

## MILBORNE PORT PARISH COUNCIL

### Minutes of the Open Spaces and Footpaths Committee Meeting held on Tuesday 18<sup>th</sup> July 2017 at 6.45pm at the Town Hall

**Present:** Mr P Lock (Chair), Mrs M Lock, Mr C Laughton, Mrs A Flynn, Mr R Douglas, Mr R Lockey and Mr R Biss

**Also Present:** Emma Curtis – Parish Clerk

#### **Public Question Time**

There was one member of the public in attendance who commented that the overhanging hedges along Station Road were now posing a hazard. The Clerk confirmed she would contact the occupier of the offending home and inform Highways. It was also requested that the Clerk instruct K M Dike to cut back the hedge further up Station Road adjoining the playing fields.

1. **Apologies for Absence:** Received from Mr J Pitman, Tree Warden
2. **Declarations of Interest:** Received from Mr R Biss, agenda item 6, *allotment holder*
3. **Minutes of the Open Spaces and Footpaths Committee Meeting held on Tuesday 20<sup>th</sup> June 2017** were approved and signed as a true and accurate record of the meeting.
4. **Review and update Action List:** The Action List was reviewed, with most actions being closed. The Clerk was requested to update and distribute the updated Action List following the meeting.
5. **Tree Warden Report:** No report received
6. **Allotments:** Mr Biss confirmed that the new drinking water tap was being fitted imminently and that some vacant plots had now been let. He confirmed that most tenants who had received warning letters had either improved their plots or made their intentions known, but that a few needed a further letter sent. The Clerk was requested to write to the allotment holders asking of their intentions and whether they wished to end their tenancy.  
**Action – Clerk to write to allotment holder**
7. **Cemetery and Churchyard:** No update received although it was noted that both areas were looking neat and tidy.
8. **Community Woodland:** The Clerk confirmed that she had erected some dog mess signs on the gate at the entrance to the woodland. Mrs Flynn commented that Mr Pitman had suggested signs should perhaps be placed around the tree with disease. It was agreed to discuss this in further detail at the next Open Spaces and Footpaths Committee meeting in September.

- 9. The Clump, The Ball Court and The Grove:** The Clerk confirmed that a contractor would be mending the wall and chain fence at The Clump within the next three weeks. Mr Laughton confirmed that the Ranger would be tidying the bushes opposite the church when he could gain access.
- 10. Play Area Updates – Gainsborough and Springfield Road:** Mr Lockey reported that he would shortly be painting the roundabout at Springfield Road Play Area. Mrs Flynn commented that she had tried, unsuccessfully, to liaise with Rob Parr at SSDC regarding arranging a possible discount with the suppliers of the new flooring and swing set. It was agreed to try for a further week to contact Mr Parr, with the assistance of the Clerk, and if no luck was made, to go ahead and place the orders. The Clerk confirmed that a new bin had been ordered and arrived for installation at Gainsborough Play Area/Skate Park and that this would soon be installed. Mrs Flynn, Mr Lockey and Mr Lock suggested that it may be a good idea to try and engage some youth representatives to undertake inspections at the play areas. This idea will be pursued after the summer holidays.  
**Action – Clerk and Mrs Flynn to try and establish contact with Mr Parr, if no luck, to go ahead and place the order for improvements**
- 11. Consider grass cutting tender for the next three years:** The grass cutting tender was discussed in detail, with some further areas being added. The Clerk was asked to update the tender document and circulate for out of committee approval before sending to contractors.  
**Action – Clerk to update tender documentation and circulate prior to going out to tender**
- 12. Consider ranger contract:** This item was deferred until the September Open Spaces and Footpaths Committee Meeting.  
**Action – Clerk to add agenda item to the September agenda**
- 13. Update on footpaths and issues arising:** Mrs Lock requested that the Clerk write to Mr Tizzard concerning the footpath running through his property and the removal of the footpath sign and seek agreement to meet with Mrs Lock and Mr Biss to discuss the matter in person. Mrs Flynn reported that she was dismayed that the bin along the footpath at Newtown had now not been emptied for nearly three weeks and was a health and safety hazard and despite the Clerk and herself chasing the contractor, it still had not been emptied. The Clerk was requested to write to the contractor and contact him again via phone and warn him that if the service did not improve, and the bin emptied the next day, the Council would commence looking for a new contractor. It was agreed to monitor the situation.  
**Action – Clerk to write to Mr Tizzard and email and telephone the dog bin contractor as soon as possible**
- 14. The date of the next Open Spaces and Footpaths Committee Meeting** was confirmed as **Tuesday 19<sup>th</sup> September 2017.**