

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Open Space Committee  
Held on Wednesday 5<sup>th</sup> August 2020 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) 1 member of the public Cllr John Hammond</b>
<b>APOLOGIES:</b>	<b>Jo Tsigarides (AEO)</b>

**20.54 OS OPEN SESSION/PUBLIC PARTICIPATION**

Cllr Hammond raised concerns over the monitoring of the play area and the potential perception from parents. The EO advised that Cllr Timms had raised a similar issue, and during a detailed discussion, and suggestion that this should also be raised at Full Council, where the suggestion of Councillor ID lanyards and Four Marks hi viz vests, was discussed, which would at least identify that those are carrying out the checks on behalf of the Council.

Cllr Bonter suggested that perhaps Streetwatch could take this role on in a more official capacity.

The EO asked what the monitoring was aiming to achieve, as confrontation on guidance breaches was no longer appropriate following the previous week's incident. Cllr Foster and Tomlinson agreed to assess all the reports at the beginning of the next week, and subsequently advise the Committee/Council of findings and any proposed action.

There was also a query raised over the apparent ground works being carried out at the area of open space at the Thorn Lane junction with Blackberry Lane. The EO confirmed that the adjacent resident was planting wildflowers and, having identified this area as one where some trees could be planted, was trying to find out who owns the land. It has been assumed it is Highways, but still awaiting confirmation. It was suggested that Diana Tennyson was contacted for assistance.

The EO, following a request from Cllr Davis, raised the issue of increasing the size of the bins at Oak Green as they were now being overused, and briefly presented some options as although this was not an Agenda item, due to the urgent nature it was agreed that action needed to be taken before the next meeting.

The EO also raised an email request for an event at Oak Green by one of the shop proprietors, which was briefly discussed with some concerns raised, but it was agreed to raise this at the Full Council meeting being held directly after this one.

**The Open Session closed at 6.30pm. Standing Orders were applied**

**20.55 OS APOLOGIES FOR ABSENCE**

There were no formal apologies for absence.

**20.56 OS DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **20.57 OS COMMITTEE MINUTES**

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 1<sup>st</sup> July 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.

There were no matters arising.

## **20.58 OS ITEMS FOR CONSIDERATION – ONGOING/DEFERRED FROM PREVIOUS MEETING**

### **20.59.1 CCTV Coverage and Security lighting – Recreation Ground**

Cllr Bonter gave a report on his progress to date. Having sent out 20 enquiries, had received only two responses, both of which were not suitable. A pole mounted camera, with night vision capability, and security lighting was still the preferred option and the first action is to prepare a concrete base for the installation of the 6m pole. The suggested location is by the meter cupboard on the far side of Uplands Lane adjacent to the tree. Cllr Bonter had looked at various feedback options including images to a receiver, via a video signal and Wifi router. It is likely to need a separate screen, with potentially an option to log in via the internet, but Cllr Bonter asked for views on his proposals to date and would also continue to look for suppliers to source the equipment. In the interim it was agreed that the concrete base should be laid in preparation for installation. This item would be progressed further at the next meeting.

### **20.59.2 Drainage: Cemetery and Pavilion**

The drainage issue at the Pavilion was discussed first. Cllr Foster discussed the suggestions by the contractor but concern was expressed over the proposed method and other potential issues that could be caused. After discussion it was suggested that this was not a priority, and that the Lengthsman should be asked to clean out the drain as far as possible on their visits, to try and keep the drain as clear as possible to limit the build up of silt and soil and potential for flooding.

The EO confirmed that she had approached two specialist drainage companies, who have experience with Cemetery issues. One had already responded and the EO confirmed she would be sending the requested information, the other was yet to respond. An updated would be presented at the next meeting.

### **20.59.3 Open Space area by Lymington Bottom Road junction**

The EO confirmed that she was still awaiting information on ownership and was unable to take this issue forward until it had been confirmed. This item would be deferred until the appropriate information had been received.

