

**Minutes of the meeting of the
PARKS, OPEN SPACES, CONSERVATION & FOOTPATHS COMMITTEE
held on Monday, 10th November 2014 at 7.30pm
in the Committee Room, The Freight House, Bradley Way, Rochford.**

Committee Present: Chairman Cllr Mrs P Young, Vice Chairman Cllr L Sampson, Cllr Mrs L Haskew, Cllr V Leach (ex-officio), Cllr R Patient, Cllr J Tutton and Cllr Mrs M Weir.
Also Present: Mr R Gardner

Standing Order 6n. Resolution `that in view of the new Openness of Local Government Bodies Regulations made on 5th August 2014 SO 6n (Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent) be suspended`.

65. Apologies for non-attendance at meeting:

Cllr Mrs A Heath (Work), Cllr Mrs L Shaw (holiday) and Cllr D Weir (Unwell).
Members accepted the apologies tendered.

66. Declarations of any:

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

on any matter on the agenda for 10th November 2014: None were declared.

67. Public Forum: None.

68. To approve the Minutes of the meeting held on 13th October 2014 and to approve the destruction of the notes in respect of that meeting:

The Minutes of the Meeting held on 13th October 2014 were approved and
Members agreed to the destruction of the meeting notes.

69. Action List Update - October 2014:

Members reviewed the Action List and updates were given as follows:-

- 69.1 Cllr Sampson updated that illustrative artwork had been received and the Management Plan would be circulated at the next meeting.
- 69.2 Wildflower meadow works had been scheduled into the Groundsman's work programme over the next month.
- 69.3 Following on from the Wildlife Conservation Seminar Cllr Sampson reported he had been to see Rayleigh Town Council who had asked him to visit their woodland and this may develop into some proposals to go before Committee at the next meeting for consideration.
- 69.4 Cllr Mrs Shaw and Cllr Sampson had visited a 'Wild Wednesday' Event and wished to pursue with County Council to request an event in Hawkwell;
Members were happy for Cllr Sampson to continue with discussions to take this forward.
- 69.5 The Clerk informed that Richard Bennett, RDC had contacted her to report he had been in discussions with Essex Fire & Rescue; they were working on a flood service and had identified Hawkwell Brook as one of the areas where they could clear the ditch/vegetation at some time in the future and **Members were content for this to go ahead.**
- 69.6 The Clerk anticipated purchasing the new laptop in the new Financial Year and it was agreed to **remove the item from the list.**

69.7 The Clerk was pleased to report the CIF Panel had awarded the full amount of £20K for Elizabeth Close Play Space renovation; Council were committed to contribute £5K to the project and she had put together an article in the newsletter seeking sponsorship to cover the shortfall (£3K), otherwise requirements would need to be scaled back to suit. **A Working Group was engaged** to take the project forward comprising Cllrs Mrs Weir, Mrs Shaw, Mrs Young, Cllr Tutton and the Clerk.

Members noted the Action List Update and **agreed** closure of completed items.

70. Financial Report – October 2014:

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

71. Clerk's Report on quotes received for various works:

71.1 Magnolia Playground surfacing – The Clerk hoped to receive an outcome from the CIF Response Fund within a month. Members discussed the report and some ideas were discussed. **It was resolved to defer decisions until 1st December when it was hoped that all quotes would be received in order to compare options and make an informed decision.**

71.2 Magnolia Store Guttering clearance & installation of gutter brushes – The Clerk had requested another like-for-like quote as the current quotes available were not comparable. **Cllr Mrs Young moved from the Chair for the Clerk to engage a contractor and go forward with the works as the amounts involved were below £500 and this was agreed.** The Clerk reported that the overhanging bough had not yet been removed.

71.3 Moving of container from Lincoln Road to the store – It was **agreed** to engage the contractor who had provided the cheapest quote and move forward.

