

Minutes of a meeting of the Parish Lands Committee held at 7.45 pm on Tuesday 12th October 2021 at Stanlake Pavilion, Stanlake Meadow, RG10 0BL.

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

Clerk: Mrs L Moffatt.

1. **Election of Chairman** Mr M Bray proposed by Mr J Bowley, seconded Mrs T Ramsden, motion carried nem con.
2. **Election of Vice Chairman** Mrs T Ramsden proposed by Mr R Mantel, seconded Mrs E Ashley, motion carried nem con.
3. **Public Questions.** None.
4. **Apologies.** Mr T Winchester.
5. **Declaration of interest in items on the agenda.**
Mrs J Duffield declared an interest in items 15.7 and 15.13.
Mrs S Wisdom declared an interest in items 16.2,16.3 and 16.4.
Mr M Bray and Mrs T Ramsden declared an interest in items 12 and the TRHA gate funding request.
6. **Minutes dated 13th April 2021.** Approval of the minutes as a true and accurate record proposed Mrs S Wisdom, seconded Mr M Bray, motion carried nem con.
7. **Matters arising.** None.
8. **To approve the expenditure items in appendix 1** – see pages 6-8.
9. **To review the Parish Lands report** – noted.
10. **To review the grounds maintenance specification and consider quote for works that were carried out by Aspects.**
[Note: Report circulated 07.07.21]
The committee discussed the options and agreed, 8 in favour, 1 against, to advertise for a local company to take on the works.
11. **Twyford Green Taskforce.** (RA)
 - 11.1 Twyford Growers – to receive an update.
[Note: Minutes for meetings 07.04.21 & 06.05.21 in one drive folder]
Mr R Abeywardana reported. Two clients have been helped by the project. The number of clients has been low and referrals from the social prescriber at Twyford surgery were not as hoped. Covid has had a major impact on people's willingness to leave their homes. The lifting of restrictions has, for some, made that more acute not less. The project will close down for the winter and re-start in April.
There is sufficient funding left for the project to run over the growing months in 2022.
 - 11.2 To consider the procedure for Ruscombe Parish Council to join the scheme.
Unanimously agreed for the project to offer 2 of the 8 spaces for use by Ruscombe residents as a cost of £1,250 from Ruscombe Parish Council towards the project funds.
12. **Allotments.**
 - 12.1 **Hurst Rd**
 - 12.1.1 Resident suggestion to introduce a rule that allotment holders should not have fires until 1 hour before dusk – noted.
 - 12.2 **London Road**
 - 12.2.1 Allotment holder installation of paved path (photo in one drive folder) – the allotment holder had used paving slabs from his home to make a paved path between allotments. The committee noted that permission had not been sought and if it had, it would not have been granted. This is a communal path and the Council could be liable should someone trip or slip as well as being responsible for the path upkeep, The allotment holder should be asked to lift the slabs up and make good the ground underneath. Agreed that this should happen in the Spring.
 - 12.2.2 Skip request £359 – proposed Mr J Bowley, seconded Mrs T Ramsden to decline this request. Motion carried nem con.
13. **Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.**
 - 13.1 Resident complaint on the condition of the burial ground (one drive folder).
Appropriate action was taken. Noted.
 - 13.2 Request for future permission for a burial plot – strong family connections – Davies. 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.
- 13.3 Burial ground notices (one drive folder). Anonymous notices have been replaced with Parish Council branded notices.
- 13.4 Gardening volunteer meeting 01.07.21 A number of volunteer vacancies have arisen. The Assistant Clerk has advertised for volunteers through social media.
- 13.5 Damage to memorial – The contractor did not think the damage was mower damage as the memorial stone is laid low in the ground. Agreed to make the complainant aware of the contractors response. 6 in favour, 2 against, 2 abstained.

14. Bell Corner & Polehampton Corner. No items.

15. King George V Recreation Ground.

- 15.1 Annual Playground inspections (KGVR & Stanlake Meadow circulated 23.03.21)
The Ranger has carried out the work that he is able to. In addition the playground swing seats are to be replaced and ball court fencing to be repaired. Most items raised are low or very low risk and the committee therefore agreed not to carry out the remainder of the works quoted for.

Proposed Mr M Bray, seconded Mrs T Ramsden that due to the time the committee should move to item 16 on the agenda. Motion carried unanimously.

Items 15.2 – 15.15 carried forward to the next meeting.

