

MINUTES OF THE MEETING OF THE **OPEN SPACES COMMITTEE** OF EVERSLEY PARISH COUNCIL HELD ON **TUESDAY 19th APRIL 2016** IN EVERSLEY VILLAGE HALL AT 8.01PM FOLLOWING THE MEETING OF THE PLANNING COMMITTEE.

PRESENT: Cllr S Miller (Chair)
Cllr S Dickens (arrived at 8.15pm)
Cllr K Neville
Cllr A McNeil
Cllr P Todd (Ex-Officio)

ALSO PRESENT: Mrs J Routley (Parish Clerk).

83 APOLOGIES FOR ABSENCE

None.

84 DECLARATIONS OF INTEREST

None.

85 MINUTES OF LAST MEETING

(i) The minutes of the meeting of the Open Spaces Committee held on **TUESDAY 1st MARCH 2016** had previously circulated to all Councillors.

(ii) No errors were reported

It was **resolved** that the Minutes be approved and signed by the Chairman.

SM

(iii) Matters arising from previous Minutes

For ongoing actions (See Appendix A).

Min 78: CCTV The Chair said that HDC had promised EPC a camera but were struggling at the moment to provide one.

Min 79: Bus Shelter Highways are to inspect the safety of the bus shelter and have suggested putting in a bollard next to the shelter. The Clerk is also to write to the neighbours and suggest that their hedge could be trimmed back to allowed easier access in this area. Councillors are to advise which properties this relates to.

PT/SM

86 DIARY MATTERS

Community Engagement Workshop This is due to take place on Monday 18th July at HDC Offices. Cllr S Miller confirmed she would attend.

SM

87 PUBLIC PARTICIPATION

Chequers Green A resident had met with the Police regarding the disturbances but was dissatisfied that they did not have the manpower to deal with the issue.

EPC is to invite the Police to Full Council meetings and the Annual Assembly.

Clerk

88 LITTERPICKER'S REPORT

(i) The Clerk is to circulate the Litterpicker's report for **March 2016** to all councillors.

It was noted that an additional duty could be to rake the barked areas in the play areas to maintain them. The Chair is to discuss this with him.

SM

(ii) There was no need to approve additional hours at present.

89 TREES, HEDGES, VERGES AND DITCHES

(i) Lower Common HCC Floodwater Management are to write to residents at Lower Common asking them to clear their ditches and will follow up with a site visit in week commencing 27th June.

(ii) EPC ditches around Lower Common EPC owns the land from St Neots' back drive to the entrance to the play area at Lower Common and is responsible for the ditches around this land. The Clerk is to obtain quotes to clear these ditches.

Clerk

(iii) Longwater Road A resident had reported that it was difficult to walk along the footway because of overhanging hedges. The Clerk is to write to the properties concerned to alert them to the problem and ask that this could be rectified, taking into account nesting birds.

90 FLY-TIPPING

(i) Fly tipping had been reported and cleared at:

- St Neots Road
- Glaston Hill Road

The waste management team had advised that the fly tipping at the Lafarge site on Welsh Drive and the Thames Water site on Longwater Road would be the responsibility of the land owner to clear.

Caravan A caravan full of rubbish had been left on St Neot's Road. HDC are aware and are arranging clearance.

91 PUBLIC RIGHTS OF WAY

(i) Footpath 24 A resident had complained that this footpath by Watmore Farm, is impassable and is under a lot of water. The Clerk is to write to the owners of Watmore Farm and Fox House and say that EPC is receiving complaints that during wet weather the path is impassable and ask for an update on their plans to improve it.

Clerk

Footpath by Warren Cottage Cllr P Todd is in talks with the owner of Warren Cottage as there is a dispute about the line of the footpath. The owner is also doing work to put in a private bridleway from Lyndridge to Warren Heath.

Love Lane It was noted that at moment this is a B.O.A.T. (Byway Open to All Traffic) open to traffic which means that landrovers and quad bikes use this lane and it is also often used for fly tipping. It was noted that if it was downgraded then it could be fenced off for traffic which would prevent fly tipping.

Rights of Way Survey EPC had been asked to complete a Rights of Way Survey. Cllr P Todd offered to complete this.

