

**ILMINSTER TOWN COUNCIL
OPEN SPACES COMMITTEE MINUTES**

Minutes of a meeting of the **OPEN SPACES COMMITTEE** held in the Council Chamber, Ilminster on Tuesday 2nd July 2013 at 19:30hrs

Present:

Chairman: Cllr C Goodall

Councillors: Cllr A Lawson, Cllr D Miller, Cllr J Pallister, Cllr A Shearman,
Cllr S Shepherd, Cllr J Sothern, Cllr S Storey, Cllr R Swann, Cllr E J Taylor and
Cllr L Vijeh

In Attendance

Officers: Mrs M Clayton (Senior Administrator), Mr A Hensher (Open Spaces Warden),
Miss J Norris (Town Clerk)

Members of the Public

One member of the public attended this meeting.

9. Apologies for absence

Apologies for absence were received from Councillor S Austin and Councillor P Burton

10. Declarations of Interest

The declarations of Interest given in the table below were made.

Name	Minute No	Agenda Item	Type of Interest	Nature of Interest
Cllr J Pallister	02.07.13	7 & 14	Personal	Member of the Sports Club
Cllr A Shearman	02.07.13	10	Personal	School Governor
Cllr R Swann	02.07.13	10	Personal	School Governor

11. Minutes.

RESOLVED

- a) to confirm that the minutes of the meeting held on 21st May 2013 as a correct record.
- b) to update the action list relating to the Open Spaces committee.

Issues discussed included:

- The additional guttering items purchased for the cricket pavilion.
- The fencing expenditure approved for the Winterhay Lane recreation field may need to be increased if the Town Council decides to install a metal security fence. This is all subject to the ownership of the fence being established.

RESOLVED to RECOMMEND that a reimbursement of £43.20 be made for the additional guttering items purchased for the pavilion, on the understanding that future purchases must be made via the office, otherwise monies will not be refunded.

12. Election of Vice-Chair.

RESOLVED that Councillor Pallister is elected as Vice-Chair of the Open Spaces Committee.

Chair's initials

Ilminster Town Council

13. Wardens Report.

The Committee considered the report from the Senior Open Spaces Warden about recent open spaces activities in Ilminster. Issues discussed during consideration of this agenda item included:

- The Wardens have started work on the 'view point' at Herne Hill. At present there is no intention to involve contractors to carry out any of the work.

RESOLVED that the report is noted

14. Financial Comparison

The Committee received information about the Open Spaces expenditure and commitments to date when compared with the 2013/14 budget. Discussions included the following:

- The Town Clerk explained that the format of the financial comparison sheet has been changed in accordance with the suggestions from the Finance and Policy Committee.
- The items which are showing some concern will be raised with the Deputy Clerk on Monday 8th July, and the Councillors will be informed of the outcome of that discussion.

15. Open Spaces Review

The Town Clerk updated the Committee on the Open Spaces review, which included the following:

- The consultations with the various sports clubs and the Town Council staff have been completed, and South Somerset District Council Officers are in the process of producing a report.
- The Open Spaces Review questionnaires have been sent out, and so far 147 completed questionnaires had been received.
- The Topographical Survey is scheduled to start, week commencing 8 July 2013, weather permitting.
- On Tuesday 25th June and Thursday 27th June, consultation events were set up in the recreation ground. Comments and suggestions about the recreation grounds were received from a wide range of community members.
- An extra meeting, which will have a one item agenda, is being planned for the week commencing 22nd July 2013. This meeting will enable Members to speak with the Officers from South Somerset District Council regarding the Open Spaces Review Report. Recommendations will be taken to the Full Council meeting on 30th July 2013.

16. Winterhay Lane Project

The Chair updated the Members on the Winterhay Lane play area project and the progress that is being made by the Youth Council so far.

The Committee agreed this was a superb way to involve the younger community of Ilminster and look forward to receiving their presentation.

17. Muddy area of pathway at Herne Hill

The Committee considered suggestions to improve the muddy area of pathway at Herne Hill. Discussions included the following:

- Channels will be made in the side of the pathway to drain water away from the path
- Scalpings cannot be used on the path as this is not a nature fill
- The path will need to be scraped back to allow the grass to grow.
- Pruning of the trees and shrubs will help the light and air to dry out pathway

Chair's initials

Iminster Town Council

18. School Competitions

The Committee was asked to appoint judges for the school competitions.