- 15.2 Skate Park working group update- no report.
[Note: information circulated 05.07.21 with suggested actions and useful links]
- 15.3 CCTV
- Police request for recording (to note)
 - To consider whether/ how to proceed
- (3x quotes, sample footage and existing footage in one drive folder) – item carried forward.
- 15.4 Flytipping over hedge – update from resident following letter 19.03.21. Matter resolved by the resident removing the flytipping.
- 15.5 Brick pillars – north / west entrance – alternative quotes for the pillar renovation – carried forward.
- 15.6 To consider installing a larger bin in the play area or additional bins
- 15.7 Scout request to hold the freehold of the land (one drive folder)
- 15.8 2 x resident requests to have a memorial bench moved due to antisocial behaviour (emails in one drive folder)
- 15.9 To consider whether a tree planting project could be carried out at KGVR
- 15.10 To consider planting a tree to mark the Queens Platinum jubilee
- 15.11 Request for additional bins – suggested locations to be considered (one drive folder)
- 15.12 Report on meeting with the tennis club.
- 15.13 Scout request for use for Donkey Derby – 5/6/22
- 15.14 Wildflower areas – report on meeting 01.06.21 & 22.07.21
- Consider using vertical logs at corners
 - Consider additional wildflower areas
- 15.15 Lincoln Garden residents with gate in garden fence – access to KGVR – no response to letter dated 8th June

16. Stanlake Meadow.

- 16.1 Tree planting event for Sunday 28th November 2021 -Twyford Mini Tree Festival
- report on meeting 10.05.21 (Crowd Fundraiser planning) – Noted.
 - report on crowd funder launch / take up – Noted.
 - report on meeting 13.07.21 & project finances Noted.
 - To consider rope and posts around wildflower areas – agreed no action.
 - To approve First Aid costs £56 – approved nem con.
 - To agree the scale of the event - approval given to relevant stalls in addition to the tree planting, talks & demonstrations.

- To agree support from Councillors on the day and staffing required – Mr R Abeywardana, Mr M Bray, Mrs J Duffield, Mr R Mantel and Mrs T Ramsden will be available on the day to help. Agreed to request additional help at the Full Council meeting.
- 16.2 Beer Festival / TRCC problem – Wednesday 23.06.21. Noted that a meeting was held between the Parish Council, Beer Festival organisers and TRCC.
- 16.3 Beer Festival request for use of field & pavilion – Thursday 2nd of June until Tuesday 14th of June. The Beer Festival have requested use of the far end of the field for two weeks of activities around the Queen's Platinum Jubilee. The infrastructure will be positioned at the same location that the circus was situated (north end of the field). Whilst the infrastructure should not have an impact on the cricket matches or nets, Ian has requested use of the pavilion for the security team to sleep in. Once a firm request has been received a meeting will be held with TRCC about the proposed arrangements.

Due to time constraints items 16.4 – 17.1 were carried forward.

- 16.4 Beer Festival request to locate a container by the Cricket Club container
- 16.5 Suggestion for electricity connection on north side of Stanlake Meadow (quote in one drive folder)
- 16.6 Tractor gates – paint work meeting & hinge dropping (email 20.09.21)
- 17. Stanlake Pavilion.**
- 17.1 Stanlake Pavilion working group
- 17.2 Electricity contract (Existing contract expires 31.10.21) – unanimously agreed to delegate this to the committee Chairman and Vice Chairman to agree.
- 18. Correspondence –**
- 18.1 TVERC News Update April – August 2021. Noted.
- 18.2 Fields in Trust newsletter. Noted.
- 18.3 The impact of parks and green spaces during the pandemic – Fields in Trust. Noted.
- 19. Date of next meeting – Tuesday 9th November 2021.**

October Parish Lands report

Tuesday 12th October 2021

20. Ranger Jobs

- 20.1 Stanlake Meadow permanent football goal net supports installed
- 20.2 Stanlake Meadow picnic bench repaired
- 20.3 Ball court fence re-instated
- 20.4 Stanlake pavilion loose tile in window repaired
- 20.5 Fixing holes have been filled in pavilion showers
- 20.6 HR allotment tap - fixed
- 20.7 Missing fixings on ball court fence have been replaced
- 20.8 KGVR Playground firemans pole has been repaired (twice)
- 20.9 Pavilion toilet seat replaced
- 20.10 Washer on pavilion tap replaced

21. Ranger – other

- 21.1 Holiday cover arranged Saturday 31st July to Sunday 8th August (9 days).