PT

92 GARDEN PLOTS

(i) A tenant had written to the Council asking if they could install a shed. Following a discussion it was **resolved** that this could not be allowed. Councillors explained that sheds have never been allowed as the land is leased from HCC on a 2 year lease and could potentially be earmarked for other use. The Clerk is to inform the tenant.

93 REPAIRS AND REFURBISHMENTS OF ALL PLAYAREAS

(i) The Chair had conducted a review of expenditure for repairs and refurbishments to the play areas as follows (also see Appendix B for costs):

(a) **Cross Green - repairs and refurbishment Costs to be discussed**

- (i) New Safety surfaces under both swings (unable to bark area as safety surfacing on concrete and this would need to be dug out to a depth of a foot for kickboards and barking of over 300mil. Area would need to be expanded a meter each way to ensure enough coverage for fall) Swings given 5 – 7 years life left
- (ii) Remove seesaw and old safety surface and flatten and fill area and dump rubbish
- (iii) Repair broken seat by fence
- (iv) Paint all swing frames
- (v) Replace foot holders on all 3 springers to update to EN1176 (Cost per rocker £25 each plus postage from onlineplaygrounds.co.uk
- (vi) New equipment – climbing house £4481 to replace seesaw

(b) **Chequers Green repairs and refurbishment costs to be discussed**

- (i) Bolt caps needed on climbing frame
- (ii) Repair climbing ramp on climbing frame (replacement of board)
- (iii) Repair surface at bottom of slide with a piece of grass lock matting
- (iv) Repair surface under junior swings by filling in and turfing (to look at cost of grass lock matting at a later date)
- (v) Grinding of trip hazard around the tarmac of large basketball court

(c) **Centre Green repairs and refurbishment costs to be discussed**

- (i) Repair of stairs and wooden fencing around slide
 - (ii) Repair of wood under bank and repair bank
 - (iii) Repair of Swing posts as rotten and repair of Kick boards and barked area
 - (iv) Supply and Fitting of goal posts on the five aside area – £130
 - (v) Centre Green removal of all other end of life equipment and flatten and fill area and take all equipment, flooring and rubble away – safety barriers will be needed whilst work being done
- (vi) Supply and fitting of Jungle trim trail (approximately £4k) no safety surface needed as low Impact (looking at funding options)

(d) **Lower Common repairs and refurbishment costs to be discussed**

- (i) Service of zip wire (urgent repair brake not working seat damaged)
- (ii) New kickboards at Zip wire and Refill of barked area
- (iii) Refill of bark area climbing pyramid and repair broken slate of wood on pyramid and if possible turn climbers around the correct way
- (iv) Painting of metal swing frame
- (v) Remove tunnel (dig out and flatten)
- (vi) Replace toddler swing with junior swing seat
- (vii) Filling and sanding of cracked Springer seats
- (viii) Replacement footrest on Rockers £25 plus postage
- (ix) Tree maintenance needed in whole area as dead branches over hanging swings and equipment , cutting back of all trees/ shrubs encroaching on springers and removal of rope in tree 2 days' work £500

(e) **General repairs**

Payback team – cost £75 per day

- (i) Clean and Staining fencing at Cross Green 50 litres using Sadolin Timber stain dark oak, water based paint £100 (plus brushes and pots)
- (ii) Clean and painting fence at Centre Green 25 litres £50
- (iii) Removal of rotten bench at Lower Common
- (iv) Painting of all gate entry fencing £30
- (v) removal of rotten bench at Lower Common

(f) Following a discussion it was resolved to:

- Approve emergency spend of up to £500 to service and re-tension the zip wire.
- Approve emergency removal of the seesaw at Cross Green on safety grounds.
- Recommend to Full Council expenditure of up to £12K on repairs and maintenance as detailed in Appendix B.
- Look into alternative forms of funding for purchasing new items a (vi) and c (vi) rather than use EPC funds at this stage. .

94 FAMILY DAY AT CHEQUERS GREEN,

- (i) The Council felt that it would be nice to have a family day at Chequers Green on Sunday 12th June in honour of the Queen's Official birthday. The Chair is to look into this and the matter is to be discussed again.

(ii) Not applicable at present.

3.5.16

95 BUS SHELTER,

- (i) Following a discussion it was **resolved** to recommend to Full Council, in the light of other expenditure recommended, to consider replacing the Bus Shelter at the Chequers Public House at approximately £1,000.

