

**Minutes of the Playing Fields & Open Spaces Committee
Held on 2nd November 2015 at 8.15 p.m. in the Bush Room**

Present: - James Sumner (JS) (Chairman), Alison Peters (AP), Marcus Fry (MF), Steve Blick (SB), Mike Webb (MW), Paul Caddick (PC), Anne Curtis (AC)
Graham Smith (Clerk)

1. Apologies for Absence

None

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of the meeting held on 7th September 2015 and Matters arising

5.1. **15.074 Resolved:** The minutes of the meeting held on 7th September 2015 are approved and accepted as accurate.

5.2. Matters Arising - (Clerk) informed councillors that the meeting to discuss the future strategy relating to the occupancy of travellers on Down Road (action PF150907-3) is scheduled to take place at 19.30PM on 23rd November in the Jubilee Hall. Notifications have been on the Website, Parish Notice Board & Helmet.

5.3 Outstanding actions – (Clerk) informed councillors that action PF150907-1 and PF150907-2 remain outstanding. (MW) confirmed that a residents' concern relating to the integrity & security of some memorial stones within the graves area was unfounded and (clerk) confirmed that the planting of a tree to replace the damaged tree on the land by the bus stop, (opposite the parade of shops) was acceptable, however the funding of this would not be the responsibility of SGC.

6. Playing Fields & Play Areas

6.1. Proposed Schedule of Charges – (Clerk) provided within the agenda packs a proposed schedule of "field user" charges for the year commencing 1st April 2016 which showed revised charges should a 2% increase be levied. In light of the Finance Committee recommendations (AP) proposed that no increases in charges be made for the financial year commencing 1st April 2016. (JS) seconded the motion and all Cllrs unanimously agreed.

15.075 Resolved: No increase in playing field usage charges be implemented for the financial year commencing 1st April 2016

6.2. 2016/17 Budget - (Clerk) provided within the agenda packs a 2016/17 budget forecast for Playing Fields and Open Spaces which demonstrated the proposed budget should an overall increase of 2% be applied to all account codes. (MF) recommended that an allowance should be made for the purchase of new equipment however, (Clerk) explained the net effect upon the precept application should the allowance be made within the budgets with regard to the surplus as described in the F & GP committee meeting. In light of the Finance Committee recommendations (JS) proposed that no increases be budgeted for the financial year commencing 1st April 2016. (AP) seconded the motion and all Cllrs unanimously agreed.

15.076 Resolved: No increase in budgets relating to playing fields and open spaces be implemented for the financial year commencing 1st April 2016

- 6.3. Tree survey - (Clerk) provided within the agenda packs a quotation for a Tree Survey to be completed to cover all trees located within the Jubilee & Lime Kiln Fields and the Cemetery. (Clerk) explained that he had attempted to obtain three quotations however, one organisation was unable to quote due to lack of resource and the other had not returned their quotation within the time frame provided. (MW) confirmed that a tree survey should be completed every few years and (Clerk) confirmed that there had been no tree survey completed within the past three years. (JS) proposed that the tree survey be completed as per the quotation provided (MW) seconded the proposal and all Cllrs unanimously agreed.

15.077 Resolved: Tree survey to be completed as per quotation.

7. Cemetery

- 7.1. Proposed Schedule of Charges – (Clerk) provided within the agenda packs a proposed schedule of “cemetery” charges for the year commencing 1st April 2016 which showed revised charges should a 2% increase be levied. In light of the Finance Committee recommendations (AP) proposed that no increases in charges be made for the financial year commencing 1st April 2016. (JS) seconded the motion and all Cllrs unanimously agreed.

15.078 Resolved: No increase in cemetery charges be implemented for the financial year commencing 1st April 2016

- 7.2. 2016/17 Budget - (Clerk) provided within the agenda packs a 2016/17 budget forecast for the cemetery and in light of the Finance Committee recommendations (AP) proposed that no increases be budgeted for the financial year commencing 1st April 2016. (JS) seconded the motion and all Cllrs unanimously agreed.

15.079 Resolved: No increase in cemetery budgets be implemented for the financial year commencing 1st April 2016

8. Grounds Maintenance Report

(MW) reminded (Clerk) to ensure that the Grounds Maintenance contractor plant replacement shrubs within the cemetery as requested.

9. Correspondence

None

10. Website

(Clerk) had received an observation from (AC) that google was not displaying the correct address for the Parish Council office when the search engine is used. (Clerk) contacted webhosts “Cromhall Media” to report the issue and seek a solution. It transpired that Google use a series of links to display information relating to websites and nothing can be done if incorrect information is displayed.

11. Any other business

(Clerk) presented to the committee a quotation for repainting all the play equipment within both play areas within the parish. In light of the Finance Committee recommendations (JS) proposed that this work be completed (AP) seconded the motion and all Cllrs unanimously agreed.

15.080 Resolved: Instruct contactor to proceed with repainting play equipment as per quotation.

(SB) asked (Clerk) - Who is responsible for maintaining verges along the A38? (Clerk) explained that SGC had a contract with the Parish Council to ensure the grass was cut on a regular basis and as all highway adopted land belongs to SGC it is their responsibility to maintain the safety and integrity of the land in question. (SB) informed Cllrs that he had almost twisted his ankle in a large hole and would report this to SGC.

PF151102-1: Contact SGC with regard to a large pot hole on highway adopted land on the A38.

Action to (SB)

(SB) asked the committee whether a new tree (to replace the damaged tree by the bus stop opposite the Parade of Shops) was necessary. (JS) commented that the land did not appear to be barren and that a new tree was not necessary.

(AC) raised a concern relating to cars parking on paths, overgrown trees and leaves on pavements and residents should be made aware of this issue and their responsibilities as residents. (Clerk) informed Cllrs that he had placed a statement within the Helmet relating to this issue.

(AP) asked which councillors will be attending the meeting on 23rd Nov and requested from Clerk the names and job titles of the visitors from SGC who will also be attending the meeting.

Meeting Concluded at 08.47 PM

**The next meeting of the Playing Fields and Open Spaces Committee is on
Monday 8th February at 8.00pm.**