

**Minutes of a meeting of the Parish Lands Committee held on Zoom on Tuesday 8<sup>th</sup> September 2020 at 7.30pm.**

**Present:** Mr J Bowley (Chairman), Mr M Bray, Mr R Abeywardana, Mrs E Ashley, Mrs J Duffield, Mr R Mantel, Mrs T Ramsden, Mr T Winchester (from item 5 onwards) & Mrs S Wisdom (from item 5 onwards).

**Clerk:** Mrs L Moffatt.

1. **Public Questions are invited in advance of the meeting via email, telephone or in writing.** No questions.
2. **Apologies.** Mrs L Jarvis.
3. **Declaration of interest in items on the agenda.** Mr M Bray, Mrs Ramsden & Mr Abeywardana declared an interest as allotment holders and members of TATA.
4. **Minutes dated 14<sup>th</sup> July 2020.** Approval of the minutes as a true and accurate record proposed Mr M Bray, seconded Mr R Abeywardana, motion carried nem con.
5. **Matters arising.** None.
6. **To receive the September Parish Lands report.** Noted.
7. **Clerk's report**

Over the summer these items of emergency work had been agreed with the Chairman to the Council and were approved retrospectively:  
Wasp nest £54 24.07.20  
Stanlake Lane Tree branch £350 24.07.20  
Drain cover – Stanlake Meadow £250 24.07.20  
Ranger holiday cover £180 August 2020  
Bucket swing replacement seat £85  
Mr R Bray proposed to approve the above items, seconded Mr T Winchester.  
Motion carried unanimously.
8. **Tree risk assessments** – circulated 19.11.19 & further information 08.01.20
  - 8.1 To consider quotes (£5,000 tree works budgeted for):
    - 8.1.1 Stanlake highways update – Proposed Mrs T Ramsden, seconded Mrs E Ashley to **RECOMMEND to Full Council** approval of the quote of £4,410. Motion carried nem con.
    - 8.1.2 London Road allotments – quote £400 (not within budget) – carried forward pending confirmation of ownership.
    - 8.1.3 Hurst Road allotments – quote £2,300 (within budget) – Proposed Mrs E Ashley, seconded Mrs T Ramsden to approve the quote of £2300. Motion carried unanimously.
    - 8.1.4 King George V – quote £1,500 (within budget) – Proposed Mr T Winchester, seconded Mrs S Wisdom to approve the quote of £1,500. Motion carried unanimously.
9. **Land Management Plan**
  - 9.1 Updated draft in one drive folder. Mrs Ramsden has updated the plan with additional species, flowers, trees and general land management. Two interesting species were spotted in the Stanlake Meadow wildflower area and need to be added to the document. A Female Feathered Gothic Moth (*Tholera decimalis*) and a Female Wasp Spider (*Argiope bruennichi*). Mrs Ramsden will update the plan for circulation before the September meeting. Mrs Duffield suggested that the plan should be promoted and the committee agreed that it should be published on the website in the first instance.
10. **Twyford Green Taskforce**
  - 10.1 Green prescription - report on working group meetings (minutes are in the councillor one drive file), proposal / cost / timescale. Mr Abeywardana reported on a meeting held on 22<sup>nd</sup> July attended by Natalie Burton, Malcolm Bray, Fiona Price, Teresa Ramsden and himself. Notes of the meeting have been circulated. Mr Abeywardana detailed the list of start up items needed costing approximately £6,000. The committee wanted to be clear on the governance and structure of

the group requesting details on their mission statement, vision & scope. This information affects the detail including insurance and risk assessments. Will the group be a part of the Council or have a separate identity? Mr Abeywardana saw the Council as being the umbrella organisation. Agreed to invite Christina Hughes Nind (Horticultural Therapist) to talk at the November Parish Lands committee meeting as she has experience of setting up similar groups. Proposed Mr R Abeywardana, seconded Mrs T Ramsden to reserve plots 30A&B for this scheme. Motion carried nem con.

#### **11. Allotments.**

11.1 Bonfire review – Mr M Bray proposed lifting the bonfire ban. There was no seconder. Agreed that whilst the committee were not in favour of lifting the ban there is a requirement to provide an alternative solution to getting rid of the waste. Proposed Mrs E Ashley, seconded Mr T Winchester to continue the bonfire ban but to allow incinerators subject to a list of rules on wind direction etc. Motion carried unanimously.

#### 11.2 Hurst Rd.

11.2.1 Allotment holder requesting that the ground at the entrance gate is made more secure for car access. Mr M Bray had met with the allotment holder and circulated photos. He reported that both allotment entrances have significantly eroded and there is an added issue of rain water draining onto the allotment holders plot. Agreed that Mr J Bowley will take a look.

#### 11.3 London Rd.

11.3.1 TRHA boundary fence – to consider alternative quote. The contractor previously chosen will not be able to carry out the works due to Covid-19. Proposed Mr M Bray, seconded Mr T Winchester to accept the alternative quote for £1,680 for galvanised fencing. Motion carried unanimously.