RESOLVED that

- a) Councillor Storey and Councillor Vijeh were appointed as judges for the miniature garden competition at Greenfylde School
- b) Councillor Sothern and Councillor Swann were appointed as judges for the 'design a skateboard' competition at Swanmead School.

19. Strawberry Bank

The Chair of Open Spaces reported on possible changes to the planting arrangements along Strawberry Bank. Issues discussed during consideration of this agenda item (and also with reference to agenda item number 21) included:

- The floral displays, in the Belfast sinks, are not noticeable from the road and therefore replacing these planters will now be considered with the proposal for the new planters at 'the Triangle' Ditton Street and Swan Precinct
- The Market Town Investment Group's theme is 'Facelift', so planters for the entrances to the town would follow this theme.
- Other areas that need attention in the town are the railings and iron work, which needs repainting, and work needs to be done to improve the pumps
- Station Road roundabout needs to be made more attractive and it was suggested that bulbs could be planted. However, permission may be required from Somerset County Council.

20. Churchyard Railings

The Members were asked to consider quotations received to paint the railings around the Churchyard. Issues discussed during this consideration of this agenda item included:

- Confirmation is needed to show that it is the Town Council's responsibility to maintain the church railings
- Volunteers in the past have painted the railings
- The Wardens have been painting sections of the railings each year, but it would be beneficial to employ a contractor to do the whole railings

RESOLVED

- (i) The Town Clerk check's the Council's responsibility to maintain the railings
- (ii) Three quotations are sought for painting all the railings around the Minster churchyard

21. Market Town Investment Group.

Councillor Taylor reported on the recent meeting of the Market Town Investment Group. Points highlighted were:

- The items mentioned above in minute number 20 – the Facelift to the town
- The South Somerset Market Towns App has been set up. Nine market towns are on the app which goes live this month. Each town has an administrator who can update information. Social media is built into the app and once it 'goes live' there may be an opportunity to have a demonstration evening for Members to learn how to use it.

22. Weed Killing at the Recreation Ground.

The Committee was asked to consider the quotations received for weed killing to be carried out to the recreation Fields

Chair's initials

Iminster Town Council

The Town Clerk informed members that only one quote has been received, due to the size of the area that needs to be treated. This matter will be considered at a future meeting when additional quotations have been sought.

23. Water Supply at the Cemetery

The Committee was asked to consider the quotations received for the installation of a water supply at the cemetery

The Town Clerk informed members that one quote has been received, and we are waiting for the other two. In the meantime the Wardens have put a big water trough down the far end of the cemetery and are making sure it is keep full.

24. Cemetery Lodge – Tenants Contract Renewal

The Committee considered a request from the tenants of the Cemetery lodge to have a rolling month to month contract. Issues discussed during consideration of this agenda item included:

- The Letting Agency believes it is a satisfactory request to have a rolling month to month contract
- No fees will be involved with changing the contract
- The contract will only be changed for the current tenants

RESOLVED TO RECOMMEND that the Town Council agrees to the tenant's request to have a rolling month to month contract on the cemetery lodge.

25. Flower Trough at Sea Road

The Committee was asked to consider moving the flower trough at Sea Road onto the area owned by Gooch and Housgo. The Open Spaces warden has spoken to Gooch and Housgo and they have given their permission for this to be done.

RESOLVED TO RECOMMEND that the Town Council moves the flower trough at Sea Road onto the land owned by Gooch and Housgo, subject to their written permission.

26. Fixed barrier encircling the pitch – Football Club

The Committee was informed of the Football Club's intention to install a fixed barrier encircling the football pitch. The installation of the additional guard rails, to form "a respect line" is covered by the existing licence agreement between the Town Council and the Football Club and it is a requirement the Somerset County league for all teams in the Premier league to have fixed railings all around the pitch for this season coming 2013/14.

27. Request to use Recreation Ground/ Britten's Field

The Town Clerk provided information on a request to use the recreation ground/Britten's Field

RESOLVED that the Town Council grants permission for a named individual to use the recreation ground or Britten's Field to land a paraglider.

28. Exclusion of Press and Public

RESOLVED to exclude the press and public from the meeting so that Councillors could receive legal advice.

Chair's initials

Iminster Town Council

29. Legal Advice regarding the covenant of the cemetery wall.

The Town Clerk informed the Committee of legal advice recently obtained regarding the covenant about the cemetery walls / fencing contained in the 1913 conveyance.

The meeting closed at 21:27 hours

Chair's Signature and Date