

Churchill Parish Council

Open Spaces & Allotments Committee

Minutes of the meeting held on 22nd June 2015
at Churchill Community Club at 7.30 pm.

Present: Councillors Valerie Langley, Sue List, Trudy Silverton, Brenden Hill, Bill Carruthers, Tree Warden Kate Johns, 1 allotment plot holder and Clerk Aleana Baird.

0.01 To elect a Chairman for the Committee for 2015-16.

RESOLVED: Councillor Brenden Hill was elected as Chairman of the Committee for the forthcoming year.

0.02. To receive apologies for absence.

NONE.

0.03. To receive Councillors declarations of interest.

NONE.

0.04. To confirm and sign the minutes of the Open Spaces Committee meeting held on 26th January 2015 and the minutes of the Allotments Committee meeting held 5th February 2015.

RESOLVED: that the minutes from the Open Spaces Committee meeting held on 26th January 2015 were confirmed as a correct record and signed.

RESOLVED: that the minutes from the Allotments Committee meeting held on 5th February 2015 were confirmed as a correct record and signed.

0.05 Public Participation

The following issues were raised by the allotment tenant present.

The gate has been left open again even though the Clerk had sent a reminder, the rubbish left by the gate had been removed but not by the person who left it..

Councillor Sue List was to make laminated signs to go on both sides of the gate as a reminder to close it and also a No rubbish sign. The Clerk was to email everyone again to remind about both issues.

The height of a fence not being within the rules of the tenancy was mentioned but this had been checked and it was within the rules.

The next Community Barbecue was raised but date had not yet been set.

The Village Market was discussed; the Clerk had spoken to Jackie Bush re contacting the organizer about promoting the market but had found the contact details supplied were not working. The Clerk would pursue this.

0.06. To co-opt 2 key user representatives from the Allotments to the Committee.

RESOLVED: that Claire France be the representative for Field 1 and Sharon Shroeder was the representative for Field 2. Both had put themselves forward prior to the meeting.

0.07. To receive a Tree Wardens update.

The Tree wardens had finished creating the Parish Tree Walk which was 6 miles long mainly on footpaths and featured trees of special interest along the route. They wished to promote the walk with an event in the autumn and hoped to get it included in NSC Life magazine. They wished to use some of their budget to pay for the artwork and graphics for the walk prior to going to print.

- To consider graphic costs for the Parish Tree walk.
RESOLVED: to accept the quote of £150 from NSC to provide artwork and graphics for the walk which will provide a pdf copy in readiness for print.

A tree in memory of Val Tighe was discussed, it was decided that Councillor Brenden Hill and Tree Warden Kate Johns would liaise with Councillor Simon Hegarty who know the family well to discuss variety and location.

The allotment hedge was raised as it had several larger silver birch and oak saplings in it which if left would grow to large for the location and cause shading if the plots in the future. Tree Warden Kate Johns would look at them with a view to possibly replanting them elsewhere in the autumn. She would also look into a hedge packs from the Woodland Trust to fill the gaps there and in other places as required.

Allotments

0.08 To consider the request to rent a plot for a 10 year term.

Members considered that the tenant could be reassured that there was no need for a 10 year lease as the tenancy was long term anyway and the Parish Council's recent decision to reject any proposal regarding the sale or movement of the land should also be further reassurance.

0.09. Matters for discussion and decision arising from the site inspection.

***** The following item was confidential as there were competitive quotes; members of the public left the room.**

- To consider purchasing a strimmer and safety accessories to carry out general maintenance of areas and to keep vacant plots cleared.
RESOLVED: to accept the quote from Tinknells of £371.50 inc vat. The strimmer must not be stored on site; a risk assessment and insurance were to be arranged. The Clerk was asked to double check that the strimmer in the accepted quote had nylon cord only and not a blade as it was described as a brushcutter and though the quotes were like for like it may imply it had a blade.
- To discuss the creation of communal compost/manure areas for each field. These would be desirable in both fields with 2 bay compost areas made of 5 foot square pallets. 14 pallets would be needed to do both fields and the Clerk would email round to ask if anyone had a source. In field 2 the manure heap needed moving back against the hedge to re-establish the pathway and the compost area could be next to it. This was work that could be done by a working party once the pallets were obtained.
- To receive any update of the grant for water supply.
 The Big Lottery grant application had not been successful as it had not demonstrated a wide enough community benefit. The Committee wished to pursue installing the water on the site using the earmarked reserve of £2,000 to cover almost all of the cost of getting the supply from Wessex Water

