

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the Open Spaces committee meeting held on Tuesday 25 August 2020 at **7pm via Microsoft Teams**
Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting was open to members of the public and press

Present:

Cllr L Willis (Chairman)	Cllr I Forbes
Cllr L Johncock (Vice-chairman)	Cllr C Jordan
Cllr J Gurney	Cllr S Digby
Cllr M Wilkes	Cllr K Wood
Cllr S Herron	Cllr B Kin

Also present: Cllr D Johncock, Cllr J Herschel, Cllr A Barron, Cllr R Wilks and Mr G Christie (CWPC Warden)

OS/20/001 **Apologies for absence**
Apologies had been received from Cllr White.

OS/20/002 **Declarations of members' interests in Items on the agenda**
There were none.

OS/20/003 **Delegated Actions**
Members were asked to note that since the last committee meeting in March there had been no delegated actions taken by the chairman of the committee and clerk.

OS/20/004 **Allotments**
Members were asked to note that the following vacancy existed at the allotment site:

Chapel Road – No vacancies
Ashley Drive – 1 full plot

There are currently 11 people on the waiting list.

1 Ashley Drive – Tenancy Agreement change

Members were asked to consider changing the tenancy agreement to re-instate the permission for allotment holders to have fires on their plots. The compost heap idea had not worked as all sorts of rubbish had been dumped making the area non-viable and it has also become costly to remove.

It was RESOLVED that;

The point relating to bonfires would read as follows;

'A bonfire for the disposal of diseased dry material is permitted upon the tenant's own plot in a purpose-built incinerator but only between 1st September and 31st May; NEVER burn household rubbish, plastic, foam or paint. Do not take rubbish to the site to burn. Avoid burning on damp or windy days out of courtesy to other allotment holders and surrounding properties. Any bonfire is to be supervised by the tenant and is not to be left in a lit state; always smother the remnants of the bonfire prior to leaving the site with either soil or sand as this will reduce any chance of re-ignition;

N.B No weekend or bank holiday burning.'

It was noted that there was a suggestion that the burning period should be reduced from October to March.

2 Chapel Road – Shed repair

Members were asked to note that the broken window in the shed has been repaired free of charge.

3 Fencing to Scout Hut boundary

Members were asked to note that the fencing had been ordered as approved at the remote Council meeting held on 9 July 2020 and would be installed week beginning 24 August.

OS/20/005

Tylers Green Common

1 Track 4 Trial holes report

Members were asked to consider the report on the track condition from Surtees Groundworks Ltd.

Members were asked to note that a further meeting with the contractor on site would be arranged as per their request to further discuss the requirements needed and possible costs involved due to their finding of contaminated materials, namely coal tar. The project may need to go out to formal tender if the cost escalates.

OS/20/006

Tree works

Members were asked to consider the quotations for the following works;

Fire Ride, Tylers Green – to remove one Ash tree and reduce one Ash tree away from resident's garden.

It was RESOLVED that;

Quote A in the sum of £650.00 be approved and the works ordered once planning permission has been received.

Clearbrook/Beechwood Close Amenity Area – to reduce Norway maple by 25% away from resident's garden and remove Whitebeam;

It was RESOLVED that;

Quote B in the sum of £750.00 be approved and the works ordered.

Straight Bit, Flackwell Heath – removal of 2 Sycamores and 1 Cherry.

It was RESOLVED that;

Quote B in the sum of £900.00 be approved and the works ordered.

OS/20/007

Playground Updates

Members were asked to note that a general review of our fitness equipment would be undertaken shortly with a view to perhaps adding further disciplines at each site.

1 Ashley Drive Recreation Ground

Members were asked to note that quotations for the bow top fencing for the play area are in the region of £20k. Cllr Barron has taken this project to the Community Board to bid for matched funding.

Members were asked to consider the quotes received for the replacement of the surface under the zip wire as this is now a health and safety issue.

It was RESOLVED that;

Quote A in the sum of £3,000.72 for grass matting and turf be approved and the works ordered.

2 Straight Bit Recreation Ground

Members were asked to consider the quotes received for the replacement of the play surface under the large tower. The surface had been patch repaired over the last two years, however there was now also considerable shrinkage causing some trip hazards. Due to the vandalism of the surface the guarantee was void.

It was RESOLVED that;

Quote B in the sum of £16,530 be recommended to full Council, as a virement from the general reserve requires approval.

Members were asked to note that there have been requests for the removal of the parkour area due to it being used by youths as a meeting point; broken glass is often found around the equipment.

It was noted that the parkour area is a popular meeting place for teenagers and therefore it was requested that a log be kept of any notified instances of anti-social behaviour.

It was also noted that the play area at Straight Bit was not yet completed.

3 Incident at Straight Bit

Members were asked to note that there had been a notified incident on a piece of equipment in the small children's play area. A young boy was playing on the equipment when a splinter became lodged in his chest. We are not sure when the incident occurred, possibly 12 or 13 August. The parent posted the incident on the Flackwell Heath Facebook page on Thursday 13 August in the evening and telephoned the office on Monday 17 August leaving a message on the answerphone at about 4pm. We advised that the equipment at the site was checked on a weekly basis and had not had any notifiable issues. The warden and Cllr Willis independently inspected the equipment following the notification and neither could find any evidence of splintering. The council's insurance company has been notified of this incident.

