

DRAFT - Market Deeping Town Council – Amenities and Open Spaces Committee

Minutes of a meeting held on Wednesday 31st May 2023 at 7.00pm at the Town Hall, Market Deeping. Cllr. Broughton presided over Cllr. Mrs. Sked, Cllr. Miss. Collins, Cllr. Hughes and Cllr. Shelton, the clerk was also in attendance.

01. Chairman’s Welcome and Introductions

Cllr. Broughton welcomed members to the meeting at 7.00 pm.

02. To note apologies and accept valid reason for Absence

Apologies were received and accepted for Cllr. Mrs. Jones.

03. Declarations of Interest under the Localism Act 2011

There were no declarations of interest.

04. Minutes of a previous AOS meeting held on the 8th March 2023

It was **RESOLVED** unanimously to accept the minutes of the meeting as a true and accurate record of the meeting. The Chairman signed the minutes.

05. Clerk’s report and update on work of the parkkeepers

Members had received a copy of the report prior to the meeting.

Agenda Item 5

Clerk’s and Park keeper’s report 31st May 2023

John Eve field

- Wicksteed /Proludic and Creative Play were all approached to provide quotes for additional play equipment at John Eve Park. Each supplier was given the same brief, and each were asked to quote for a piece of children’s inclusive play equipment to be included. Each supplier was met on site at the children’s play area.
- Two Cherry trees and one Willow tree have been planted. More replacement trees will be planted from the Autumn to replace trees that have been lost.
- The first Pyracanthas (Firethorn) have been planted on the edge of the fields, with more planting to come in the future.
- The Park Keepers have received the replacement work vehicle.

Town centre

- Research was conducted to find a professional company who have the skills and knowledge to fix the clock.

Clerk’s report

- Premises licence – Following feedback from the district licencing team, the council has been asked to review the locations it has recorded on its premises licence and to submit a variation of its current licence.

- A new application process has been designed for use of the John Eve / Glebe Fields, which follow the 4 licencing principles. Grateful thanks to Ian Taylor (Taylor Amusements) who gave invaluable feedback on the new process.
- The field policy has been updated.
- Statement of Intent (Noise Management Plan) was drafted.

06. Correspondence to be noted and resolved upon

Agenda Item 6

Correspondence – Amenities & Open Spaces – 31st May 2023				
No.	Received from	Date Received	Subject	Committee Response
1.	Pinder's Circus	21.3.23	Circus in Market Deeping – not able to attend due to Ukrainian VISA delays.	Approved by Clerks
2.	Deepings Lions	10.4.23	Permission to erect a banner on the J.E Field (Prostate Awareness Event). Granted. 7 th May -27 th May – 21 days.	Approved by Clerks
3.	St. Guthlac's Church	26.4.23	Permission to erect a banner on the J.E Field (Summer Fete, Vicarage Gardens). Granted. 24 th June – 10 th July - [Event is on the 8 th July].	Approved by Clerks
4.	Oddfellows	03.5.23	Request to use the Glebe Park for a charity fundraiser – car boot on the 8 th July 2023 – Granted.	Approved by Clerks
5.	The Rotary Club of The Deepings	09.5.23	Permission to erect a banner of the J.E Field (Deeping Charity Run). Granted. 6 th May – 23 rd May.	Approved by Clerks
6.	Judy Stevens	10.5.23	Permission to erect a banner of the J.E Field (Story-fest) Granted from today 10 th May to 31 st May.	Approved by Clerks
6.	Ian Sutherland	16.5.23	Permission to erect a banner on the J.E Field (Lincs Wildlife Trust - Bourne Area). Granted. 15 th May – 5 th June.	Approved by Clerks
7.	H. Kingston	23.5.223	Permission to erect a banner on the J.E Field (Sue Ryder) Granted from the 30 th May 2023 for 3 weeks	Approved by Clerks

8.	SKDC Grounds Maintenance	30.5.23	Email correspondence, query from local resident, regarding grass cutting at Greenland's. SKDC, who are responsible for this area have replied and stated that their target is to cut grass approximately monthly during the growing season, expected to be 7 cuts per season. Resident has been informed.	Noted
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Correspondence to be Acted Upon – Received up to 31st May 2023