11.3.2 Replacement electrical sign required – Proposed Mr T Winchester, seconded Mrs S Wisdom to approve £51.34 plus postage for 2 A4 size aluminium signs. Motion carried unanimously.

11.3.3 Request for permission for an allotment holders BBQ. Proposed Mr T Winchester, seconded Mrs T Ramsden that in line with government advice the committee do not want to promote large gatherings and therefore will not approve the BBQ request. Motion carried unanimously.

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

12.1 To consider purchasing bulbs for the border £30 plus pp for 200 snowdrops. Proposed Mrs S Wisdom, seconded Mrs J Duffield to approve £30 plus pp for 200 snowdrops. Motion carried unanimously.

Mrs Ramsden and Mr M Bray agreed to plant the snowdrops.

#### **13. Bell Corner & Polehampton Corner – no items to report.**

#### **14. King George V Recreation Ground.**

14.1 Aerial runway seat replacement –to consider quote £943.30 (circulated 16.06.20) An alternative quote had been sourced which included a brake spring (instead of a tyre), replacement seat, chain and trolley with brushes. Proposed Mr T Winchester, seconded Mrs S Wisdom to approve the quote for £870.14. Motion carried 8 for, 1 against.

14.2 CCTV – Photos and videos circulated 20.03.20. Agreed to invite the contractors to the January meeting to talk through and show the findings of the cctv test.

#### **15. Stanlake Meadow.**

15.1 Sports club 5 year agreement renewal – Twyford and Ruscombe Cricket Club and Twyford Comets will be returning the signed agreements. Twyford Tennis Club (TTC) requested an amendment 'that the public will be permitted to use court 3 only, when not in use by TTC'. The committee were not in favour of changing the priority for court 3. The agreement will remain unchanged.

#### 15.2 Copse project update

15.2.1 Quote for bench (rustic Dinton style) £510 incl fitting – carried forward.

15.2.2 Friends of Stanlake Copse working group

- (a) meeting with Ian Butterick re friends of Stanlake Copse – Mr M Bray will attend along with Stephen Loyd. The committee asked how the 'Friends of Stanlake Copse' group will be set up. Will this be a separate group to the Council?

- (b) first aid kit £33 – carried forward.
  - (c) Insurance - the clerk confirmed that the Council's insurance will cover the group as long as this is Council organised and covered in the risk assessment.
  - (d) Tawny Owl/bug boxes - £60.00 each including fitting (funds of £113 already approved) Proposed Mrs S Wisdom, seconded Mrs E Ashley to approve the quote of £120 for two Tawney Owl boxes. Motion carried unanimously.
  - (e) Large bug hotel free standing £86.00 (including cement fitting – agreed no action.
  - (f) Smaller bug boxes £12.50 each (these attach to trees) – agreed no action.
  - (g) Risk assessment for planting day – noted.
  - (h) First aid cover / antibacterial wipes / hand gel for the day – clerk to obtain costings.
- 15.3 Wildflower scythe - proposed Mr M Bray, seconded Mrs S Wisdom to approve the cost of £400 to have the wildflower scythed. Motion carried unanimously.
- 15.4 Goal post removal quote – the goal posts are rusty and unstable. Proposed Mr R Abeywardana, seconded Mrs T Ramsden to accept the quote of £200 for removal of the goal posts. Motion carried nem con. Agreed for the clerk to obtain quotes for alternative goal posts. Social media post to communicate that the Council plan to replace the goals as they are thought to be well used.
- 15.5 Football shed locks – Ranger to replace.
- 15.6 Quote for 2 replacement permitted footpath signs – proposed Mr T Winchester, seconded Mr M Bray to accept the quote of £95.37 for two permitted footpath signs to be installed by the Ranger. Motion carried unanimously.
- 16. Stanlake Pavilion.**
- 16.1 Report on usage of pavilion – the pavilion was prepared with notices and the concertina partitions blocking off the changing rooms. Two toilets are available for use – this has been limited to enable the cleaner to also focus on cleaning high touch areas. The risk assessment has been shared with the cricket and football clubs. The cricket club have used the pavilion for access to the toilets and they have 3 weeks left of the season. The football season commences on Saturday and the footballers will also have access to the toilets only.
- 16.2 To consider management as the pavilion re-opens – additional cleaning between usage. Agreed it is the responsibility of the clubs to keep the facilities clean.
- 17. Correspondence – none to report.**
- 18. Date of next meeting – Tuesday 13<sup>th</sup> October 2020 (Sports Club meeting).**

