing / screening at the rear of 'The Hand' sculpture area.

Members were provided with a quote for the provision of a staggered fencing screen on the grass area behind the sculpture. The quote is within budgeted expenditure levels.

RESOLVED :-

The quote from Back2Front Landscaping Ltd (£764.00) is accepted and the work to be ordered.

1718/OS/012 To discuss any additional summer work for the Parish Orderly and to refer to July Full Council for agreement.

The Clerk informed members that many tasks (e.g. oiling / painting benches, oiling clock tower door, re varnishing wooden noticeboards) was to be completed in the coming months as necessary maintenance work and any additional costs / overtime would come within budget management responsibilities of the Clerk.

No additional work was raised by members.

1718/OS/013 Burial Ground

- ***To review the burial ground fees for 2017/18 and to consider any amendments to the regulations to be recommended to Full Council for approval.***

Members reviewed the fees and regulations for the burial ground and did not consider any amendment to be required or desirable.

RESOLVED :-

Members have reviewed the burial ground fees and regulations and make no amendments.

- ***To consider any maintenance work required at the burial ground.***

No matters apparent.

1718/OS/014 Floral Planting

Councillor Sue List informed the meeting that the plants had now been collected from NSC nurseries, and together with the assistance of the Village Orderly, Michele Miles, all the summer floral planting in the village had now been completed.

1718/OS/015 Bins & Signs

Councillor Brenden Hill informed the committee that the finger post for the junction of Hilliers Lane and Dinghurst Road had now been fully repaired and assembled. It was currently being painted in the original colour scheme. Councillor Hill would shortly be holding a site meeting with NSC to agree the exact location of the sign and it would then be erected in place.

The finger post at Lower Langford would also be having the one broken arm replaced in the near future.

1718/OS/016 Bus Shelters

No issues were raised.

1718/OS/017 Damaged Pillar – Clocktower enclosure – Dinghurst Road

The Clerk reported that an unknown large vehicle had collided with one of the pillars on the clock tower wall on the Dinghurst Road side. The pillar had been in a dangerous condition, next to a main 'A' road, so the Clerk had arranged for it to be made safe by having it pushed over onto the clock tower ground. The incident has been reported to the police. Quotes are now being arranged from suitably (Highways work) authorised contractors, and due to the very close proximity of the edge of the highway, will necessitate road closure/restriction authorisation and traffic lights etc.

The Clerk will report further to full council in due course when costs / process are established.

1718/OS/018 Budget Update

The detail of the spending against budget to date for open spaces was presented to the committee.

The Clerk informed the meeting that the hedge cutting contractor had now stated that he did not wish to have the contract renewed. Several other suitable contractors had been approached, with only one quote received to date. It was hoped at least one other quote will follow. The quote obtained so far was within budget. Due to the requirement to have the work ordered to ensure it is completed in early September, the committee unanimously agreed that the Clerk is authorized to arrange the hedge cutting up to the budget provision figure (£750)

RESOLVED:-

the Clerk is authorised to arrange the hedge cutting up to the budget provision figure (£750)

1718/OS/019 Matters for Information

No matters raised.

There being no further Business, the meeting closed at 8.55pm.

Next scheduled meeting – Monday 25th September 2017

Signed.....

Date.....