

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Open Space Committee
Held on Wednesday 7th April 2021 commencing at 6.00pm
This meeting was held via Zoom video conferencing.**

MEMBERS PRESENT:	Cllr Anne Tomlinson (Chair), Cllrs Neil Bonter, John Davis and Janet Foster
IN ATTENDANCE:	Sarah Goudie (Executive Officer - EO) Jo Tsigarides (AEO) Cllr John Hammond
APOLOGIES:	One member of the public None

21.28 OS OPEN SESSION/PUBLIC PARTICIPATION

The AEO informed the Committee that the Family Support Worker from The Church of the Good Shepherd had requested permission to hold baby and toddler groups at the recreation ground on Monday mornings and to host a toddler walk, starting at the recreation ground, on one Tuesday per month. Previously, they have taken place at the Church hall, however it was found that children have been unsettled by adults wearing masks inside and an opportunity was identified to hold the gatherings outside now that the weather is changing. As from the 12th April, formally organised baby and toddler groups of up to 15 people (under fives not included). Points to note are that no refreshments will be provided, no money is charged and social distancing between families will be adhered to. The group would be set up away from the children's play area and a sign would be displayed to note that it is a private gathering. The Committee were unanimous in their support for this and it was agreed that subject to the relevant insurance documents and risk assessment being provided, permission would be given.

They would also like hold a picnic for 'messy church' families in July on a Sunday afternoon. This would not be on the scale of the village picnic or involve third parties. By this time, according to the Government roadmap, social distancing measures and limits on social gatherings should be relaxed. The AEO will seek further information and ask for submission of a formal application if this gathering is likely to exceed twenty attendees.

The EO advised of an email received via the website to ask whether it would be possible to grow food for the community in the wildlife buffer zones due to lack of allotment plots and in a bid to tackle climate change by reducing plastic and food waste. The EO had suggested they provide further information including land ownership and location of the proposed areas before the Committee consider this further.

There were no further items to raise under the Open Session, therefore the meeting commenced at 6.10pm. Standing Orders were applied.

21.29 OS APOLOGIES FOR ABSENCE

There were no apologies for absence.

21.30 OS DECLARATIONS OF INTEREST

There were no declarations of interest.

21.31 OS COMMITTEE MINUTES

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 3rd March 2021 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.

21.32 OS AREA UPDATE AND OPEN SPACES REPORT (ATTACHED AS APPENDIX ONE)

21.32.1 Area Update

The EO reported that she and the AEO had held a meeting at the Cemetery with a representative from Garthowen Garden Centre. He had suggested that the best solution would be to plant some evergreens behind the bin area as previously, the hedgerow has struggled to thrive here due to shade and conditions. He also recommended that rather than a flowerbed, shrubs could be planted in a similar fashion to those on the land behind Station Approach with flowering plants such as snowdrops dotted around in between. He advised that he may be able to source plants at the garden centre that had been removed from sale to keep costs to a minimum. The EO suggested that this area be given a project name for future funding applications and that there would be an opportunity to celebrate the Queens Platinum Jubilee in 2022 in the naming process. Awaiting quote from Garthowen to progress this.

The EO advised that the action was now complete on the security lighting pole and the new meter cupboard. Following a discussion regarding the safety issue of multiple people having access to the keys which had already been taken by the football club, it was agreed to recover all keys, keeping them in a central location and that Cllr Bonter would contact the contractors that carried out the installation to organise a suitable timer that would allow the lights to be turned on and off from one switch but preclude them from being left on overnight.

The EO advised that the football club had been in contact requesting floodlighting on the pole, and that the tennis court floodlights issue had not yet been resolved due to being unable to find a domestic contractor that is insured to work at such heights. Cllr Foster said that she may have the details of the company that dealt with the Christmas tree lights and would pass them on. It was agreed that if a domestic electrician could not be sourced, then a commercial contractor would be sought and that the request from the football club would be declined.

The water refill project was raised by the EO but due to Covid implications, it was RESOLVED to put this matter on hold until the summer.

The tree planting has now been completed with six trees now planted at Swelling Hill Pond and a further ten at the recreation ground including a flowering crab apple tree which was planted as a substitute for a rejected oak tree.

21.32.2 Footpath and ongoing projects report

The AEO advised that there are no outstanding footpath issues, and that she had updated the 'footpaths' section of the website with two new walks which had been supplied by the Four Marks News group as extracts from the walks booklet which they have been revising and will be published imminently. The AEO will also plot these on parish online for ease of use.

With regard to the map board project, the AEO has escalated the grant application and is awaiting a decision before the boards for the train station and Lymington Bottom Green are ordered as if the application is successful, a recognition of the grant will need to be put on the board. The board for the A31 site has been ordered and will be delivered w/c 26th April 2021.