96 POND RENOVATION

- (i) It was **resolved** that the Chair will look into pond renovation at Cross Green. The aim would be that this might be funded by grants or S106 developer contributions. The Landscape Officer at HDC has offered to assist.

SM

97 TRAVELLERS,
(i) It was noted that EPC has a procedure if there was to be an encampment in the Village. EPC has discussed securing Cross Green in the past but there had not been a suitable way of achieving this.

98 ANY OTHER OPEN SPACES ITEMS OF INFORMATION
(i) The Clerk had nothing to report.
(ii) Councillors had nothing to report.

There being no further items for discussion the Chair closed the meeting at 9.45pm.

Chairman.....Date.....

**Subject to approval at the Annual Meeting –
The next Open Spaces meeting will be held on Tuesday 7th June 2016
following the Planning Committee meeting
which commences at 7.30pm**

APPENDIX A

Ongoing Actions List

<u>Public Rights of Way Evidence Forms regarding Bramshill Forest</u> Cllr P Todd is still to review the paperwork and write a cover letter for the form which clearly explains the claim.	PT
<u>War Memorial Cross in Churchyard</u> Cllr K Neville offered to voluntarily make the repairs if he could be compensated for materials. He is to look into what would be required.	
<u>Playgrounds</u> Cllr S Miller has taken pictures of all the play areas and the Clerk is to put these on the website.	Clerk
The Clerk is still to put the Rights of Way Map on the website and the notice board.	Clerk
<u>19 Kingsley Road</u> Cllr P Todd has spoken to the Ordinary Water Course Consenting Department (HCC) and this matter is now being looked into. Cllr P Todd is to chase Hampshire Estates on this matter.	PT
<u>Bluebell Wood</u> Cllr K Neville has taken photos in order to mark the routes on the map and will circulate to this committee.	KN
Cllr P Todd will talk to CEMEX regarding this at their next meeting.	PT
<u>Bus Stop by Kingsley Road</u> Councillors reported that the roof of the bus shelter has been damaged. Cllr K Neville offered to make the repairs required.	KN
<u>Flooding on Coopers Hill</u> The Chairman acknowledged that part of the ditch under the walk way at Up Green still needed to be cleared.	SD
Cllr C Young reported that Highways had stated that they would look at the culvert in the road and sweep Coopers Hill but have not yet done so. Cllr C Young had contacted HCC and pointed out that the culvert remained a problem.	CY
<u>Footpath 24</u> The Chairman had met the new owner. The Chairman felt it would be sensible to work with the landowner and the agricultural department at CEMEX to see if the levels could be restored before putting in a floating footpath. The Chairman is trying to arrange a meeting with the landowner and HCC Rights of Way. The Chairman and not received a response from CEMEX. It was felt that if the new owners cleared the ditches this would help towards to footpath.	SD
<u>Garden Plots</u> . To install the padlock on the gate.	SD/SM
<u>Up Green Restoration Project</u> The clearance work had highlighted where the footpath was and it was suggested that a gravel path could be laid all the way through. The SGS grant scheme is again open for applications.	SD
<u>Up Green Village Green</u> Since this matter now seems to be progressing through solicitors it was felt that it was not necessary to pursue protection options at this time. It was also noted that tenants are now respecting the Green and parking on the road.	
At the recent Full Council meeting it had decided there would need to be a long term management plan for this area. The Open Spaces Committee agreed to take on this task in collaboration with local residents.	OSC
<u>Hollybush Lane</u> It was noted that there are overhanging brambles along this lane. The Clerk is to write to the landowners and tenants.	Clerk
<u>Grants</u> The Chairman is to provide new councillor, Cllr M Hitchman with maps of all EPC owned land.	SD
<u>Replacement Bench</u> Full Council had approved the remainder of the cost for the replacement bench. The Clerk is to order this and it is to be sited by the pond at Cross Green.	Clerk
<u>Adverse weather</u>	
Cllr C Young will republish the Emergency Procedures.	CY
<u>Bluebell Wood</u> It was noted that the 'name tree' in the woods may now be a safety hazard.	
<u>Hollybush Lane</u> There is a tree down on the north side.	SD
<u>Grounds Maintenance Contract</u> This contract is to be reviewed again in May 2015.	
<u>Scrutiny flooding meeting</u> EPC has been informed that this meeting due to take place on 19 th January 2015 has been cancelled. The Clerk has asked to be informed of the rescheduled date.	

