

Minutes of a meeting of the Parish Lands Committee held at Stanlake Pavilion, Twyford on Tuesday 9th July 2019 at 7.45pm.

Present: Mr J Bowley (Chairman), Mr M Bray, Mr R Abeywardana, Mrs J Duffield, Mrs L Jarvis, Mr R Mantel, Mrs T Ramsden & Mr T Winchester.

In attendance: Mr Mark Higgins (Cricket Club).

Assistant Clerk: Mrs L Povey.

1. **Public Questions** – Mr Higgins asked the following questions to the committee:
 - Is there any support that the Cricket Club can provide to assist the Pavilion Working Group? Mr Higgins was informed that the working group would gladly accept the support from the cricket club in due course. In the meantime, Clerk to send over a copy of the draft architect plans.
 - Cricket Club Agreement – The Cricket Club inform the league of their intent in the September of the previous year (eg: 2018) and receive their fixture dates for the upcoming season in February/March of the current year (eg: 2019) – Mr Higgins agreed to share these dates with the Council as soon as they are received. Mr Higgins also stated that they are happy to work with us and other event organisers to make Stanlake Meadow work for all involved and asked if we could provide dates of any known events so they can try to rearrange fixtures or share the facilities where possible. It was agreed that the Clerk would notify the Cricket Club on an ad-hoc basis, when dates are known.
 - Could the Cricket Club send over suggestions on how the Pavilion in its current state could be improved. It was agreed that Mr Higgins could provide a list, but no guarantees were made to carry out these alterations.

Mr Mark Higgins thanked the committee and left the meeting after his questions.

2. **Apologies** – Mrs L Ashley & Mrs S Wisdom.

3. **Declaration of interest in items on the agenda** – none.

4. **Dispensations** – none.

5. **Minutes of the meeting held on 11th June 2019.** Approval of the minutes as a true and accurate record proposed Mr M Bray, seconded Mrs T Ramsden, motion carried nem con.

6. **Matters arising** – none.

7. **Monthly reports on Parish Lands maintenance:**

7.1 Village Ranger:

- KGVR - Usual litter picking.
- Stanlake Meadow – High Jump repairs have been carried out, tree overhanging the carpark has been cut back and litter cleared from the copse.

The Committee noted the Rangers report.

7.2 Park Warden –

- Reports of someone camping out in Stanlake Meadow. Note left on both the tent and the sleeping bag advising the owner the tent will be removed if it is not taken down giving two days notice. The tent remained in Stanlake Meadow and was therefore removed.
- Reported the alarm going off at the Pavilion one Monday morning – no obvious reason.

The Committee noted the Warden's report.

7.3 Clerk's report:

- Suggestion to the Committee for the use of the Hallmaster System which would provide the Council and others access to the availability of our facilities via our website. You initially get a 90-day free trial and

then an annual fee of £354 applies. The Committee felt it was too much money to consider this currently however upon completion of the works at Stanlake Pavilion, the Committee agreed to reconsider it again at this point. In the meantime, Clerk to investigate whether Wordpress can supply something similar? Clerk to liaise with Ginger Stag (website designers).

- We have set up Trello a free job card-based system to monitor jobs for completion by the Ranger & Warden and the actions following meetings etc of the Clerk & Assistant Clerk. The Committee thought that this was a good idea however Mr J Bowley felt that the Cloud is not used fully, and they should have access to everything we do apart from possibly HR related information. Mr J Bowley suggested that this is raised at the Finance and General Purposes Meeting.

8.0 Allotments.

8.0.1 To consider creating a series of smaller/starter plots – Mr Abeywardana feels that not everyone who takes on an allotment fully appreciates the work that is required to maintain a plot. Mr Abeywardana therefore proposed a trial of a number of smaller plots of 2.5poles instead of the normal 5 poles. This was seconded by Mrs T Ramsden and unanimously approved. Clerk to report back at the next meeting following a plot becoming available.

Mr R Abeywardana and Mrs T Ramsden then talked about their meeting with Twyford Surgery with reference to providing plots for green prescriptions for social and therapeutic reasons. The surgery is very supportive of the idea. Mr R Abeywardana hopes to have a leaflet designed by the end of the month and to seek funding by approaching local businesses to move this forward. Mr Abeywardana and Mrs T Ramsden to work out some costings and report back to the committee at next month's meeting.

8.0.2 To consider changing the allotment agreement to make reference to the Councils policies & reference to behaviour to councillors and staff with sanctions. It was proposed by Mr T Winchester, seconded by Mrs L Jarvis and unanimously agreed. Clerk to make the necessary amendments.

8.1 Hurst Rd.

8.1.1 Hurst Road plot availability - no plots available

8.1.2 Report on Inspection – 20 plots have been noted as 'keep an eye' whilst 14 plots have been issued a letter requesting that the allotment holder cultivates their plot/s. A further inspection will be carried out in due course.

8.1.3 Deer accessing allotments. Mr M Bray informed the committee that this is still an ongoing problem however it has lessened.

8.2 London Rd.

8.2.1 London Road plot availability – 2 plots available

8.2.2 Report on Inspection – 1 plot has been noted as 'keep an eye' whilst 2 plots have been issued a letter requesting that the allotment holder cultivates their plot/s. A further inspection will be carried out in due course.