The AEO gave an update on the wildflower project and informed the Committee that a brief had been sent to the school, and that a deadline of the 14th May had been agreed. The Committee agreed to hold a judging on 19th May to expedite the process as the manufacture of the signs takes four weeks. The AEO had also obtained a quote for some 'place holder' signs that could be put in situ whilst the larger signs were being manufactured. These could have a basic but important message such as 'do not mow' whilst the larger, school illustrated signs, could have a wordier message. It was RESOLVED to order five of the basic signs at a cost of £20 each.

The Committee had previously indicated that each finalist would receive a prize, AEO suggested wildflower seed bombs but due to the cost is now investigating packets of seeds that could be given out.

21.33 OS ITEMS FOR APPROVAL

21.33.1 Design Proposals for Village Gateway Signs – Phase One

The EO had circulated some design options for the village gateway signage along with the proposed locations. The Committee were satisfied with the locations but felt that Medstead Parish Council should be informed of the proposals from HCC. The dimensions of the signs were discussed, along with the possibility of incorporating a Streetwatch and Speedwatch message in the same font. This would avoid subsequent 'add on' signs and ensure uniformity. The Committee agreed that an Oak tree would be a preferred graphic to go on the sign. The EO is going to seek further information about adding on the community group messaging and the logo.

21.33.2 Bus Shelter Cleaning

The EO had received a quote of £377.46 for cleaning the bus shelters in the village and it was RESOLVED to accept this.

21.33.3 New Bench Colour Scheme

The EO advised the Committee that the bench company had been in contact to confirm the order and that there were some colour options available. It was RESOLVED that the bench would be ordered in green and gold.

21.33.4 Documents for Approval; Kingswood Copse

At the previous OS meeting, it was agreed that a general leaflet would be produced to advise residents of the maintenance schedule and guidelines for use in the Copse, and that two letters would be produced, one for those residents that had placed gates in their fences and one for a resident who had undertaken maintenance work. The EO asked that this matter was deferred in order for her to review all of the documents fully.

21.34 OS ITEMS FOR CONSIDERATION

21.34.1 Removal/relocation of the training goal posts

The EO had received a complaint from a resident that lives near the location of the training goal posts citing that there have been various incidents of anti-social behaviour, and balls continually being kicked into their garden. It is alleged that a group of youths have been waiting for the community police patrol to leave the recreation ground and have then been playing football by torch light, this has resulted in a high level of noise at night in addition to other issues. Various options were discussed including the suggestion from the resident that the goal posts be turned so that they face the Scout hut, but this was rejected on grounds of health and safety for the Scout Group. Consideration was also given to moving them past the residential area and putting a net over the goal posts to the hedge to catch any balls. There was also a discussion about putting them at a diagonal angle and turning them so that properties would not be affected. Further investigation is going to be made into whether turning them will allow enough room to play effectively.

21.34.2 Junior football pitch on the cricket pitch

A request has been submitted to the Council to mark a junior size football pitch on one side of the cricket pitch, as the cricket has not been played regularly for a number of years. It was noted that using the pitch in this way may prevent cricket from ever returning to Four Marks in the future, which the Committee were reluctant to allow happen. It was also noted that there would be no flood lighting available in this location. The Committee discussed that subject to the measuring of the pitch once the posts were turned in the above item, and that this could provide a solution for an area for the junior team to play on. It was also discussed that the adults and juniors must have set training times and adhere to them.

21.34.3 Additional planting/maintenance – Oak Green flower beds

The EO had been approached by another Councillor concerned with the lack of plants in the beds at Oak Green. Previously daffodil bulbs had been planted which are then replaced with geraniums for the Summer months colour,

however the bulbs had not been planted this year. Previously the EO had been approached by Two Acres Garden Centre in Alton Lane regarding providing the plants for the flower bed, however after discussion, it was RESOLVED to continue with the existing contractor, but that the Committee would be happy to accept any donations of flowers from the garden centre.

21.34.4 Keep Britain Tidy Spring Campaign

The AEO attended a webinar to launch the Great British Spring Clean which will take place between 28th May – 13th June 2021. This year, Keep Britain Tidy have launched a 'million mile' mission and currently over 340000 miles have been pledged. Alongside this, a key message is that what is good for the environment is also good for our mental and physical health, and that people should be encouraged to get out in their community and litter pick for wellbeing. The AEO has shared a short video on social media reflecting this message.

The AEO is contacting groups and organisations within the village to try and get as much involvement as possible and has been in touch with the church litter picking group who are going to restart their formal litter picks on the third Saturday of each month. So far, the Beavers have agreed to do a pick as one of their evening meetings and subject to completing risk assessments, the Scouts and Cubs have indicated that they will be interested. It was suggested that litter pickers could be lent out to the community, and it was RESOLVED to purchase ten litter pickers and hoops.

21.34.5 VE 75 Plaque

The VE commemorative tree has been planted at the cemetery and following a discussion, it was agreed to have a closed Council ceremony on 8th May 2021 to unveil the plaque. The union flag will be placed on the plaque and Cllr Foster will formally unveil. The EO will invite the Four Marks News editor to the event.