Marsh Lane Councillors need to assess the ditches by the pylons and the drains are now buried.

Sherlock Lea The rubbish has still not been cleared. Thames Valley Housing Association has been out to assess but were unable to locate the rubbish. Cllr S Miller has provided photographs which the Clerk has sent. Thames Valley Housing Association is to be chased as to when they will take action.

Clerk

Village of the Year competition Cllr S Miller agreed to look into this competition.

Community Litterpick Councillors discussed the possibility of holding this in the summer. Cllr S Miller is to investigate this further.

SM

Chequers Green There had been a complaint from a resident about the pile of green waste at Chequers Green. This was as a result of the Payback Team's clearance and would be burned or cleared as a matter of urgency.

SD

Play Area Inspection Report It was suggested that goal posts may be donated by ESA and that a basket ball hoop may be sponsored by The Chequers Public House. Cllr S Miller is to investigate this further.

SM

Trees, Hedges, Verges and ditches It was noted that the New Council may wish to consider a tree survey on EPC owned land and will investigate costs.

SD

Longwater Lane The Clerk has to written to the land owner with the standard HCC hedge clearing letter.

Clerk

Firgrove Road There is an Alder tree on Firgrove Road that is rotten and could fall across the road. The Chairman is to log a ticket with HCC about this dangerous tree.

SD

Open Space Areas Consultation Cllr D Bradley had responded to this consultation. The Consultants had sent back a map to verify the different areas. It was noted that there were quite a few errors on their map which Cllr P Todd offered to address and respond back.

PT

Chequers Green Play Area It was reported that someone had been exercising their horse in the Chequers Green Play area and using some of the trim trail as jumps. This had caused much disruption with children and dogs that were also using the park. It was noted that horses should not be in there at all and that signage might be required. Councillors are to speak to the rider concerned.

SD

Hollybush Lane It was noted that the bushes are very overgrown. The Chairman is to speak with the tenant's agents to see what can be done.

SD

Footpath 15 It was noted that there should be a stile on this footpath but instead walkers have to climb over a fence. Cllr K Neville offered to investigate.

KN

Footpath 17 It was noticed that the hedges from 2 properties are overhanging this footpath by Charles Kingsley's School. Cllr S Miller is to investigate.

SM

APPENDIX B

Repair Costs 2016 (all plus VAT)

Cross Green

Repair of safety surface £350

2 x toddler cradles and chains £150 (to be ordered online/KN to check if he still has some swings in stock)

Cross Green springer foot holders £75 (to be ordered online)

Repair bench by fence £180

Total - £ 755

Centre Green –

Removal of all end of life equipment and make good all grass area and security fencing £1770

Supply and install new edging and labour for laying bark for swing area £762

Remove and replace rotten post on swing £250

Remove existing fence around slide , supply and install new slide surround with new steps , handrails and bank retainer timber and additional surround over bank £2005

Supply and install stainless steel panels to side of slide £250

Total cost £5037

Lower Common

Supply and install bark £3579 (this is the cost for bark in all of the areas)

Supply and install new zip wire edging £425

Swap round climbers on pyramid £100

Repaint swing and supply new Q links on chains £160

Dig out and remove tunnel and grade banks to make good £250

Total cost £4514

Other costs

Security fencing £350

Zip wire service and repair £500

Tree work £500

Paint £180

Grand Total £11836

Cost of repairs 2017

Chequers Green £1500

New equipment £5000

Bark for all areas £2000

Safety surface under swings at Lower Common will need repairing £500

Zip wire servicing £300

Moving forward 2016/2017

- We only install equipment that our budget allows us to maintain
- Try and use grass lock mats for safety surfacing where possible (easier and more economical to repair)
- No more than 2 preferred Playground equipment companies (most companies do not want to repair / maintain equipment that is not theirs)
- If we do not have the funds to repair **we remove**
- Maintenance of all barked areas (Steve Chapman litter picker ?)

- Yearly Maintenance of all equipment painting / repair to expand life
- Beginning of each year budget for new equipment / repairs
- Keep a record of all certificates for repair works when done (EN1177 & BS7188) and record of all paint used on playgrounds
- Committee needs to be more efficient with replacing broken equipment by using a company to supply and fit any broken equipment (i.e. play scene) as we can take a picture email over they will advise cost and they will come out and replace)