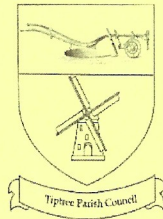


TIPTREE PARISH COUNCIL



MINUTES OF AMENITIES COMMITTEE MEETING

A meeting of the Amenities Committee took place on Monday 18th January 2021 at 7.00pm via Video Conference.

Present Cllrs: Cllr D Webb (Chairman) Cllr N Anderson
Cllr R Mannion (Vice Chairman) Cllr J Greenwood
Cllr B Wood

Also in attendance –The Clerk of the Council and the Head Groundsman.

025/20 **Apologies for Absence** – There were apologies of absence from Cllr D Coe, who was experiencing Internet issues and was unable to connect.

026/20 **Declarations of Interest** – There were no declarations of interest.

027/20 **Public Questions:** There were no members of the public present.

028/20 **Minutes of Amenities Meeting** – 12th October 2020.

The minutes of the meeting held on 12th October were unanimously approved for signature.

029/20 **Site Updates:**

1. **Grove Rd PF:**

- (a) **Cone Climber:** The Clerk reported that with the lockdown, the cone climber had been hardly used, making it's length of life longer – & also that the equipment suppliers were unable to deliver and install. The clerk therefore would be ordering the replacement nest swing in March/April. **The report was received and noted.**
- (b) **Toilets:** The committee asked whether the toilets were in use yet (noting the lockdown). The RADAR lock enabled those that held the key to access the site 24/7 (provided that the gates to the car park were open). The toilet had been used when locked, and therefore, RADAR use has already begun.
- (c) **Land Transfers:** The clerk reported that the Caxton Close Land transfer has been brought forward for signature, but includes a piece of land not previously accepted by council, and therefore it would be sent to Full Council for approval on Feb 8th. Grove Rd PF Extension field should be ready to transfer “shortly”.
- (d) **Stream Re-wilding:** The chairman stated that a survey of the current flora/fauna would be conducted by herself and Cllr Greenwood in the Spring.

2. Lakes:

- (a) Pumps: The clerk reported that a replacement pump had not yet been purchased due to the COVID lockdown.
- (b) Picnic Table: the Head Groundsman reported that the picnic Table has been assembled and placed onsite. It appears to fit the site well, and a further table could also be purchased in the future, as space exists.
- (c) Tree Work: The committee noted that the contractor for the tree work (Horse Chestnut) had removed tree T6 as requested, but the tree survey had incorrectly labelled T6 as tree T5 – This resulted in a favourable decision, clearing a tree later found to be diseased at Peirce Glade entrance. It does mean that the original tree T6 does still need to be significantly reduced, and this will occur in April, once the ground is solid enough to take the heavy machinery required.
- (d) Bridge: The Pierce Glade access (after the removal of tree T5) has proven to be a slippery path creating a slip hazard into the pond below. The Grounds staff created an excellent bridge negating the slip hazard, and further beautifying that area.

3. Memorial Garden:

- (a) Bookings and Upkeep: The clerk reported that there are no new bookings with the COVID situation, although interest had been expressed in a number of calls in early November. The head groundsman reported that he was happy with the upkeep of the site, and that the painting of the Interment Beds had commenced.
- (b) Electricity: The Head Groundsman reported that the supply to the site was now in place.
- (c) CCTV: The clerk reported that it was the intent to re-fit the workshop CCTV system to the Memorial Garden when the Parish CCTV upgrade occurs, as the Memorial Garden was too remote to enable networked connectivity.
- (d) Hedging: The yew hedging appears to be taking well. There is the ability to extend the planting further down the fence-line, although the current lockdown precludes further planting this planting season.
- (e) Chapel Lane: Land transfer is expected shortly, and the Parish Council is responsible for lane upkeep at the Bellmouth.

