

ILMINSTER TOWN COUNCIL  
OPEN SPACES COMMITTEE MINUTES

Minutes of a meeting of the **OPEN SPACES COMMITTEE** held in the Council Chamber, Ilminster on Tuesday 23<sup>rd</sup> April 2013 at 20:05hrs

**Present**

**Chairman:** Cllr C Goodall

**Councillors:** Cllr S Austin, P Burton, Cllr A Lawson, Cllr D Miller, Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd, Cllr J Sothern, Cllr S Storey, Cllr E J Taylor and Cllr P Whaites.

**In Attendance**

**Officers:** Mrs M Clayton (Senior Administrator), Mr A Jones (Senior Warden), Miss J Norris (Town Clerk), Mrs M Shelley (Deputy Town Clerk)

**Members of the Public**

One member of the public attended this meeting. The local press also attended

**1. Apologies for absence**

Apologies for absence were received from Councillor Swann

**2. Declarations of Interest**

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

<b>Name</b>	<b>Minute No</b>	<b>Agenda Item</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Cllr Lawson	23.04.13	5a	Personal	Acquaintance of Ms Beaumont who wants to run 'Boot camp'.
Cllr Pallister	23.04.13	7	Personal	Member of the Cricket Club
Cllr Shepherd	23.04.13	7	Personal	Member of the Cricket Club
Cllr Shearman	23.04.13	9	Personal	School governor
Cllr Pallister	23.04.13	15	Personal	Chairperson of Sport Club
Cllr Shepherd	23.04.13	15	Personal	Member of the Cricket Club

**3. Minutes of the previous Open Spaces Committee Meeting**

**RESOLVED**

- a) To confirm the minutes of the meeting held on 5<sup>th</sup> March 2013 as a correct record
- b) To update action list relating to the Open Spaces committee

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**4. Wardens Report.**

Discussions regarding the Senior Open Spaces Warden's report included the following:

- Councillors commented on the excellent work that has been done by the Wardens to the new path on Herne Hill that overlooks Chard.
- The lower path at Herne Hill still has muddy patches which are due to the bark chippings absorbing and holding onto the rain water. To improve this path, the area will have to be dug out with a mini digger and have drainage channels put in. This work has already been discussed by the Herne Hill Advisory Group as part of their 'Herne Hill Plan'.
- The Committee was shown photographs of the work that has been carried out to repair and refurbish benches from the town. The 'Hippo' from the toddler's play area has also been completed. Councillors were pleased with these improvements.
- Trees have been vandalized at the recreation ground. The decision to use stalks or not is still being investigated.
- The process of spraying weed killer at the recreation ground is due to take place soon.  
Brittens Field was done about two years ago. The rest is usually done every other year.  
Requests for quotations for this work have already been sent out. Once three quotations have been received back, this matter will be brought to the Open Spaces Committee for consideration.
- The hoof prints on the green at West Crescent have been caused by escaped cattle from Greenway Farm. The farmer and land owner have been notified.

**5. Use of Recreation Ground**

a) The Committee was asked to consider Kate Beaumont's request to hold a 'Boot Camp' fitness class on the recreation ground or on the tennis court if the ground is wet.

Topics discussed during the consideration of this item were as follows:

- The fitness class would be once a week for one hour.
- The maximum people attending this class would be 25.
- If there was a demand, then the class may be increase to two or three a week.
- Ms Beaumont holds all the relevant qualifications and has all the appropriate insurances.
- Concerns were raised over the wear and tear of the ground. Ms Beaumont will need to be advised that she would be responsible for any damage caused to the ground by her class.

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- Concerns were raised over the use of the tennis courts, as these are used all year round by members of the community.

**RESOLVED to RECOMMEND** that Ms Beaumont is granted permission to hold a 'Boot Camp' style fitness class on the recreation ground subject to the following conditions

- i) That the grassed area on the recreation ground is used once a week for 1 hour.
- ii) That any damage caused by the class will be Ms Beaumont's responsibility.
- iii) That two of the tennis courts can be used if available on the day, for a period of one hour
- iv) That the Council will charge a fee of £2.00 per person (attending the class), but with a maximum charge of £20.00 per hour.

**b)** The Committee was asked to consider the request from the British Veterinary Nursing coordinator to hold at Fun Dog Show at the recreation ground to raise money for the charity the 'Horse Trust'.

The show would be held on a Sunday in May.

**RESOLVED to RECOMMEND** that the Council will grant permission for the British Veterinary Nursing Association to hold at Fun Dog Show at West Crescent on a Sunday in May 2013, to raise money for their charity of the year, the 'Horse Trust'

**6. Layout Plan for the funfair**

The Committee was asked to consider and approve the proposed layout for the funfair on Brittens Field in June.

Topics discussed during the consideration of this item included the following:

- It has been confirmed that the funfair will be in Ilminster from 16<sup>th</sup> to 22<sup>nd</sup> June 2013
- Concerns were raised over the safety of member of the public, as a cricket match is scheduled to be played on Saturday 22<sup>nd</sup> June 2013. It was agreed that if the small layout plan was used, the rides and cricket match would not interfere with each other.
- The new access to the medical centre should be completed by the time the funfair arrives so the side entrance near Brittens Field will not be in use by traffic to the surgery.
- Deposit and fees for the use of the recreation ground were discussed and a proposal was made.

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**RESOLVED to RECOMMEND** that

- i) the Council accept the small layout plan for the funfair in June
- ii) the refundable deposit paid by Herberts to use the recreation ground for the funfair remains at £400
- iii) The fee for use of the recreation ground will be increased to £375.

