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Open Spaces Committee Meeting Agenda 22nd October 2024 at 7pm in the Village Hall Lounge Henstridge

All members are summoned to attend.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, any new items raised by the public in this session will not be discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

- 1. Apologies for Absence.** To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)).
- 2. Declarations of Interest.** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct)
- 3. To approve as a correct record the minutes of the minutes of the Open Spaces Meeting held on the 24 July 2024.** (Local Government Act 1972 Sch 12).
- 4. To note the Actions from the 24 July Meeting and discuss any matters arising.**

Minute Reference	Item	Action	Outcome
30 April 2024 Cllr Steel	Southwest in Bloom Entry 2024	Work supported with volunteers started in May, however although Council took entry £30 fee, application was not submitted. Cllrs acknowledge that the work from volunteers is not wasted and thanked Cllr Steel and volunteers for undertaking this work.	ACTION Cllr Steel Apply 2025. Funding secure and promised by Council. Awaiting Council notification for re-entry
30 April 2024 Cllr Thompson	Oak Vale wood scheme of works.	Cllrs concluded that it was important to have a plan and quotes to ensure the project maintains momentum and winter flooding does not ensue. It was noted that over the last 18 months work has been slow; the challenge of weather and lack of interest from prospective contractors has not helped BUT Cllrs wish to see the project reach a positive conclusion. Plan of works in writing with Quotes to be provided by Cllr Thompson.	Plan and quotes from Cllr Thompson from 3 providers by 26 August in time for decision at the September meeting.

		Alternative measures to be applied if not received for the September meeting.	Work to start in October 2024. ACTION:- Agenda item Cllr Finch
30 April 2024 Cllr Finch	Litter Pick	Litter Pick scheduled for the 12 October 10 am 2014 advertised on Next door and PC. Concerns about fly tipping on A30 laybys Clerk to report to Council using the 3-word location mapping APP. Clerk to alert Council to fly tipping location using 3-word app (Report to Claire Warman)	COMPLETE COMPLETE
30 April 2024 Cllr Scard & Cllr Steel	Ranger Duties	Cllr Steel has arranged a 6-month contract with Somerset Landscapes to do a 7-hour day at £220 - £31.42 an hour opposed to £342 - £45.60 (which included dead travel time and rest breaks). Residual saving will be used to address extraneous needs. Future consideration to include sharing services with Milborne Port or contractors who undertake grass cutting for the school to ensure reliability and equipment provision. to arrange the contract renewal scheduled for October 2024 in time for the new fiscal year. ACTION: - To arrange the contract renewal scheduled for October 2024 in time for the new fiscal year.	ACTION: Progress report Cllr Steel
30 April 2024 Cllr Graham and Cllr Howlett	Water Fountain installation	Water fountain purchased over two years ago by PC for public access to be installed at cold water entry point at Village Hall. Wessex Water checks undertaken. Does not require daily cleaning. Provides public with drinking water without need to access to hall and is in keeping with recreational requirements and sporting fixtures. ACTION: Cllr J Graham to negotiated with VH for suitable date for installation by approved plumber during August in time for new sport season.	ACTION Cllr Graham
30 April 2014 Cllr Steel and Cllr J Graham	Recreation Ground duties	Groundsman duties in Recreation Ground a. White lining of pitches b. Cutting of main grass area Cllr J Graham reported that white lining will be undertaken by football club; Jeremy/cricket club will continue to cut the grass	Ongoing throughout year
30 April 2024 All Cllrs	Fencing ingress on recreation ground border.	Cllrs are considering further action.	Ongoing consideration
24 July 2024	Provision of	To present the final plans and provide costs in time for budget planning to full PC.	ACTION Cllr J Graham

Cllr J Graham	permanent emergency access at recreation ground	ACTION: - Quotes for meeting in October	
24 July 2024 Cllr J Graham and Cllr Finch	Burial Ground revision of fees and quotes for burial ground pathway	Path leading through the cemetery needs extending and routing to ensure plots are respectfully treated by the public. ACTION: Cllr J Graham and Finch supported by the Clerk to provide revised fee proposal for PC to consider and produce a proposed scheme of works and seek quotes for path extension in time for budget planning.	ACTION Cllr J Graham and Cllr Finch
24 July 2024 Cllr Howlett	Allotments	a) ACTION i) Cllr Howlett and Cllr J Graham to get Les or a contractor to clear vacant plots and seal with black plastic so they can be let again. Cllr Howlett, Cllr J Graham, Cllr Steel, Cllr Finch to establish best means of clearing mixed rubbish and make provision to clear rubble from the graveyard that has amassed from grave digging. b) Clerk to investigate if the Community Service Payback teams could act as a task team to clear unused plots and cover with black plastic in preparation for new tenants to take over. iii) Cllr Scard to ask Les to mow paths through the site. a. Allotment payments ACTION: Clerk to ask RFO for summary of payments received to date from tenants. d) Cllr Howlett to write to the remaining tenants requesting fee payments by the next PC meeting in September. e) Annual meeting date schedule with allotment tenants and invite them to set up allotment owners' society. ACTION To be incorporated into the payment letter with a reply slip to test if tenants want this opportunity. Cllr Howlett	ACTION:- Progress report Complete Complete Complete On Going On Going

5) Chairs report: - Cllr Scard

6) Sub-Committee Matters

- a) **Annual Inspection for recreation report and proposed action:- Cllr Graham and Finch**

- b) Removal of tree stump in the playground:- Cllr Smith**
- c) Provision for handyman's tools (maintenance and spares) Cllr Scard**
- d) Proposal to trim the low branches on the big plane tree in the recreation ground Cllr Scard**
- e) Provision for a proforma invoice for Christmas tree purchase: - Cllr Steel**
- f) Footway repairs: - Cllr Steel & PPLO Mr Frazer Cooke**
- g) Oak Vale wood scheme of works, progress and quotes Cllr Finch**
- h) Recreational ground gate: - Cllr Graham**
- i) Cemetery footpath: - Cllr Graham**
- j) Football club update Cllrs Graham & Steel**
- k) Budget recommendations: All Cllrs**

Next meeting the 21 January 2025

Reports and agenda items for submission to the Clerk by the 10 January 2025

**Ann Lee
Parish Clerk**