

HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Elvyns, Wavering Lane East, GILLINGHAM. SP8 4NX

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Approved minutes of a meeting of Henstridge Parish Council's Open Spaces Committee held on Thursday 10th May 2018

Present: Simon Cullum (Chair), Carolyn Nichols and David Nichols

Clerk: Zöe Godden

No members of the public were present at the start of the meeting.

The meeting started at 19:34.

1. Apologies for absence.

Apologies had been received from John Graham.

RESOLVED: It was proposed and agreed to approve the reason for absence as reported.

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 19th February 2018.

RESOLVED: It was proposed and agreed to approve the minutes as presented.

5. Matters deferred and arising from previous meetings:

- a. To hear information about a bench to commemorate World War 1 and agree any further action to be taken.

David Nichols reported that he could obtain a plaque for the bench at a cost of £25.

Action 180510/1: David Nichols

The Clerk was instructed to source a picture of a poppy to go onto the plaque.

Action 180510/2: Parish Clerk

RESOLVED: It was proposed and agreed that the refurbished bench at the Recreation Ground would be designated as a memorial bench to commemorate the end of WW1 and that a plaque would be acquired to read "We shall remember them", accompanied with a picture of a poppy.

- b. To note that the Clerk is organising a subsequent meeting with young people and the Somerset Rural Youth Project.

The Clerk was instructed to liaise with SRYP and the Youth Club to arrange the next meeting for 11th June.

Action 180510/3: Parish Clerk

6. Recreation Ground

- a. To note comments from members of the public regarding the timing of the maintenance and repair work to the play area and agree any action to be taken.

RESOLVED: It was proposed and agreed to recommend to the full council adoption of a new document called "Communications Policy for Works to Open Spaces".

Action 180510/4: Parish Clerk

- b.** To note that repair and maintenance work to the skate park is due to start on 14th May and should last for approximately 5 days.

The Clerk reported that the contractor had notified her that work would commence on 14th May. The Clerk was instructed to put up notices at the Recreation Ground and onto Social Media to inform the public that the work would be taking place.

Action 180510/5: Parish Clerk

- c.** To note that the Cricket Club has agreed to continue to mow the Recreation Ground for the coming year.

Noted. The Clerk was instructed to ask the cricket club for official confirmation of this arrangement.

Action 180510/6: Parish Clerk

- d.** To note that no response has been received from the Clerk's letter to the Cricket Club regarding removal of their sight screens and to agree how to proceed.

Simon Cullum reported that he had spoken to a Cricket Club representative who had requested that the Parish Council arranged for the removal of the sight screens. Four people would be required to carry this out. The Clerk was instructed to organise this.

Action 180510/7: Parish Clerk

- e.** To consider removing the concrete benches located near the metal shed.

It was **agreed** to remove the benches, which would be done after the sight screens had been removed.

- f.** To consider a price for a plaque to commemorate WW1 and to agree the final wording. This matter was dealt with at item 5a above.

- g.** To consider relocating some of the newly planted saplings to more suitable sites.

It was **agreed** in principle to relocate the saplings but this would need to be done after the species of the trees had been identified. The Clerk was instructed to add this matter to the agenda for the next meeting.

Action 180510/8: Parish Clerk

- h.** To hear an update on the idea of installing a pump/BMX track and agree further action to be taken.

Simon Cullum reported that Sport England had agreed to offer funding for this project but that Child Protection, Vulnerable Adults and Sports policies needed to be produced first. The Clerk was instructed to research relevant policies and report back to the next meeting.

Action 180510/9: Parish Clerk

- i.** To note receipt of a template for repair works to the car park and to agree action to be taken.

RESOLVED: It was proposed and agreed to approve the template as presented and that the Clerk should seek three quotes for the work, in conjunction with the Village Hall Management Committee, which was responsible for the drainage aspect.

Action 180510/10: Parish Clerk

- j.** To consider purchasing a battery powered pressure washer.

Simon Cullum reported that he had purchased a battery pressure washer and felt that the Parish Council would benefit from owning one as it would be useful for cleaning road signs. It was agreed that Simon Cullum and David Nichols would test Simon's pressure washer to see if it would be suitable for sign cleaning.

Action 180510/11: Simon Cullum & David Nichols

7. Events: To hear an update on progress with the Picnic in the Park event.

Simon Cullum reported that a Picnic in the Park meeting had been scheduled for Monday 21st May. Carolyn Nichols agreed to book the hall for the event, which would take place on Saturday 11th August.

8. Cemetery

- a.** To consider adopting updated rules and regulations for the cemetery.

The Clerk had circulated a template prior to the meeting and was instructed to adapt this for use by Henstridge Parish Council and present it to the full council for approval.

Action 180510/12: Parish Clerk

It was **agreed** that Carolyn Nichols and David Nichols would write to the Diocese to thank them for the recent meeting to discuss the future of the Glebe Field.

Action 180510/13: Carolyn Nichols & David Nichols

- b.** To note that Simon Cullum has identified several graves that need to have planting removed and agree that the Clerk can write to the relevant relatives.

Simon Cullum reported that he had carried out an audit and found three graves that had planting that needed to be removed. The Clerk was instructed to write to the relevant families asking them to remove the planting by a specified date, after which, if the planting had not been removed, the Parish Council would arrange for its removal.

Action 180510/14: Parish Clerk

9. Allotments:

- a.** To consider allowing the Clerk to purchase a combination lock for the vehicle gate at the allotment site.

RESOLVED: It was proposed and agreed that the Clerk was authorised to purchase a combination lock and chain for the allotment vehicle gate, up to the value of £100.

Action 180510/15: Parish Clerk

- b.** To note current vacant allotments and agree any action to be taken.

The Clerk reported that one whole and two half allotments were currently vacant and that she had advertised these on the Parish Council notice boards.

The Clerk was instructed to contact the tenant of allotment N2b to inform them that, as they had given up their plot without the agreed notice period, they should continue to maintain the plot. If the plot was not maintained, the Parish Council would maintain it and bill the current tenant £100 to cover costs. The Clerk was instructed to contact the tenant of plot N1b and ask them to get the plot into a good condition within a month and to inform them that the plot would be taken back if this did not happen within the agreed timescale.

The Clerk was instructed to write to the tenant of plot N5 to let them know that, if the plot was not brought into a good condition, the top half of the plot would be taken back and that they would be allowed to keep the bottom half.

Action 180510/16: Parish Clerk

Members discussed a strategy to deal with vacant plots. It was felt that they should be sprayed with weed killer, rotivated then covered with weed suppressant fabric. The Clerk was instructed to add this matter to the next agenda.

Action 180510/17: Parish Clerk

10. Litter Pick: To note that the next litter pick will be on Saturday 23rd June.

Noted. Members discussed how to increase the number of attendees at the litter pick events. Carolyn Nichols suggested advertising the event at the Youth Cub.

Action 180510/18: Parish Clerk

11. Other matters: To consider organising a bulb planting event and agree how to involve the community.

The Clerk was instructed to request some sacks of bulbs from SSDC.

Action 180510/19: Parish Clerk

It was **agreed** that local groups should be asked if they wanted to adopt an area of the Parish to plant the bulbs. Simon Cullum agreed to approach the groups.

Action 180510/20: Simon Cullum

12. Future meetings: to agree that the next Open Spaces Committee meeting should take place on Monday 16th July 2018 at 7.30pm. **Agreed.**

The meeting ended at 20:31.

Agreed and signed by the Chair _____

Date _____