4. Park Lane –

- (a) Weed wipe – **the concurrence by the committee to perform a further weed wipe once the new foliage emerges was unanimously approved.**
- (b) Tree work – This reported that the “dead-wooding” as quoted by Be Green was awaiting completion and the tree “thinning” work to be undertaken by Mick Dunn has yet to happen.
- (c) Site Visit – Planned for Jan 28th is unlikely to occur (COVID Lockdown).
- (d) Pond Coir Matting – The chairman discussed the use of planted coir matting on the bare slopes behind the pond, in order to make the site more attractive. Once pricing and a viable species list could be ascertained, it would be brought back to committee for approval.

5. Windmill Green –

- (a) **Hedge Line:** The clerk reported that the planned meeting with RBS to discuss trimming the rear hedge line at both Windmill Green and Grove Park PF had still not materialised. Committee instructed the clerk to look at alternate suppliers for a quote.
 - (b) **Trees:** The chairman asked the committee if further trees should be planted on Windmill Green, based on the success of the last two recently planted. Committee discussed planting regime, and **unanimously agreed that a replacement, with mature native species, for trees previously felled would be desirable.**
 It is currently too tall for TPC staff to manage, and a quote is requested to bring the hedge/tree line to a manageable height.
6. **Allotments** - The allotments are dependent on the sale of the 80th house at the Nine Acres Development, and we now needed to instruct legal counsel to pursue this on our behalf in accordance with the S106 covenant. Committee proposed, seconded and **unanimously agreed for the clerk to contact Holmes and Hill and instruct them to proceed on the Council's behalf.** The committee further discussed joining the National Allotment Association, and it was **unanimously agreed that the clerk would enable joining the NAA at least 6 months prior to the handover of allotments from the developer.**

It was resolved to note the entirety of the report provided.

- 030/20 **Additional Staffing hours:** The clerk reported that with the opening of the toilets at the Workshop and the new Parish Offices, the Village Caretakers hours for open spaces work would be severely curtailed. It was proposed seconded and **unanimously agreed that the Village Caretaker's hours be brought to Full Council with a recommendation for increasing the time from 15 to 25 hours per week.**
- 031/20 **Annual Christmas Tree – Windmill Green:** The clerk put forward a plan whereby Windmill Green host a permanent site for a substantial Village Christmas tree. The electricity would need to be supplied by a nearby building for the period of Christmas, and isolated at all other times. The Committee approved the idea, and recommended that it be brought back at the next available committee meeting with definitive costs and electric supply verified. **The report was Received and Noted.**
- 032/20 **Future Open Spaces:** The chairman reported on recent concerns of developers creating open space within the village, leaving them for management companies to maintain after the development is built out. The concern was the standard of maintenance, and also the potential to later remove that amenity of open space to provide further housing. After discussion, it was **agreed unanimously to contact CBC and determine their policy on this matter,** as it also affected our Neighbourhood Plan.
- 033/20 **S106 priorities:** The report was discussed with the contents noted and amended as shown below. Amendments to the "Outside list" were:
- (a) Removal of the MUGA requirement to be replaced with general Maintenance at Grove Park
 - (b) Removal of the CBC maintained Leisure World site from the Parish s106 list

(c) The discussion moved on to consider whether (the adjoining) Brook Meadow should be on the Amenities Action Plan &/or the S106 list and the need for the PC to agree a future strategy for this meadow in the light of the public desire to see it protected and the current planning application. Cllr Greenwood was tasked with exploring options and reporting back to the committee for further discussion.

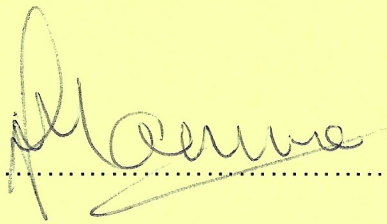
It was resolved to receive and note the list, with the corrections as stated.

034/20 **Warriors Rest:** The Chairman asked if access via the new Bloor Development could be established as soon as possible, in order to gain access to the site. The clerk reported that CBC were discussing reserved Matters with Bloor for the development, and once established, we could contact Bloor to attempt to establish an access method during the development. **The discussion was received and the way forward noted.**

035/20 **Financial Comparison**
A financial report for the Amenities Committee was discussed. **The report was received and noted.**

There being no other business the meeting closed at 20.48

Signed.....



Date.....

01/04/2024