**7. Maintenance work on the cricket pavilion**

The Committee was asked to consider a request from Ilminster Cricket Club for the Town Council to fund the purchase of paint and guttering for the refurbishment of the exterior of the cricket pavilion

Topics discussed during the consideration of this item were as follows:

- As per the licence, The Town Council is responsible for the maintenance of the cricket pavilion and therefore will need to obtain 3 quotations for the cost of the paint and guttering.
- Health and safety of the volunteers will be covered by the Cricket Club's insurance.
- The window that will be installed where the scoreboard is now will have Perspex instead of glass.

**RESOLVED to RECOMMEND** that

- i) the Council give permission for the Cricket Club to remove the old scoreboard and replace it with a window.
- ii) the Town Clerk obtains at least 3 quotations for the price of guttering and paint for the cricket pavilion and has delegated authority to purchase the best value materials at a cost not exceeding £300.

**8. Market Town Investment Group**

The Chair of Open Spaces updated the Committee on matters discussed at the Market Town Investment Group.

- The group is looking at the theme 'Facelift'
- Improvements need to be made to the entrance to the town from the Tesco's car park. The group has made contact with the developers of the derelict site and is discussing how to adapt the fencing and make improvements.
- To enhance the area further, planters could be installed in this location, along with some in Ditton Street and at 'The Triangle'.

**9. Planting of the land known as 'The Triangle'.**

The Committee was asked to consider the Council taking over the maintenance of the planters on the land known as 'The Triangle'.

Discussions regarding this matter included the following:

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- The Town Council has been approached by a local business regarding sponsorship planting.
- MTIG have money available which the Council could bid for to purchase new planters.
- The Town Clerk is currently checking with Somerset County Council to see if this area is owned by them and will report back to Councillors when a reply has been received.
- Improvements are needed for the site, and local business sponsorship is a good idea.
- The two schools in Ilminster could also be involved in planting this area and the Swan precinct.

**RESOLVED to RECOMMEND** that the Town Council makes a bid to the Market Town Investment Group for planters for the area known as 'The Triangle'.

**10. Ilminster Angling Club – Carp in the canal**

The Committee was asked to consider Ilminster Angling Association's request to introduce approximately 200 small carp to the canal.

Discussions included the following:

- The Carp are F1 Carp and will grow to a maximum of 9 inches in size.
- The Town Clerk has been informed by a F1 Carp fishery that this type of Carp needs to be introduced to enclosed still water that has the weeds under control.
- The Angling Club was not given a written document from The Environment Agency only approval over the telephone.
- The Angling Club will continue to rake the weed to keep it manageable for the Carp to eat and will maintain the outlet pipe grill. It is in their best interest to carry out routine weed maintenance to keep the fish alive.

**RESOLVED to RECOMMEND** that the Council allow the Ilminster Angling Association to introduce 200 F1 Carp to the canal under the following conditions:

- i) that the weed maintenance is carried out regularly to prevent the fish from dying and to prevent the outlet pipe from becoming blocked.
- ii) that the outlet pipe grill is maintained by the Angling Association.

**11. Judges for the Scarecrow Competition**

The Committee was asked to appoint judges for the scarecrow competition.

The judging will take place between midday on 6<sup>th</sup> June to midday on 9<sup>th</sup> June 2013

Councillor Swann had informed the office prior to the meeting that he would like to volunteer as a judge.

Councillors Vijeh and Lawson also volunteered.

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**12. Water Supply at the Cemetery**

The Committee was asked to consider providing an additional water tap at the cemetery.

Topics discussed during the consideration included the following:

- The water supply is needed for the far end of the cemetery as the shelter which had the water butts has fallen down
- The trench for this supply will hopefully be dug out at the same time the cemetery wall is being removed.

**RESOLVED** that the Town Clerk obtains quotations for a new water supply for the cemetery.

**13. Cemetery Lodge Tenancy Agreement**

The Committee was asked to consider recommending the renewal of the cemetery lodge tenancy agreement with the current tenants.

Discussion regarding this topic included the following:

- The agreement has to be signed each year.
- The Town Council is required to give 2 months notice to end the tenancy.
- The Council is content with the current tenants
- There has not been any movement with the cracks on the outer wall of the lodge. The cracks were probably due to settlement and therefore the minor internal cracks can now be filled.

**RESOLVED** that the Town Clerk obtains quotations for the repairs to the minor internal cracks of the cemetery lodge.

**RESOLVED to RECOMMEND** that the Town Council renews the cemetery lodge tenancy agreement with its current tenants.

**14. Removal of Cemetery Wall**

The Town Clerk provided an update on matters discussed with the Council's Insurers.

An order has been raised to dismantle the cemetery wall and the Town Clerk is awaiting a date when these works will start.

The chosen contractor gave the best value quotation, which was discussed with the Chairpersons of both the Open Spaces and Finance & Policy Committees.

He has also been given excellent references.

The Town Clerk will update the Committee once the work commences.

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15. **Ground works at the recreation ground.**

a) The Committee was asked to consider the quotations received for the land drainage work to the area between the football ground and The Mead.

Discussions included the following:

- The quotations are for a herringbone design drainage system.
- The Committee was satisfied with the lowest quote on the understanding that 40mm stones are used instead of 20mm stone to assist with drainage.
- The area outside the Warden's workshop cannot be done at the same time as this work because it is on hold until the recreation review has been agreed.

**RESOLVED to RECOMMEND** that the Town Clerk has delegated authority to accept the lowest quotation for the drainage work to be carried out to the area between the football ground and The Mead on the understanding with the Contractor that 40mm stones are used instead of 20mm stones.

b) The Committee was asked to consider the quotations received for work to the entrance of the area between the football ground and The Mead.

The contactors have all suggested that if the drainage works in point a) were carried out, there may not be a need to do anything with the entrance, as the ground will dry out.

The Committee therefore decided to postpone this project until the drainage work has been done.

The meeting closed at 22:00hrs

Chair's signature and date

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