### **The next item was discussed under a closed session**

### **20.59.4 Land between the Skate Park and Pavilion**

The long term future of this land was discussed and what the Council could do with the land should it come under their control in any form in the future. There were mixed views and concerns over what had the land had been previously used for and what benefits, if any, the community would gain. There were several issues to be taken into consideration, and although the majority were of the opinion to leave as is, concern was raised if the Council didn't have some control, what could happen in the future. It was agreed to take no further action at this time.

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

### **20.60.1 Remedial works -play areas**

The EO presented the options for the replacement surfacing under the aerial runway from previous quotes. As both companies who quoted had carried out works recently, both local companies and proven, the decision was purely down to price in this instance. It was suggested and agreed, that due to the longevity that the rubber bound mulch surface was the more durable surface and therefore it was RESOLVED to replace the damaged surface with rubber bound mulch with Company 1, as presented.

The wooden goal mouth has a dip under the mouth itself and the RoSPA report had highlighted a trip hazard, there had been a suggestion as to whether the goal mouth itself was used as such, and should it be removed and replaced with a single basketball net. The EO was reluctant to remove the equipment as it had been so well used during lock down, however the trip hazard needs to be addressed and therefore it was agreed to contact the company who had carried out the cleaning of the play areas and seek quotations to tarmac the internal area.

**20.60.2 Wildlife verges**

This item was not discussed and will be deferred to the next meeting.

**20.60.3 Oak Green Clock**

This item was not discussed and will be discussed via email and reported on at the next meeting.

**20.60.4 Village gateway signage**

Cllr Hammond gave a presentation on progress to date and various ideas for village signage.

The pond information sign. Cllr Hammond had been liaising with the company who supplied the Village sign for a framework for the sign. Several options were presented but it was agreed that a wooden rural frame would be the most appropriate and visually attractive and the EO was asked to contact the company who provided the ladder rung signs to see if they could quote, in addition to the Village Sign provider, for an appropriate frame.

To the pond, road name sign. This sign had long since been removed from the Village Green and Cllr Hammond would like it re-instated, and showed the proposed location, but to include some artwork, for example a frog (discounted), or dragonfly and lily. The designer of the Village sign was more than happy to design the artwork.

Village gateways, minor roads. These would be signs coming into the village from Medstead, and Hawthorn Road, for example. Cllr Hammond used the Medstead and Bentley signs as examples of what could be achieved but noted that the Medstead drawing had faded. The wording and illustration would need to be agreed, and if they are attached to a 30mph sign whether this would need to be incorporated. It was suggested that these needed to be tall to be clear from vegetation growth.

Cllr Hammond was thanked for his detailed presentation and asked to circulate to Councillors for comments.

The EO would ask the AEO upon her return to contact Cllr Hammond as she was liaising with companies on a similar project for the footpath map boards and that both projects had synergy.

**20.61 OS AREA UPDATE**

Location	Action required	Status	Notes
<b>A31 Winchester Road</b>	- Proposal for new bench and notice board, wild-flower planting	Pending	Preparation for grants underway, options for boards and benches Agenda item for September
<b>Allotments</b>	-Fencing, estate side, and wildlife corridor breach reports - Rat infestation – issue closed.	Pending	Site visit carried out, as area is overgrown with brambles, to be revisited in the Autumn/Winter to reassess
<b>Badger Close</b>	- Ash trees in Dell to be felled 2020  - Replacement fencing - Ash Tree, Wildlife corridor, visual inspection, very little deterioration since last Autumn, no action required	Awaiting Action  Pending Pending	Start date confirmed as 11 <sup>th</sup> August – neighbours to be advised Awaiting tree felling  Awaiting inspection
<b>Cemetery</b>	- Flooding issue, block E, site visit carried out, report for discussion	<b>Agenda item</b>	<b>Deferred from previous meeting</b>