8.2.3 TRHA letter – boundary fence & trees/ivy - further quotes and doctors surgery response – carried forward however Clerk to update TRHA to make them aware that we are still gaining quotes. Clerk to also investigate a 'green alternative' such as hedges.

9.0 Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.

9.1 Report on cremations & burials - none

9.2 Report on memorials - none

9.3 Christmas tree 2019 – Quote received from Christmas Direct for £190.89 for a 50m string of lights. Proposed by Mr M Bray, seconded by Mr T Winchester to **RECOMMEND to Full Council** to accept the quote. Motion carried unanimously.

9.4 Columbarium – 2 further base quotes – to be carried forward however the committee would like the Clerk to push for all the outstanding quotes.

9.5 Burial Ground edging project – additional amount to be approved for wood £91.61 [£492.61 for total project]. Proposed by Mrs T Ramsden, seconded by Mr M Bray and unanimously agreed.

10.0 Bell Corner & Polehampton Corner – no items to report.

11.0 King George V Recreation Ground.

11.1 CCTV – 2 quotes circulated 06.03.19 – 1 further quote – to be carried forward.

11.2 Parish Lands Management Plan – Mrs T Ramsden made all relevant updates. It was proposed by Mr M Bray, seconded by Mrs J Duffield and unanimously agreed to adopt the Parish Lands Management Plan.

11.3 Quote for Longfield Road hedge to be laid – report on unsuitability and Clerks discussion with the hedge layer. The Committee asked for the Clerk to see if Mr Stephen Lloyd would look at the hedge and give his opinion.

11.4 Loddon Hall bench update – quote for concrete base £182.76. The Committee thought that this bench had already been installed and therefore the amount approved. If not, carry item forward to approve in next month's meeting.

11.5 Playground reports and quotes for repairs KGVR & Stanlake Meadow (link circulated 25.04.19). The Committee asked the Clerk to arrange for another report and quotation and asked to ensure that any repairs are graded so that anything requiring immediate action is dealt with.

11.6 Soil reported to be falling in to the garden of 16, Sycamore Drive from Loddon Hall path – Mr M Bray met with the resident who is happy to monitor the situation at present. Noted.

11.7 Mini athletics – request for use of field on occasions – permission given to be reviewed in September. Noted.

11.8 Suggestion for the trees in the wildflower area to be pruned. Mr M Bray & Mrs T Ramsden to look at the trees and report back to the committee at next month's meeting.

12.0 Stanlake Meadow.

12.1 Tree risk assessment – quote to cover both allotment sites, both recreation grounds, burial ground & Jubilee Corner – carried forward.

12.2 Quote for hedge Stanlake Lane side to be laid (Quote £2,320) – clerk to obtain 2 other comparison quotes. Carried forward.

12.3 Cricket club agreement – use of field for annual events. Mr M Bray suggested that allowance should be made in the agreement for annual events such as the Twyford Village Fete and the Beer Festival. Mrs J Duffield proposed the following amendment to the Cricket Clubs agreement 'The Parish Council will reserve a small number of weekends during the playing season for community events which will include use of the Pavilion and its environs. The Parish Council will notify the Cricket Club by the end of September of the proposed dates for the following year'. This was seconded by Mr M Bray and unanimously agreed. Clerk to approach the Cricket Club to make the above amendment to the current agreement.

12.4 'No Parking' sign – contractor request for sign on gate [£268.84 or £294.64 for reflective signs]. Proposed by Mrs J Duffield, seconded by Mr T Winchester to **RECOMMEND to Full Council** to accept the quote for the non-reflective sign at the cost of £268.84. Motion carried unanimously.

12.5 Kissing gate and post replacements - £646.94. The Committee felt that this quote was too expensive. Clerk to find an alternative solution, gain further quotes or ask the Ranger if he can carry out the repairs.

12.6 Fruit tree offer from Muille (to also consider watering). Both Mrs T Ramsden & Mr M Bray have tried to contact Muille but without success. The Committee therefore asked the Clerk to gain contact.

13.0 Stanlake Pavilion.

13.1 Pavilion Working Group. Meeting to take place at 7pm on 16.07.19 at Loddon Hall. Clerk to adjust the time for the meeting room.

13.2 Extra tables and chairs (for use at Fete) tables £93 each chairs £11.95 each. The Committee decided to pass the request to the Fete Committee to action.

13.3 Quote for wired smoke alarm £361.21. It was proposed by Mrs T Ramsden, seconded by Mrs J Duffield and unanimously agreed to accept the quote for the wired smoke alarm.

13.4 Community Buildings workshop 03.07.19 – Mr R Mantel and Mrs L Moffatt attended. Noted.

14.0 Correspondence –

14.1 CCB Village Hall Training for Parish Council Staff (circulated 21.06.19). Noted.

14.2 TVERC Summer Newsletter 2019 (circulated 25.06.19). Noted.

14.3 Fields in Trust – Last chance to nominate for UK's Best Park 2019 (circulated 02.07.19). Noted.

15.0 Date of next meeting – Tuesday 10th September 2019 at Loddon Hall.

The meeting closed at 9:48pm