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Open Spaces Committee Meeting AGENDA

22 APRIL 2025 at 6.30 pm in the Village Hall Lounge

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. There were no residents present at the meeting.

- 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 21 January 2025.** (Local Government Act 1972 Sch 12).
- 4. To note the Actions from the 21 January 2025 Meeting and discuss any matters arising.**

Minute Reference	Item	Action	Outcome
30 April 2024	Oak Vale wood scheme of works.	PC awarded contract to Jamie Wright conditional on public liability insurance to be submitted prior to work commencing.	ACTION Cllr Thompson to coordinate work to commence in September 2025
30 April 2024	Water Fountain installation	VHMC has taken installation, but certification of equipment is in question and needs resolving (Cllr Scard/Graham)	ACTION Cllr Scard/Graham
24 July 2024	Burial Ground revision pathway	Path rerouting to ensure plots are respectfully treated by the public with relocation of bins, gate control and path determination and removal of accumulating aggregate and grave spoil to create hard standing area for undertakers. Seek quotation	ACTION For decision in June 2025 Cllr Finch and Graham
24 July 2024 Cllr Howlett	Allotments	a) ACTION i) Cllr Scard and Cllr J Graham to ask Les or a contractor to clear vacant plots and seal with black plastic so they can be let again. b) Cllr Howlett, Cllr J Graham, Cllr Steel, Cllr Finch to establish best means of clearing mixed rubbish and make provision to	ACTION:- ONGOING ONGOING

		clear rubble from the graveyard that has amassed from grave digging. c) Cllr Howlett to write to tenants with a date for a meeting to discuss plans and encourage setting up an allotment Association d) Cllr Scard to ask Les to mow paths throughout the site once mower purchased. e) Annual meeting date schedule with allotment tenants ACTION: To be incorporated into the payment letter with a reply slip to test if tenants want this opportunity.	Cllr Howlett Cllr Scard Cllr Howlett
22 Oct 24 Cllr Graham	Playground	To arrange removal of tree stump in the playground following letter of concern. Cllr Graham to contact Cllr Gaymer to ask tree surgeon assistant to undertake this work	Cllr Graham
21 Oct 24 Cllr Scard	Tools	Provision for handyman's tools (maintenance and spares) To replace the old strimmer's cord and provide a battery replacement or replace with a STIHL strimmer.	Cllr Scard
21 Oct 24 Cllr Finch	Asset Register	To complete the review of the asset the register and ensure accurately compiled with any additional recommendations for replacement of tools to be available for the new budget, compared an alternative option of contracting with Landpower for lease alternatives.	Cllr Finch
21 Oct 24 Cllr Scard	Plane Tree recreation ground	Cllr Scard to ask Cllr Gaymer to engage tree surgeon to trim lower branches of the plane tree to avoid vandalism once the tree has lost all leaves Cllr Scard to discuss with Cllr Gaymer and see if the tree stump in the playground can be undertaken at the same time.	Cllr Scard/Cllr Gaymer

5) Committee Matters

- a) Glasdon Imperial Co-mingle bins update (**Cllr Steel**)
- b) Footpaths update on work completed by Council and outstanding actions required (**Frazer Cooke PPLO/Cllr Scard**)
- c) Grit Bins update (**Cllrs Graham/Scard**)
- d) To agree the scope of work to be undertaken to repair the pump track and propose the quotation obtained to the PC at the meeting in May (**Cllr Graham**)

- e) To agree to invest in burial ground mapping and software package to maximise burial spaces and support record keeping **(Cllrs Finch/Graham)**
- f) To agree to apply resin bound to gravel located at the recreational emergency entrance **(Cllr Graham)**
- g) To agree patio sweeping regularity **(Cllr Graham)**
- h) To agree litter picking date and advertise for late spring **(Cllr Finch)**
- i) To finalise options for including additional lighting and use of grit in main entrance to Village Hall to avoid incidents in icy weather. **(Cllr Scard/Graham)**

Next meeting 22 July 2025

Reports and agenda items for submission to the Clerk by the 15 July 2025

Exempt Session – Exclusion of the Press and Public

The Council is recommended to resolve that under section 1, paragraph 2 of the Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting of the following items of business because the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- 1. To discuss appraisal outcome for maintenance employee**

Ann Lee Parish Clerk