

Minutes of a meeting of the Parish Lands Committee held at 7.45 pm on Tuesday 9th November 2021 at Stanlake Pavilion, Stanlake Meadow, RG10 0BL.

Present: Mr M Bray (Chairman), Mr J Bowley (until item 14.5 at 21.06), Mrs J Duffield, Mr R Mantel & Mrs T Ramsden.

Clerk: Mrs L Moffatt.

1. **Public Questions.** None.
2. **Apologies.** Mr R Abeywardana, Mrs E Ashley, Mrs L Jarvis & Mrs S Wisdom.
3. **Declaration of interest in items on the agenda.**
Mrs J Duffield declared an interest in items 14.4 and 14.10.
Mr M Bray and Mrs T Ramsden declared an interest in item 11.
4. **Minutes dated 12th October 2021.** Approval of the minutes as a true and accurate record proposed Mrs J Duffield, seconded Mr R Mantel, motion carried unanimously.
5. **Matters arising.** None.
6. **Budget & Precept 2022-23**
 - 6.1 Agree committee budget / precept for 2022-23 – the figures were reviewed and will continue to be worked on in December. Breakdown of playground and tree works for 2020 to be provided. Additional budget for wildflowers and youth work were discussed. Consideration at next meeting to budget for KGVR replacement entrance gates and Small Grounds Maintenance contract works.
 - 6.2 Agree a percentage increase for 2022-23 rents and charges – working figure of 4% agreed.
 - 6.3 Agree a percentage increase for 2022-23 burial charges – working figure of 4% agreed.
 - 6.4 Agree a percentage increase for 2022-23 Parish Lands staff wages – working figure of 2.5% agreed.
7. **To review the Parish Lands report** – noted.
8. **Annual Risk Assessment** (one drive folder).
 - 8.1 KGVR entrances – suggestion to review - particularly blue gate by Loddon Hall, missing gate by Youth Centre entrance, Kibblewhite entrance & Longfield Road. Quotes to be sought for the next meeting.
 - 8.2 Stanlake Meadow – Colleton School fence posts. Agreed to leave the posts.
 - 8.3 Stanlake Pavilion – toilets and showers looking tired. Agreed no action.
9. **Grounds maintenance** – to review the specification (one drive folder). Agreed to add to the specification the weeding and pruning (three times a year) as well as annual mulching of Polehampton Close, Jubilee Corner and the burial ground flower bed.
10. **Twyford Green Taskforce.** Mrs Ramsden reported that the plots are being put to bed for the winter and will be open again in the Spring.
11. **Allotments.**
 - 11.1 New allotment module / system, renewals & payments – the allotments are now set up on the new module and invoices were sent using the new system. There were a few teething problems which have now been resolved. Allotment holders coped well with the fact that those with several plots received an invoice for each plot – some payments were received individually or in a lump sum covering several plots. A small percentage of payments were made by cheque. Most of the allotment holders are contactable by email and made direct payments. Whilst the transition this year has been time consuming administratively we have been working with Edge to streamline the process and believe that next year the process will work much more efficiently.
 - 11.2 **Hurst Rd**
 - 11.2.1 Osier Bed – Email from the History Society (one drive folder) Action for Mrs Duffield to make enquiries with prospective interested groups.
 - 11.3 **London Road**
 - 11.3.1 Request for overgrowth to be cut back (photos in one drive folder) – clerk to obtain a quote along with the fallen tree at the burial ground and hedge behind the Catholic Church.

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

12.1 Request for permission for a plot – strong family connections – Goodwin. The committee agreed that there are strong family connections with Twyford. The Council do not allow plots to be reserved and cannot commit a future council. The committee felt that any future application would be considered on its merits. A record of the enquiry will be retained on file for future.

12.2 Damage to memorial – a stonemason attended on behalf of the grave owner and carried out repairs free of charge. It is thought the damage was caused by metal. The Clerk has contacted the contractors to request that tools, procedures and training are reviewed.

12.3 To approve electrical connection costings - Christmas tree lights - £100.
Unanimously approved.

13. Bell Corner & Polehampton Corner. Gardening areas currently not being maintained due to insufficient volunteers. Areas were added to the specification for the Ground Maintenance contract.

14. King George V Recreation Ground.

14.1 Skate Park working group update

[Note: information circulated 05.07.21 with suggested actions and useful links]

No report.

14.2 CCTV

- Police request for recording (to note)
- To consider whether/ how to proceed
(3x quotes, sample footage and existing footage in one drive folder)

The clerk reported that the committee have been considering a CCTV upgrade since 2018. Up to date quotes were sought in 2019. The present system is not fit for purpose with 3 cameras showing video loss and the others not providing clear pictures. The 2019 quotes were in the region of £8,500. Broadband costs are an extra consideration as it was found the system slows down the Loddon Hall computer. Test footage was supplied and was effective in the well lit areas. £9,500 was precepted in 2020 for CCTV and was ringfenced for the upgrade.

The committee were generally keen to replace the CCTV. Clerk to contact the company that provided the favoured quote to ask for an up to date quote with up to date technology. On receipt of this the committee will make a final decision.

14.3 Brick pillars – north / west entrance – to consider quote for the pillar renovation.

The clerk was unable to obtain alternative quotes. Proposed Mr J Bowley, seconded Mrs J Duffield to **RECOMMEND to Full Council** to approve the quote for £1,250. Motion carried unanimously.

