

Amenities and Open Spaces Committee

Minutes of a meeting held on Wednesday 6th June 2018 at the Town Hall Market Deeping. Cllr Broughton, (Chairman) presided over Cllr Brookes, Cllr Miss Collins, Cllr Hanson, Cllr Shelton and Cllr Mrs Sked. The Park Keeper and the Clerk were also present.

1. Chairman's Welcome

Cllr Broughton welcomed the members to the meeting

2. Apologies for absence

There were no apologies

3. Declarations of Interest under the Localism Act 2011

There were no declarations of interest

4. Minutes of a meeting held on the 21st March 2018

Cllr Broughton asked the committee if they were to accept the minutes of the meeting dated Wednesday 21st March 2018. It was proposed by Cllr Brookes, seconded by Cllr Miss Collins and **RESOLVED** unanimously that the minutes could be signed as a true and accurate record of the meeting. The minutes were signed accordingly.

6.47pm Cllr Hanson joined the meeting

5. Clerks Report on Matters Arising

The Clerk had issued the members with a report prior to the meeting:

- The quotes for the hanging baskets still needed to be obtained. This should be done by the next meeting
- A meeting had been arranged with the Environmental Agency at the tow path and Councillors had reported back to Council
- Cllr Broughton had met with the representatives of Ground Control regarding reducing the height of a tree on the Glebe Field. Council have agreed to the work and the relevant permission is being obtained
- Pinders Circus cancelled due to the field being too wet
- The Newborough Young Farmers used the field for the tractor run
- Bullhorn fitness installed the banner on the railings as requested
- William Hildyard School used the field for the cross country event
- The army cadets are still looking for some land to use
- The work requested by the Arboricultural report has been added to the works planner
- When the new lamp posts were installed in Church Street, LCC removed one bin and re-sited the other at the end of the Grove
- The lighting on John Eve field play area has been reinstated and is ready to be used next winter
- The installation of the floral planters along Church Street has been added to the park keepers works planner
- BT have informed the Clerk that the repainting of the red phone box in the Market Place will be added to their maintenance schedule

Members were asked if they had any questions. There were none

6. Correspondence to be noted and resolved upon

Correspondence – Amenities & Open Spaces – June 2018				
No.	Received from	Date Received	Subject	Committee Response
1	Resident	12/5/18	Request for a public waste bin at either end of the Green in Godsey Crescent	Since this area was SKDC land it was agreed to pass this to them
2	Resident	23/5/18	Request to consider installing dog bins along alleyway from Halfleet to Chestnut Way	The Clerk was asked to reply stating that the Council had asked SKDC for some bins and when they arrive this area would be considered for siting one.
3	Deepings Lions	29/5/18	Request for banner on JE railings from 11/6/18 to 1/7/18	It was proposed by Cllr Broughton, seconded by Cllr Hanson and RESOLVED unanimously to allow the banner
4	St Guthlac's Church	30/5/18	Request to have a skip in Rectory Paddock from 14 th to 16 th July.	It was agreed to allow the skip

7. Update of the Works Planner & Presentation by the Park Keepers

The Park keeper informed the members that due to the weather conditions, they had struggled to keep on top of the grass cutting but were now getting back on top. They had given the land one cut in the last week and were hoping to cut again later this week. Cllr Sked informed the members that she had seen dogs running all over the field and was there anything that could be done. The park keeper agreed to inform residents as or when he saw this, that they should only be exercising their dogs on the Glebe Field as stated on the signs

Number	Activity	Priority	Time-scales	Notes
		<ol style="list-style-type: none"> 1. H & S 2. Assist Productivity (Staff) 3. Part of project work (Where Consultation / Engagement has taken place) 		
		Amenities and Open Spaces		
1	Regular tasks / Activities		Daily, weekly, monthly as required	BMX Track <ol style="list-style-type: none"> 1. Remove rocks and stones from the BMX track 2. Rake track 3. Remove moss from the burns 4. Remove any other items that should not be on the track 5. Strim around the edges – as required 6. Cut grass