	<ul style="list-style-type: none"> <li>- Memorial inspections action report; follow up inspection due June/July 2020</li> <li>- Spoil area now installed</li> <li>- removal of rubbish</li> <li>- VE Day memorial tree</li> </ul>	<p>Carried out, Action ongoing</p> <p>Completed Action pending Pending</p>	<p>Some headstones requiring action, some overgrowth to be addressed after plants have finished flowering</p> <p>Company contacted Delayed; now to be planted on Remembrance Sunday, details to be agreed, future Agenda item</p>
<b>Kingswood Copse</b>	<ul style="list-style-type: none"> <li>- Ash Tree inspection and footpaths checked, item deferred at previous meeting, for September discussion</li> </ul>	Pending	Works proposed for Autumn/Winter, Agenda item for the next meeting
<b>Lymington Bottom Green</b>	<ul style="list-style-type: none"> <li>-<b>Shrub beds</b>; concerns raised re invasive weeds;</li> </ul>	Ongoing	
<b>Oak Green</b>	<ul style="list-style-type: none"> <li>- <b>Oak Green Clock</b> – discussion with reference to the future maintenance of the clock, see email proposal below</li> <li>- <b>Raised beds</b> open space contractor now chased and working on the beds</li> <li><b>Replacement CCTV</b>; proposal to upgrade received, and to be discussed</li> <li>- <b>Bollard</b>. Now reinstated</li> <li>- <b>Drainage</b>; site visit carried out and order for cleaning issued</li> </ul>	<p><b>Agenda item</b></p> <p>Action ongoing No further action <b>Completed</b></p> <p>Awaiting action</p>	<p><b>To consider proposal</b></p> <p>Quote accepted; awaiting action</p>
<b>Recreation Ground</b>	<ul style="list-style-type: none"> <li>- <b>Training area floodlights</b>; request for bulbs to be replaced and changed to LED's</li> <li>- <b>Boot camps</b> – following social media post, applications now being received, being monitored, no fees being charged this year.</li> <li>- <b>Land between Skate Park and Pavilion</b>; further proposals to be discussed</li> <li>- <b>Vandalism and CCTV</b> –</li> <li>- CCTV, options for discussion</li> <li>- grant received, bench on order</li> <li>- awaiting replacement tree</li> <li>- <b>Children's play area</b>. Equipment installed Deep clean carried out Resurfacing of aerial runway</li> <li>-<b>RoSPA report</b>; work carried out Except: -resurfacing of aerial runway; proposal to resurface with rhino mulch rather than grass matting -trip hazard at wooden goal mouth; either get contractor to tarmac goal mouth or remove of apparatus but leave basketball net with post -fencing, to be checked and fixed all round</li> <li>-<b>Public Spaces Protection Order</b>; still awaiting outcome of consultation</li> </ul>	<p>Action ongoing</p> <p>Ongoing</p> <p><b>Agenda item</b></p> <p><b>Agenda item</b> Ongoing Ongoing</p> <p>Completed Completed <b>See below</b> <b>Ongoing</b></p> <p><b>Agenda item</b></p> <p><b>Agenda item</b></p> <p>Awaiting Action</p> <p>Pending</p>	<p>Liaising with local suppliers</p> <p>Monitoring on social media</p> <p><b>For discussion</b></p> <p><b>For discussion/approval</b></p> <p>Basket swing still to be returned following work <b>New proposal</b></p> <p><b>For discussion</b></p>