## September Parish Lands report

### 1. Monthly reports on Parish Lands maintenance:

- 1.1 Village Ranger – jobs have included erecting the Covid-19 park signage, weeding the burial ground border, fitting the replacement junior swing seat & decorating the Stanlake Pavilion interior. The Ranger has also taken 3 weeks holiday over the summer.
- 1.2 Park Warden – The Park Warden has taken 2 weeks holiday over the summer and is likely to require a further 2 weeks to isolate.
- 1.3 Clerk's report
  - WBC bins reported after not being emptied – Stanlake Meadow entrance (opp Paddock Heights) and Loddon Hall car park
  - Antisocial behaviour reports:
    - (1) 17.07.20 Antisocial behaviour reported by KGVR / Longfield car park bench
    - (2) 18.07.20 Tweet about glass on KGVR
    - (3) 20.07.20 Fire brigade called out to fire at Stanlake Copse
    - (4) 22.07.20 Fire brigade called out to fire at Stanlake Copse
    - (5) 03.08.20 Middle bar removed from toddler swing
    - (6) 23.08.20 Youths trespassing having climbed under Network Rail fence bordering Stanlake Meadow (reported to British Transport Police & Network Rail 24.08.20)
    - (7) 24.08.20 Graffiti on KGVR wooden equipment
    - (8) 24.08.20 Middle bar removed from toddler swing
    - (9) 24.08.20 Gate by tennis court taken off its hinges

### 2. Allotments.

- 2.1 **Hurst Rd.**
  - 2.1.1 Hurst Road plot availability – waiting list of 15 residents and 6 non residents
- 2.2 **London Rd.**
  - 2.2.1 London Road plot availability – waiting list of 4 residents and 3 non residents

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

- 3.1 Report on cremations & burials
  - 3.1.1 Vera May Bennison
- 3.2 Report on memorials
  - John William Smith and Irene Isabella Smith - approval to re-paint inscription
  - Albert William Spicer – additional inscription
  - William Henry Cox & Monica Joan Cox

### 4. King George V Recreation Ground.

- 4.1 Twycombe lodge lease – to be signed by TPC & returned.
- 4.2 Works to carousel – completed & photograph available to view in the photo one drive file.
- 4.3 Resident request for the Council to resume cutting of the car park boundary hedge. Instructions sent to contractors.
- 4.4 Richard Steele – Saturday morning boot camp permission given 3/8/20
- 4.5 Use agreed for free Karate sessions (Tuesday & Thursday evenings)
- 4.6 Use agreed for 6 weeks of mini athletics free of charge and then chargeable afterwards. Sessions commencing 6<sup>th</sup> September on a Tuesday and Friday morning.
- 4.7 Resident request for swings and see saw to be oiled – Arranged with Ranger 11/8/20
- 4.8 Tennis court metal post update – carried forward.

### 5. Stanlake Meadow.

- 5.1 Copse project update
  - 5.1.1 Lectern sign – awaiting QR code
  - 5.1.2 Water supply –for internal connection scheduled for 03/09/20
- 5.2 Cricket square – TRCC have incorporated two strips into the far side of the square for use in junior matches. Until this year, they had relied on strips cut in the outfield for juniors. However, those pitches were problematic in terms of preparation and maintenance. With the anticipated increase in use of Stanlake Meadow during lockdown, they felt they should rope off the areas whilst they completed the groundwork for the pitches. They are sorry they omitted to consult the council on

this. They would like to request to maintain the roped off area so that they can continue work. However, should the council wish for them to move the poles back, they would, of course, do so.

5.3 Wooden posts at Paddock Heights entrance – work complete.

5.4 Resident charged £25 gate release fee – 21.08.20.

5.5 Entrance gates - ordered 4/8/20 - currently being fabricated.

**6. Stanlake Pavilion.**

6.1 Combi boiler – work completed to supply and install a new combimate unit with 22mm attachments in replacement of the current fitting in the LHS outside storage area. Also to supply and install 22mm lever isolation valves to the supply for the shower in the main electrical cupboard.10/08/20

**Items to be carried forward:**

**7. Climate emergency action**

7.1 An audit of where we are now (emailed to JB & BD 22.06.20)

7.2 To consider current position & actions

7.3 To record a climate emergency plan (sample emailed to JB & BD 22.06.20)

**8. Burial ground**

8.1 Options for woodland remembrance garden and book – report on memorial book charges & overall feasibility (to be carried forward)

**9. King George V Recreation Ground.**

9.1 Overgrowth from Sycamores – quote for stump grinding (to be carried forward)

9.2 Resident request to make (easterly) path wider - to review following Ranger clearance

9.3 To consider a friendship bench

9.4 Resident request for plastic bottle recycling bins

**10. Stanlake Meadow**

10.1 Football pitch drainage – possibility to move pitch? To consider quote (carried forward)

10.2 Oak Processionary Moth caterpillars – reported on Ruscombe Down – report on progress

10.3 To consider a request for a cycle rack

10.4 Request for more benches

10.5 To consider replacing the Stephen Pratt memorial bench

10.6 Waltham road ditch

10.7 To review the twice weekly waste service.

**11. Sports club 5 year agreement - renewal**

**The meeting closed at 21.55 pm**