

Minutes of the **Open Spaces Committee** held in the Council Chamber, North Street, Ilminster on Tuesday 12 November 2019 at 7.30pm

Present:

Chairman: Councillor M Gunn

Committee: P Hamilton, V Higgins, R Swann, and L Wilcock.

In Attendance:

Councillors: P Burton and A Shearman

Officers: Mr A Barnett (Grounds Manager) Miss J Norris (Town Clerk)

1 member of the public attended the meeting

256 Apologies for Absence

Apologies for absence were received from Councillors Shepherd and White

257 Declarations of Interest

No declarations of interest were made regarding any items on the Agenda.

258 Minutes

The minutes of the meeting held on 10 September 2019 were considered.

RESOLVED that the minutes of the meeting held on 10 September 2019 be confirmed as a correct record.

259 Action Plan

Consideration was given to the Office Action Plan relating to the Open Spaces Committee.

Issues raised included:

- MUGA at Swanmead - floodlighting is chargeable
- There are no grants currently available from the Market Town Investment Group

RESOLVED to note the Office Action Plan relating to the Open Spaces Committee

260 Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster. There was no written police report nor were any items raised.

261 Financial Monitoring

Information was presented about the Open Spaces Committee income, expenditure and commitments, compared to the 2019/20 budget

Issues raised or discussed during consideration of this agenda item included:

- Cemetery Lodge rent

RESOLVED to note the Financial monitoring information



262 Grounds Team Report

Consideration was given to a report on recent Grounds Team work and work planned for the period between the meeting and Christmas 2019.

Issues raised or discussed during consideration of this agenda item included:

- Diseased trees
- Risk Assessments

RESOLVED to note the report

263 Rec Users Group

- a) To receive the notes of the October users group and
- b) To consider recommendations from the Rec Users Group namely:
 - (i) That a picnic bench made of recycled plastic with a road design table-top is purchased at a cost of approx. £650.00 is purchased
 - (ii) That a round, multi coloured picnic bench made of recycled plastic is purchased at a cost of approx. £700.00
 - (iii) That the hedge / fence between the Rec and Britten's Field (near the Canal) is removed sufficient to enable the cricket roller to move from the Rec into Britten's Field

Issues raised or discussed during consideration of this agenda item included:

- Accessibility access to picnic benches
 - Condition of park furniture
 - Removal of the hedge / fence between the Rec and Britten's Field (near the Canal)
- As the hedge / fence does not need any attention, the Committee Chair and the Town Clerk have both looked at it and the gap is sufficient for the tractor and towed equipment to pass through without difficulty.

SOLVED

- (i) That a picnic bench made of recycled plastic with a road design table-top is purchased at a cost of approx. £650.00 is purchased
- (ii) That a round, multi coloured picnic bench made of recycled plastic is purchased at a cost of approx. £700.00

264 Rec Notice Board

Consideration was given to replacing the vandalised notice board.

Issues raised or discussed during consideration of this agenda item included:

- Material types available e.g. wood , metal, man-made timber (Recycled plastic)
- Colour
- Size
- Location – need for people to see it, may have an impact on whether or not it is vandalised

RESOLVED

- (i) that a 6 X A4 man made timber noticeboard without a header is purchased for the Wharf Lane Recreation Ground

265 Party On The Park 2020

Consideration was given to a request to hold Party On The Park 2020.

Issues raised or discussed during consideration of this agenda item included:

- This year a lot of bands indicated they wished to perform; bands play for free
- Usual stage plus a busking stage
- The event is run for under £1,000
- Licensing conditions

RESOLVED that permission is given for the 2020 Party On The Park

266 Cemetery Fees

The Committee considered whether or not any changes were needed to the current Cemetery Fees.

RESOLVED that this item is deferred until the next Committee meeting

267 Budget 2020/2021

To consider any income and expenditure ideas in preparation for the budget.

Issues raised or discussed during consideration of this agenda item included:

- A 2nd Rec noticeboard may be worth considering

268 Refreshment Facility – Wharf Lane Rec

To consider a request to lease the “tuck shop” area of the toilet block.

Issues raised or discussed during consideration of this agenda item included:

- Rent levels for commercial properties in the town
- Viability of a small catering business on the Rec
- The possibility of a separate electric meter /water meter to serve the tuck shop
- Running costs of the toilet block

RESOLVED

- (i) that the principle of leasing out the tuck shop area for selling refreshments is agreed
- (ii) That the lease should stipulate that trading will not take place before 08:00hrs and after 23:00hrs unless permission has been given by the Town Council for a specific purpose / event
- (iii) That a 5 year lease should be offered with a break clause for 2 years and 4 years
- (iv) Electric and water will be metered separately
- (v) the tenant will be responsible for electric and water costs and their own contents insurance and to make a contribution towards the buildings insurance cost
- (vi) the lease should allow for a rent review every year

The meeting closed at 21:15hrs

Chairs Signature

