

# TWYFORD PARISH COUNCIL

**Minutes of a meeting of the Parish Lands Committee held at Loddon Hall, Twyford on Tuesday 13<sup>th</sup> June 2017 at 7.45pm.**

**Present:** Mr J Bowley (Chair), Mrs E Ashley, Mr M Bray, Mr D Fergusson, Mrs L Jarvis, Mrs T Ramsden & Mr T Winchester.

1. **Public Questions:** No questions.
2. **Apologies** – Mr R Mantel & Mr D White.
3. **Election of Chairman** Mr J Bowley to be appointed Chairman proposed Mr D Fergusson, seconded Mr T Winchester. Motion carried unanimously.
4. **Election of Vice-Chairman** Mr D Fergusson to be appointed Vice-Chairman proposed Mrs L Jarvis, seconded Mr M Bray. Motion carried nem con.
5. **Declaration of interest in items on the agenda** – none.
6. **Minutes of the meeting held on 10<sup>th</sup> May 2017.** Amendment of item 7.3 to read – ‘Mr Bray to obtain a quote for the appropriate number of panels, braces, feet and clamps.’ Approval of the amended minutes proposed Mr T Winchester, seconded Mr M Bray, carried nem con.
7. **Matters arising and action points pending action:**
  - 7.1 (14.3) Colleton School lease / licence of use – to circulate amendments.
  - 7.2 Columbarium walls – quotes had been sought from ‘The Columbaria Company’ with the Sanctum 12 (back to back – 24 vaults) costing £8,280 plus £90 per tablet, Sanctum Panorama £9,600 plus £90 per tablet or Barbican Kerb blocks £68 per block or £136 for a double block. Agreed for Mr M Bray and Mrs T Ramsden to look at the burial ground for potential ideas and locations to take this forward. Suggested the Council may wish to trial the kerb blocks in order to test demand. Clerk to circulate link to catalogue.
  - 7.3 (9.8) Allotments trees – quotes
  - 7.4 (10.3) Burial Ground – quote for mole catcher
  - 7.5 Burial ground bin – awaiting response from PCC [Cost of bin £533 plus emptying £15 p/m]
  - 7.6 KGVR – Hermitage Drive flytipped earth – Mr J Bowley reported that the earth has flattened and no action will be taken.
  - 7.7 Question from APM: KGVR gate at the Longfield Road / Kibblewhite entrance stays open. Agreed for the Ranger to look into some method of keeping the gates closed such as using counterweights.
- 8.0 **Clerk and Village Ranger’s report on Parish Lands maintenance including:**
  - 8.1 Village Ranger – usual litter clearing and maintenance has taken place. Fridge flytipped by the Stanlake Meadow - Ranger to take to tip. Ranger estimated the cost of installing shelving in the electricity room to be £180. Unanimously approved to go ahead with the shelving. Ranger estimated the cost of gravel and paving slabs for the burial ground edging to be approximately £400.00.
  - 8.2 Park Warden – no dog related items to report.
  - 8.3 Clerk’s report – Stanlake Meadow – turrets cut into hedge along Waltham Road reported. Stanlake Pavilion - use of referee room for tables and chairs storage – to consider securing the room. Agreed for the clerk to write to all users of the pavilion confirming that the tables and chairs should remain in the outside store. Burial ground request for non resident was reported. Cleaner is on compassionate leave and a temporary cleaner has been arranged for 2 weeks at a cost of £20 per week. Cleaning materials have been purchased.
- 9.0 **Allotments.**
  - 9.1 Hurst Rd – 4 plots available, 11 due to have their contracts expired.

9.2 London Rd – 1 plot available.

9.3 Hurst Road Heras fencing – additional parts required. Mr M Bray reported that to complete the fenced area he will require an additional 40 panels. He will check the availability of the heras fencing and prices.

9.4 Bark chippings – chippings had been accepted by a member of staff who was not aware that the allotment holders do not use them.

9.5 Horse manure – incident at Hurst Road allotments. Allotment holders had intervened with someone dumping horse bedding. The incident was reported to the police.

9.6 Plot numbers for vacant and unpaid plots – Mrs T Ramsden asked for the vacant and unpaid plot numbers to be made available in order that TATA can keep them trimmed. The Committee are happy for the vacant plot numbers to be released.

9.7 Rent – Mrs T Ramsden asked what the policy was for people taking on plots midway through the year. Proposed M Bray, seconded Mrs L Jarvis that plots taken on after April will be charged half price. Motion carried unanimously.

9.8 Quotes for tree work. Three quotes had been sought for the tree work at the allotments. Proposed Mr T Winchester, seconded Mrs T Ramsden to approve a quote for £750. Motion carried unanimously.

