

## **Four Marks Parish Council**

### **Minutes of the Open Space Committee Wednesday 1<sup>st</sup> November 2017 commencing at 8.40pm At Four Marks Village Hall**

**MEMBERS PRESENT:** Cllr Anne Tomlinson (Chair), Cllrs John Davis, Davie Edgar, Janet Foster and Dave Mills  
**IN ATTENDANCE:** Mrs Sarah Goudie (Clerk), Cllr Hammond  
**APOLOGIES:** None

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#### **17.89 OS OPEN SESSION**

Cllr Mills raised concern that the clock had not returned to GMT and was in need of cleaning. Cllr Foster said they would look at it when the lights are put on the tower.

The Clerk referred to a request via Facebook for permission to park a soft play party bus outside the pavilion for a children's party in December. There were no issues with the request.

**There were no further items to be raised under the Open Session, and the formal meeting then commenced at 8.50pm. Standing Orders were applied.**

#### **17.90 OS APOLOGIES FOR ABSENCE**

There were no apologies for absence

#### **17.91 OS DECLARATIONS OF INTEREST.**

There were no Declarations of Interest.

#### **17.92 OS COMMITTEE MINUTES**

- The Minutes of the Open Space Committee Meeting held on Wednesday 4<sup>th</sup> October 2017, previously circulated, were proposed as an accurate record, by Cllr Mills, seconded by Cllr Foster, approved by members, and duly signed by the Chairman.
- Matters arising:
  - The refurbishment of both finger posts were now completed, the Clerk had a note of the repair works carried out with the post by the School for future reference.
  - Dog fouling. Still no improvement and were now waiting to benefit from EHDC's new initiative as per the District Councillor's comment at Full Council, in that EHDC are looking at introducing byelaws to enforce fining and increased district wide patrols, which will include Four Marks. The Clerk suggested that further signage was needed, and requested permission to order some new 'dogs under control' and 'offenders will be prosecuted' signs which was approved. It was also suggested that maybe Streetwatch could be asked to become involved with their patrols, and maybe put out a request for 'ambassadors' to assist the parish council with finding the dealing with the 'offenders'.
  - Land between the skate-park and pavilion. The Solicitors have been unable to trace any evidence of the death of the owner. The occupiers of Uplands have been asked if they have any information, but no response has been received to date. It was agreed to look into further action.
  - Traveller policy. Amendments made following additional comments received after presentation at Full Council. Now called 'FMPC Illegal and Un-authorized Encampment Procedures Policy'.
  - Storey's Sanctuary now removed from monthly update.
  - Parish Lengthsman booked for; 22<sup>nd</sup> February, 3<sup>rd</sup> May, 5<sup>th</sup> July, 13<sup>th</sup> September, and 22<sup>nd</sup> November 2018, need to advise him of his tasks a week or so in advance.

- Ladder rung notice boards; it is possible to have a blank rung, but you would not be able to 'route' additional symbols on whilst in situ, there is no requirement for emergency numbers just choice, however you could have a spare rung and attach new plastic signs to it, or change the layout and have the rungs attached to the front of the posts, rather than on the inside, so a new one would not look out of place. It was agreed to have the spare rung and add plastic signs as necessary.

## **17.93 OS AREA UPDATE**

### Allotments

- Fencing still to be replaced, awaiting date from the Contractor.
- Land to the rear of 31/33 Chaffinch Road, resident of 31 asked for a detailed explanation as to why we were not prepared to consider selling, which was sent to him, however he has asked for someone to contact him. It was agreed to wait for him to make contact again.

### Badger Close

- Mark Kemp Gee had sent an email wishing to discuss a visit with Mrs Blanchard. He had not made further contact, but Cllr Davis believed it was to do with the laurel hedge and it was agreed that perhaps between both the Parish and County Council we could carry out a hard prune back away from the footpath. If no joint venture was possible, then the job would be handed over to the lengthsman next year.

### Benians Committee/Pavilion

- Next meeting 2<sup>nd</sup> November.
- Water leak fixed.

### Cemetery

- Grave with kerbstones and gravel has been removed and re-planted. Concession to leave white wooden cross.
- Tree removal and replanting plan to be finalised, and developers' contributions to be applied for.
- New gates – Agenda item for further discussion.

### Footpaths

- No current reported issues.

### Kingswood Copse

- The adjacent property to Kingswood Copse had made contact querying proposed maintenance on Laurel hedge, works to the hedge had previously been agreed and would be carried out during the winter months.