72. Quotes for works to be included in the budget round:

72.1 Railings around Memorial Bogey – The Clerk reported she had incorporated the quotes into the budget so they could be looked at alongside it. Cllr Mrs Haskew raised a query regarding 7 panels quoted and **the Clerk was asked to follow this up with the Contractor.**

72.2 Disabled gate in Magnolia – Members debated the most suitable type of gate without restricting access whilst continuing to inhibit motorcycles. It was felt that anyone could apply for a Radar Key and it was **agreed to go ahead with installation of a Disabled Radar Gate.** It was **agreed to defer** decision regarding laying a footpath in the basketball area until after the budget was agreed though the figures included the footpath costs.

72.3 Parks signage – Members **approved** the Clerk's recommendations with an anti-graffiti film felt to be a necessity.

73. Consider Draft Parks Budget for 2015/16:

- Criminal Damage was discussed and the Clerk reported there was a possibility that the Groundman may be able to re-use the vandalised bench.
- Dog bin emptying was queried and the Clerk was asked to investigate price increases and **report back.** It was felt that should prices have increased dramatically more effort should be put into seeking an alternative contractor.

Cllr Mrs Young moved for acceptance of the Draft Parks Budget for 2015/16 which was seconded by Cllr Sampson and after a show of hands the motion was carried.

74. Free Saplings from Woodland Trust:

Planting along Hawkwell Brook to shield the housing development was agreed with the help of the 'Friends of Magnolia' and with the Groundsman's involvement in marking the area to be planted. Cllr Sampson volunteered to organise this. Members were content with this action.

75. Glencroft Open Space: Complaint from resident regarding the buffer strip being created due to potential for increased vandalism to wall against her boundary - verbal report:

The Clerk passed round photos of the area and reported that the resident was happy to sign a disclaimer. The Committee discussed at length potential problems, including line of sight along the wall and its condition, change of householder, land ownership, litigation and the requirements set out in the Tree Inspection Survey. **It was resolved after a show of hands that as a responsible Council following the recommendations set out in the Tree Inspection Report was imperative and those works would continue.** The Clerk was instructed to write a letter in response to the resident notifying her of the decision.

76. E-mail request from Paul Eastall re. BMX Track Facility:

This was discussed in detail together with references to issues found in other areas and concerns were put forward as well as the positive opportunity to provide the youth with something to do. **It was agreed to invite Mr Eastall to the January meeting to present the Committee with more information and in the meantime Councillors were asked to visit the site** - Cllr Mrs Young volunteered to take Members if required.

77. E-mail request for permission to run Self Defense classes for Children and mixed Adults in Spencers Park:

The request was discussed and it was felt the green area of shorter grass at the rear of Clements Hall would be far more appropriate, especially as Spencers was looking to be more naturally developed with wild flowers. **It was agreed for the Clerk to respond with the above recommendation adding that an approach to RDC would be necessary.**

78. Summary of Decisions:

- Approved for Cllr Sampson to continue discussions with ECC in pursuit of a 'Wild Wednesday' Event in Hawkwell.
- Agreed for Essex Fire & Rescue Service to commence flood work (ditch & vegetation clearing) along Hawkwell Brook.
- Elizabeth Close Play Space Renovation Working Group engaged comprising Cllrs Mrs Weir, Mrs Shaw, Mrs Young, Cllr Tutton and the Clerk.
- Decision re. Magnolia Playground surfacing deferred to Parks meeting on 1st December.
- Approved for Clerk to engage contractor and move forward with Store guttering works once the overhanging bough had been removed.
- Approved cheapest quote for container relocation.
- Agreed to go ahead with Radar Gate installation in Magnolia in the new financial year.
- Deferred decision re. laying pathway from basketball court until after budgeting.
- Clerk to clarify panels needed around Memorial Bogey.

- Parks signage with anti-graffiti film approved.
- Draft Parks Budget for 2015/16 approved.
- Clerk to investigate price increases for Dog Bin emptying.
- Saplings to be planted along Hawkwell Brook - Cllr Sampson to mark out area with Groundsman and 'Friends of Magnolia' to be engaged.
- Clerk to write to resident in response to Glencroft complaint.
- Clerk to invite Paul Eastall to present at January Parks Committee & Members to visit BMX site (contact Cllr Mrs Young if required).
- Clerk to respond accordingly to self-defence class request.

The meeting was closed at 8.40pm.

Chairman

Please recycle from within Full Council Papers for use at next Standing Committee.