



Open Spaces Committee Meeting Minutes for Monday, November 18, 2024.

Present: Clerk, Alison Sercombe, Toby Newman, Andrew Cooper, Paul Willmott, Anthony Shepherd, Richard Street, Richard Barrett, Paul Gregory, Peter Ramsdale, Lucy Thomas

Officer: Clerk

Members of the Public: 0

The meeting opening at 20:00 and closed at 21:00

24-25 Item Action

#50/24-25 APOLOGIES FOR ABSENCE

#51/24-25 DECLARATIONS OF INTEREST - Cllr Sercombe for Item 60 (Howe Trust)

#52/24-25 TO RECEIVE MINUTES from Open Spaces Committee meeting on 16th September 2024. The minutes were accepted, approved and duly signed by the Chairman as a true record of the meeting.

#53/24-25 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Open Spaces Committee meeting on 16th September 2024 - none

#54/24-25 TO RECEIVE AN UPDATE FROM THE CLERK And includes:

- i. Super user training completed by GMO
- ii. No further correspondence received regarding request for removal of charity bins in SODC car park and no further action after reporting the overgrowth in the car park.
- iii. Missing litter bin on Church Rd has been replaced. An update sought on the regularity of bin emptying by SODC contractors.
- iv. Christmas Tree 2024 ordered and to be installed w/c 25th November
- v. Offer of 'responsible dog owner' signs from TVP. Clerk to contact TVP
- vi. Measurements of Village Green (High St) have been carried out.

#55/24-25 TO DISCUSS TREE WORK

- i. To discuss traffic management for tree work in Memorial Grounds. The Clerk is awaiting confirmation from the arborist for dates in 2025, so a road closure notice can be submitted.
- ii. Other recent tree work completed in Church Rd and St Mary's Churchyard.
- iii. Additional work to be carried out on Village Green (High St) and Ambrose Rise.

#56/24-25 TO DISCUSS PLAY AREAS & RECREATION GROUNDS

- i. Contractors are updating their systems for quarterly inspections.
- ii. Quotes being sought for larger scale repairs.
- iii. Weekly play area inspections continue, and GMO team are completing small scale repairs.

#57/24-25 TO RECEIVE AN UPDATE ON SMOKE FREE PLAY AREA COMPETITION

The clerk had scanned the original artwork with a view to contacting the printers.

#58/24-25 TO DISCUSS LITTLEWORTH FIELD CONSULTATION RESPONSES

The Clerk's report was considered, and it was agreed for terms of reference to be drafted for a new working group. This would involve the primary school and would need to be approved by full council at a future meeting.
It was agreed that the new working group would be involved in future community consultation, that will help provide a brief for the company who have offered one day of free design work.

#59/24-25 TO DISCUSS MANAGEMENT OF ALLOTMENTS AND FOOTPATH

- i. Renewal of allotment leases and cultivation.
The Clerk confirmed that allotment renewal letters have been circulated. Only 1 allotment holder has been in contact and does not wish to continue their allotment. The clerk will approach residents on the waiting list.
One other has been contacted regarding non-cultivation. Officers have been sympathetic towards personal issues but have expressed the need for the plot to be cultivated and will continue to monitor.

#60/24-25 TO DISCUSS THE HOWE TRUST

The committee approved Cllr Sercombe to remain in the meeting to discuss her report regarding the Trust's land, providing an update on the trusts work but also raised concerns of the area around the council's coronation oak and the memorial area of the trusts.
The committee approved for the Chairman of the Open Spaces Committee to write to the Howe Trust with the committee's concerns.

#61/24-25 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

#62/24-25 ITEMS FOR INFORMATION

- i. WPC/WPFT meeting - another to be arranged?
- ii. Cllr Newman requested that Littleworth Apron is included on the next agenda.

#63/24-25 DATE OF NEXT MEETING - 20th January 2025

#64/24-25 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF ITEMS TO BE DISCUSSED (Openness of Local Government Regulations 2014) - Approved

#65/24-25 TO DISCUSS RECENT CORRESPONDENCE REGARDING ALLOTMENT BOUNDARY

- i. To discuss response from contractors working on the allotment boundary – recommendations noted
- ii. To discuss next steps including follow up meeting with residents and council representatives. It was agreed that Cllrs Sercombe, Shepherd and Cllr Newman to meet with residents to discuss the latest information, with scope to resolve the ongoing issue.