	<ul style="list-style-type: none"> <li>- <b>Cricket pitch</b>; work to be carried out in September</li> <li>- <b>Scout bin</b>; has not been removed, inadvertently emptied by Biffa, also used by EH (leave in situ?)</li> </ul>	<p>Pending</p> <p>Pending</p>	
<b>Station Gardens</b>	<ul style="list-style-type: none"> <li>- No issues</li> <li>Trees to be checked</li> </ul>		
<b>Swelling Hill Pond</b>	<ul style="list-style-type: none"> <li>- <b>Shoring works</b></li> <li>- Land Registry boundary issue, response chased, land registry application to be prepared and land surveyor appointed to draw up boundary proposal</li> <li>- Request for larger bins submitted, site visit carried out, response to report to be discussed</li> </ul>	<p>On hold</p> <p>For Action</p> <p>Awaiting Action</p>	<p>Awaiting direction from the Angling Club</p> <p><b>Priority</b></p> <p>One new larger bin to be installed</p>
<b>Footpaths</b>	<ul style="list-style-type: none"> <li>- Footpath 2, works carried out but check to see if additional surfacing required</li> <li>- Footpath maps/routes to be compiled for website/boards around village</li> <li>- Purchase of kissing gate for FP27 to be progressed, and to include replacement of stile on other side of FP27, and FP18/7 junction</li> <li>- Paths now strimmed, monitor August/September</li> </ul>	<p>Pending</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>JT liaising with HCC RoW and apply for grants to progress this</p>
<b>Benians Pavilion</b>	<ul style="list-style-type: none"> <li>- Drain; site visit carried out, awaiting decision</li> <li>- Roof and guttering; awaiting refurbishment,</li> <li>- Tennis court floodlights, lights to be replaced with LEDs, awaiting quotation</li> <li>- alarm checks completed; new sensors required and quote asked for alarm keypad for office</li> </ul>	<p>Pending</p> <p>Pending</p> <p>Action ongoing</p> <p>Awaiting action</p>	<p><b>Action to be agreed</b></p> <p>Works to be carried out at same time as expansion</p> <p>Quote accepted, install date 30 July 2020</p>
<b>Climate Change</b>	<ul style="list-style-type: none"> <li>- Water refill station, installation proposals</li> </ul>	<p>On hold</p>	
<b>Open Spaces – General</b>	<p><b>PARISH TREES</b></p> <p>Follow up inspection to be carried out imminently.</p> <p>Tree planting scheme; proposal document to be formalised</p> <p><b>GRASS CUTTING &amp; MAINTENANCE</b></p> <p>Proposal to identify verges to leave un-cut, and introduce wildflower planting</p> <p>Complaint received over cutting the hedges at the Tennis Courts, and request that they are only cut once a year (Autumn) in the future. Not urgent, suggest future Agenda item.</p> <p><b>BUS SHELTERS</b></p> <p>Litter bin request for Lapwing Way, now agreed, removing one from area by Co-op bus stop</p> <p><b>VILLAGE GATEWAY SIGNAGE</b></p>	<p>Pending</p> <p>Ongoing</p> <p><b>Agenda item</b></p> <p>Future item for consideration</p> <p>Awaiting action</p>	<p>Work to be carried out the Dell first</p> <p><b>For discussion</b></p>

	Quotations to be sought for metal village gateway signs by both bridges and Hawthorn Road, to include Speedwatch signs	<b>Agenda item</b>	<b>For discussion</b>
	<b>LYMINGTON BOTTOM ROAD</b> Ownership of the land opposite Rivers remains in question, house behind trees is suffering from tree overgrowth, strimming of area always in dispute, HCC are checking ownership, but the maintenance of this area needs to be resolved	<b>Agenda item (deferred)</b>	<b>For discussion</b>

**20.61.1 Matters arising form report.**

A full report would be issued for the next meeting on the recent site visit to the Allotments, and subsequent committee meeting. There were no issues raised from the report.

**20.61.2 Great British Spring Clean 11<sup>th</sup>-27<sup>th</sup> September**

*This item was not discussed due to time constraints, however the EO would like to propose that, although this is a national event, that due to the current restrictions that are unlikely to change much within the next few weeks, the format of the event is changed. The EO will liaise with the Committee and AEO on a campaign that will encourage residents to pick a bag of litter in their surrounding areas, with the option of dropping off the bags of litter at the parish office for a small prize, ie. VE 75 mug, as an incentive.*

**20.62 OS DATE OF NEXT MEETING**

Wednesday 2<sup>nd</sup> September 2020

**20.63 OS The Chairman closed the Meeting at 19.15pm**