14.4 Scout request to hold the freehold of the land (one drive folder) A discussion took place. Proposed Mr J Bowley, seconded Mrs T Ramsden to **RECOMMEND to Full Council** to decline the Scout request to transfer the freehold of the land to the scouts. Motion carried 4 in favour, 1 abstained.

14.5 2 x resident requests to have a memorial bench moved due to antisocial behaviour (emails in one drive folder) Agreed no action at present however the committee will monitor.

Mr J Bowley left the meeting.

14.6 To consider carrying out a tree planting project at KGVR – Mrs J Duffield stated that the committee should take a strategic view of the park and consider use by all users. The over arching view should cover 10/15 years. Agreed to have a break from planting in 2022 and then review and decide on aspirations for the land.

14.7 To consider planting a tree to mark the Queens Platinum Jubilee – carried forward.

14.8 Request for additional bins – suggested locations to be considered (one drive folder) – agreed no action.

14.9 Report on meeting with the tennis club. Tennis club plans had been circulated. Representatives from the tennis club had met with Mr M Bray, Mr J Bowley and the clerk to talk through their plans. The plans comprised of 4 phases over a period of 3 years. They include building a new clubhouse, adding 3 courts, improved lighting and covers over two courts.

The committee would like to map out a vision for the recreation ground. They noted the following comments:

- Concerns as to the levels of the land – proposals do not consider space for battering / landscaping
- Concerns that the plans may encroach onto the football pitch
- The need to take a medium / long term view of the recreational use of space
- Concerns of the environmental impact – does this proposal meet the Council's environmental values?

14.10 Scout request for use of field - Donkey Derby – 5/6/22. Approved.

14.11 Wildflower areas – report on meeting 01.06.21 & 22.07.21

- Consider using vertical logs at corners
- Consider additional wildflower areas

Meeting reports were noted. Agreed no action in terms of logs or additional areas at present.

14.12 Lincoln Garden residents with gate in garden fence – access to KGVR – no response to letter dated 8th June. Clerk to send a second letter saying that appropriate action will be taken and providing a deadline.

14.13 To consider alternative quotes for bench foot paving – carried forward.

14.14 Wickstead spinner – quote for repairs £269.36. Proposed Mrs J Duffield, seconded Mr R Mantel to **RECOMMEND to Full Council** to approve the quote of £269.36. Motion carried unanimously.

14.15 Sycamore tree by tennis courts – tennis club request. Agreed to have the stump ground again and the other bushes cut back.

14.16 Resident complaint – aerial runway noise (one drive folder) – clerk to enquire as to whether there is a rubber pad or an alternative to reduce the noise of the equipment.

15. **Stanlake Meadow.**

15.1 Tree planting event for Sunday 28th November 2021 - Twyford Tree Festival – carried forward.

15.2 Beer Festival request for use of field & pavilion – Thursday 2nd of June until Tuesday 14th of June – carried forward pending a firm request.

15.3 Beer Festival request to locate a container by the Cricket Club container – carried forward.

15.4 Suggestion for electricity connection on north side of Stanlake Meadow (quote in one drive folder) £8,450.20 – carried forward.

15.5 Tractor gates – paint work meeting & hinge dropping (email 20.09.21) – carried forward.

15.6 To consider quote for repairs at Stanlake Lane north east entrance £350 – unanimously approved.

15.7 Stanlake Meadow drainage – carried forward.

15.8 Twyford Comets request for 4 new 9 aside goals £680 – Proposed Mrs J Duffield, seconded Mrs T Ramsden to **RECOMMEND to Full Council** to approve the cost of £680. Motion carried unanimously.

16. **Stanlake Pavilion.**

16.1 Stanlake Pavilion working group – carried forward.

16.2 Electricity contract (Existing contract expires 30.11.21) – carried forward.

17. **Correspondence – noted.**

17.1 TVERC News Update | October 2021

17.2 Fields in Trust - Parks for people, places, and the planet

November Parish Lands report

Tuesday 9th November 2021

18. Ranger Jobs – list of outstanding jobs

- Check supports on trees
- Cut suckers – in wildflower areas
- Hurdle bar needs attaching back onto chain
- Remove worn Neighbourhood Plan banners
- Stanlake Pavilion
 - Changing racks
 - Finish decorating
 - Clean out gutters
- Allotments
 - TRHA - Fence straining wire
- Burial Ground
 - Weed border

18.1 Other

- Tool Inventory to be updated

19. Park Warden

19.1 No items to report

20. Cleaner

- No items to report

21. Clerk Report

- No items to report

22. Allotments.

Hurst Rd.

- Hurst Road plot availability – 10 plots in the process of being allocated. 42 on waiting list of which 19 are residents.

➤ London Rd.

- London Road plot availability – 1 plot in the process of being allocated. 16 on waiting list of which 3 are residents.

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

22.1 Report on cremations & burials

- Herbert James Chamberlain
- David Thornton Smith

22.2 Report on memorials

- Ronald Blick (additional inscription)

23. King George V Recreation Ground.

23.1 Liaise with TRIP to explore ideas to encourage recycling of waste - ongoing

23.2 Aerial runway matting – awaiting quotation

23.3 KGVR charity return submitted 01.11.21

24. Stanlake Pavilion.

24.1 Agreed users of the pavilion should still use face masks and socially distance - ongoing

25. Stanlake Meadow.

25.1 Gates – parts to be repainted when the weather improves

26. Climate Change - meeting 13.10.21

27. Date of next meeting – Tuesday 7th December 2021