



Open Spaces Committee Meeting Minutes, Monday May 20, 2024.

Present: Alison Sercombe, Toby Newman, Andrew Cooper, Paul Willmott, Anthony Shepherd (arrived at 20:05).

Officer: Clerk

Members of the Public: 1

The meeting opening at 19:30 and closed at 20:32

23-34	Item	Action
#1/24-25	TO ELECT A CHAIRMAN FOR THE OPEN SPACES COMMITTEE Cllr Newman, proposed, Cllr Cooper for the position, this was seconded by Cllr Willmott and approved, unanimously.	
#2/24-25	TO ELECT A VICE-CHAIRMAN FOR THE OPEN SPACES COMMITTEE Cllr Newman, proposed, Cllr Willmott for the position, this was seconded by Cllr Sercombe and approved, unanimously.	
#3/24-25	APOLOGIES FOR ABSENCE , Cllr Shepherd would be arriving late	
#4/24-25	DECLARATIONS OF INTEREST	
#5/24-25	TO RECEIVE MINUTES From Open Spaces Committee meeting on 18th March 2024, were approved and were duly signed by the Chairman as a true record of the meeting.	
#6/24-25	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Open Spaces Committee meeting on 18th March 2024 <ul style="list-style-type: none">• #79/23-24 – Tree orders, Clerk had not had time to research this. Time would be allocated over the summer season.	Clerk
#7/24-25	TO RECEIVE AN UPDATE FROM THE CLERK And included: <ul style="list-style-type: none">i. Maintenance tasks completed and planned were discussed.ii. Update on registering Church Rd Rec and the Village Square. Clerk is anticipating the arrival of the documents and will seek to have the declarations signed.iii. (£10,000) from s106 play area maintenance agreement has been received.iv. Grass cutting has begun.v. Update on Smoke free play areas competition and signage. No update from the school had been received. Cllr Sercombe would address this with the school at a meeting, later in the week.vi. Unauthorised volunteering. Resident had been spoken to and advised of the correct procedures.vii. Grounds Maintenance Operative – Clerk and Cllr Sercombe had interviewed and appointed a new member of staff.viii. Update from Freshwater Habitats Trust – work has been completed, although a stack of willow stakes remains on site.	AS Clerk

- ix. No news on culvert in Littleworth Nature Reserve – Clerk to communicate with Cllr Bearder

#8/24-25 TO DISCUSS TREE WORK

- i. To receive an update on tree work. Outstanding work due on trees at Wheatley Playing Fields has still not been completed. Committee supported the Clerk in giving the company one week to respond. If no response, committee agreed for the Clerk to approach the company who were next in line. **Clerk**
- ii. To receive tree surveys – these were received. Clerk had approached several local companies for quotes. These will be considered at the next available meeting. **Clerk**

#9/24-25 TO DISCUSS PLAY AREAS & RECREATION GROUNDS

- i. Ongoing maintenance and checks continue.
- ii. Discuss options and quote for reinstating football goals. It was agreed to temporarily move the goals further into the open area, allowing the current goalmouths to be repaired. Committee approved expenditure of £763.73 +VAT
- iii. Quarterly and annual play inspections. Annual inspections are due in July/August. Clerk to check with contractor regarding quarterly inspections, which do not seem to be undertaken. **Clerk**

#10/24-25 TO DISCUSS MANAGEMENT OF ALLOTMENTS AND FOOTPATH

- i. Allotment plots and overall site. Clerk and GMO had visited site prior to the meeting. Work had been undertaken to trim back current footpaths and to clear one plot. The majority of plots are being cultivated. Several sites were identified that would be suitable for new trees.
- ii. Gates and rear access requests. Several residents had contacted the Clerk requesting gate access onto the allotments. This was discussed and agreed that these requests would be put on hold until the site had been surveyed.

#11/24-25 TO DISCUSS LITTLEWORTH FIELD PROJECT

- i. Update from working group. Cllr Sercombe gave a summary of the progress so far. DofE have granted permission. OCC have issued license to sublet, ODST are writing lease agreement. Arborists have been appointed to undertake tree work and Shotover Estate have undertaken clearance on boundary and fencing. Next steps are to receive a copy of the lease and heads of terms, which would be presented to full council.
- ii. Public consultation - In preparation for the lease being prepared, the Clerk had started to promote the public consultation that will collect information on the communities' priorities and thoughts for the site.
- iii. Arrange site visit for councillors. Agreed to meet at the field 7pm on 10th June.

#12/24-25 TO RECEIVE AN UPDATES RELATING TO BIODIVERSITY PLAN

Areas of long grass are being left, with increased seed planting being undertaken in Memorial Gardens and verges, alongside planned installation of green roofed, bus shelter. Littleworth Field will provide

exciting opportunities to create or reinstate habitats and improve access for the community.

#13/24-25 TO DISCUSS ISSUES, IMPROVEMENTS OR SUGGESTIONS FOR OTHER OPEN SPACES

- i. Consider making a request to SODC to remove charity clothing bins, due to ongoing fly tipping - Approved.
- ii. Asset marking/labelling. Cllr Newman presented his thoughts on installing plaques on the council assets, promoting the work of the council. It was agreed for the Clerk to identify suitable plaques.

#14/24-25 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. OCC Nature Recovery - strategy and cases
- ii. Flood resilience - Berrick Salome

#15/24-25 ITEMS FOR INFORMATION

#16/24-25 DATE OF NEXT MEETING – Monday 15th July. Cllr Newman gave his apologies in advance of the meeting.

#17/24-25 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED – Proposed by Cllr Sercombe and seconded by Cllr Shepherd and approved by the committee.

#18/24-25 TO CONSIDER QUOTES FOR LAND SURVEYOR SERVICES AT LITTLEWORTH ALLOTMENTS

Despite the Clerk's best efforts, only two quotes had been received. The committee approved a Quote from Greenhatch Group (£1,790+vat).

#19/24-25 TO CONSIDER QUOTES FOR SILT REMOVAL AND INSPECTION OF AMBROSE RISE DITCH

Despite the Clerk's best efforts, few companies had shown interest in this work or have equipment to access the site. The committee approved the quote for ditch clearing, but not CCTV inspection, from HydroCleaning (£4234+VAT).