

## Amenities and Open Spaces Committee

Minutes of a meeting held on Wednesday 24<sup>th</sup> January 2018 at the Town Hall Market Deeping. Cllr Broughton, (Chairman) presided over Cllr Brookes, Cllr Miss Collins and Cllr Hanson. The Park Keeper, the Deputy Park keeper and the Clerk were also present.

### 51. Chairman's Welcome

Cllr Broughton welcomed the members to the meeting

### 52. Apologies for absence

Apologies were received and accepted from Cllr Mrs Redshaw, Cllr Shelton and Cllr Mrs Sked

### 53. Declarations of Interest under the Localism Act 2011

There were no declarations of interest

### 54. Minutes of a meeting held on the 22<sup>nd</sup> November 2017

Cllr Broughton asked the committee if they were to accept the minutes of the meeting dated Wednesday 22<sup>nd</sup> November 2017. It was proposed by Cllr Hanson, 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.

### 55. Clerks Report on Matters Arising

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

- The Council had been signed up for the Allstar Service Point
- The Deepings Lions had been informed that they could use the access required for the Carnival , but the practicalities would be discussed nearer the time

Members were asked if they had any questions. There were no questions for the Clerk

### 56. Correspondence to be noted and resolved upon

Correspondence – Amenities & Open Spaces – January 2018				
No.	Received from	Date Received	Subject	Committee Response
1	Circus Fantastic	12/1/18	Request to use the John Eve Field from 8 <sup>th</sup> to 18 <sup>th</sup> March. They will practice from 8-15 and perform from 16 <sup>th</sup> 18 <sup>th</sup>	After a discussion about the length of time that the circus wanted to use the field it was proposed by Cllr Broughton, seconded by Cllr Hanson and <b>RESOLVED</b> with one against that the circus could use the JE field as requested at a fee of £350 subject that there had been no heavy rain prior to those dates
2	Bootcamp	12/1/18	Request to use the John Eve field each Tuesday from 5.30pm till 8pm and each Thursday from 7pm till 8pm from 27 March till 25 October	Permission was granted provided that the group take note of the state of the field and suitable footwear is worn
3	Gray's Fair	17/1/18	Request to use the John Eve Field from 7 <sup>th</sup> – 14 <sup>th</sup> October (opening 10 <sup>th</sup> – 13 <sup>th</sup> )	It was proposed by Cllr Broughton, seconded by Cllr Brookes and <b>RESOLVED</b> unanimously that the fair could use the JE field on the requested dates at a fee of £600

4	Resident	24/1/18	Concern over the grey container that has blown over on the Riverside Park	It was proposed by Cllr Broughton, seconded by Cllr Miss Collins and <b>RESOLVED</b> unanimously that Cllr Broughton would meet with the owners and offer for the Council to remove the container
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### 57. Update of the Works Planner & Presentation by the Park Keepers

The Park keepers informed the members that the majority of the outstanding tasks on the work planner were waiting for better weather before they could be completed. The trees at Riverside Park had been removed and the area would be reseeded. The Clerk informed the members that the arboriculturalist had been booked and should be completing the work in the next month.

Number	Location	Activity	Priority	Time-scales
			<b>1. H &amp; S</b> <b>2. Assist Productivity (Staff)</b> <b>3. Part of project work (Where Consultation / Engagement has taken place)</b>	
Regular Checks	Various	BMX – remove rocks and stones, rake track, remove moss from burns, Riverside Park – check for holes and treat areas as required All areas – daily checks of all areas Litter Picks – daily checks and weekly litter pick to include all dog bins Vehicle and Machinery – weekly checks to ensure equipment remains in order. Vehicle to be cleaned inside and out each week. Defibrillator- weekly checks Speed sign – regular charging and movement around the town Flags – as required on Town Hall and Riverside Park	1&2	
1	Riverside Park	Side up conifers	1&2	Completed
2	Riverside Park	Repaint benches	1&2	

3	Welland Gardens	Repaint bench	1&2	
4	Welland Gardens	Re-top pathway	1&2	
5	Welland Gardens	Cut back snowberry bushes and general clearing out of old branches	1&2	Completed
6	Rainbow	Repair bench	1&2	
7	Market Place	Repainting street furniture	1&2	
8	Market Place	Cleaning bus shelters	1&2	
9	Rectory Paddock	Cut back branches, pruning and general tidying	1&2	Completed
10	Rectory Paddock	Replant hedge with new hedging	1&2	Completed
11	Rectory Paddock	Paint benches	1&2	
12	Glebe Field	Winter pruning of trees around the edge of the field	1&2	Completed
13	Glebe Field	Topping of the BMX track	1&2	
14	John Eve Field	Repaint playground benches	1&2	
15	John Eve Field	Repairs shown up in RoSPA report	1&2	
16	John Eve Field	Joining of old Oak Grove path to new one	1&2	Completed

**58. 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 and went through them. The expenditure was within budget except the insurance, but this had been increased in the 2018/19 budget to allow for future costs.