OS/20/008

Dog Waste Bins

Members were asked to consider a request for an additional dog waste bin at the Treadaway Hill entrance of Fennels Wood.

It was RESOLVED that;

A comprehensive review of the dog bins would be undertaken by Cllr L Johncock and brought back to the next committee meeting in October.

Members were also asked to review a request from a Tylers Green resident to move the site of the dog bin at the Church Road end of the fire ride. The resident had been suffering from an increased number of flies in the back garden.

It was RESOLVED that;

The bin has been in its current location for many years and had been no problem. The increase in flies was being suffered everywhere and therefore the bin would remain.

OS/20/009

Green Dragon Lane Recreation Ground/Flackwell Heath Minors FC

Members were asked to note that the Club were looking to start the works, an application had been sent to Building Control along with a drawing/specification of the intended works to the pavilion. The Club had been advised that no work should be undertaken until full approval from Building Control had been received.

It is believed that the Club have enough funds to undertake the works to the pavilion. Members were asked to note that a further grant application had been received for monies in the region of £20k - £25k for the car park works this will be taken to the next Finance & General Purposes Committee for consideration.

It was noted that planning permission for the extra car parking spaces would be required.

Cllr Herschel left the meeting

OS/20/010

Railway Land

Members were asked consider the quotes received for the tree works required behind Woodside Close.

It was RESOLVED that;

Quote A in the sum of £1,800.00 be approved and the works ordered.

- OS/20/011 **Committee Finances**
Members were asked to note the committee income and expenditure to Period 4 (July).
- OS/20/012 **Questions from committee members and the public**
There were no members of the public in attendance.
- Cllr Herron queried the use of the Back Common by a Judo group. The clerk advised that she had not been approached by the Judo Club for a permit.
 Cllr R Wilks highlighted the issue with car parking around Juniper Hill School in Flackwell Heath.
 Cllr Barron mentioned the need for a dog bin on Northern Woods in Flackwell Heath and was pleased to hear that a full survey of the dog bins would be undertaken.
- OS/20/013 **Accounts for payment**
Accounts for payment were sent via email prior to the meeting for consideration and approved at attached.

Date and time of next meeting Tuesday 27 October 2020 @ 7.00pm via TEAMS

Signed: 

Dated: 15 October 2020

25-Aug-20

25-Aug-20

25-Aug-20

25-Aug-20

Signed: 

Date: 25.8.20

Date: 25.8.20

We have compared the invoice against the direct debit and payment details against the cheques

18-Aug-20

Income received since last committee meeting over £500.00

Signed: *[Signature]*

Date: 16-8-20

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payoff payments as above, along with the relevant purchase order details against the cheques

28-Jul-20

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10241	AE778/2020	Active Enviropest	Routine Rodent Inspection	40.00	0.00	40.00
	10242	1147	BMKALC	Training for A Barron & R Wilks	83.10	0.00	83.10
	10243	501016707	Came & Company	Add Agricultural Vehicle to insurance	189.96	0.00	189.96
x	10244	439	External Plumbing Services Ltd	Renew broken tap at Hammersley Lane	80.00	16.00	96.00
	10245	GM786517	Idverde Limited	Totteridge Common Cut & Strim	190.00	38.00	228.00
	10246		Information Commissioner	Data Protection Fee renewal	40.00	0.00	40.00
x	10247	5261	L&K Electrical	Electrical ceiling light replacement - warden's house	140.00	28.00	168.00
x	10248	20/31	Nick Judge	Repair to granite setts on Front Common	250.00	50.00	300.00
x	10249	39645	Penn Motor Company Ltd	New battery for Isuzu	114.00	22.80	136.80
x	10250	1080679510	Trade UK (B&Q)	10m chain & staples for staple gun	50.71	10.14	60.85
x	10251	1077927088	Trade UK (Screwfix)	Work trousers & cable ties	29.81	5.96	35.77
	10252		Sue Digby	Reissue cheque	75.00	0.00	75.00
	10253	316607590036	SSE	Front Common	49.97	2.49	
	10253	3516611050032	SSE	Derehams Pavilion	591.91	118.38	762.75
	10254	36096250720	Wren Davis Ltd	Milk delivery - July	15.00	0.00	15.00
	10255		HMRC	Tax & NI - July	2,763.68	0.00	2,763.68
						0.00	0.00
	BACS		Barclays	Salaries & Pensions - July	10,857.23	0.00	10,857.23
	DD	H18B9FCC81	E-ON	Gas - office complex - July	25.97	1.30	27.27
	DD	110002885556	Npower	Electricity March - July	434.13	83.87	518.00
	DD	12187897	Unicom	Landline July	90.67	18.13	108.80
					16,111.14	395.08	16,506.22

Income received since last committee meeting over £500.00

Income received since last committee meeting (over 200000)				
CR	Burials	840.83	0.00	840.83
CR	Burials	790.50	0.00	790.50
		1,631.33	0.00	1,631.33

Signed: _____

Signed: C D Jordan

Date: 29.7.20

Date: 29-7-20

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payflow payments as above, along with the relevant purchase order details against the cheques