

**Minutes of the Playing Fields & Open Spaces Committee
Held on 8th February 2016 at 8.00 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

(MW) declared financial interest when submitting a quotation for works at the Cemetery.

5. Minutes of the meeting held on 2nd November 2015 and Matters arising

5.1. **15.107 Resolved:** The minutes of the meeting held on 2nd November 2015 are approved and accepted as accurate.

5.2. Matters Arising - None

5.3. Outstanding actions – (SB) informed Cllrs that the pot hole as mentioned in the action list is a loose man-hole cover. Contact had been made with SGC but had not to date checked to ensure that the issue had been rectified.

6. Playing Fields & Play Areas

6.1. H & S Assessment Analysis & action – (Clerk) provided within the agenda packs the 2015/16 play equipment risk analysis with quotations for the repair and actions as described and confirmed that £1,581 was available within the maintenance budget and £356 within the safety surfaces budget. (JS) proposed that all work quoted by GB Sport & Leisure be completed and to prioritise the remainder work in order of risk ensuring High and Medium risk work be completed. (AP) seconded the proposal and all Cllrs agreed.

15.108 Resolved: All specialist remedial work recommended within the H&S analysis relating to equipment be completed as soon as possible and the remainder work be prioritised in order of risk ensuring high and medium risk work be completed.

PF160208-1: Prioritise H&S remedial action as per recommendations and budget and order with appropriate suppliers.

Action to (Clerk)

(JS) proposed to the committee that the log agility trail located at the Lime Kiln Playing Field be removed as many logs were beginning to rot and crack and will be deemed to be unsafe within a short period of time. (AP) seconded the proposal and all Cllrs agreed.

15.109 Resolved: The log trail located at the Lime Kiln field be removed.

PF160208-2: Obtain quotations for the cost of removal of the log trail and present to the F & GP committee.

Action to (Clerk)

6.2. Down Road - (Clerk) presented to Cllrs details and costs of equipment which may potentially be installed into the Down Rd open space area. (AP) requested that as a matter of priority trees be planted in designated places within the planting season (March) and obtain quotations.

PF160208-3: Obtain quotations for the cost of planting trees within the Down Rd green space and discuss the location of the planting with (JS).

Action to (Clerk) & (JS)

(AP) proposed that interested members of the public should be invited to sit on a committee in order to discuss the best utilisation of facilities and plants/trees within the Down Rd green space and that (Clerk) place upon the website & noticeboards notice of invitation and deadline for applications.

PF160208-4: Place upon the website & noticeboards notice of invitation and deadline for applications from residents to join the Down Road facilities and trees committee.

Action to (Clerk)

The PF & OS committee agreed that the date of the first meeting should be set for Monday 29th February and requested that (Clerk) book venue.

PF160208-5: Book venue for Down Road facilities and trees committee meeting for 07.30PM on Monday 29th February.

Action to (Clerk)

- 6.3. Tree survey - (Clerk) provided in advance the completed tree assessment document. (MW) informed Cllrs that in his opinion that it was a good assessment and recommended that the committee approve the suggestions as recommended by the document and that (Clerk) should obtain a quotation for remedial work. (MF) recommended that whilst work is being conducted that ownership be established and where appropriate owners be consulted prior to work being undertaken. (JS) proposed that the committee approve to undertake the remedial work as presented within the tree survey document. (PC) seconded the motion and all Cllrs agreed.

15.110 Resolved: Remedial action as recommended within the tree survey be completed.

PF160208-6: Obtain quotation for remedial action as recommended within the tree survey document and present to the F & GP committee.

Action to (Clerk)

7. Cemetery

(MW) recommended to the committee that blackthorn saplings which have established and running out of control located at the top end of the cemetery land (disused) be removed. (Clerk) informed committee that several fruit trees will be planted within the area funded by the local WI group.

(AP) proposed that works to remove unwanted Blackthorn growth be approved. (PC) seconded the proposal and all Cllrs agreed.

15.111 Resolved: Remove all blackthorn saplings located at the top end of the cemetery land.

PF160208-7: Obtain quotations to remove unwanted Blackthorn growth located at the top end of the cemetery land.

Action to (Clerk)

8. Grounds Maintenance

(Clerk) informed Cllrs that he received an offer from a resident to perform ground duties on the football pitch to ensure the pitch was in perfect condition for formal football matches. This would involve roping off the goal areas to prevent public use. The committee recommended that whereas the offer was appreciated the football areas should be always available for residents' casual use.

9. Correspondence

None

10. Website

None

11. Any other business

(PC) informed the committee that the allotment winter inspection is scheduled for 10AM on Monday 15th February.

Meeting Concluded at 08.45 PM

The next meeting of the Playing Fields and Open Spaces Committee is on Monday 9th May at 7.30pm.