

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Open Space Committee  
Held on Wednesday 3<sup>rd</sup> March 2021 commencing at 6.00pm  
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) One member of the public</b>
<b>APOLOGIES:</b>	<b>None</b>

**21.19 OS OPEN SESSION/PUBLIC PARTICIPATION**

The Chairman welcomed all Councillors and attendees and asked if anyone had anything to raise under the open session.

No issues were raised in the open session and the formal meeting commenced at 18.04.

**Standing Orders were applied.**

**21.20 OS APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**21.21 OS DECLARATIONS OF INTEREST**

There were no declarations of interest.

**21.22 OS COMMITTEE MINUTES**

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 3<sup>rd</sup> February 2021 following proposal by Cllr Foster, seconded by Cllr Tomlinson, 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.

**21.23 OS AREA UPDATE AND OPEN SPACES REPORTS**

**21.23.1 Area update (Attached as Appendix 1)**

Thanks were given to Councillor Foster for installing the VE plaque and it was agreed to wait for an appropriate time to unveil it.

The new 'To the Pond' sign has been ordered with the arrow pointing in the right direction.

The EO advised that the pavilion guttering works will take place during week commencing 14<sup>th</sup> March 2020 and that a grant for £250 has been received from County Councillor Kemp-Gee for Cemetery improvements. A meeting will take place at some point in the next few weeks with Garthowen Garden Centre to discuss planting options. Cllr Tomlinson suggested that a Committee member also attend this meeting.

A meeting was arranged for 16<sup>th</sup> March for Cllrs Davis and Tomlinson along with the EO to visit the allotments to assess the fencing replacement. Cllr Davis said that the brambles had died and so visibility in the area was now good.

The EO advised that there had been progress on the village gateway signs and that HCC had sent four design options and locations. This will be discussed fully as an agenda item at the next Open Spaces meeting with the EO sending out the relevant information for consideration beforehand.

Cllr Foster enquired about the resurfacing of the parking areas in Uplands Lane. The EO and AEO have both been working on this but have not yet finalised quotes and proposals. An agenda item for the next Open Space meeting.

### **21.23.2 Footpaths report**

The AEO advised that repairs had been made to FP6 by the landowner and that there are no further issues on this path.

The issue of surfacing along FP4 had previously been raised and the AEO had requested quotes from several companies to improve this surface with scalplings and crusher run. Despite contacting numerous companies, only two quotes have been received; one for £36,000 and another for £16,458. The AEO advised that the cost could be included in a grant application that is in progress or that there is a Parish Partnership Programme targeted specifically at footpaths and stiles but as both of these options would only allow a fifty percent match funded contribution, it was agreed that the cost was too high. There were discussions around there being two types of footpath within the parish; those that are of a truly rural nature and those that are more urban, connecting main and sub roads. It was thought that as this particular footpath leads to a wooded area, mud and an uneven surface were part of its rural nature. It was RESOLVED to discontinue with this action.

The AEO advised that the Mid Hants Railway had sent agreement terms for the village mapboard to be placed on the footbridge at Medstead and Four Marks station. The Councillors were agreeable to the terms and happy to give a goodwill gesture of £50 towards the cost of manufacturing a frame and mounting the board. It was noted that although the railway could retain the physical board following the five year display term, the copyright and design would remain the property of the Parish Council. It was RESOLVED to accept these terms and contribute the suggested amount.

### **21.24 OS ITEMS FOR APPROVAL**

#### **21.24.1 Restoration of the Well at Swelling Hill Pond**

Despite both the EO and AEO sending out requests, only one person responded to date and quoted for the work. The EO reminded the Committee that there was still a balance of £5000 in reserves from Developers Contributions for the pond restoration works and that the funds could be used for this project as part of the same project.

The Committee discussed the functionality of the well and Cllr Bonter advised that the well works effectively alongside the pond. An opportunity to improve the appearance of the well was discussed and the AEO was asked to go back to the contractor and ask about the possibility and cost implications of rebuilding the well in a circle or semi-circle.

#### **21.24.2 Ash Tree Removal**

The quotes for the removal of the ash trees behind the container at the Scout Hut and opposite the entrance to the car park at the pavilion were discussed. The Committee requested further information on the method statements involved in quotes one and three. The AEO will find out the relevant information and email out the responses for a Committee decision prior to the Full Council meeting on 17<sup>th</sup> March. As all of the quotes exceeded the Committee's delegated authority limit of £5000, the project will need Full Council approval.

## **21.25 OS ITEMS FOR CONSIDERATION**

### **21.25.1 Remedial Work to the Parking area at Swelling Hill Pond**

Cllr Davis had raised the issue at the previous meeting and asked for the Committee to consider remedial works as there were large potholes due to increased usage. The EO showed some recent photographs to highlight the issue. It was noted that in the quote for the restoration of the well that had been received, the contractor suggests that he would be able to fill the potholes in the parking area with broken up excess hardcore from the well. This item will be revisited when a decision is made regarding the well restoration.

