

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Open Space Committee  
Held on Wednesday 7<sup>th</sup> October 2020 commencing at 6.30pm  
This meeting was held via Zoom video conferencing**

<b>MEMBERS PRESENT:</b>	<b>Cllr Anne Tomlinson (Chair), Cllrs Neil Bonter, John Davis and Janet Foster</b>
<b>IN ATTENDANCE:</b>	<b>Sarah Goudie (Executive Officer - EO) Jo Tsigarides (AEO) No members of the public Cllr John Hammond</b>
<b>APOLOGIES:</b>	<b>None</b>

**20.72 OS OPEN SESSION/PUBLIC PARTICIPATION**

There were no items to raise under the Open Session, therefore the meeting commenced at 6.35pm.  
Standing Orders were applied

**20.73 OS APOLOGIES FOR ABSENCE**

There were no formal apologies for absence.

**20.74 OS DECLARATIONS OF INTEREST**

There were no declarations of interest.

**20.75 OS COMMITTEE MINUTES**

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 2<sup>nd</sup> September 2020 following proposal by Cllr Foster, seconded by Cllr Davis, and agreed by all Councillors as a true reflection of the meeting and would be signed by the Chairman at the next meeting in person.

**20.76 OS ITEMS FOR CONSIDERATION – ONGOING**

**20.76.1 Recreation Ground**

**20.76.1.1 CCTV Coverage and Security Lighting**

Cllr Bonter had circulated an update report together with two quotations but was still awaiting a third for consideration, which would be forwarded on via email when received for consideration. The EO advised that the action points from the previous meeting with reference to installation of concrete base and electrical works had not yet been carried out. There was a question related to the meter cupboard, and lack of warning signs, and it was suggested that this may be the opportunity to upgrade the existing wooden cabinet to something more robust, however it was also suggested that it currently is relatively inobtrusive, but would be considered.

**Action agreed:** Cllr Bonter to circulate third quote, and the EO would seek advice as to whether planning permission would be necessary for the pole and seek companies to carry out the groundworks.

### **20.76.1.2 Drainage**

The EO reported that the Lengthsman had cleared the drain and attempted to reinstate the gaps between the kerbstones. However, following the very heavy rain, it appears that this has not made any difference the water appears to have congregated as before despite the works, however the work had not been carried out quite as instructed and there is the potential for more work to be carried out.

There was a brief discussion on the pipework from the drain, and how far it goes, and whether it would be practical to get a company in to investigate whether it would be worth jetting it as far as possible, as it is blocked further down by tree roots.

Action agreed: EO to contact local company to investigate and quote.

### **20.76.2 Cemetery**

#### **20.76.2.1 Drainage**

The EO had circulated one of the proposals for the drainage with the meeting paperwork and a second quotation was circulated just prior to the meeting. The first option was to dig a bore hole and grate, the second was to install a soakaway between the two oak trees. The first option would entail removing and replacing the memorials for safety. The second should not affect that area at all. The Rights Owners had been contacted and agreement in place with the local Funeral Directors to carry out the removal if required. After a detailed discussion it was agreed that the option to install a soakaway would be better option.

**Action agreed;** To accept the quotation on installing a soakaway and relevant drainage.

#### **20.76.2.2 VE Day Tree Planting**

As the usual Remembrance Day parade and service was not taking place, the EO asked the Committee what form the memorial tree planting should now take, due to current restrictions.

**Action agreed:** It was agreed to plant the tree on or around 11<sup>th</sup> November without a ceremonial service, and erect an appropriate plaque to be photographed and publicised, when appropriate.

### **20.76.3 Swelling Hill Pond**

#### **20.76.3.1 Boundary**

Following the site meeting and circulation of the proposals, and further discussions, it was agreed to re-apply to Land Registry for a change in boundary as presented, the area would include the unregistered area to the front of the pond as there is no historical owner and the PC have been maintaining the area since the land transfer from HCC in 1985.

**Action agreed:** EO to send the proposal to the adjacent land owners for confirmation and contact the land surveyor to prepare a proposed and detailed plan to send to Land Registry with the application to amend the boundary and registration.

#### **20.76.3.2 Additional works following de-silting**

The EO confirmed that she had approached two contractors for quotes to carry out the work as discussed at the site meeting, one site meeting had taken place and the quote was now awaited.

**Action agreed:** Following receipt of quotations this item would be brought back to the Agenda, or emailed to the Committee as deemed appropriate.

### **20.76.3.3 Update on Shoring works**

The EO had been in contact with the Angling Club and had received the following report. They have been unable to carry out any works this year due to the ongoing situation with regards to COVID 19 and social distancing, and were now preparing to undertake the works next Spring/Summer. They would like to use the silt from the bag to the rear of the pond, which will be left for their use. They also had no issues with the proposed siting of the sign, it will not affect any of their swims.

