

Wheatley Parish Council

Open Spaces Committee Minutes Monday 20th July 2020

Present: Cllrs P Bignell (PB), A Cooper (AC), D Lamont (DL), D Lawrence (DLa), A Shepherd (ASh), L Tully (LT), P Willmott (PW).

Officer: Michelle Legg, Clerk to the Parish Council (Clerk) **Members of Public:** 0

The virtual meeting opened at 7.35pm

1. ELECTION OF CHAIRMAN FOR OPEN SPACES COMMITTEE

Cllr Lamont, proposed Cllr Cooper, who was happy to take this on with the support of the Vice-Chair

2. ELECTION OF VICE-CHAIRMAN FOR OPEN SPACE COMMITTEE

Cllr Cooper proposed Cllr Lamont which was approved by all.

3. APOLOGIES FOR ABSENCE – none

4. DECLARATIONS OF INTEREST – none

5. MINUTES AND ACTIONS

from meeting held on Monday 16th March 2020 were signed as a true record of the meeting.

6. UPDATE FROM THE CLERK

- i) Reduced capacity to deliver outdoor work, existing staff covering some areas. Thanks to Wheatley Wanderers for helping.
- ii) Annual maintenance of equipment – work authorised to service and repair strimmer and brush cutter.
- iii) Basket swing installed and post inspection complete.
- iv) Farm Close Road Rec project likely to start Sep/Oct. Funding released from SODC.
- v) Re-opening of play areas following lifting of COVID-19 restrictions

7. TO CONSIDER GROUNDS MAINTENANCE WORK

- i) Weed Spraying,
- ii) Strimming
- iii) Ditch Clearance at Ambrose Rise
- iv) Hedge Cutting

The three quotes were considered, and it was agreed for company 3 to undertake all the work above. **Clerk to inform contractors.**

Clerk

- v) Memorial Garden – this work is to be incorporated into role of Grounds Maintenance Operative.

- vi) Any other areas that need consideration. Cllr Willmott raised the corner of St Mary's Close. **Clerk to liaise with contractor to carry this out.**

Clerk

Cllr Lamont also raised the ditch along London Road and suggested that a revised or new list of all council areas of responsibilities.

Fixmystreet.org.uk would be the best route to raise this with OCC.

Farm Close Road to Farm Close Lane, opposite areas where trees were removed. Shortlift is responsible for this site. **Clerk to try and chase this.**

Clerk

8. TO REVIEW IN HOUSE GROUNDS MAINTENANCE TASKS

A comparison of existing and potential tasks were considered. A draft JD and

specification will be presented by the Clerk and discussed by the Staffing Committee at the end of the week.

9. TO RECEIVE ANNUAL INSPECTION REPORTS FOR PLAY AREAS AND PLAN OF WORK

Reports previously circulated along with the priority list of work that needs to be carried out. Priority to be given to the higher risks that have been identified. **Clerk and Chair to liaise with Chair of Finance Committee in relation to replacing the basket swing at Cullum Road Rec.**

Clerk/AC

Advanced warning of GCSE and A-Level results may create additional litter in the parks.

10. TO RECEIVE AN UPDATE FROM VILLAGE SQUARE WORKING GROUP

Cllr Cooper and Shepherd had been working on the proposal. Cllr Bignell raised some issues with the planting and asked for the plans to be amended. Cllr Willmott was concerned with closeness to the garage behind the site and any future planting to address this.

Cllr Cooper to supply committee with a layout of the proposal to help with the layout.

The new owners of Cost-Co to be approached about the proposal as this may have a positive impact on the opposite site.

The project is to be bought back into the Open Spaces Committee to finalise the proposal before being considered by full council.

11. TO DISCUSS TREE WORK

i) Tree surveys – Work approved.

Cllr Shepherd raised the trees along the Avenue. **Clerk to raise this with OCC Tree Officer.**

Clerk

ii) Tree works – proposed work and quotes were considered and approved. **Clerk to contact contractor**

Clerk

iii) OCC trees – London Rd – work noted. No replanting scheduled.

12. TO DISCUSS FOOTPATHS IN THE VILLAGE

i) Old Road – Littleworth – social distancing has hindered the work, but volunteers hope to begin work shortly.

ii) Littleworth to Windmill Lane – Witness statements are being collected (50 to date). This will support the application from the public.

iii) Any other footpaths in the village – Footpath along River from Asda, owner to be approached. A definitive map of footpaths in the village is

13. TO DISCUSS ALLOTMENTS

i) Recent issues – update given on trees and access issues.

ii) Review of Terms and Conditions volunteers sought to help remark the plots and to review the terms and conditions. Cllr Willmott and Cllr Lamont offered to help. Copies of t&c's to be sent out to committee. **Clerk to circulate.**

Clerk

14. TO APPOINT COUNCILLOR TO BURIAL GROUND WORKING GROUP

Cllr Shepherd offered to join the working group.

15. TO DISCUSS ANY OTHER OPEN SPACES

i) Cllr Shepherd wanted to thank the grass cutting contractors for their work. an improvement has been noted. **Clerk to pass on contact details**

Clerk

- ii) Wild area at Holton Playing Field. Cllr Willmott asked for suggestions. A wildflower area was suggested, but bio-diversity surveys may be required. Whatever is decided would need to be self-contained and not promote access onto the playing fields.
- iii) Tree at junction of Farm Close Lane may need attention. **Clerk to ask contractor to look at this.** Clerk

16. CORRESPONDENCE RECEIVED AND ITEMS NEEDING URGENT ATTENTION

- i) Various emails and phone calls re Play Areas (public and organisations)
- ii) Email re verges along London Rd. **Cllr Shepherd to contact with contractor who would advise on wildflower planting.** Clerk/AS
- iii) OCC trees – London Rd

17. ITEMS FOR INFORMATION - None

ALL

DATE OF NEXT MEETING – 21 September 2020