22. Park Warden

- 22.1 Garden clearance of Polehampton Corner. Park Warden took 6 very large bags of waste to the tip.

23. Cleaner

- Reminders have been sent to the clubs to respect the pavilion and leave it in a reasonable state.

24. Clerk Report

- Contractor - problems with wildflower areas being cut & burial ground not being cut
- Resident emails about overgrown hedges 1x HR allotments 1x Waltham Road / Stanlake Meadow 2x King George V NE footpath – resolved by the contractors cutting the worst areas by hand on 25.08.21.

25. Allotments.

Hurst Rd.

- Hurst Road plot availability – will be reported next month once renewals are complete
- Skip booked Friday 16th April - Monday 19th April
- Reports of a runner using the allotments to train
- Reports of vandalism / antisocial behaviour to sunflowers and squashes. Individual plot holders advised to report incidents to police.

London Rd.

- London Road plot availability – will be reported next month once renewals are complete
- Skip booked Friday 7th May - Monday 10th May
- Repair of TRHA tap – goodwill gesture
- 2x allotment holder email complaints about condition of one of the plots – matter resolved as the tenancy agreement has been terminated.

Allotment inspections 15.05.21 & August

- 25.1 21 letters sent to allotment holders (1x LR 20 HR letters)

Allotment renewal letters and invoices sent via the new Edge system

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

- 26.1 Report on cremations & burials

- Christopher James Bushnell
- Diane Rosa Bushnell
- Graham Roger Jackson
- Kathleen Ann Bray

- 26.2 Report on memorials

- Christopher James Bushnell
- Diane Rosa Bushnell
- Graham Roger Jackson
- Beryl Armstrong

- 26.3 Request for non-resident interment – strong connection - Jackson (approved by email as met conditions)

- 26.4 Mrs T Ramsden & Mr M Bray weeded and replanted the Millennium Garden flower

bed

27. King George V Recreation Ground.

- 27.1 Liaise with TRIP to explore ideas to encourage recycling of waste - ongoing
- 27.2 Aerial runway matting – awaiting quotation
- 27.3 NHS benches installed
- 27.4 SGN – digging a trench – meeting and approval given. Work complete
- 27.5 SGN – gesture of goodwill replacement of Hermitage Drive gate
- 27.6 Bonfire request for use on 30th October 2021 and 29th October 2022 – approved.
- 27.7 Youth work outreach reports (in one drive folder) – payment for 8 sessions. Email suggestion (19/7) to cover Stanlake Meadow as well.
- 27.8 Use of the car parking spaces by Volker highways and offer to paint the lines 17/5/21. Completed.
- 27.9 Location of the new NHS bench – tennis club comment – would have liked to be consulted
- 27.10 Hot air balloon release attendance 26.07.21 (Ranger)
- 27.11 Permission given for the scouts to pitch a tent as an end of term activity
- 27.12 The Refill Hub continues to visit fortnightly
- 27.13 Church event booked for 29th August
- 27.14 Theft of the Aerial Runway 29/7 – 30/7 – insurance claim put in and reported to the police SP-103826-21-4343-00 / INC202107300713.
- 27.15 Metal detectors being used 31.03.21
- 27.16 TDYC outreach reports (one drive folder)
- 27.17 Zip wire – replacement seat £517.07 – authorised by Chairman
- 27.18 Quote was sought for watering whips - £309 per visit – unlikely to be needed now.
- 27.19 Waste service – contractor was unable to double up collection from 16/7 – 16/9

28. Stanlake Pavilion.

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

29. Stanlake Meadow.

- 29.1 Gates – parts to be repainted when the weather improves
- 29.2 Copse project update
 - Water connection completed
 - Friends of Stanlake Copse session 12th June, 10th July, 14th August & 12th September.
- 29.3 Log of vandalism [fencing & paving] Stanlake Meadow - police reference DP-13968-21-4343-00
- 29.4 OPM spray carried out 26.04.21 & 31.05.21
- 29.5 Long grass areas – grass was cut around the trees – reminder email sent to the contractors
- 29.6 Hot air balloon release attendance 20.07.21 (Ranger & Assistant Clerk)
- 29.7 Circus visit booked for 27th September – 3rd October
- 29.8 Graffiti removed from the NHS bench
- 29.9 Permission for use was granted to the Brownies.
- 29.10 5 year agreements now received from all sports clubs.
- 29.11 Visitor report of insufficient signage having been locked in car park
- 29.12 2 incidences of goal mouth pulled out of sockets.

