

MILBORNE PORT PARISH COUNCIL

Minutes of the Open Spaces and Footpaths Committee Meeting Tuesday 17th January 2017 at 7pm at the Town Hall

Present: Mr P Lock (Chair), Mrs M Lock, Mr R Biss and Mrs A Flynn

Also Present: Mr J Pitman – Tree Warden
Emma Curtis – Clerk

Public Question Time

There were no members of the public in attendance

- 1. Apologies for Absence:** Received from Mr C Laughton and Mr R Lockey
- 2. Declarations of Interest:** Received from Mr J Pitman, agenda item 8, *requested to tender for churchyard tree works*
- 3. Minutes of the Open Spaces and Footpaths Committee Meeting held on Tuesday 20th December 2016** after a minor amendment of adding Mrs Flynn's name to the list of attendees, were agreed and signed as a true and accurate record of the meeting.
- 4. Review and update Action List:** The Action List was reviewed with attention paid to the following items. The Clerk was requested to update the Action List and distribute following the meeting.

Creation of Community Orchard at allotments: After this was discussed in detail it was agreed that there did not appear to be much support from allotment holders for this project. Therefore, it was agreed to close this item on the Action List and drop the project idea.

Compost toilet at the allotments: Mrs Flynn had found a few examples of toilets and was in the process of gaining quotations which would be shared at the March meeting.

- 5. Welcome and introductions to new volunteer Tree Warden:** Mr Lock welcomed Mr Pitman to the committee and thanked him for undertaking the role of volunteer Tree Warden. Committee members introduced themselves to Mr Pitman and the Clerk handed Mr Pitman examples of reports written by the previous Tree Warden. Mr Pitman confirmed that Phil Poulton from SSDC had sent him information on the role of volunteer Tree Warden. The Clerk was asked to get a copy of this document for the Parish Council. Mr Lock commented his only concern was that if asked to tender for tree work contracts, Mr Pitman would have to declare an interest. This was discussed and all felt as tenders were closed bids, if the interest was declared, it would not be an issue. The Clerk confirmed she would email Mr Pitman a list of areas to be monitored.

Action – Clerk to gain copy of the volunteer Tree Warden document and email

Mr Pitman list of areas to be monitored.

- 6. Consider the purchase of an industrial metal toilet roll holder at the cricket pavilion toilets due to vandalism:** It was agreed that in principle, due to vandalism of the toilet with its current toilet roll holder, that it may be a good idea to look at purchasing a metal single sheet toilet roll dispenser. It was agreed that prior to an order being placed for a new toilet roll dispenser that Mr Biss would check the walls of the toilet to ensure it could be fixed securely.
Action – Mr Biss to check toilet walls for fixation and report back to the Clerk who will order the holder if walls are satisfactory.
- 7. Allotments:** Mr Biss commented he had heard some allotment holders had complained about the water tanks being dirty with various other comments, both positive and negative being made. Mr Biss suggested that the year after next the Parish Council should consider installing a few extra water tanks at the top of the allotments near the play area as they are currently quite spread apart. A discussion took place about the number of vacant allotments being overgrown and allotments not being maintained to an adequate standard. Consideration was given as to whom would be best to maintain the area, either the Handyman, Ranger or Kim Dike Nurseries. Mrs Flynn mentioned that there was a lot of rubbish around the allotments and suggested that the next village litter pick may wish to focus on this area. A possible deposit scheme was briefly touched upon. It was agreed that once the deadline for allotment rentals had passed at the end of January that an up to date plan be provided and brought to the next Open Spaces and Footpaths Committee meeting in March when a way forward would be discussed.
Action – Clerk to update plan and distribute prior to March meeting.
- 8. Cemetery and Churchyard:** Mrs Flynn confirmed that she had produced a revised specification for the tree works at the churchyard and that this had been shared with Mr Lock and Jackie Hall. Mrs Flynn confirmed that this was a standardised specification and companies had been asked to give one complete quote. It was hoped that quotes would be ready for the February Full Council Meeting. Mrs Flynn confirmed that she would send the specification to all Councillors for their approval along with the Clerk. Mr Lock commented that he was under the impression that the PCC were going to undertake their own improvements to the churchyard pathway, but would double check this and report back. The Clerk confirmed that Toomer Tree Services would be undertaking the tree and hedge works in the cemetery at the beginning of February. Mr Lock commented that he had received one quote for the electrical work at the Cemetery Chapel and was meeting another contractor later in the week. The Clerk confirmed she would contact further electricians to tender as some had not responded or had turned down the work.
Action – Mrs Flynn to distribute tender to all Councillors. Mr Lock to confirm about churchyard pathways and Clerk to request further quotations for electrical work at the Cemetery Chapel.
- 9. Community Woodland –** No updates received
- 10. The Clump, The Ball Court and The Grove:** Mr Lock mentioned he had lost touch with the Ranger and needed to make contact to gather a list of new dates for the

current year. Mr Lock asked the Clerk to put South West in Bloom on the February Full Council agenda.

Action – Mr Lock to contact Ranger for list of new dates and Clerk to add South West in Bloom to February Full Council agenda.

- 11. Play Area Updates:** No updates received regarding Springfield Recreation Ground. Mrs Flynn mentioned that a large tree/bush at Gainsborough Play Area needs to be cut back, although the owner of the tree//bush was unknown, as it could possibly be a hazard. The same tree/bush was overgrowing over the Highway and the Clerk was asked to right to Highways, along with a photo of the tree/bush and ask them to arrange cutting it back. Mrs Flynn mentioned that hidden in the same tree/bush was a piece of Harris Fencing which needed to be removed. Mrs Flynn also requested that pieces of wire and bolts on the fence between the allotments and play area are cut and/or capped off as they could cause injuries. The Clerk confirmed she would ask the Handyman to carry out this work.

Action – Mrs Flynn to get photo of tree/bush and send to the Clerk. Clerk to report to Highways and request Handyman cut and cap off the wire and bolts.

- 12. Update on footpaths and any issues arising:** Mrs Lock stated she was concerned that Eve Wynn, Rights of Way Officer was not answering emails or dealing with requests. The Clerk confirmed she would chase this up and ensure there had been no organisational changes in the department. Mrs Flynn confirmed the new dog waste bin had Newtown had been installed and was in good use. Mrs Flynn asked if the Clerk would be able to ask Pet Waste Solutions who empty the bin if could provide any statistics on pet waste bin usage.

Action – Clerk to chase Eve Wynn and Rights of Way Department and contact Pet Waste Solutions for any pet was bin usage statistics.

- 13.** The date of the next Open Spaces and Footpaths Committee Meeting was confirmed as **Tuesday 21st March 2017 at 7pm at the Town Hall.**