

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Open Space Committee
Held on Wednesday 8th January 2020 commencing at 6.30pm
At Four Marks Village Hall, Lymington Bottom, Four Marks**

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

20.01 OS OPEN SESSION

The Chairman invited items for discussion under the open session.

Cllr Foster wished to raise the following:

Two new latches are required for the Cemetery gates and the EO was asked to order from the original supplier to match the existing bolts. EO agreed to contact the supplier.

The padlocks had seized on the electricity box under the bus shelter and Cllr Foster suggested a different mechanism to protect the sockets. The proposal for a wire mechanism was agreed and would be ordered.

Cllr Foster also advised she was attending a Vision for Hampshire presentation at HCC on Thursday evening and there was a spare place if anyone would like to join her.

Cllr Bonter referred to the overflowing glass recycling bins at Oak Green, as soon as they were emptied they were full again. Cllr Jonathan May was involved in the initial complaint and it was suggested that the concerns over their potential misuse be passed on to him for further investigation.

The EO referred to the playground inspection course at Bishops Waltham. Cllr Davis indicated he would like to attend.

The EO reminded members that all users of Hampshire's recycling centres need to register their car registration numbers to be able to continue to use the facilities without charge. It was suggested that this was covered in the monthly FMN report.

There being no further items in the Open Session, the formal meeting commenced at 18.45 pm. Standing Orders were applied.

20.02 OS APOLOGIES FOR ABSENCE

There were no apologies for absence.

20.03 OS DECLARATIONS OF INTEREST

There were no declarations of interest.

20.04 OS COMMITTEE MINUTES

- It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 4th December 2019 following proposal by Cllr Tomlinson, seconded by Cllr Foster, and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.
- There were no additional matters arising.

20.05 OS ITEMS FOR CONSIDERATION

20.05.1 Preparation of parish footpath map and proposal for signage information packs

The EO outlined the proposal for providing, initially 3, A3 notices detailing all the footpaths within the parish, highlighting kissing gates, stiles and areas of note within the village. Three locations were suggested; at the A31/Telegraph junction by the bench and notice board (which currently needs replacing). By the finger post on the triangle of land opposite the school next to the Finger Post, and in Station Gardens next to the station entrance, maybe double sided so can be viewed from both sides. There are a small amount of developer contributions set aside for improving footpath signage and the EO believes that this would be an ideal project for this expenditure. The second phase would be to produce pamphlets/leaflets which would be available in various locations within the Parish.

All Committee members were fully in favour of this proposal.

20.05.2 Swelling Hill Pond.

20.05.2.1 Land Boundary issue.

The EO advised the Committee of the counter proposal by the adjacent boundary owner in a bid to rectify the registration issues. In summary;

Area to SE of FP27 (identified in neighbouring boundary) has been fenced off in excess of 12 years, so legal action would need to be taken to reclaim, and outcome would unlikely be favourable.

Area to SW of FP27 (identified partially in both boundaries) has been fenced off in the Parish Council's favour in excess of 12 years, and as above, legal action would need to be taken for neighbour to reclaim.

Initial proposal was to readjust the land registry boundary using the existing concrete post and wire fencing, this was agreed with a counter proposal to include an area of Parish Council owned land to the south of the pond area and footpath 27.

After detailed discussion with several options considered, it was agreed that as the area was currently public open space, and the Parish Council have a policy to protect and enhance all areas of open space, it would not be appropriate to pass over, or sell on, and therefore not agreed.

The EO would respond with the original offer of formalising the boundary line along the concrete post and wire fence standing, stating that the Parish Council were still losing a larger area of land than the adjacent land owner, and that this was a reasonable proposal.

20.05.2.2 Maintenance

The EO advised that there was still £5,000 available that had been allocated for the project and suggested that the re-shoring work is started using this fund, however upon carrying out some initial investigation, there are very few companies that will get involved with non-residential pond projects. The work would need to be completed by March 2020 or a separate application for reimbursement of funds would need to be made. It was suggested that the tree trunks left to barricade in the silt bags could be split appropriately and used as materials to start the bank shoring and the remaining funds could be used to progress this.

The EO also advised that a quotation had been received to re-instate the steps at the Pond for £225 plus VAT, it was agreed to go ahead with the hardwood option. The small fallen tree would be removed at the same time.

There was a suggestion that, as the circular path around the pond was so muddy, should it be hard surfaced with scalplings, this was not agreed as this year's mess was exceptional. However it was suggested that maybe some chippings could be put down temporarily, this was considered, and would be investigated further.

The EO also asked for suggestions for the new bench, and it was agreed it should be on the east side of the pond between the two existing benches where appropriate.

