

**Minutes of the meeting of the  
PARKS, OPEN SPACES, CONSERVATION & FOOTPATHS COMMITTEE  
held on Monday 9<sup>th</sup> October 2017 at 7:33pm  
in the Committee Room, The Freight House, Bradley Way, Rochford.**

**Present:** Chairman Mrs P Young, Cllr Mrs E Gadsdon, Cllr R Gardner, Cllr S May, Cllr R Patient, Cllr Mrs L Shaw, Cllr M Strubel, Cllr J Titmuss, Cllr S Wootton & Cllr Mrs M Weir.

**51. Apologies for non-attendance at meeting:**

Cllr D Weir had given apologies.  
Members **received** the apologies tendered.

**52. Declarations of any:**

- a) **Disclosable Pecuniary Interest;**
- b) **Other Pecuniary Interest; or**
- c) **Non-Pecuniary Interest**

**on any matter on the agenda for 9<sup>th</sup> October 2017:**

Members made no declarations relating to any change in their Register of Members' Interests.

**53. Public Forum:**

No members of the public were present.

**54. To approve the Minutes of the meeting held on 11<sup>th</sup> September 2017 and to approve the destruction of the notes in respect of that meeting:**

The Minutes of the meeting were **approved** as a correct record and Members approved the destruction of the notes in respect of that meeting.

**55. Action List Update – October 2017:**

55.1 Members were referred to Agenda item 8 (Minute 58).

55.2 Members noted budget provisions for 2017/18 had been made for the deteriorating wall post in Elizabeth Close Playground. Members enquired how often the wall was being monitored and the Clerk explained she had been checking the wall herself approximately on a four-week rotation, but that more regular checks would occur during the severe weather.

55.3 Members noted the 2017/18 budget had included a contingency for possible CCTV, but that further investigations were necessary.

55.4 Members were referred to an email from Wicksteed which confirmed HSE CDM (Health & Safety Executive Construction Design Management) processes were not required for relocation of the Adult Gym. A site visit with the Wicksteed Representative was being arranged by the Clerk so intended works could be assessed and organised accordingly. Members discussed budgeting for a replacement for the 'Spacewalker' (which was due to be removed) and it was agreed a new model would be budgeted for in 2018/19, with a view to have it installed in the springtime.

55.5 Members noted a date for the next RDC Parish Parks' Forum was still due.

- 55.6 The Clerk informed Members the barrier posts along Spencers Park bridle path had now been installed by the contractor. Members agreed to close the item.
- 55.7 Members were reminded KeyMed had asked for estimated costings for aquatic plants, but that planting was on hold due to the low later levels and options to improve that were currently being explored, including the possibility of a borehole. The Clerk informed Members she had contacted RDC to enquire about any planning permissions required for a borehole and was informed the installation would fall under Permitted Development. The Clerk had also made enquiries to the British Geological Society regarding the ground water levels to understand if it would be feasible to have a bore hole at the site. Costings for a survey had been quoted at £535 which would give access to a base geological and ground water module and Members agreed to proceed with the survey. Members also noted that some of the wood from the trees that had been cleared and placed by the pond edges had subsequently fallen into the pond and requested that this be cleared. The Clerk agreed to contact Stillwater Management to obtain a quote for the clearance works.
- 55.8 Members noted that budgetary consideration was required for 2018/19 for possible future fencing replacement in Magnolia Park.
- 55.9 Members noted that Cllr R Gardner and the Clerk had met with an ADT representative and the Clerk had since received a quote from ADT to upgrade the alarm. The Clerk explained that the quote had been more than was anticipated and therefore further quotes were required. Cllr J Titmuss recommended a company called Blake be approached for a quote. The Clerk also updated Members that the police had agreed earlier that day to restore the police response until December on the understanding the system would be upgraded, which was noted.
- 55.10 Members were due to arrange a date for a site visit at Glencroft Open Space to meet with a resident to determine the exact location of a boundary line. The Clerk also informed Members the barbed wire and rotten wooden posts along the boundary/ditch line had now been removed by the contractor. Members noted that the area was now looking a lot better and agreed to close the item.
- 55.11 Research into a 'nest swing' (play equipment) for Magnolia Park playground had revealed a commercial product was significantly priced; it was noted £400 had been allocated for an additional play equipment piece, but that further funds would therefore be required. Members agreed further consideration was required for the 2018/19 budget.
- 55.12 Members noted the vine that had been growing on the wall adjacent to No 26 in Magnolia Road had also been removed and agreed to close the item.
- 55.13 Members noted that the Hawkwell Baptist Church had apologised for leaving several painted stones in Magnolia Park following an event held over the Bank Holiday and that they had offered assurances other ways to engage with event attendees would be sought in the future. Members agreed to close the item.