**59. For members to receive a report on the visit from Peninsula and to decide on the next steps**

Member had received a report prior to the meeting which included the following recommendations:

- The necessity of a risk assessment on the pond hazards (the Clerk is updating the risk assessments and will include one for this)
- Life jackets should be provided to the park keepers in case of an emergency at the pond or river. **This recommendation was noted**
- Life belt or ring should be provided at the pond and river **This recommendation was noted**
- Records need to be supplied of training provided to park keepers to operate, clean and maintain work place equipment (the Clerk and park keeper are discussing training requirements and will arrange courses for those required)
- Storage areas in the park keepers shed should have an edge to prevent falling on personnel ( some items are stored above head height and require an edge) **These items were no longer stored above head height**
- All equipment should be routinely inspected, serviced and maintained (this is done but it is believed that the records were not shown)

A recommendation was also made to provide an industrial strength ladder (the current one is for domestic use) **It was agreed that the ladder should be disposed of and the park keepers could use an industrial strength one owned by Cllr Broughton**

**60. For members to receive a quote for the electricity box to be installed on John Eve Field**

Cllr Broughton informed the members that he had been enquiring about installing an electrical box on the John Eve Field for a number of years. Members had received a quote and information prior to the meeting, which included a budget estimate of £3563. After a discussion it was proposed by Cllr Broughton, seconded by Cllr Hanson **RESOLVED** unanimously to get a confirmed quote from Western Power and ask for Council approval to install an electric box on the John Eve Field and to pay for it using the unspent BMX track budget.

**61. a) Update on the bins on Church Street**

Cllr Broughton informed the members that he would be in Grantham the next day, so would enquire as to whether SKDC would provide two bins for Church Street

**b) For members to consider a request for a dog bin/litter bins:**

**i) between Godsey Lane to Dovecote Road via Black Prince Ave (requested by a resident**

Cllr Broughton agreed to enquire at SKDC as to whether they would provide a bin for MDTC to install **ii) on the open space near Sandringham Way (requested by SKDC)**

Cllr Broughton agreed to enquire at SKDC if they would provide a bin for MDTC to install

**62. Update on the provision of reinstating the lighting on the John Eve Field and the children's play area**

Members were informed that a second quote had been requested by the Clerk but the company was unable to attend until mid-February. It was agreed that a third company would be asked to provide a quote and the Clerk would report back at the next meeting.

**63. For members to discuss the erecting of birds mouth fencing at Riverside Park**

Cllr Broughton informed the members that cars parking at the Boundary Fish and Chip shop were driving over the grass at Riverside Park rather than reversing out. He mentioned that he would like to see birds mouth fencing installed, consisting of three sections with a removable locked section for grass cutting. After a discussion it was proposed by Cllr Miss Collins, seconded by Cllr Hanson and **RESOLVED** unanimously to get a quote for the work

**64. For members to discuss the repairs to the wet pour area on the John Eve Field**

Cllr Broughton informed the members that he had made contact with Wicksteed for a site visit and quote for the work but they had not returned his call. He mentioned that the work could be done by the Council but it would involve hiring a mini digger. It was agreed that Cllr Broughton would make contact with Wicksteed again to get a quote for the work.

**65. Update on the quote for CCTV on John Eve Field**

The Clerk informed the members that a site visit had been arranged with GBSG on 1<sup>st</sup> February to discuss the requirement and receive a quote

**66. For members to receive a verbal report on the hanging baskets contract**

The Clerk informed the members that the hanging baskets contract expires at the end of 2018. She had received a quote from Plantscape (the current contractors) which would be the same cost as currently. It was agreed that the park keepers could prepare the hanging baskets on the Town Hall themselves and the Clerk would get quotes for the baskets on the street columns

**67. For members to consider employing an apprentice park keeper and decide the next steps**

Cllr Broughton informed the members that it would be good to look at the long term employment of the park keepers and prepare for succession. One way would be to employ an apprentice park keeper, but this may not be required for approximately five years. Cllr Brookes informed the members that recently the rules had changed, so it may currently be more difficult. It was proposed by Cllr Broughton, seconded by Cllr Hanson and **RESOLVED** unanimously to ask the Clerk to explore the possibility of employing an apprentice park keeper

**68. For members to discuss the state of the towpaths beside the river and to decide the next steps**

It was agreed that the Clerk would arrange a site visit with the National River Authority to discuss the towpaths.

There being no other business the Chairman thanked all for attending and the meeting which was closed at 7.35pm.

The next meeting is scheduled for Wednesday 21<sup>st</sup> March 2018 at 7pm in the Town Hall, Market Deeping.

**Chairman's signature.....**

**Date.....**