### **21.25.2 New bench at A31/Telegraph Lane junction**

The EO had circulated some different options for style of bench at this location to go with the new noticeboard. The EO reminded the Committee that it had a District Councillor grant for £500. It was RESOLVED that the deer and stag design would be ordered but if this is out of stock, the second choice would be the wildlife bench.

### **21.25.3 Wildflower signage**

The AEO gave a report on this project. Various sign options, pricing and wording were shown. Cllr Tomlinson suggested that signs similar to the wildflower verge signs already in the village should also be considered and the AEO agreed to photograph these and send to the Committee, along with costs. Cllr Foster suggested that District Cllr Tennyson may be able to assist with funding for this project.

The school have been contacted and are keen to be involved in a competition for students to do illustrations of wildflowers, insects and bees to be put onto the signs. The AEO will put together a brief for the school after consultation with the headteacher on timescales, detailing the deadline for illustrations, and that pictures should feature single birds, bees and insects that can be sent in Jpeg from. A judging will then be organised via Zoom and a prize decided upon at a later date.

### **21.25.4 Request for grit bins, Kingswood Rise**

The EO advised the Committee of a request for two grit bins within Kingswood Rise and showed the Committee the suggested locations. It was felt that there would be a negative visual impact if these were placed in either suggested location, it was also noted that the road is flat with several grass areas. It was not considered that this area is of particular concern in icy conditions as there is no slope/hill and that only one resident had complained. It was RESOLVED that the Committee would not support this application.

Cllr Foster raised that there was a broken grit bin at Swelling Hill/Kitwood place, the AEO will report this.

### **21.25.5 Alternative location for the Footpath map**

The EO confirmed that HCC were not happy with the proposed location in that it would cause visibility issues for traffic from Alton Lane. The EO put forward locations near Garthowen Garden Centre and the recreation ground. Cllr Bonter stated that Lymington Bottom Green was more central, and it was noted that there are already two metal posts there that could support a framed board. It was RESOLVED to place the third board at Lymington Bottom Green. The AEO will organise an amended, upright version of the board and the EO will liaise with the Open Space contractor regarding the foliage in that area.

### **21.25.6 The future management of Kingswood Copse**

The EO confirmed that a response had not been sent following discussions at the previous meeting as a follow up document had been sent to all members of the Committee.

The EO stated that she had had a site meeting with the Open Space contractor that day to show them what needed to be done to maintain the copse and suggested that the contractor could visit the site twice a year and the Council would continue to maintain the area in its natural form. It was noted that although the area is not a public right of

way, it is a public open space and so the Council does have a duty of care to visitors. The continuing minimal human intervention would allow the space to be maintained but also encourage nature.

It was suggested that access rights to those residents who had installed gates in their fences to access the copse needed to be acknowledged with a formal agreement, and that a letter should be sent to them stating that the Parish Council formally acknowledges and grants these access rights but that they could be revoked at any time. The letter would also reiterate that the land remains the property of the Parish Council.

It was also discussed that there is a need to inform residents about how this area is going to be maintained and managed going forward. It was suggested that there should also be an information leaflet produced and delivered to the properties surrounding the copse. This leaflet would contain information about the area, and that it is being maintained for wildlife by the Parish Council. It will also advise visitors that should they encounter any issues with this open space, that they should contact the Parish Council.

It was RESOLVED to maintain this area in a natural way with minimal intervention, to produce an information leaflet to that effect for local residents, and that a more formal letter as detailed above would be sent to those residents that have assumed access rights.

The EO will send a letter to the resident who had offered their ongoing services advising that for insurance purposes all maintenance would be kept 'in-house' but thank them for their previous upkeep work.

**21.26 OS DATE OF NEXT MEETING**

Wednesday 7<sup>th</sup> April 2021, 6.00pm, via Zoom Videoconferencing.