30. Climate Change - meeting 13.10.21

31. Local Green Space nominations

[Note: Information in one drive folder. Nominations made by P&A – deadline for comments has passed]

Items to be carried forward:

32. Burial ground

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

33. King George V Recreation Ground.

- 33.1 To consider additional lighting

34. Stanlake Meadow

- 34.1 Football pitch drainage – possibility to move pitch? To consider quote Waltham road ditch

APPENDIX 1 – Parish Lands Expenditure items			
Project	Cost	Within budget?	Vote
All locations			
Bi-annual tree risk assessment	£1,020	No	Proposed Mrs T Ramsden, seconded Mrs J Duffield to RECOMMEND to Full Council to approve the quote £1,020 for the bi annual risk assessment. Motion carried unanimously.
Stanlake Meadow			
Hedge laying from Stanlake Lane gate to behind pavilion gate	£2,620 (includes optional extra)	No	Proposed Mrs S Wisdom, seconded Mrs J Duffield to RECOMMEND to Full Council to approve the quote £2,620 for Stanlake Meadow hedge laying. Motion carried unanimously.
Fill in dips where the old permanent goals were	£155	£2,500 lands contingency budget	Approved unanimously.
To replace rotten entrance (opposite Paddock Heights)	£320	£2,500 lands contingency budget	Approved unanimously.
Stag Beetle information board describing life cycle and providing information on the Stag Beetle log habitat.	£1,130 (option 2)	Stanlake Copse budget £2,400	Approved unanimously.
To consider installing foot paving at selected benches	£173 per bench	No	The committee requested alternative quotes for gravel, matting / grasscrete or resin bonded surfaces.
To consider purchasing fixings to secure the stag beetle loggery	£68.44	Stanlake Copse budget £2,400	Approved unanimously.
Stanlake Pavilion			
Replacement shower valves	£1,467.40	£2,000 pavilion budget	Approved unanimously.
KGVR playground			
Aerial runway seat and cable wrap	£517.07 [Expenditure to note as this was approved by Chairman 2/8]	£1,600 playground budget	Noted.

Weld and paint 4 bars that need replacing on ball court fencing	£280	£1,600 playground budget	Unanimously approved.
Hags Dinghy	£553.50 [Note: £53 discount if carried out at same time as basketball back boards.]	No	Proposed Mrs J Duffield, seconded Mrs T Ramsden to RECOMMEND to Full Council to approve the quote £500.50 for the Hags Dinghy repairs and £1236.49 for the basketball backboards. Motion carried unanimously.
Basketball backboards	£1,236.49	No	
Replacement swing seats	£38.40 x 3	£1,600 playground budget	Unanimously approved.
KGVR			
To mulch around base of new hedge (Longfield Road end)	£840	No	Proposed Mrs T Ramsden, seconded Mrs E Ashley to RECOMMEND to Full Council to approve the quote £840 for the new hedge mulching. Motion carried unanimously.
Goal mouth repairs	£75.00	£6,000 pitch maintenance	Unanimously approved.
To consider replacing the playground bin	£697 +£95 delivery + £96 installation = £888	£2500 lands contingency	140L option unanimously approved.
Wildflower information board – illustrations showing different wildflowers. Suggestion to get local children to illustrate insects. A number of entries can be chosen to be added to the illustrations.		No	Proposed Mr R Mantel, seconded Mrs S Wisdom to RECOMMEND to Full Council to approve the (option 2) quote £1,170 for the wildflower information board. Motion carried unanimously.
Removal of 2x metal posts on inside of the courts	£250	£500 tennis court budget	Unanimously approved.
Remove growth from brick pillars at KGVR Wargrave Road entrance	£70	£1000 tree work budget	Unanimously approved.
Hurst Road allotments			

Hedge laying along Hurst Road	£4,375	No	Proposed Mr J Bowley, seconded Mrs S Wisdom to RECOMMEND to Full Council to approve the quote £4,375 for the Hurst Road allotment hedgelaying. Motion carried unanimously. The clerk reported that the hedge had been cut and therefore may not be able to be layed this year.
London Road allotment			
TRHA request contribution towards £625 gate repairs	Up to £625	£2000 allotment maintenance budget	The committee agreed that a grant request application should be considered.
Stanlake /burial Ground benches			
To replace wooden slats on the following benches (soft wood): Stanlake Meadow (by wildflowers) 3x burial ground	£550	£2500 lands contingency	Unanimously approved.

The meeting closed at 22:00