

ILMINSTER TOWN COUNCIL

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Town Clerk: Joy Norris



27 May 2014

A meeting of the **OPEN SPACES COMMITTEE** will take place on **Tuesday 3 June 2014** in the Council Chamber, Council Offices, North Street, Ilminster at 19:30hrs

The public are welcome to attend this meeting.

Before the meeting formally starts members of the public are able to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides an extension of time is appropriate. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Meeting Administrator at least 5 minutes before the scheduled start of meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting however a note will be made of matters raised and a record included at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports or visit the Town Council's website www.ilminster.gov.uk

Joy Norris
Town Clerk

OPEN SPACES AGENDA

1. **Apologies for absence.**
To receive apologies for absence from Councillors unable to attend the meeting.
2. **Declarations of Interest.**
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of interest.
3. **Appointment of Vice-Chair**
To appoint a Vice-Chair of the Open Spaces Committee
4. **Minutes.**
 - a) To confirm the minutes of the meeting held on 22 April 2014 as a correct record. (Attached)
 - b) To consider the action list relating to the Open Spaces committee. (Attached)

- 5. Wardens Report.**
To receive the report from the Senior Open Spaces Warden about recent open spaces activities in Ilminster. (To follow)
- 6. Volunteer Policy**
To consider the draft documentation relating to volunteers and make recommendations to Council regarding adoption and implementation. (To follow)
- 7. Update from the Open Spaces Review Group (OSRG)**
To receive an update from the Chair of the Open Spaces Review Group and to consider and discuss any recommendations and suggestions emanating from recent OSRG meetings.
- 8. Ground Conditions on the Wharf Lane Recreation Ground**
To discuss grounds maintenance options for areas of heavy use namely: The Sports Club access; the football goal mouths on the informal pitch near the children's play area; outside the Cricket Club store; outside the Wardens' Workshop.
- 9. Request to use the Recreation Ground for activities for Young People**
A request has been received to use the Recreation Ground for activities for young people. (To follow)
- 10. Herne Hill Accessibility**
To consider the provision of an additional route section which will improve accessibility of the existing paths on Herne Hill. This will be an oral report.
- 11. Seat / Bench Donations**
When a seat / bench is donated the actual cost of obtaining the seat / bench is currently charged. The Committee is asked to decide if in addition A) a charge should be made for seat / bench installation and B) a small levy should be charged towards future maintenance costs.
- 12. Time Capsule**
To consider possible locations for the burial of the Brownies centenary time capsule
- 13. Winterhay Lane Recreation Ground Perimeter Fence**
To consider the approval of replacing damaged fencing, as previously agreed, taking into account the revised estimate. (To follow).
- 14. Financial Comparison**
To receive information about the Open Spaces expenditure and commitments to date when compared with the 2014/15 budget. (Attached)