

Gnosall Parish Council
Draft Minutes of the Open Spaces Committee meeting
Held on 28th September 2017 at 7.45pm

Present: Cllr T Simkin (in the chair), Cllr M Deegan, Cllr S Green, Cllr V Kessey,
Cllr T Innamorati, Jayne Cooper

Press and Public Open Forum – none present

1	To receive apologies and record absences Apologies received from Cllr Tomkinson, Cllr Webb Absences: Cllr Greatrex	
2	To appoint a non councillor member to the Open Spaces Committee Cllrs had received details of working with non-cllrs and the voting rights of non-cllrs (extracted from NALC publication, Local Council's Explained) It was proposed, seconded and unanimously agreed to appoint Mr Jordan Archer to this committee.	
3	To receive any Declarations of Interest As an allotment holder Cllr Deegan declared an interest.	
4	To receive and confirm the minutes of the meetings held on 21st July 2017 The minutes were confirmed as a true and accurate record of the meeting.	
5	To consider any matters arising not elsewhere on the agenda There were no matters arising.	
6	To receive a report from the Burial Ground Working Group on ideas for improvements and maintenance of the Hen & Chicken Lane project An up to date report had previously been received. Meetings had been held with the National Offender Management Service to discuss using the Community Pay Back Scheme. Clearing overgrown hedging and roadway is the type of work carried out with funding of £80 per day. It is estimated that the work involved could take up to ten by the time they have cut back the bushes, dug out trees, cleared the roadway and disposed of the timber. A maximum payment of £500 had been agreed. This funding is not for payment of salaries and administration, it is for the retraining of the offenders in, for example, the building industry or railways and to get them back into the community. This was discussed and it was agreed, subject to confirmation whether or not the vegetation is removed within this fee, that the £500 would be met from income from Burial fees. A recommendation to be put to Council on 9 th October. It was also agreed to: Display and information notice on the Burial Ground gate (for visitors), prepare an updated report for the November GPN and include information on the historical background of the lane as well as posting details to properties that are adjacent to the lane sharing details of the planned work. Cllr Green to action.	Cllr Green

	The surfacing of the lane to be put this on hold until the finished clearance work is assessed and this would then be discussed by Open Spaces at a future meeting.	
7	<p>To consider plans to commence with the tennis court/outdoor gym project on The Acres</p> <p>It was confirmed that the detailed Business Case to Staffordshire County Council for £50,000.00 of funding to fund a tennis court and outdoor gym had been successful. It was agreed the target date for completion of this project would be April 2018. Cllrs Innamorati and Greatrex to lead on this project meeting with contractors together (or with the Clerk), using quotations already obtained from tennis court suppliers, obtaining up to date information on outdoor gyms and making regular reports back to Open Spaces members.</p>	Cllrs Greatrex & Innamorati
8	<p>To discuss financial matters including:</p> <p>a. Grass cutting grant received from Staffordshire County Council The Clerk to determine whether the grant received covers the cost of 8 cuts as detailed in the agreement.</p> <p>b. Funds received from Severn Trent Water (£500) and surplus S106 funds (£900) It was agreed to use these funds, as well as the income from the fair held in July (£340) and hay cut from the Acres in July (£200), to fund the necessary improvements to the limestone path leading from the play park to the start of the boardwalk. Clerk to liaise with JWH Ground Maintenance to carry out this work.</p> <p>c. Donation of £500 from parishioner for an outdoor project It was agreed to accept this generous donation to purchase a new bench to replace one of the old metal benches near to the basketball area. The Clerk to respond.</p> <p>d. It was agreed that the National Garden Centre vouchers to the value of £50, received as part the Pride in Your Patch Award, should to be given to the BKV team, in recognition of their achievements this year and to purchase plants for the new brick planter. Clerk to action.</p>	Clerk
9	<p>To discuss maintenance requirements and other matters relating to:</p> <p>a. The Allotments Cllrs Kessey and Deegan would be meeting on 6th October to review the tenancy agreement in line with details received at a recent training event A letter from GAGA asking for clarification on whether the fencing erected last year was from allotment income and whether this was the reason for the rise in allotment fees. The Clerk had responded. The Clerk was asked to contact GAGA to resume regular meetings.</p> <p>b. The Acres Cllr Deegan agreed to circulate information on the planned work including in phase 3 of the Acres project as a reminder and to discuss at the next meeting to agree the way forward. Cllr Deegan and Cllr Kessey confirmed their willingness to lead on this project if plans are approved. Cllr Green to consider ways of promoting the picnic area</p> <p>c. Play areas A quote for a replacement fence around the play area to be sought with the option of both wood and plastic. Information to be obtained ready</p>	<p>Cllrs Deegan & Kessey</p> <p>Clerk</p> <p>Cllr Deegan</p> <p>Cllr Green</p> <p>Clerk</p>

	<p>for the budget meeting. Clerk to action The basketball area to be repainted in the spring.</p> <p>d. Village Green Representatives from the Best Kept Village Team to be invited to the next meeting to make a presentation to cllrs on their plans for the village green. Clerk to action</p> <p>e. Notice boards Three of the boards had been repaired/varnished. The Handyman would continue with ongoing maintenance of the others.</p> <p>f. Benches All wooden benches had been treated during the summer. The two metal benches on The Acres would be replaced.</p>	Clerk
10	<p>To receive any correspondence relating to the Open Spaces Committee</p> <p>A letter received offering to purchase a memorial bench to be located on one of the council's open spaces, was discussed. It was agreed to accept this kind offer and replace the second of the two old benches near to the basket ball area. The Clerk to respond.</p>	Clerk
11	<p>To confirm the time and date for the next meeting</p> <p>20th November 2017 at 7.30pm</p>	
12	<p><i>To exclude members of the press and public whilst confidential information is discussed</i></p> <p>To receive revised quotations for the supply and installation of a gate at the entrance to the allotment road</p> <p>Two revised quotations had been received from Champion Fencing and Staffordshire Fencing for the supply and installation of 1 wooden field gate as well as a kissing gate to the side that would to ensure pedestrian, disabled and pushchair access. It was agreed to accept the quote from Champion Fencing. The Clerk to action. Cllr Innamorati was thanked for his input with this project.</p>	Clerk

Meeting closed at 9pm