

# Wheatley Parish Council

## Open Spaces Committee Minutes Monday 19<sup>th</sup> July 2021

**Present:** P Bignell (PB), A Cooper (AC) (Chairman), D Lawrence (DL), T Newman (TN), A Sercombe (AS), A Shepherd (ASh), L Tully (LT), P Willmott (PW)

**Officer:** M Legg (Clerk)

**Members of Public:** 3

**The meeting started at 19:30 and ended at 21:20**

18. **APOLOGIES FOR ABSENCE** – none
19. **DECLARATIONS OF INTEREST** – none
20. **MINUTES** from meeting held on Monday 17<sup>th</sup> May 2021, were signed as a true record of the meeting. **Clerk to check that these are accessible on the website** **Clerk**
21. **OUTSTANDING ACTIONS** from meeting held on Monday 17<sup>th</sup> May 2021  
**ITEM 13 GRAB LORRY FOR MEMORIAL GARDEN** – will be ordered once clearance work in area complete. **Clerk**
22. **UPDATE FROM THE CLERK**
- i) Tree Surveys authorised for St Mary's Churchyard, Church Road Rec (rock face) and Memorial Garden. Awaiting results from Kelly's Rd.  
Tree work has been carried out in St Mary's Close and Churchyard.
  - ii) Letters sent to allotment holders, following recent inspection. Reinspection to be carried out late July, early August.
  - iii) Maintenance to be carried out at Allotments (strimming, hedge trimming, minor tree work). Tree survey to be arranged.
  - iv) Grounds Maintenance tasks have focused on Memorial Gardens, Farm Close Road Rec, Farm Close Rd footpath, Cullum Rd Rec, London Road and at Holton Turn.
  - v) Play Area inspection training booked for Clerk and GMO
  - vi) Farm Close Road Rec improvements complete
  - vii) Meeting with OPA to discuss Play and Activity Day 2022.
  - viii) Xplorer event planned at Holton Playing Fields.
  - ix) Tommy figures have arrived.
  - x) Dropped kerbs being installed at three locations in village (High St, Littleworth Rd and Old London Rd)
23. **TO DISCUSS COMMENTS FROM RECENT WALKABOUT**  
Committee discussed issues identified during the walk, to which the Clerk had added comments from the team. **Tree guards to be moved and/or reused.** **Clerk**
24. **TO DISCUSS ALLOTMENT FEES**  
A review will be undertaken and presented to council at a future meeting. **Clerk/AS**
25. **TO DISCUSS PLAY AREAS**
- i) To receive quarterly play area inspections – quotes being sought, and some work already being carried out.
  - ii) To discuss signage of play areas – draft was approved. **Clerk to arrange full design and print.** **Clerk**
  - iii) To discuss other issues – Member of the public asked to speak regarding various issues within the village. Comments were received and noted, some items had already been rectified, others were in hand and others were to be investigated. The public were reminded to report issues to the appropriate authority (Oxfordshire County Council, South Oxfordshire District Council, or the Parish Council)

- 26. TO DISCUSS TREES IN THE VILLAGE**
- i) Footpath damage by tree roots Farm Close Rec Footpath and Ambrose Rise Cllr Shepherd has spoken to local arborist regarding root pruning, which would be detrimental to the trees. It was decided that uneven surface signs to be installed and monitor the Ash tree and Lime tree. **Clerk to action** **Clerk**
  - ii) Replanting of Farm Close/Station Rd footpath.  
Council approved that the Clerk seek an external contractor to carry out the task of clearing the site and the removal of Snowberry. **The appointment of contractor was delegated to the Clerk, Chair of Committee and Chair of Council.** **Clerk/AS**
- 27. TO DISCUSS ANY FOOTPATHS IN THE VILLAGE**
- i) Meeting with local footpath warden has taken place and discussed footpaths that need registering on the definitive map. **The Clerk and warden to work together to register the most important footpaths.** **Clerk**
  - ii) Update on registration of footpath between Littleworth and Windmill Lane – no update available, although the application is on the OCC website awaiting action.
  - iii) Any other footpaths in the village - none
- 28. TO DISCUSS FLYTIPPING IN THE VILLAGE**
- i) Memorial Gardens. Response to letter received from resident who has offered to pay to wards removal of the waste. **Clerk to action once work complete** **Clerk**
  - ii) Roadside fly tipping. Issues reported and those present reminded to report incidents with SODC.
  - iii) Other areas of concern - none
- 29. TO DISCUSS LARGER STORAGE AREA FOR COUNCIL EQUIPMENT**  
Contact made with several prospective landowners, progress to be reported back when further information has been gathered. **Clerk/AS MoP**
- 30. TO DISCUSS TENDERING FOR GRASS CUTTING CONTRACT**  
The current contract needs to be reviewed, if possible, an extension given, but if not, further consideration given to new tendering process. **Clerk**
- 31. TO DISCUSS BURIAL GROUND PROJECT**  
Clerk gave an update on the project so far, to provide information to new councillors. Cllr Sercombe gave an update on her work on the project. Several options were discussed including potential farmland and land off Ladder Hill. Both to be explored further and Clerk and Chair of Council to report back. **AS/MoP**
- 32. TO DISCUSS ANY OTHER OPEN SPACES**  
Bin designs were raised but came with their own issues.  
Other concerns around overgrown trees, footpaths were to be referred to Fix My Street. **ALL**  
The concerns regarding tree on Farm Close Road has been taken up with OCC. Pallets seem to have been dumped in Farm Close Road Rec. **Household to be identified and letters written to residents.** **Clerk**
- 33. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DUE TO THE COMMERICALLY SENSITIVE NATURE OF BUSINESS TO BE TRANSACTED –**  
Approved.
- 34. TO REVIEW AND APPROVE VILLAGE SQUARE IMPROVEMENT WORKS**  
The Chair questioned whether sufficient information was available, however the committee was happy to proceed with the review of the three tenders. Project was discussed, and quotes considered.

Cllr Sercombe proposed, seconded by Cllr Lawrence to approve quote from ODS (£6.906) for milled oak seating and wooden sleeper planters. To support the less mobile it was agreed to ask whether some arm rests could be included.

**35. CORRESPONDENCE RECEIVED AND ITEMS NEEDING URGENT ATTENTION**

- i) Management Company for Breame Oak/Ochre Close -
- ii) Request for bench on London Rd. – council supported replacement
- iii) ASB issues in Church Road Rec – noted and information had been shared with residents
- iv) Increased traffic along Shotover Restricted Bridleway was deemed to be more due to higher use of Shotover Country Park and the informal car parking.

**36. ITEMS FOR INFORMATION - none**

**DATE OF NEXT MEETING – 20<sup>th</sup> September 2021**