### **20.76.3.4 Update on illustrative wildlife sign**

Cllr Hammond joined the meeting and updated the Committee as follows. The proposed supplier had confirmed that they were able to construct the sign with the vandal resistant finish. The former members of the Festival Committee had been contacted and had given approval for the sign as proposed, as per the directive in the constitution. The location of the sign had been agreed and although there had been some discussion on the style of the sign, the Committee were now in agreement that the sign should be upright but positioned at an angle so one could view the sign and pond at the same time. Cllr Hammond agreed to send the quotation to the EO for administration purposes.

### **20.76.4 Badger Close fencing**

The EO had circulated the updated quotations for the re-fencing around the Dell, as there had been price increases since the original quotations had been submitted a year ago. It was agreed that the chestnut rail fencing would be the most aesthetically pleasing and was also the cheaper of the two options.

### **20.76.5 Footpath 2 – Hard standing extension**

The proposal and quotation to extend the hard surface of Footpath 2 had been circulated and was agreed.

The EO also raised the similar query raised over Footpath 16 and suggested instructing the lengthsman to carry out works to remove the overgrown vegetation either side to widen the hard surface, which was agreed.

### **20.76.6 Village Signage**

The AEO gave a brief update on the various projects to date. Negotiations were still ongoing with the Watercress Line on installing the sign on the wall, but it would need to comply with their colour and typography. With reference to the map, a query had been raised on whether to number the footpaths. It was agreed that road names would be better for identification purposes. Quotes had been received for the combined map and notice board. It was hoped that an updated map would be available for Full Council.

The EO advised that she was having a site meeting on Friday with reference to the smaller gateway signage.

## **20.77 OS ITEMS FOR CONSIDERATION - NEW**

### **20.77.1 Climate Change**

#### **20.77.1.1 Water Refill Unit**

The EO had been contacted by the provider asking if we were still wishing to go ahead with this initiative.

After a detailed discussion it was agreed that, as the pandemic was still very much in evidence, that this would not be appropriate but would be reviewed again in the Spring.

#### **20.77.1.2 Electric car charging point**

The EO had recently been asked if there was an electric car charging point in the village, as more and more cars are now moving in this direction, is this something the Council should consider. Obvious locations would be Oak

Green or the Recreation Ground. After discussion, it was agreed that, if car charging points were to be provided, it should be led by the District Council.

**20.77.2 Footway from Kingswood Rise to Lymington Bottom on north side of A31**

Cllr Foster had been approached by HCC, following a query from a resident, to question whether the Parish Council would consider supporting a footpath/pavement on the North side of the A31 to Lymington Bottom Road. After a brief discussion it was agreed that, as only one person had requested this proposal, and had not been raised at any previous consultations, and due to the high costs involved that could be better spent on other higher priority safety measures, that a new footpath should not be provided.

**Action agreed;** The EO to write to the contact at HCC and advise the above.

**20.77.3 Events**

**20.77.3.1 Remembrance Sunday**

Due to current restrictions it has been agreed to cancel the usual parade and service. It was agreed to hold a minimal event with 6 people to lay wreaths, including Rev Howard Wright to offer a prayer after a two minute silence followed by the laying of wreaths.

The EO would liaise with COGS to arrange.

**20.77.3.2 Lymington Barns Carol Singing**

A request had been received as to whether it would be feasible to hold a socially distant carol concert at the Recreation Ground, potentially under the floodlights. It was agreed that this could potentially be carried out within guidance and agreement was given to the proposal.

**22.77.3.3 Christmas stall holder event**

The AEO advised of a proposal that had been received by a local resident to hold a driveway Christmas craft event around the village and had sought Parish Council support. The Committee agreed that this would be a good way of compensating for the postponement of the craft fair and support local businesses but although would be prepared to support it, did not have the time or resource to organise such an event.

**20.78 OS AREA UPDATE**

Location	Action required	Status	Notes
<b>A31 Winchester Road</b>	- Proposal to replace bench and notice board, wild-flower planting and bin	<b>Ongoing</b>	
<b>Allotments</b>	-Fencing, estate side, and wildlife corridor breach reports	Pending	Site visit carried out, as area is overgrown with brambles, to be revisited in the Autumn/Winter to reassess
<b>Badger Close</b>	- Replacement fencing - Wildlife corridor inspection, cherry tree in corridor reported as causing issue with fencing/overgrowth, being investigated	<b>Agenda item</b> Pending	Updated quotes for discussion
<b>Cemetery</b>	- Flooding issue, block E, proposals and costs received for consideration - Memorials to be removed potentially for works, permissions being sought,	<b>Agenda item</b> Ongoing	<b>Proposals and quotes received. For discussion,</b>

