

HENSTRIDGE PARISH COUNCIL

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NOTICE TO MEMBERS

Draft minutes of a meeting of Henstridge Parish Council's Open Spaces Committee held on Monday 15th February 2016 in the Skittle Alley of the Bird in Hand.

Present: Simon Cullum (Chair), John Graham, Richard Kaskow, Carolyn Nichols and David Nichols.

Also present: Michael Player

Clerk: Zöe Godden

The meeting started at 19:35.

1. Apologies for absence.

There were no apologies for absence.

The Chairman informed members that Peter Crocker had stepped down from the committee. The Clerk was instructed to write to thank him for his contributions to the committee and to ask if he would continue to look after the War Memorial.

Action 160215/1: Parish Clerk

2. Declarations of Interest.

There were no declarations of interest.

3. Public Participation.

No members of the public were present.

4. To approve as a correct record the minutes of the previous meeting held on 21st September 2015 and 16th November 2015.

RESOLVED: It was proposed and agreed to approve both sets of minutes as presented.

5. Matters deferred and arising from previous meetings:

- a. To hear an update from Richard Kaskow regarding a proposed Community Orchard and to agree any further action to be taken.

Richard Kaskow reported that he had spoken with the Womens' Institute who had said they might be interested in looking after a bench near the proposed burial area and any surrounding flower beds. Richard and Peter Crocker had also spoken with the tenant of Furge Lane field to discuss the proposals. It was noted that any beehives should be located away from livestock. Richard had also been to visit the garden at the school. Richard said that the next step was to speak with the Youth Club and the allotment holders.

It was **agreed** that this project should not take priority over other more pressing matters.

- b. To discuss improvements to the surfacing at the outdoor gym and agree any further action to be taken.

It was **agreed** to address this matter as part of the perimeter track project at the Recreation Ground.

- c. To hear quotes for repairs or complete resurface to the allotment track, clearing over-grown plots and shared areas at the allotment site, flailing the native hedging at the Recreation Ground, removing elder and dead branches from the Iellandii hedge at the Recreation Ground; to agree which quotes to accept.

RESOLVED: It was agreed to accept the quote of £600 from M P Bennett & Son for clearance work at the allotment site; it was agreed to accept the quote of £204 from M P Bennett & Son for flailing the native hedging at the Recreation Ground; it was agreed to accept the quote of

£1560 from Stew Little for reinstatement work to the track at the allotment site; it was further agreed to vire funds from the Open Spaces Projects budget to cover the cost of this repair work.

- d. To discuss the previous litter picking event and agree any action to be taken.

Simon Cullum suggested that future Litter Pick events could include cleaning the War Memorial. The Clerk was instructed to find out how the memorial could be cleaned.

Action 160215/2: Parish Clerk

The Clerk was further instructed to contact SSDC Streetscene to discuss cleaning road signs.

Action 160215/3: Parish Clerk

David Nichols reported that, at the last litter pick event, he used his van to collect full rubbish bags from locations around the parish and that this approach worked well. It was **agreed** that at future litter pick events, volunteers should identify the areas they will cover on a map and also pinpoint where they have left their full rubbish bags for collection. The Clerk was instructed to source a large map for this purpose.

Action 160215/4: Parish Clerk

It was noted that the next litter pick event was scheduled for 26th March. As this was Easter weekend, it was felt that this date should be reviewed.

Action 160215/5: Parish Clerk

6. Recreation Ground

- a. To discuss any maintenance issues and agree any action to be taken.

There were no maintenance issues to discuss. Simon Cullum reported that he had received an application form for the remaining S106 funds relating to the Woodhayes development. It had been agreed at a previous meeting that these funds would be put towards the cost of the perimeter track.

David Nichols suggested that the play area was in need of updating and suggested that it could be relocated by turning it through 45 degrees, which would also allow enlargement of the car park. The Clerk was instructed to look into this.

Action 160215/6: Parish Clerk

- b. To agree to use SSDC for the annual playground inspection and risk assessment for 2016.

RESOLVED: It was proposed and agreed to use SSDC for the annual playground inspection and risk assessment for 2016.

7. Cemetery

- a. To review the procedure for approving memorials and to agree any changes to be made.

RESOLVED: It was proposed and agreed that memorial requests could be approved by the Clerk if they complied with the rules, but that any requests received that did not comply, would be referred to the full council for consideration.

The Clerk to update the procedure document.

Action 160215/7: Parish Clerk

- b. To note receipt of information detailing an increase to SSDC's churchyard maintenance charge to the parish via the precept; to agree any further action to be taken.

The Clerk was instructed to request a full scheme of works and to find out if the amount raised by levy on council tax is claimable by the Parish Council to enable us to do the works ourselves.

Action 160215/8: Parish Clerk

8. Allotments

- a. To hear an update from the clerk on the condition of the allotments and to agree any further action to be taken.

There was no new information to report.

- b.** To note receipt of the Clerk's notes from the Allotment Workshop attended.

It was agreed that Richard Kaskow, John Graham and Michael Player would go to the allotment site to consider the Clerk's notes and would report back to the next meeting.

Action 160215/9: RK, JG and M Player

The Clerk was instructed to forward her notes to these three members.

Action 160215/10: Parish Clerk

9. Oak Vale Woodland

- a.** To hear an update on the condition of the woodland and to agree any further action to be taken.

The Clerk was instructed to contact Mr Stephen Place to find out when remedial works to the drainage at the woodland would take place. It had previously been agreed that the Parish Council would pay for half of these works.

Action 160215/11: Parish Clerk

- b.** To consider a request from Scottish and Southern Energy to cut or coppice some trees at the woodland that have grown too close to overhead power lines.

It was **agreed** that this work could take place. The Clerk was instructed to find out the date of the works so that any remaining logs and branches could be removed from the site.

Action 160215/12: Parish Clerk

10. War Memorial

To discuss cleaning the War Memorial and any further action to be taken.

This matter was dealt with in item 5d above.

- 11. Future meetings:** to agree that the next Open Spaces Committee meeting should take place on Monday 21st March 2016 at 7.30pm.



Zoe Godden
Parish Clerk