### Lymington Bottom Green

- Village Sign erected Wednesday 25<sup>th</sup> October. Paul B. instructed to make good all damage and to carry out a tidy up on the Friday before Remembrance Day parade. Open space contractor will lay topsoil when necessary. It was agreed that slabs should be laid around the sign, but further concrete may need to be added underneath the slabs to ensure there is no future sinking.
- Quotation for replacement fencing received and the Clerk showed a photograph of the proposed style, which was agreed, it was also agreed that the quotation was reasonable, and the Clerk agreed to submit a request for developers contributions.
- Highways, new lease agreement proposed, which the Clerk agreed to circulate after the meeting, they have given permission for the sign but had wanted to carry out a survey prior to installation. They now know the sign is already installed.

### Oak Green

- Eddie Hodkin is currently still cleaning/weeding, would advise keeping him on until such time as Paul has completed all the outstanding jobs elsewhere in the village. Clerk to advise Eddie of the continuing arrangement.

- The Christmas Tree has been selected and can be delivered or collected, date to be confirmed as Friday 1<sup>st</sup> December, and the Clerk agreed to make the arrangements and ensure enough manpower available to get the tree up. Details to be advised when time of delivery agreed.

#### Recreation Ground

- Uplands Lane, tree work to be carried out after half term. Local residents advised.
- The owners of Copper Beeches have installed a guttering end plate following request.
- Portable Netball post in MUGA, broken back plate now broken off completely.
- 'Dragon's' teeth now concreted in by Pavilion, now started by the Scout hut, gate still to be moved.

#### Station Approach/Windmill Fields

- No issues, FMPC sign needs re-affixing. Agenda item for proposal to plant some new shrubs.

#### Swelling Hill Pond

- Second location for bench still to be agreed. FMPC signs have been removed, however as new wooden signs going up may not be worth replacing. Broken metal railings now fixed, broken wooden hand rails still need fixing.

### **17.94 OS NEW ISSUES FOR DISCUSSION**

#### • **INTERNAL AUDIT**

Following the recommendation contained within the audit report, it was agreed that rather than have a separate policy, a section within the rules of use should be incorporated to detail the Council's policy on play area equipment inspections. Cllr Mills agreed to carry out inspections, being RoSPA qualified, at least monthly, and keep records of every inspection, which he will keep until the Clerk requests the records for auditing purposes. All records of historic inspections would be kept with no time limit for destruction.

#### • **RECREATION GROUND – RULES OF USE/HEALTH & SAFETY**

The document had been previously circulated and, although some members felt it was too lengthy and detailed, it was agreed that there should be a formal policy in place in case of incident and proceeded to make appropriate amendments. The Clerk would prepare the document for formal adoption at Full Council and would then be added to the standard documents on the website, with copies to be held at the Benians Pavilion for information.

#### • **CHILDREN'S PLAY AREA SHELTER**

The preferred shelter was the fourth option, as circulated, on style and size, however Cllr Mills had reservations over stability as some of the others seemed more robust, and the preference was rounded supports rather than square. The Clerk agreed to contact the company for alternative options which would incorporate the aforementioned issues.

#### • **CEMETERY GATES**

The Clerk advised that the costs for both the preferred options were the same, but that the distance needs to be accurately measured before they are ordered. Concern was expressed that the company did not carry out a site visit prior to order and that they do not install, which would increase the cost. Although developers' contributions will be requested for their purchase, installation costs have not yet been sought. The Clerk agreed to circulate both the designs and Councillors should get back to her with their preferred option.

#### • **STATION APPROACH/WINDMILL FIELDS**

The Clerk asked for permission to purchase and plant some shrubs for the open space area, holly or bramble as a deterrent, which members thought had already been requested at an earlier meeting, however all members agreed to the proposal.

#### • **PERMISSION TO ADVERTISE LOG SELLING**

It was agreed not to give permission to the company who requested advertising opportunities as this would set a precedent for others.

- **TREES/HEDGES FOR TPO**

A discussion took place on the best strategy moving forward for identification of suitable trees within the village to be considered for awarding of protection. Cllr Hammond was keen to champion this initiative but indicated that there may be someone who may be willing to assist, who has a tree knowledge, and agreed to speak to them to see if they would be interested. The Clerk advised compiling a list identifying, for example 10 prime specimens, as this may be easier for the local authority to process, rather than a large number, as it is a costly process for EHDC.

- **SWELLING HILL/ LYEWAY FINGER POST**

The deterioration of the finger post at Swelling Hill and Lyeway had been reported as being damaged and in a bad state of repair. As this was not thought to be either of the Parish Councils' responsibility (Four Marks or Ropley), it was agreed to initially report the sign to HCC on their faults website, and see if it is repaired. If it is not HCC's responsibility, they should be able to advise the Parish Council who is responsible for its upkeep.

**17.95 OS DATE OF NEXT MEETING**

Wednesday 6<sup>th</sup> December 2017, 8.30pm, to follow planning at the Village Hall.

**17.96 OS The Chairman closed the Meeting at 10.40 pm.**

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**Chairman**