	and stonemason approached for quotations - VE Day memorial tree planting	<b>Agenda item</b>	
<b>Kingswood Copse</b>	- Ash Tree, maintenance works and planting	<b>Awaiting action</b>	Work to be carried out over Autumn/Winter Grant applications to be prepared for tree planting, notes to be sent to adjacent residents
<b>Lymington Bottom Green</b>	- Shrub bed maintenance; - Wildflower Planting	Ongoing	
<b>Oak Green</b>	- Awaiting installation of bins and re-installation of bollard - Christmas Tree to be ordered, date to be agreed for installation (lights to be installed by 1 <sup>st</sup> December)	Action pending Action pending	
<b>Recreation Ground</b>	- <b>Training area and tennis courts floodlights</b> ; request for bulbs to be replaced and changed to LED's - <b>Vandalism and CCTV</b> – - CCTV, options for discussion - awaiting installation of picnic bench - <i>tree now replaced</i> - <b>Children's play area.</b> -fencing, still to be checked and fixed all round - <i>all other RoSPA works now completed</i> - chase for new basketball nets (Vita Play) - <b>Cricket pitch</b> ; work to be carried out in September - <b>Scout bin</b> ; Still issues, EHDC to be contacted. - <b>Public Spaces Protection Order</b> ; still awaiting outcome of consultation	Action ongoing  <b>Agenda item</b> Awaiting action  Action pending  Ongoing Awaiting action  Action pending  Action pending	Liaising with local suppliers
<b>Station Gardens</b>	- No issues		
<b>Swelling Hill Pond</b>	<b>Shoring works</b> - chase Angling club for update <b>Land Registry boundary issue</b> -site meeting taken place action agreed - Request for larger bins submitted,  -EHDC now replaced bin	<b>Agenda item</b>  Action – EO	<b>Agreement to boundary proposals</b>
<b>Footpaths</b>	<b>Footpath 2</b> - quotation for works for approval <b>Footpath map boards</b> - Updated version to be presented at meeting for comments - Purchase of kissing gate for FP27 to be progressed, and to include replacement of stile on other side of FP27, and FP18/7 junction	<b>Agenda item</b>  <b>Agenda item</b>  Ongoing	<b>For discussion</b>  <b>Update on progress</b>  *Committee site visit, preference to leave as stile FP27 Pond side*
<b>Benians Pavilion</b>	- Drain; cleared and kerbs cleaned out, await next rainfall - Roof and guttering; some loose tiles an all guttering requires replacement	Pending  Pending	

	-Football dug outs; using temporary benches but seeking sponsorship for portable dug outs		
<b>Climate Change</b>	- Water refill station - Electric charging point	<b>Agenda item</b>	Decision to be made whether to keep on hold or go ahead as planned Consider installing a charging point?
<b>Open Spaces – General</b>	<p><b>PARISH TREES</b> Follow up inspection to be carried out imminently. Quotation sought. Tree planting scheme; proposal document to be formalised</p> <p><b>GRASS CUTTING &amp; MAINTENANCE</b> Proposal to identify verges to leave un-cut, and introduce wildflower planting</p> <p>Seasonal hedge cutting (tennis courts) proposal to reduce to once a year for consideration.</p> <p><b>BUS SHELTERS</b> Litter bin request for Lapwing Way, now provided</p> <p><b>VILLAGE SIGNAGE</b> Liaising with HCC on possible wording and styles, awaiting response for signs by bridge. To the Pond sign, seeking quotations A31 Gateways, 2021 project</p> <p><b>LYMINGTON BOTTOM ROAD</b> Awaiting site meeting to discuss options</p>	<p>Awaiting quotation</p> <p>Ongoing</p> <p>Ongoing</p> <p>Future item for consideration</p> <p>Ongoing</p> <p>Pending</p>	Arborist to be appointed

**20.78.1 Matters arising form report.**

The EO confirmed that due to the change in Government guidance again, the Benians Pavilion, would not opening in October as initially thought. They had, however, registered for a QR code for the NHS Test and Trace system.

The EO confirmed that contact had been made with a recommended qualified arborist, who had quoted £560 to carry out the required inspections, and it was agreed to engage their services.

**20.78.2 Basketball Event**

The AEO gave a brief update on the arrangements for the basketball event the following weekend and confirmed that everything required had been put in place. Councillors would monitor the proceedings during the day.

**20.79 OS DATE OF NEXT MEETING**

Wednesday 4<sup>th</sup> November 2020

**20.80 OS The Chairman closed the Meeting at 19.55pm**