20.06 OS AREA UPDATE

Location	Action required	Status	Notes
Allotments	Information request for communication with reference to sale of land, action early January	Pending	EO confirmed that Solicitor for No. 31 had been provided with information as requested.
Badger Close	- Ash trees to be felled - Replacement fencing	Pending Pending	Fencing awaiting removal of ash trees
Cemetery	- Memorial inspections action report; now complete and quotes out for remedial work - Spoil area to be relocated, temporary area behind bin; Spring/Summer - Replacing of bins; no longer required - Bench to be replaced, grant received, order bench and arrange installation - Plum tree now removed, replanting to be carried out in due course;	Ongoing On hold Ongoing Pending	
Kingswood Copse	- Ash Tree inspection to be carried out and action plan put in place - Footpaths to be checked;	Pending Pending	
Lymington Bottom Green	No current issues		
Oak Green	- Christmas tree and lights to be removed w/c 6 th Jan 20, motifs to be removed end of Jan 2020 - Relocation of bin - Replacement CCTV - Action plan for drain cleaning (Spring)	Ongoing On hold On hold Pending	
Recreation Ground	-Recreation Ground sign; deposit now paid and in production; - Land between Skate Park and Pavilion; chase - CCTV; - New skate park equipment, on order and awaiting installation (Easter) - Resurfacing in children's play area, now completed. - All Recreation Ground users to be complete and return hire forms, with insurance as appropriate; - Dog Patrol Public Space Protection Order; awaiting outcome of consultation, and introduction of dogs on leads, signs to be ordered - Vandalism/anti-social behaviour; dug outs to be removed, contractor to be sought - Cricket pitch; costs to be sought to maintain cricket pitch	Ongoing Ongoing Ongoing Ongoing Pending Ongoing Pending	Still Awaiting response from EHDC, NOW URGENT, EO to speak to District Councillors.
Station Gardens	Fly tipping reported, check removal	Ongoing	Checked – removed.

Swelling Hill Pond	<ul style="list-style-type: none"> - Environmental improvement completed. - Ongoing maintenance - Land Registry boundary issue, meeting now taken place and new boundary suggestion awaiting approval, update on proposal - New bench to be ordered and installed, location to be agreed 	<p>Ongoing</p> <p>Pending</p>	<p>Agenda item for further discussion</p>
Footpaths	<ul style="list-style-type: none"> - Quotes to be sought for resurfacing Footpath 2, for approval and grant application - Footpath maps/routes to be compiled for website/boards around village - Purchase of kissing gate for FP27, pending boundary issue being resolved 	<p>Ongoing</p> <p>Ongoing</p> <p>Pending</p>	<p>Agenda item.</p> <p>Agenda item</p>
Benians Pavilion	<ul style="list-style-type: none"> - Drain cleaning; cleaned out, but already filling up again - Roof; awaiting refurbishment, - Fault reported with tennis court floodlights and engineer visit requested, however seems to coincide with power outages, monitor for further problems, no further issues reported - Change supplier for fire equipment check; 	<p>Ongoing</p> <p>On hold</p> <p>Pending</p> <p>Pending</p>	
Climate Change	<ul style="list-style-type: none"> - Water refill station, awaiting plumber to confirm installation is possible - Draft policy being put together - Tree planting plan 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Agenda item</p>

20.06.1 Tree Planting Plan

The EO reported that due to the Christmas break it had not been possible to move forward with this following on from the previous meeting but would ensure that a detailed proposal would be ready for the next meeting.

20.06.2 Climate change policy

The EO reported on a site meeting with the organiser of the Alton Community Cupboard, as part of the Alton sustainability project. The suggested location of the pavilion was not popular with Committee members and it was suggested that a more central location would be more appropriate, perhaps the Church. The EO agreed to get back to the organisers with this suggestion.

Improvements to the Pavilion to make it more sustainable were briefly discussed, and suggestions, particularly with reference to the extension proposals, and these would be raised at the next Benians Committee meeting. Cllr Bonter had also carried out some investigations, but due to lack of time this item was cut short and would be raised at the next meeting.

20.06.3 Recreation Ground:

The Chairman had been sourcing contractors to remove the dug outs and other potential jobs at the Recreation Ground, and other areas of the parish, including installation of benches and dog waste bins, and agreed to contact and arrange for site visits and quotations.

The EO remains concerned over the dog fouling and after discussion it was agreed to monitor once the new bin was installed by the Pavilion, and if no improvement additional bins would be considered.

Cllr Davis reported a fault with the new self-close mechanism on the play area gate, the EO agreed to contact the contractor.

The EO also sought clarification on the action outstanding on the letter to Medstead Farm residents.

20.07 OS ITEMS FOR APPROVAL

20.07.1 Hard surfacing of Footpath 2

The EO reported that one quote had been received to hard surface footpath 2 for £5,000, which was agreed was not cost effective. The EO had a site meeting with the groundsman at Petersfield Town Council (PTC) who had assessed the footpath and believes that clearing the vegetation back would uncover the original path. Once that has been done the surface could be reassessed for access and if appropriate, quote to hard surface where required. The quotation to clear the path was £500 plus VAT, it was agreed to appoint the PTC and re-assess the situation once this work had been carried out.

20.07.2 Removal of Ash Trees, Recreation Ground

The EO presented three separate quotations.

Quote one; very detailed, included a method statement, insurance documents and specification, this was the higher of three quotations, although only slightly more than quote two.

Quote two; similar to quote one on labour charges, although equipment hire and stump grinding was cheaper. Safety statement and terms of reference provided, but quotation was carried out unaccompanied. No insurance paperwork submitted, but available upon request.

Quote three; the cheapest of the three, no equipment hire stated, no method statement or insurance documents provided, although did meet on site, although could not identify the species of the new trees.

Neither quote two or three offered a re-planting option, quote one did submit a separate planting plan.

Following a detailed discussion, the majority decision of the Committee was to award the contract to the provider of Quotation 2.

20.08 OS DATE OF NEXT MEETING

Wednesday 5th February 6.30pm, at the Village Hall

20.09 OS The Chairman closed the Meeting at 7.55pm