



CHURCHILL PARISH COUNCIL

OPEN SPACES AND ALLOTMENTS COMMITTEE

Minutes of the meeting held on Monday 21 May 2018 at 7.30 pm

Present:-

Councillors Sue List (Chair of Committee), Trudy Silverton, Bill Caruthers, Ruth Bruton, Jackie Bush (Chair)

Co-Opted Members

Also present: Ann Boote – Assistant Clerk, and 4 members of the public.

1819/OS/001 To elect a Chair of the Committee for the 2018-19 council year

Councilor 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:-

Councilor Sue List is elected as Chair of the committee for the 2018-19 council year.

1819/OS/002 To elect a Vice-Chair of the Committee for the 2018-19 council year

Councilor Ruth Bruton 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:-

Councilor Ruth Bruton is elected as Vice-Chair of the committee for the 2018-19 council year.

1819/OS/003 Apologies for absence.

Councilor Simon Glanfield

1819/OS/004 Declarations of Interest.

Whilst no pecuniary interest would be gained, both Councilors Sue List and Ruth Bruton declared a non-pecuniary interest in Allotment matters as they are both allotment plot holders.

1819/OS/005 To confirm and sign the minutes of the meeting held on 5 March 2018

The Minutes of the meeting held on 5 March 2018 had been previously circulated and displayed on the council's website.

RESOLVED

The Minutes of the meeting held on 5 March 2018 were agreed and signed as a correct record.

1819/OS/006 Public Participation

An allotment plot holder raised issues relating to untidy, unused & overgrown plots, which in some cases seeding weeds on adjacent plots

A request for the allotment notice board to be updated with current local events.

A complaint was made regarding the parking of an allotment holder, which made it difficult to wheel allotment equipment. The allotment holder did not park in one of the allotted car park spaces provided.

1819/OS/007 To co-opt 2 key user representatives from the Allotments to the Committee

Sian White (Field 2) and Ruth Lamb (Field 1, plot 11) 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 Ruth Lamb (Field 1, plot 11) are elected to serve on the committee as co-opted

ALLOTMENTS

1819/OS/008 Budget vs spend update year to date

Spending currently on budget. No issues arose.

1819/OS/009 Application for Beekeeping

Two plot holders applied for permission to keep bees on one allotment plot. The bees would be kept in the middle plot of 3 plots, The hives to be sited away from public pathways and neighboring boundaries. The hives would have a 2 meters bee-proof fence around them so that the bees fly up and over peoples heads. The plot holders have undergone training courses in both theory and practical bee keeping. They have joined BBKA which also provides insurance cover.

RESOLVED:-

A vote was taken and it was agreed to permit the two plot holders to keep bees on the middle section of 3 plots providing the guidelines were adhered to.

1819/OS/010 Grass Cutting status

A discussion took place regarding the current contractor not cutting, strimming the grass or hedges. This has resulted in allotment plot holders having to cut the grass themselves. It was felt that the Council is paying for a service which is not being provided.

RESOLVED:-

It was agreed that the contractor should cut the grass & trim the area once a month, preferably at the beginning of each month. They should also provide the dates that this was completed, to ensure the service was being provided.

1819/OS/011 Social Committee – to note award of grant

A discussion took place to confirm that the Social Committee was to be given a one-off grant of £150 to set up a Social Events fund for events such as BBQ etc. It was agreed that all expenses should be accounted for and appropriate paperwork provided.

1819/OS/012 Matters for Information

It was agreed that the 3 allotment holders whose plots were not being cultivated therefore, in breach of their tenancy agreement, would receive a letter giving them 4 weeks notice to improve their sites. It was felt that this was necessary as there is a waiting list for people wishing to become allotment holders. Ann Boote (Assistant Clerk to liaise with Martin Dolton (Clerk) to send appropriately worded letter.

OPEN SPACES

1819/OS/013 To discuss the process to be adopted for the tendering of a new grass cutting contract for March 2019 to October 2021

It was agreed that Ann Boote (Assistant Clerk) and Martin Dolton (Clerk) would investigate options and costs for new tender.

1819/OS/014 To discuss any additional summer work for the Parish Orderly

A discussion took place and several recommendations put forward.

RESOLVED:

To ensure the wooden benches located around the parish were varnished or painted.

Varnish/paint the floral planter at the back of the Stag & Hounds public house.

The black lettering on the millennium stones located around the Parish to be refurbished.

It would also be appreciated if the Parish Orderly were available to help Councilor Sue List with the floral planting.

1819/OS/015 Burial Ground

The meeting was unable to review the burial ground fees for 2018/19 as the information was not readily available. This to be discussed at the next meeting

RESOLVED:-

It was suggested that the burial ground car park required additional gravel, particularly the corners.

The small wooden gate should also be checked and repaired or replaced with similar by the contractor.

1819/OS/016 Floral Planting

Councilor Sue List informed the meeting that the free annual flowers would be available on Monday 11th June at 8.00am. She will liaise with Councillor Bill Caruthers and Assistant Clerk Ann Boote to ensure they are collected and delivered to her residence.

1819/OS/017 State of bins and signs

A discussion took place regarding the current state of dog bins in the Parish. It was agreed that the bin collections were now working. The dog waste bin lid in Jubilee Lane is broken and should be replaced with new. The new bin is currently with Councilor Jackie Bush and arrangements to be made for bin to be placed by contractor. To be organised by Assistant clerk, Ann Boote

It was agreed that a new dog waste bin is needed in the Ladymead Lane/Pudding Pie Lane area. This to be investigated by Councilor Jackie Bush and Councilor Sue List and appropriate site decided.

1819/OS/018 Bus Shelters

It was agreed that all bus shelters were satisfactory and no action required.

1819/OS/019 Budget Update

Spending currently on budget. No issues arose.

1819/OS/020 Matters for information

A discussion took place regarding spring bulb planting around the parish. It was felt that using tulips, snow drops, and crocus would provide much needed colour. Areas suggested were bus shelter at traffic lights, the pull in at the Manse, the Hand. Councilor Sue List agreed to undertake this task

Next scheduled meeting – Monday 24 September 2018 (Provisional Date)

Meeting closed at 8.30 pm.....