(£2,058.00). The remaining work was at a cost of £1,789.00 (may be a small change as quote was supplied in March) and they wished to use the majority of this year's budget to install the supply in the fields. It would leave £150. The recommendation that funds from this year's budget and the ear marked reserve be used to provide water to the fields was to be taken to July Full Council for ratification.

- To consider is any additional cuts are required for the allotments paths for the next three/four months.

No additional cuts were required.

0.10. Budget update.

A budget statement for the first quarter was circulated and had already been looked at during the previous agenda item on water provision.

0.11. Matters for information.

i) A plot holder had been using electrical cable across the road and into field 2, members were concerned about the trip hazard it could cause for road users and the liability this may present the Council with. The Clerk was to contact the plot holder and ask them to cease.

Open Spaces.

0.12. To discuss additional summer work for the Parish Orderly and to refer to July Full Council for agreement.

The Committee agreed with the work suggested and referred the overtime hours to July Full Council for decision.

0.13 Burial Ground –

- To review the burial ground fees for 2015 and to consider any amendments to the regulations to be recommended to Full Council for approval.

The Committee decided that the regulations and fees should remain unchanged for 2015-16.

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

The mechanism of the gates required attention (as raised in Full Council); the Clerk would investigate.

The gates needed painting and this was to be added to the list for the Parish Orderly.

A quote was to be obtained for the levelling of the gravel and for additional gravel if necessary. The entrance to the car park was continually worn away by tyres as they turned in causing deep ruts. The Clerk was to discuss a solution with a view to gaining a quote for the work.

0.14 Floral planting

- To discuss the next steps in the Hand area improvements.
The Committee wished to re-visit the area to decide what the next steps

should be. The Clerk was to check ownership of the land. A site walk about was discussed and the Hand area was to be a part of that to be arranged for an evening in August.

0.15 State of bins and signs

- To discuss parish fingerposts.
The Clerk advised that the new Welcome to Churchill sign was to be received shortly.
The fingerpost in Langford had a broken finger; Councillor Brenden Hill was to obtain the necessary quotes for its repair for future consideration. A new fingerpost at the lights was discussed but no firm conclusion was reached.

0.16. Bus Shelters

- To consider any maintenance required i.e. cleaning etc.
- **RESOLVED:** to instruct the annual cleaning of all the bus stops.
- To consider painting the floor after the recent redecoration of the inside of the lights bus shelter.
This was to be added to the Parish Orderly's additional summer hours.

0.17 BT Phone box area.

- To consider the cleaning and painting of the kiosk and the latest "adopt a kiosk" offer by BT. The matter maybe referred to Full Council should the Committee consider supporting the adoption.

The Committee requested that the Clerk to inform BT that some glass panes had been broken and ask them to be repaired and at the same time ask them to paint the kiosk. No conclusion was reached on 'Adopt a Kiosk'.

0.18 Budget update.

The first quarter budget statement was circulated to the Committee the coding of the headings for the budget were discussed and it was an item to action at the September meeting as part of the budget setting process.

0.19. Matters for information.

- i) The staining of the benches by the Budgens bus shelter and on the Broadoak green was suggested by Councillor Valerie Langley. This could be added to the additional hours for the Parish Orderly as she did them last Year.
- ii) Councillor Valerie Langley had been asked by a resident if two barrels could be put on a small area of land at the end of the Blackmoor stream wall. The resident was willing to plant and manage them; the Clerk would look at the area to assess suitability.
- iii) Councillor Valerie Langley wished to thank Councillor Alan Lovell for his help planting the barrels, it was very much appreciated.

The meeting closed at 9.15 pm

