

**Minutes of the meeting of the
PARKS, OPEN SPACES, CONSERVATION & FOOTPATHS COMMITTEE
held on Monday 13th March 2017 at 7:45pm
in the Committee Room, The Freight House, Bradley Way, Rochford.**

Present: Chairman Mrs P Young, Cllr R Gardner, Cllr Mrs L Shaw, Cllr S May, Cllr R Patient, Cllr M Strubel, Cllr D Weir, and Cllr Mrs M Weir.

88. Apologies for non-attendance at meeting:

Cllr V Leach (unwell) had given apologies.
Members **accepted** the apologies tendered.

89. Declarations of any:

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

on any matter on the agenda for 13th March 2017:

None were declared.

90. Public Forum:

No Members of the public were present.

91. To approve the Minutes of the meeting held on 13th February 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.

92. Action List Update – March 2017:

- 92.1 Members noted that the path improvement work in Spencers Park would commence in April/May, dependent on ground conditions.
- 92.2 Members noted the resident who had been granted permission to plant a memorial tree in Spencers Park had been in touch with the Clerk and a date for planting was in the process of being arranged for the end of March.
- 92.3 Members noted that research for the wording for the new signs in Magnolia Park was ongoing and that the Clerk would liaise with RDC on the matter.
- 92.4 Members noted budget provisions for 2017/18 had been made for the deteriorating wall post in Elizabeth Close Playground and that the posts would continue to be monitored accordingly.
- 92.5 Members noted the 2017/18 budget had included a contingency for the possible installation of CCTV but that further investigations were necessary.
- 92.6 Members were reminded money had been allocated to the 2017/18 budget to allow the Adult Gym to be relocated within Magnolia Park. It was expected work would therefore commence after April 2017. Members were reminded a site visit was to take place in March, weather permitting.
- 92.7 Members were referred to Agenda item 8 (Minute 95).

- 92.8 Members noted the Clerk was awaiting the contractor's site visit and quote for the post reinstatement at the Thorpe Close entrance to Spencers Park bridle path.
- 92.9 Members noted that a Working Group for the Magnolia Park Management Plan which comprised Cllrs S May, Mrs M Weir and Mrs P Young had met on the 13th February 2017 and revisions of the plan had been agreed.
- 92.10 The Clerk had contacted KeyMed regarding their initial approach about assisting with the pond work in Magnolia Park but they had yet to reply. Cllr R Gardner offered to chase KeyMed accordingly.
- Members noted and **accepted** the Action Update List and **agreed** to the removal of the closed items.

93. Financial Report – February 2017:

Members noted that the Parks budget was underspent at month 11. There were no questions and Members **accepted** the Financial Report.

94. Dog/Litter Bin Emptying Contract – Update:

Members noted information from Green Gateway and it was agreed to use the company for the dog/litter bin emptying for a year, with the contract due to expire on the 31st March 2018.

95. Rochford District Council (RDC) Parish Parks Forum:

- a) **Minutes from the Meeting held on 2nd February 2017:** Members noted the Minutes.
- b) **Next meeting to be held on the 10th May 2017 at 1:30pm:** Cllrs Mrs L Shaw, Mrs M Weir and Mrs P Young, along with the Clerk would attend the Forum.

96. Wind damage to section of bridle path post and rail fencing:

Members noted the damaged section of the post and rail fencing and were mindful that the fencing was deteriorating in various areas of the park. It was agreed money would need to be added to the budget for 2018/19, and future budgets, to allow for fence repairs.

97. Request for Councillors' assistance in Parks – on occasions for specific tasks:

Members discussed the need for those who did participate in tasks to have a Disclosure and Barring Service (DBS) check, but it was explained the Clerk would require Members for tasks which did not require it. Cllrs S May, Mrs L Shaw and M Strubel all volunteered to assist as and when requested and directed by the Clerk. It was further noted that Cllr Mrs M Weir had undertaken many tasks in the Parks over the years, notably regular litter picking.

98. Request by Groundsman to lift the two-man site status for Glencroft Open Space on a trial basis for the purpose of grass cutting:

Members were reminded of the reasons and agreement to set Glencroft as a two-man site (Minute reference 63;2015/16), due to a resident's threatening and abusive behaviour. The Groundsman had since reported there had been no further issues and had requested the status be lifted so he could access the site to cut the grass

as and when required. The Clerk pointed out that recent adoption of the new Lone Working Policy meant the Groundsman would also be equipped with an electronic Lone Working Device, for his added safety and protection.

Members **agreed** to lift the two-man site status for Glencroft for the purpose of grass cutting.

99. Agree date for Parks' site visit

Cllrs R Gardner and R Patient gave apologies for not being able to attend a Parks' visit due to poor mobility. The Clerk explained the visit would probably only encompass Magnolia Park on this occasion as there were many areas to review and discuss. It was agreed the Clerk would liaise with Members over email to decide on a date for the visit.

100. Summary of Decisions:

- Cllr R Gardner to further approach KeyMed about responding to the Clerk regarding assisting with the Pond Project in Magnolia Park.
- Cllrs S May, Mrs L Shaw and M Strubel – new volunteers to assist with specific tasks in the Parks as and when directed by the Clerk.
- Two-man status for Glencroft lifted; Groundsman able to access the site to carry out grass cutting duties.
- Date for Parks' site visit to be agreed.

The Chairman declared the meeting closed at 8:08pm.

Chairman