			<p>7. Weed kill as appropriate – every two weeks, will be monitored</p> <p>Top up track with grit to keep track in good order, monitored via weekly checks</p> <p>John Eve Field / Glebe Field/ Welland Gardens / Riverside Park / Rectory Paddock & The Spinney</p> <p>Weekly grass cutting and strimming as required.</p> <p>Welland Gardens</p> <ul style="list-style-type: none"> • Tidy up edging at the front • Pathway needs a top up of dolomite dust • Wash down railings and repair broken areas • Replant snowdrops and move to river bank <p>Riverside Park</p> <ul style="list-style-type: none"> • Check for holes and treat areas as required • Consider to plant new trees in the area <p>Glebe Park</p> <ul style="list-style-type: none"> • Maintain hedge and keep trim • Edge main edges <p>The pond</p> <p>Strim pond area (as able to) to avoid frog life and wild flowers. Check area daily. Regular activity in order to maintain the pond.</p> <ul style="list-style-type: none"> • Daily checks of the pond to be made, clear any rubbish thrown into the pond • Strim the banking of the pond when the wild flowers have finished flowering • Maintain height of approximately 8" • Regular management of pond plants and green algae to prevent the pond from becoming overcrowded • Control the spread and growth of broad leaved dock by regular digging out excessive growth and remove all seeds to prevent over population <p>Area checks</p> <p>Daily checks of BMX track and play area, pond and complete checklists.</p> <p>Litter Picks</p>
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			<p>All of the above actions are completed on a regular basis</p>	<p>Daily checks of local MDTC areas and weekly litter pick, to also include dog bins.</p> <p>Vehicle and machine checks Weekly checks required on vehicle and machinery to ensure equipment remains in good order. Vehicle to be cleaned inside and washed outside every week.</p> <p>The Paddock Regular activity in order to maintain the area.</p> <ul style="list-style-type: none"> • Weekly mowing of grass pathways • weekly mowing of the edge along the hedgerow/Hall Farm/the Spinney • Weekly strimming round benches to keep neat and tidy • Spray weed killer one foot either side of the fencing between The Spinney and Rectory Paddock • Dig out spear and creeping thistles, as necessary, to control spread and growth • Dig out cow parsley (keck) as necessary, by digging up some and strimming the rest after flowering • Cutting/raking/burning all plants and grass removed, as appropriate to encourage regeneration • Employ efficient methods to maintain grassed areas of the meadow – to include scythe and flail methods, as appropriate • The grass to be cut twice per year, with strimming around the base of the hedges as necessary. THERE IS TO BE NO STRIMMING AROUND THE BASE OF TREES. All areas to be raked over immediately after cutting and any collected grass piles are to be burned <p>Other regular tasks</p> <ul style="list-style-type: none"> • RoSPA visit due August yearly • Checking the defrib and reactive speed sign and complete weekly checklists. • Erecting and taking down of flags / banners as required. • Support to MDTC events as required.
2	All areas	1 and 2	All completed with the exception of	Edge pathways and fields ready for new season

			Welland Gardens (on going)	Top up of lime dust required
3	All general areas	1 and 2	All to be completed asap and before the end of September 2018	<ol style="list-style-type: none"> 1. New Tree Planting: Plant Oaks/Beech in JE Field to replace those that were felled – alongside of J Eve way but inside the fence – Update MDTC have been given free trees from the Woodland Trust which are being planted where other trees were removed, died or were vandalised - completed 2. For the project for Glebe Field/Godsey Lane, new hedge laying to be interspersed with tree's as in the Halfleet hedge - recorded under a separate project 3. Riverside Park to rub down and repaint benches by the end of March - completed
4	Market Place	3	By the end of September 2018	<ol style="list-style-type: none"> 1. Repainting of the street furniture in the Market Place, to include the benches, clock lamp posts (to be completed during the winter)

8. Omega reports: Review of performance to date, budget/expenditure/income

The Clerk had provided the members prior to the meeting with the income and expenditure reports for 2017/18 and 2018/19 and went through them. She explained that the AOS expenditure for 2017/18 had underspent by 40% but this had been earmarked in reserves as agreed at the last full council meeting.

9. Update on the quote for the electricity box to be installed on John Eve Field

Cllr Broughton informed the members that he had visited the company who had quoted for the electricity box explaining that the Council had felt it was quite expensive and asked if a more reasonable quote could be provided. Cllr Mrs Sked informed the members that at the library surgery on Saturday she had been informed that SKDC had a community fund that may be able to give a grant for this or the CCTV on the field. It was agreed that the Clerk would look into this.

6.57pm Cllr Shelton joined the meeting

Cllr Brookes asked if the box would need planning permission but was informed that it probably would not due to its size.

10. Update on the birds mouth fencing at Riverside Park

The Clerk had provided the members with quotes for the work prior to the meeting. After a discussion it was proposed by Cllr Broughton, seconded by Cllr Mrs Sked and unanimously **RESOLVED** to accept the quote from Horsegate Landscaping

11. Update on the repairs to the wet pour area on the John Eve Field

Cllr Broughton informed the members that due to the quote received being expensive, he would discuss with the Park keepers as to how much could be done in house. He would visit the play area with the Clerk and the Park keepers to see how to take this forward.

12. Update on the installing of CCTV on John Eve Field

Members were informed that the Deputy Clerk had met with two further companies and was waiting for their quotes. The Council had been recommended to have a post sited near to the electric box once it was installed on the John Eve Field.

13. For members to receive a report on the current progress of the allotments and to decide on the next steps

The Clerk informed the members that she had received notification from Persimmon that the fence would be placed around the allotments on 4th June and the area would be cleared prior to that. Cllr Broughton had visited the site prior to this meeting and reported that none of that had been done. The Clerk was asked to chase this matter up. A discussion took place as to how the allotments would be managed and allocated and it was agreed that this would be discussed once the allotments had been sorted by Persimmon.

There being no other business the Chairman thanked all for attending and the meeting which was closed at 7.10pm.

The next meeting is scheduled for Wednesday 18th July 2018 at 7pm at the John Eve Field, Market Deeping.

Chairman's signature.....

Date.....