No.	Received from	Date Received	Subject	Committee Response
1.	Local Resident	10 th April 2023	Email: Update on Allotments.	Cllr. Shelton is leading on this piece of work for the council. Cllr. Shelton gave an update, he reported that he had discussions between District and Market Deeping Town Council, and that he had sought an agreement regarding \$106 monies. Documents have been submitted to the solicitors to draw up contacts and this remains as a work in progress.
2.	Visiting Circus	12 th May 2023	Email: Request from a circus to perform in the town (John Eve Field).	Clerk to contact the circus and ask them if they would like to apply next year.
3.	Deeping Lions	24 th May 2023	Email: Request to raise a banner on the J.E Field to advertise the Deepings Carnival. And advised that the re-enactment group will be camping overnight on the field on Saturday 24 th June, in order to set up the event, a keep items under guard ready for Sunday morning, assurances given that there will be no damage and no litter.	Clerk to contact the Lions, and permission was granted for the banner.
4.	Deepings Raft Race	25 th May 2023	Email: Request for the Public Toilets to be open for the Deepings Raft Race,	Members RESOLVED unanimously to support Deepings Raft Race with the

			and a request for the Deepings Raft Race to use Riverside Park.	opening of the Public Toilets and use of Riverside Park.
5.	Email from local resident	30.5.23	Email: Seeking an update on the process for when MDTC will adopt open spaces on the Permission development and concerns over vehicles parking on grassed areas and potential damage.	Cllr. Shelton is leading on this piece of work for the council. Cllr. Shelton gave an update, he reported that he had discussions between District and Market Deeping Town Council, and that he had sought an agreement regarding S106 monies. Documents have been submitted to the solicitors to draw up contracts and this remains as a work in progress.
6.	Iseki Tractor	31.5.23	Insurance renewal from Avia £509.61 – Policy expires 12 th June 2023.	Members RESOLVED for payment of the insurance renewal.

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

The Clerk had provided members with a report prior to the meeting. Cllr. Broughton asked the Clerk to present the information. Information was presented and members were asked if they had any questions. There were none.

08. For members to consider quotes received for ground work repairs required in the children’s playground

Quotes had been received from two companies. Members considered the quotes and **RESOLVED** unanimously to accept a quote from Wicksteed for £3,604.62, which was the lower of the two quotes to repair the area.

09. For members to consider quotes received for play equipment on the J.E Field

Quotes had been received from three companies and members had received a copy of these prior to the meeting. Each company had been given the same brief, which included a requirement for a piece of inclusive play equipment, and each company had been met on site. All three companies were responsive and all three had submitted suggestions for play equipment from their portfolios. Members discussed and **RESOLVED** unanimously to accept a quote from Wicksteed for £19,415.41, which was the lower of the quotes received. The new play equipment will be; a Swirl roundabout, Mini swing, Mini hump back bridge a Flyer train and carriage.

10. For members to consider a quote to extend the existing play area with hooped fencing.

This item will be discussed at the 19th July meeting, which will be held on the J.E Field.

11. For members to consider a variation to the current Premises Licence

The Chairman asked the clerk to update members. Members were informed that following a discussion with the district licencing team, advice has been given to the council to amend its current Premises Licence. The reason, is that the current licence shows several premises locations, and the licence needs to relate to one area. The process to do this is called a variation of its licence. Members discussed and RESOLVED unanimously for the clerk to proceed with an application to vary its current licence.

12. For members to consider a revised Application form for use of the J. Eve/Glebe Park fields

Members reviewed the revised application form which had been circulated ahead of the meeting. The revised application form as been set out in sections that relate to the four licencing objectives. Members discussed and RESOLVED unanimously to accept the revised form.

13. For members to consider a new internal monitoring process to support the revised Application form.

Members reviewed the new internal monitoring process which had been circulated ahead of the meeting. Members discussed and RESOLVED unanimously to accept the new internal process.

14. For members to consider revisions to the Field Policy

Members reviewed the revisions to Field Policy which had been circulated ahead of the meeting. Members discussed and RESOLVED unanimously to accept the revisions.

15. For members to consider a new process; Noise Management – Statement of Intent

Members reviewed a new process for Noise Management – Statement of Intent. Members discussed and RESOLVED unanimously to accept the new process.

16. For members to consider a request to complete maintenance work on the footpath leading from the Cemetery to Oak Grove, which puddles in wet weather

Members discussed and RESOLVED unanimously for this work to be included in the winter maintenance schedule.

17. For members to consider a quote for repairs to the clock that is located in the Market Place

Members discussed and RESOLVED unanimously for the clock to be repaired.

18. For members to consider and discuss points raised in the Open Session

There were none.

19. To consider items for inclusion on the agenda for the next meeting of Amenities and Open spaces committee, to be held on the John Eve Field on Wednesday 19th July 2023 at 7.00pm. The Chairman asked members to submit items to the clerk ahead of the next meeting.

CHAIRMAN'S SIGNATURE.....

DATE.....