



HENSTRIDGE PARISH COUNCIL

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Draft Minutes of Henstridge Parish Council's Open Spaces Committee meeting on Thursday 24th February 2022 at 7.30pm at Henstridge Village Hall

Present: Cllr Carolyn Nichols (Chair), Cllr David Nichols, Cllr Simon Cullum, Cllr Pete Crocker, Cllr Ken Courtenay, Cllr John Graham and Cllr Dennis Finch

Clerk: Emma Curtis

1. **Apologies for Absence:** Received from Frazer Cooke PPLO
2. **Declarations of Interest:** None received
3. **Minutes: To approve as a correct record the minutes of the previous meeting held on 26th October 2021:**

RESOLVED: It was proposed and agreed to approve the minutes as presented. The Chair duly signed the minutes.

4. **Action List: To review Action List:**

It was noted that most actions on the Action List had been undertaken. Cllr Cullum queried the Talking Bench and was informed it would be in place soon. The Clerk was requested to chase up GTH and the Diocese regarding the Glebe Field. Cllr C Nichols reported that the Woodland Trust had declined to meet with the Council but had provided some useful information.

Action: OSC240222/1 Parish Clerk

5. **Parish Paths Liaison Officer: To receive any updates on footpaths issues:**

Cllr C Nichols and the Clerk referred members to a report received from the PPLO via email. The Clerk requested assistance for the PPLO in relocating equipment to the green shed in the recreation ground. Cllr D Nichols volunteered to help along with Cllr Graham. Cllr D Nichols stated he would make contact with the PPLO.

Action: OSC240222/2 Cllr D Nichols & Cllr Graham

6. **Allotments: To receive any updates from Allotments Representative and consider request from tenant to erect a poly tunnel on their plot:**

No report received as the Allotments Representative had resigned from the Council. Cllrs agreed to attempt to co-opt an allotment holder and the Clerk was requested to seek a volunteer in the allotment renewal letters being distributed shortly. It was further agreed to provide information about the formation of an Allotments Association and try and seek interest. Cllrs approved the request for a poly tunnel but the Clerk was requested to remind the tenant of their insurance responsibilities.

Action: OSC240222/3 Parish Clerk

7. **Cemetery and Burial Ground: To receive any updates, consider purchase of a tablet to conduct Memorial Headstone Inspections, consider plan for designated pathway following meeting with PCC and receive information on Lych Gate restoration:**

Cllr C Nichols reported that the Ranger had been working hard to tidy up the cemetery and had removed a number of ant hills and spoil which had resulted in the unearthing of two unknown graves. It was stated that the nettles appeared to be under control but may need another weed spraying in the Spring. Cllr C Nichols explained that she and the Clerk had met with the PCC to discuss putting in a proper pathway around the edge of the cemetery as an informal pathway formed over the years had encroached on graves. It was noted that the pathway would require levelling and the removal of stone and types of finish were considered. Cllrs all agreed to proceed with gaining quotations for the work. The Clerk stated that in order

to complete the Memorial Headstone Inspections as efficiently as possible she would benefit from a handheld tablet to enable use of a spreadsheet and the taking of photos. Cllrs all agreed in principle to allow expenditure of around £100 providing the transferring of data from tablet to laptop was satisfactory. To conclude, Cllrs considered the quotes received for Lych Gate restoration and it was agreed to proceed with grant applications for the necessary works.

Action: OSC240222/4 Parish Clerk & Cllr C Nichols

8. Furge Lane Field: To confirm a date for working group meeting:

Cllr C Nichols reminded Cllrs that the working group was made up of the Open Spaces Committee and urged members to think of ideas for usage of the field prior to meeting. Cllr Courtenay provided information on the creation of a woodland supported by and England Woodland Creation Officer. It was agreed that the Clerk would circulate and suggest some dates for meeting. It was noted that the tenancy on the field ceased on 31st March 2022 and it was agreed to ask the tenant if they would be interested in a License to Occupy on a rolling six month agreement.

