

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Open Space Committee
Held on Wednesday 3rd June 2020 commencing at 6.30pm
This meeting was held via Zoom video conferencing**

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

20.36 OS OPEN SESSION

The Chairman welcomed members to the meeting, and briefed attendees on how the meeting would proceed.

The following issues were raised under the Open Session:

The EO raised the anti-social behaviour at Oak Green having been reported by local businesses, affecting the alleyway between the shops and back car park. Cllr Foster was thanked for going above and beyond for clearing up the mess. The police have been notified and local shops alerted to call 101 should the culprit be seen. If caught a banning order could be issued. The EO suggested gating the alleyway, however noted that this kind of behaviour had not been a regular occurrence and only one perpetrator, and it was agreed to report back at the next meeting to see if the issue had been resolved before any decision was made.

A report with reference to overgrown trees on the Land at Lymington Bottom Road, although the Parish Council do not own the land, and therefore have no responsibility there is no direct reporting on the HCC website for this kind of complaint. The EO agreed to liaise with Cllr Mark Kemp Gee for advice.

There had been several reports of overgrown hedges and shrubs over pavements and rights of way, and the EO advised that she will do her annual reminder in the next edition of the Four Marks News, however Cllr Foster advised that this is not a Parish Council problem and concerns should be reported via the HCC website. The Parish Council will of course assist those who are unable to use the on line system.

The Open Session closed at 6.40pm. Standing Orders were applied

20.37 OS APOLOGIES FOR ABSENCE

There were no apologies for absence.

20.38 OS DECLARATIONS OF INTEREST

There were no declarations of interest.

20.39 OS COMMITTEE MINUTES

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 6th May 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.

20.40 OS ITEMS FOR APPROVAL

20.40.1 New Play Area Equipment

The EO had circulated and presented four options for replacement and new items in the children's play area. The AEO presented the various options. After discussion and questions the Open Spaces Committee selected the two preferred items. However, each item was from a different supplier. The AEO advised that there was a six week lead time from all companies that had quoted. The Octopus Springer was the preferred style, however there was concern over the lack of handles on two sides, which the AEO agreed to query. The chosen themed play item was the fire engine, although the material was questioned and Cllr Davis was reticent over the lack of seating, again the AEO agreed to seek further clarification. Formal approval would need to be sought at Full Council and application for developers' contributions would need to be submitted for the funding.

20.40.2 Badger Close

The EO had circulated a proposal with reference to the Ash Trees in the Dell at Badger Close, with suggested options moving forward. It was agreed that the work should be done in one go rather than have the platform hire cost twice. Quotes would now be sought for the work.

20.41 OS ITEMS FOR CONSIDERATION

20.41.1 CCTV

Councillor Bonter had circulated a report with several items for consideration with a view to combatting the current issues with anti-social behaviour specifically at the Recreation Ground.

1. PIR Security Lighting over the children's play area, in a bid to combat anti social behaviour in this area. This was wholly supported.
2. Upgrade to existing CCTV system. Two different options were discussed and it was agreed that the upgrade was needed, with the possibility of integrating the new camera and PIR security lighting onto the same pole. Cllr Bonter agreed to get some quotes for presentation at the next meeting.
3. Mini body worn cameras. It was agreed to purchase two cameras initially which would be kept at the parish office for use by Councillors carrying out checks in the Recreation Ground. Cllr Bonter to pass on details to the EO to place the order.

20.41.2 Vandalism in the children's play area

Referring to the recent vandalism in the children's play area, it had not been possible to identify the perpetrators using the CCTV footage as it was not clear enough. It was agreed that this area needed better coverage which hopefully would be possible following discussions in previous item, with a potential for expanding further, as necessary. The EO was asked whether it was worth replacing the bench and broken tree through the Parish Council insurance, and she agreed to investigate excess costs together with costs to replace the benches and tree for the next meeting.

20.41.3 Wildlife corridor and allotment fencing

Following the unlawful clearance of the wildlife corridor to the rear of Chaffinch Road it has become apparent that there is questionable ownership and therefore liability. It also highlighted the inadequacy of the Allotment fencing on that side. Cllr Tomlinson believed ownership was immaterial, the fact that there had been unlawful change of use from a wildlife corridor to garden curtilage was the main issue here and had been reported to EHDC's compliance team to investigate further.

The clearance works had also highlighted the delapidated state of the boundary fence between the corridor and the Allotments and it was agreed that this needed to be refenced. Cllr Davis advised that a low stock fencing would be preferable to the higher chain link, and the EO agreed to seek quotations.

20.41.4 RoSPA Playsafety Report

The annual report has highlighted several minor issues that need addressing. The EO suggested that a contractor should be hired to carry out all the works and it was agreed to contact a couple of local companies to see if they are able to offer a complete maintenance service, preferably before the playgrounds open in July. The EO also suggested, and was agreed, that the play area should have a deep clean prior to re-opening in July, and the EO agreed to source companies to carry this out. The MUGA would remain closed until the play area re-opens. A risk assessment will need to be prepared, and possible new signage installed, prior to re-opening. EO to investigate.