9.9 Allotment holder charge for cutting padlock off – no response from the clerk's letter requested re-imburement of £30 cost in lieu of the damage to the welded padlock. Agreed for the clerk to send a second letter.

#### **10.0 Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.**

10.1 Report on cremations & burials - burial of ashes Catherine Mary Green

10.2 Report on memorials – Ronald Thomas Ketley (additional inscription)

10.3 Burial ground - Quote for mole catcher [Quote: £60 first mole and £20 each subsequent mole with a maximum of £120 per visit] Clerk to ask the Ranger on his views of using a mole trap. Agreed to review given that with the grass being mowed regularly the mole tunnels break down and sometimes relocate.

#### **11.0 Bell Corner**

11.1 Power wash – update on access to water. The Floor Store had offered access to their water however they only have a sink tap which causes the contractor concern. Agreed to leave the cleaning this year as Bell Corner is looking acceptable. Next year to consider contractor with a bowser or to install a standpipe.

#### **12.0 KGVR**

12.1 Resident gate access – update to be carried out under Part 2 – to be dealt with at the end of the meeting.

12.2 Children's play park (toddler side) – a further delay of the equipment. Agreed to write a letter requesting compensation. Suggested a starting point to negotiate would be 1% per week of delay up to a maximum of 10%.

12.3 ROSPA report on equipment – carried forward.

12.4 Hermitage Drive entrance gate – clerk to seek quote. Ranger to remove the pieces of wood remaining.

12.5 Booking of public tennis courts – clerk to talk to the tennis club about the signage and process in place for residents hiring the public court.

12.6 Ball court loose panel - in Rangers absence the Park Warden checked/secured fittings on ball court as a resident had reported a loose panel overhead. Noted.

12.7 Matt Sweet - Permission for use of KGVR for personal training. Approved at no charge although the Council reserve the right to withdraw their permission at any time.

12.8 CCTV – the contractors have checked the system. The clerk is awaiting information on how access can be set up from home.

### **13.0 Stanlake Meadow.**

13.1 Cricket club agreement - amendments circulated 8/6/17 were discussed. Further amendments agreed were to give the Cricket Club a fortnights notice of pavilion bookings and that the rent will not be frozen for two years. It will reflect the cost of the facilities the Council provide and requests for the Council to purchase equipment for the club. In the past the Council have been flexible at reducing the rent when the cricket Club was having trouble making payments. Agreed not necessary to state the dimensions of the shed, to specify the exact dates, or to detail the location of the water supply. Amendments to be circulated and agreement to be approved next month.

13.2 ROSPA report on equipment – carried forward.

13.3 Circus Ginnett – request for charge of £200 not £310. Proposed Mr D Fergusson, seconded Mr T Winchester, charge of £200 approved unanimously.

13.4 Memorial bench installation complete – noted.

13.5 Twyford Comets request for 2 replacement goal sets £2,016 and a new line marker £299.95.

Proposed Mr T Winchester, seconded Mr M Bray to **RECOMMEND to Full Council** to allocate £2.500 to purchase 2 goals from MH goals Ltd. Motion carried unanimously.

Proposed Mrs T Ramsden, seconded Mr M Bray to purchase a lane marker at a cost of £350. Motion carried unanimously.

### **14.0 Stanlake Pavilion**

14.1 Electricity usage – the clerk reported that the heaters are expensive on electricity. Discussions will be considered under item 14.2.

14.2 To consider a project to extend the pavilion. A discussion took place on the possibility of the Council running a project to extend the pavilion. The Council could potentially take out a loan for £250,000-£500,000. Discussion took place on useage such as a Parish Office, bar / social room & balcony. It was agreed for the clerk to seek quotes from local architects for the consultation process and outline plans to extend, add on or rebuild the pavilion.

14.3 Colleton School Lease – carried forward.

**15.0 Twyford Village Fete sub committee-** minutes will be circulated.

**16.0 Youth and Community Centre underlease** – lease for approval. Mr J Bowley took the leases to read through.

### **17.0 Correspondence –**

17.1 A Manifesto for Parks - championing our green spaces. Noted.

17.2 Community Buildings Advice Service - £163 pa. Noted.

**16. Date of next meeting – 18<sup>th</sup> July 2017 STANLAKE MEADOW.**

### **Part 2 Confidential Information**

Item 10.1 discussion – Resident Gate Access.

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr T Winchester, seconded Mrs T Ramsden, carried unanimously. The public left the meeting.

Discussion took place on the resident gate access.

**The meeting closed at 21:53 pm**