**21.27 OS The Chairman closed the Meeting at 19.39 pm.**

## APPENDIX 1

Location	Action required	Status	Notes
<b>A31 Winchester Road</b>	- Proposal to replace bench and notice board, wild-flower planting and bin	Pending  Ongoing  Pending  Pending	Notice board ordered, awaiting print copy for map. Wildflower signs to be designed/ordered Bench to be ordered Bin from from Oak Green to be installed and added to collections – all to be done at the same time – quotes to be sought for the work
<b>Allotments</b>	-Fencing, estate side, and wildlife corridor breach reports	Pending	Site visit arranged 16 <sup>th</sup> March
<b>Badger Close</b>	- Replacement fencing	Awaiting action  Pending	Contract awarded, awaiting installation (difficulty with materials supply) Advice to be sought re replacement planting in the corridor
<b>Cemetery</b>	- VE Day memorial tree now planted awaiting plaque unveiling. <i>- Update of burial regulations and consideration for new procedures (F&amp;GP)</i> -breach in regulations	Pending  Ongoing	Plaque installed and awaiting unveiling   Resolved
<b>Kingswood Copse</b>	- Ash Tree, maintenance works and planting - Future management of Kingswood copse	Completed  Pending	Future management plan discussed and plan for access letters and leaflets made.
<b>Lymington Bottom Green</b>	- Wildflower Planting  -To the Pond sign	Pending  Pending	Sign for where wildflower planting has taken place Location agreed, sign reordered
<b>Oak Green</b>	-no reported issues		
<b>Recreation Ground</b>	- <b>Training area and tennis courts floodlights;</b> agree purchase of replacement light housings, electrician to be contacted for costs for installation - <b>Vandalism and CCTV –</b> - Security lighting approved, contractor awarded contract, awaiting installation - new CCTV motion activated camera to be installed at the Pavilion to attempt to curb night time anti-social behaviour - <b>Cricket pitch;</b> moss treatment to be carried out in Spring	Pending  Awaiting action  Pending  Pending	Electrician cannot carry out work due to height restriction on insurance, further investigations to find appropriate supplier pending Awaiting date of installation from contractor  Awaiting update from Cllr Bonter

	<p>- <b>Public Spaces Protection Order</b>; decision imminent</p> <p>-<b>Uplands Lane</b> Parking area resurfacing</p>	<p>Awaiting confirmation</p> <p>Ongoing</p>	<p>Awaiting EHDC cabinet approval.</p> <p>Gathering solutions and quotes.</p>
<b>Station Gardens</b>	- No reported issues		
<b>Swelling Hill Pond</b>	<p><b>Shoring works</b></p> <p><b>Land Registry boundary issue</b></p> <p>- boundary registration, now submitted</p> <p>- boundary fencing, seek further quotes ready for confirmation from Land Registry</p> <p><b>-refurbishment of Well</b></p> <p><b>-remedial work to parking area</b></p>	<p>Pending</p> <p>Awaiting response</p> <p>Awaiting confirmation of boundary registration</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Postponed until Spring/Summer 2021</p> <p>Contractors to be contacted for quotes</p> <p>Quotation received – contractor has been contacted to clarify further.</p>
<b>Footpaths</b>	<p><b>Footpath 2</b></p> <p>Obstruction cleared</p> <p><b>Footpath 6</b></p> <p>Fence mended</p> <p><b>Footpath map boards</b></p> <p>- final copy agreed and ready for print for both Telegraph/A31 and the station, HCC have not granted permission for Five Lanes End</p>	<p>Pending</p>	<p>New location agreed (Lymington Bottom) along with Railway terms. AEO to order.</p>
<b>Benians Pavilion</b>	<p>- Blocked Drain; cleared and gullies cut in kerbstones</p> <p>- Guttering replacement</p>	<p>No further action</p> <p><b>Pending</b></p>	<p>Delayed to w/c 22/2/21</p>
<b>Climate Change</b>	- Water refill station	<b>On hold</b>	
<b>Open Spaces – General</b>	<p><b>PARISH TREES</b></p> <p>Ash tree removal</p> <p>Tree planting</p> <p>-Swelling Hill – 6 trees</p> <p>-Recreation Ground – 12 trees</p> <p><b>GRASS CUTTING &amp; MAINTENANCE</b></p> <p>Hedgerow to be instated along access to pavilion road</p> <p><b>BUS SHELTERS</b></p> <p>Maintenance/Cleaning</p> <p><b>VILLAGE SIGNAGE</b></p> <p>Gateway signage;</p> <p>Lymington Bottom Road /Boyneswood Road</p> <p>Gateway signate: A31</p> <p><b>LYMINGTON BOTTOM ROAD</b></p> <p>Awaiting Pedestrian crossing works, site will then be cleared, and once carried out, decision</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Awaiting action</p> <p>Pending</p> <p>On hold</p> <p>Pending</p> <p>Pending</p>	<p>Planning application now submitted</p> <p>Awaiting further information from quotes, approval at FC</p> <p>Awaiting collection of stock</p> <p>Awaiting quotation</p> <p>Review in Spring</p> <p>Awaiting contact from HCC design technician – EO to discuss at next meeting (Agenda item)</p>

	to be made whether to approach Highways further		
	<b>NOTICE BOARDS</b> Proposal to replace Lymington Barns board 50/50 using S106 contributions	Pending	Awaiting MPC and re-opening of S106 applications

Matters Arising from previous meeting

1. Uplands Lane parking bays.  
Several companies have been approached for options on surfaces for the parking bays, and once the information has been collated will be brought back to the Committee.
2. No right of access signs.  
From reports, it appears that the no access signs are just being removed and ignored, however when the tree planting work commences, signs will be erected temporarily and monitored, to see if they are acknowledged or ignored, and a further update would be given at a later meeting.
3. Cemetery ongoing improvement works  
Garthowen Garden Centre have been approached for advice on, and supply of, suitable shrubs and plants for the area discussed and a site meeting will be held in due course. A County Councillor grant has been applied for to cover some of the cost.