Members noted and **accepted** the Action Update List and **agreed** to the removal of the closed items.

**56. Financial Report – September 2017:**

Members noted that the Parks' budget was underspent.

There were no questions and Members **accepted** the Financial Report.

**57. Business Continuity – Parks Works:**

**a) Update on Summer works**

The Clerk informed Members that in the Groundsman's absence the usual contractor had been used for nine days from July to September to carry out essential works. The Clerk gave Members a breakdown of the work undertaken and the days spent across the individual Parks and Open Spaces. Members noted that a lot of work had been done in a short space of time and that many positive comments from members of the public had been received. The Clerk also reported that two additional contractors had been brought in to remove a vine in Magnolia Park and to cut the park's perimeter hedge. Members noted that the hedge cutting had taken the contractors a few hours and that historically the process would take a number of days. It was further noted that the Clerk was in the process of looking for contractors to cut the Magnolia bridle path hedge and the burned gorse in Glencroft Open Space. Members congratulated the Clerk in managing the workload so efficiently and were appreciative of the extra site visits she had undertaken, noting the Parks and Open Spaces had looked particularly good over recent weeks.

**58. Magnolia Park Nature Reserve Signage: Proposed artwork:**

Members agreed to the following edits: to entitle the sign 'Welcome to Magnolia Nature Reserve; to remove the word 'also' in the second bullet; to remove the word 'and' on the penultimate bullet; to move the word 'in' after the word 'bread' and to remove the words 'or calories'. Members further agreed to the purchase of two signs, A3 in size, along with posts at a cost circa £250. It was noted that the Clerk would arrange for another contractor to fit the posts at a lower cost than quoted by the sign supplier.

**59. Parks Budget 2018/19: process begins at meeting on 13<sup>th</sup> November 2017:**

Members noted receipt of copies of the 2017/18 budget and were requested to familiarise themselves with all elements so discussion of the 2018/19 budget could occur at the next Parks meeting.

**60. Request from resident who closes Magnolia Park gate to have a sign stating, 'Park gates closed at Dusk or 9pm in the Summer':**

Members noted that a similar sign had existed before, but following the damage to the old height barrier it had not been replaced. Members agreed to purchase a new sign, but felt specific closing times would be suitable. The Clerk agreed to liaise with the resident to ascertain what time the gate was closed in the winter months so the sign could display that information.

**61. Summary of Decisions:**

- Clerk to arrange for increased checks of Elizabeth Close deteriorating posts during winter months/harsh weather.
- Consideration for a new 'Spacewalker' for the Adult Gym to be made for the 2018/19 budget.
- British Geological Society ground water level survey to be arranged to gauge feasibility of a borehole for the Magnolia Pond.
- Clerk to obtain quote from Stillwater Management for removal of excess wood that has fallen into pond.
- Edits agreed for the Magnolia Park Nature Reserve Signage; two signs approved; Clerk to order and arrange installation.
- Members to familiarise themselves with current budget for discussions to take place for 2018/19 at the next Parks meeting.
- Sign for Magnolia Park gate closing time(s) agreed; specifics on closing times to be agreed with resident who closes gate.

The Chairman declared the meeting closed at 7:59pm.

Chairman