Action: OSC240222/5 Parish Clerk

9. Ranger & Handymen: To receive and update on the Ranger scheme and Handymen:

Cllr C Nichols stated that the Ranger had been working once a week to assist the Handymen and the system is working well. Cllr D Nichols mentioned that one Handyman had requested a new lighter strimmer to keep the BMX Pump Track tidy and options were being considered in the region of £155.

10. Play Area: To receive any update on the new play area and to seek agreement for the placing of a solid base for the picnic table, and discuss the spec for getting quotes.

The Clerk confirmed there had been no issues with the new play area and the graffiti in December had been successfully removed by the Ranger. Cllr C Nichols and Cllr D Nichols stated they wished to proceed with placing the picnic table in the play area and at the top of the recreation ground but that the benches would require a solid base to be fixed to. Cllrs considered options and it was agreed a concrete base would be best. It was agreed to gain quotes for concrete bases.

Action: OSC240222/6 Parish Clerk

11. Recreation Ground: To consider specification and quotes for remedial works; To consider quotes for replanting; To consider grant applications for remedial works. To agree to get costings for an irrigation system for the new planting; To consider bulking out perimeter hedge:

Cllrs considered in detail the specification and quote information circulated prior to the meeting for the remedial works. It was noted that Company B for the was notably cheaper as there would be no cost for the disposal of soil as it would be officially purchased by Henstridge Airfield for £50.

RECOMMENDATION: It was agreed to recommend to full council that they instruct Company B to undertake the remedial works at £5,130.00

Cllrs considered in detail specification and quote information circulated prior to the meeting for the replanting. Cllr C Nichols provided further information about the species types and way of planting and proposed the committee agree to recommend Company A to full council who had offered a 25% discount on good quality products.

RECOMMENDATION: It was agreed to recommend to full council that they instruct Company A to undertake the replanting at £5,120.62

The committee agreed that time is of the essence to proceed with the works so applying for grant funding would not be an option on this occasion. It was noted that there was £10,000 in Earmarked Reserves for these works.

Action: OSC240222/7 Parish Clerk

12. Memorial Trees: To approve the wording of the notice 'Memorial trees' and to agree the document being distributed:

Cllrs approved the document distributed prior to the meeting. It was agreed that the Clerk could publicise and would keep a list of interested parties. It was noted that there would be 33 trees available with the opportunity for other specimen trees throughout the recreation ground.

Action: OSC240222/8 Parish Clerk

13. Highways & SID: To receive any Highways matters and confirm schedule for SID scheme and sharing with Charlton Horethorne:

It was agreed that the Clerk would arrange a meeting and familiarisation session with all Cllrs Chapter 8 trained and would start to draft a rota with rotation of the SID at each site. It was noted that the Council had lost one member Chapter 8 trained and ideas for another person to be trained were considered. Cllr C Nichols stated that a ladder had been purchased and the team would need to decide where to store it. It was agreed that the team would consider the sharing of the SID with Charlton Horethorne when they meet. The Clerk was requested to look at costs of a second battery charger.

Action: OSC240222/9 Parish Clerk

14. Oak Vale Wood: To consider management of Oak Vale Wood and feedback from The Woodland Trust and consider idea from the WI for a rustic bench:

Cllr C Nichols stated that The Woodland Trust had sent lots of information and this would be circulated and that the wood would require inspection again in Spring to check for dieback. Cllrs considered the request from the WI regarding a rustic bench and it was agreed to proceed with a bench made from logs and timber.

15. SWIB: To confirm 2022 entry into South West in Bloom:

2022 entry to South West in Bloom was confirmed.

16. To receive reports from the Clerk on: Allotments, Recreation Ground, and Burial Ground, Fly Tipping, Highways issues and grit bins:

The Clerk stated there were no apparent issues but that fly tipping continued to be an issue, particularly within laybys. It was noted that the committee should review the burial ground fees.

17. Date of the next meeting: The date of the next Open Spaces Committee meeting was confirmed as **Wednesday 30th March 2022 at 7.30pm.**