20.42 OS AREA UPDATE

| Location | Action required | Status | Notes |
|------------------------|---|---|--------------------------------------|
| A31/Telegraph Lane | - Proposal for new bench and notice board, wild-flower planting | Pending | |
| Allotments | -Fencing, estate side, and wildlife corridor breach reports | Agenda item | For discussion |
| Badger Close | - Ash trees to be felled - Replacement fencing - Ash Tree, Wildlife corridor, visual inspection, very little deterioration since last Autumn, no action required | Agenda item Agenda item | For discussion For discussion |
| Cemetery | - Memorial inspections action report; follow up inspection due June/July 2020 - Spoil area to be relocated, temporary area behind bin; Spring/Summer - Bench to be installed Monday 1 st June - VE Day memorial tree | Pending Pending Ongoing Agenda item | For discussion |
| Kingswood Copse | - Ash Tree inspection to be carried out and action plan put in place - Footpaths to be checked; | Pending Pending | |
| Lymington Bottom Green | - Shrub beds ; concerns raised re invasive weeds; | Agenda item | For discussion |
| Oak Green | - Raised beds . Concerns raised over maintenance of raised beds at Oak Green, open space contractor to take on initial clearance and regular maintenance Replacement CCTV ; old monitoring equipment to be removed from shop, shop owner to be advised. - Bollard . Repairs to damage where bollard knocked over; open space contractor asked to repair slabs, bollard not to be re-installed at this stage - Drainage ; awaiting action | Agenda item Action pending Action pending Action pending | For detailed report |
| Recreation Ground | - Land between Skate Park and Pavilion ; concerns raised with reference to Japanese Knotweed and other maintenance issues - Vandalism and CCTV – dug outs removed, however damage to children’s play area and newly planted trees, with ongoing anti-social behaviour; | Agenda item Agenda item | For discussion For discussion |

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| | <ul style="list-style-type: none"> - Children's play area. Replacement and provision of new playground equipment -RoSPA report; action required - Dog waste bin – installation w/c 1/6/2020 - New trees. Due to drought stress, trees are now being watered every 3 days by contractor - Old trees; Oak near old dug-outs, deadwood removed following concern raised by resident, dead horse chestnut by Allotments to be removed imminently - Public Spaces Protection Order; awaiting outcome of consultation, and introduction of dogs on leads - Cricket pitch; awaiting work - Scout bin; to be removed by EHDC due to misuse, now being emptied, removal still awaited | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Pending</p> <p>Pending</p> | |
| Station Gardens | <ul style="list-style-type: none"> - new trees planted, but due to drought conditions need watering, contractor to carry out watering here as well as Recreation Ground trees | Ongoing | |
| Swelling Hill Pond | <ul style="list-style-type: none"> - Shoring works - Land Registry boundary issue, response chased, land registry application to be prepared and land surveyor appointed to draw up boundary proposal - Bench installation, w/c 1/6/2020 - Fishing, with guidance to restart imminently, areas to be marked with chalk - Anti-social behaviour reported, need to ask police to patrol area more regularly - Request for larger bins submitted, awaiting response | <p>On hold</p> <p>On hold</p> <p>Awaiting action</p> <p>Ongoing</p> <p>Ongoing</p> <p>Pending</p> | |
| Footpaths | <ul style="list-style-type: none"> - Footpath 2, works carried out but additional surfacing required, now pending - Footpath maps/routes to be compiled for website/boards around village - Purchase of kissing gate for FP27 to be progressed, and to include replacement of stile on other side of FP27 - cutting to start shortly, additional cut requested in July, to be monitored subject to weather conditions. | <p>Pending</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | JT liaising with HCC RoW and apply for grants to progress this |
| Benians Pavilion | <ul style="list-style-type: none"> - Drain; soakaway, now defunct, future action to address. - Roof; awaiting refurbishment, - Tennis court floodlights, lights to be replaced with LEDs, awaiting quotation - alarm checks | <p>On hold</p> <p>On hold</p> <p>Action pending</p> <p>On hold</p> | |
| Climate Change | <ul style="list-style-type: none"> - Water refill station, installation proposals | On hold | |
| Open Spaces – General | PARISH TREES | | |

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| | <p>Follow up inspection to be carried out imminently. Village Hall Ash Tree, letters to be written to both Committee and Highways. Highways due to inspect tree in the interim. Tree planting scheme; proposal document to be formalised</p> <p>GRASS CUTTING & MAINTENANCE Additional footpath cut to be carried out in July</p> <p>BUS SHELTERS Litter bin request for Lapwing Way bus stops submitted, awaiting response</p> <p>VILLAGE GATEWAY SIGNAGE Quotations to be sought for metal village gateway signs by both bridges and Hawthorn Road, to include Speedwatch signs</p> | <p>Pending</p> <p>Ongoing</p> <p>Pending</p> <p>Ongoing</p> <p>Pending</p> <p>Ongoing</p> | |
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20.42.1 Matters arising form report.

The EO reported that contact had now been made with the owner of the land between skate park and pavilion, and the concerns over Japanese Knotweed and ongoing maintenance raised. The owner will be visiting the site and reporting back. It was suggested that, should the owner not take on responsibility for treating the Knotweed that the Parish Council should seek recompense for having to keep treating the Knotweed on Parish Council which was clearly being continually re-infected and spreading as the contaminated area was not being treated. The EO advised waiting until contact is made before taking any further action.

20.42.2 Raised beds at Oak Green

The Open Space Contractor had agreed to take on the raised beds at Oak Green and get them back under control with regular maintenance. The Oak Green contractor should be contacted to see if they are prepared to return to carry out cleaning duties.

20.43 OS DATE OF NEXT MEETING

Wednesday 1st July 2020. It was agreed to ask the Planning Committee Chairman to revert back to an 8.00pm start so the Open Spaces Committee could have more allocated time for discussion.

20.44 OS The Chairman closed the Meeting at 7.20pm