21.34.6 Discussion of future meetings post 7th May 2021

The EO informed the committee that the emergency legislation enabling remote meetings under the Coronavirus Act 2020 expires on 7th May 2021 meaning that from that date, remote **meetings** would be unlawful. It was noted that there is political pressure and lobbying to extend this date but that as of yet, there was no such extension. Under the Government guidelines that will still be in place during May, a Committee meeting held inside where the public are invited would not be permitted and the EO also stated that hybrid meetings are being discouraged.

In order for the Committee business to go ahead, it was agreed that the Committee would operate as a working party during May and June to discuss issues. There will be an agenda item at the next Full Council meeting to discuss delegating decision making powers to the EO to act on recommendations from these meetings.

The Committee members agreed that they are happy to meet in person, and the EO is going to explore venue options that will allow a safe meeting on 19th May 2021.

21.35 OS DATE OF NEXT MEETING

Wednesday 19th May 2021, 6.00pm, in person – venue to be confirmed.

21.36 OS The Chairman closed the meeting at 7.41pm

APPENDIX ONE

Location	Action required	Status	Notes
A31 Winchester Road	- Proposal to replace bench and notice board, wild-flower planting and bin	Ongoing Pending Pending Pending	Notice board ordered to be delivered w/c 26 April. Wildflower 'Do Not Mow' signs to be ordered awaiting School signs. Bench to be ordered following confirmation of colours. Bin (from Oak Green) to be installed and added to collections – quotes to be sought.
Allotments	-Fencing, estate side, and wildlife corridor breach reports	Pending	Awaiting quotations for fixing rather than replacing
Badger Close	- Replacement fencing	Awaiting action	Contract awarded, awaiting installation. (Difficulty with materials supply) No replacement corridor planting advised.
Cemetery	- VE Day memorial tree now planted <i>- Update of burial regulations and consideration for new procedures (F&GP)</i>	Pending Pending Ongoing	Awaiting quote from Garthowen for planting. Unveiling agreed for 8 th May 2021.
Kingswood Copse	Update and access letters to be approved and distributed.	Ongoing	To be reviewed
Lymington Bottom Green	- Wildflower Planting -To the Pond sign	Pending Pending	Sign needed. Sign awaiting installation
Oak Green	-Flower beds	Pending	Contractor to be instructed.
Recreation Ground	- Training area and tennis courts floodlights ; agree purchase of replacement light housings, electrician to be contacted for costs for installation - Vandalism and CCTV – - Security lighting approved, contractor awarded contract, awaiting installation - new CCTV motion activated camera to be installed at the Pavilion to attempt to curb nighttime anti-social behavior - Cricket pitch ; Moss treatment to be carried out in Spring - Public Spaces Protection Order ;	Pending Completed Pending Pending Approved	Further investigations to find appropriate supplier pending. Key access issue decided. Awaiting update Liaise with EHDC for regular patrols.

Station Gardens	- No reported issues		
Swelling Hill Pond	<p>Shoring works</p> <p>Land Registry boundary issue - boundary registration, now submitted - boundary fencing, seek further quotes ready for confirmation from Land Registry -refurbishment of Well - remedial works to parking area</p>	<p>Pending</p> <p>Awaiting response</p> <p>Awaiting confirmation of boundary registration</p> <p>Pending</p>	<p>Postponed until Spring/Summer 2021</p> <p>Contractors to be contacted for quotes.</p> <p>Booked for 7th June 2021, Contractor instructed and will use surplus material to fill in parking spaces.</p>
Benians Pavilion	-Guttering replacement	Completed	
Climate Change	- Water refill station	On hold	
Open Spaces – General	<p>PARISH TREES Ash tree removal</p> <p>Tree planting -Swelling Hill – 6 trees -Recreation Ground – 10 trees</p> <p>GRASS CUTTING & MAINTENANCE Hedgerow to be installed along access to pavilion road.</p> <p>FOOTPATH MAPS</p> <p>BUS SHELTERS Maintenance/Cleaning</p> <p>VILLAGE SIGNAGE Gateway signage. Lymington Bottom Road /Boyneswood Road Gateway signate: A31</p> <p>LYMINGTON BOTTOM ROAD Awaiting Pedestrian crossing works, site will then be cleared, and once carried out, decision to be made whether to approach Highways further.</p> <p>NOTICE BOARDS Proposal to replace Lymington Barns board 50/50 using S106 contributions</p>	<p>Ongoing</p> <p>Completed</p> <p>Ongoing</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>Awaiting quotations</p>	<p>Planning application submitted, awaiting decision, contract awarded.</p> <p>A31 board ordered, awaiting grant decision before order of others. Agreed to approve quote.</p> <p>Awaiting further information</p> <p>Awaiting MPC and reopening of S106 applications (owner approval received)</p>