

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	09.12.14 Minute 166	Wardens Report	Write to Angling Club asking them to install grill as previously agreed and advise that if they have taken no action within 2 weeks of the date of the letter the town Council will do it and charge the Angling Club for the work	Town Clerk	
2	09.12.14 Minute 167	Circus Visit	Advise all-human circus of fees	Admin Officer	Complete 10.12.14
3	09.12.14 Minute 168	Financial Comparison	Advise Councillors of 563/3 why water overspent; 585 breakdown of expenditure; where cemetery wall legal fees allocated	Deputy Town Clerk	Email sent to Councillors with explanation Complete
4	09.12.15 Minute 171	Charges for fitness classes on the Wharf Lane Recreation Ground	Write to facilitator re charges and usage	Town Clerk	
5	30.09.14 Minute 150a	Standards of Grave Digging	Contact local undertakers who use the cemetery to inform them that unless all the Town Council's criteria regarding grave digging are met they will not be able to use the cemetery	Town Clerk	Meeting held with one of the undertakers
6	26.08.14 Minute 137	Skatepark	Seek advice re fencing, surfaces and safety issues		

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
7	29.07.14	Public Participation	Investigate erecting notices to discourage feeding the ducks and to take litter home	Town Clerk	
8	29.07.14	Public Participation	Write to Angling Club regarding rats	Town Clerk	
9	29.07.14 OS 125	Cemetery Signage	Write to undertakers who use the cemetery regarding standards of grave digging	Town Clerk	
10	29.07.14 OS 125	Long grass - slope to Ridge Path	Find farmer /organisation to cut and remove long grass before autumn	Senior Open Spaces Warden	Contractor identified
11	22.04.14 OS Minute 94	Herne Hill Management Plan	RESOLVED that the draft Herne Hill Management Plan is agreed in principle with the inclusion of information on: a) How the 'Hill' is an area of outstanding nature beauty b) The importance of the 'Hill' to the town c) How the 'Hill' will be protected.	Deputy Town Clerk	
12	22.04.14 OS Minute 96	Cemetery Wall Maintenance	RESOLVED that all the maintenance work to the cemetery walls is completed and this work will be funded from the cemetery walls reserves fund and the seat and bins reserves fund at a cost not exceeding £3613. Funded from : £2000 from R&P Cemetery walls (line 127) £806 R&P Seats (line 46) £807 R&P litter bins (line 51)		1) Order raised for the work to be done 02.05.14 2) Work started and will be done gradually during 14/15 financial year
13	11.03.14 OS	Member of the Public's question	Notify member of the public what the plans are for the area of land between the natural spring and The Incline once they are know – Name and address in folder	Town Clerk	Nothing on the Recreation review Master Plan effects this area

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
14	10.09.13	O.S Recs – Herne Hill Advisory Group	RESOLVED that the wood chippings on the bottom path at Herne Hill are removed by a digger at a cost not exceeding £450 and that the expenditure for this work will be allocated to budget heading 561/8.		1) Order raised on 17.09.13 2) Work started but had to be delayed until the spring due to the slippery pathways. 3) Clearance work completed spring 2014, paths now need levelling, and seeding
15	Town Council 30.07.13	Market Town Investment	RESOLVED that: i) that the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind. ii) that the Town Council develops a sponsorship policy. iii) that the Town Council actively seeks sponsorship from businesses in the town. that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.		1) Flower Troughs on Canal Way put in place mid June 2014. 2) Flower Troughs on Strawberry Bank put in place beginning July 2014 Belfast Sinks still to be refurbished by SSDC
16	OS 21.05.13 (approved at full council 18.06.13)	Removal of metal balance beam	Resolved that i) the metal balance beam at the Children’s play area is removed due to health and safety reasons. ii) the Open Spaces Wardens replace the metal balance beam with a wooden balance beam to be designed and constructed by the Wardens.		1) The Senior Warden is looking at different options to replace the metal beam On hold until the Rec Review is completed.

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
17	OS 23.04.13 (approved by Council 07.05.13)	Ilminster Angling Association's request	Resolved that the Council allow the Ilminster Angling Association to introduce 200 F1 Carp to the canal subject to the following conditions: i) that the Angling Association provide, install and maintain, at their cost, a grill structure to a design to be approved by the Town Clerk who will take advice from the Environment Agency ii) that the weed maintenance is carried out regularly to prevent the fish from dying and to prevent the outlet pipe from becoming blocked.		<ol style="list-style-type: none"> 1) In process of speaking to the Environment Agency 2) Town Clerk has spoken to EA. 3) Maximum 1" spacing between bars to stop the fish from escaping. 4) Before licence is given out the EA will need to inspect and approve the grill. 5) EA will give us suggestions as to the design and contractors who may be able to offer advice. Emailing us back w/c 02.09.13 6) Chased again on 17.09.13 – should hear back next week 23.09.13. 7) Phone conversation with EA on 24.09.13. They are sending information about the screening suitable and appropriate for Ilminster canal. It is likely that they will require a site meeting where stock and screening requirements can be discussed in context. 8) Site meeting on 11.10.13 with EA and Angling Association

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
					9) Site meeting held with Environment Agency 11.10.13 10) Grill design agreed, Angling Club to organise installation and EA will check installation before approving fish transfer 11) Following Councillors Walkabout on 15 July Deputy Clerk contacted Angling Club to flag concerns about the work undertaken to date. 12) 13.10.14 Angling emailed to say that the work which has been done does not reflect the agreed drawing
18	OS 31.01.13 30.09.14 Minute 149	Workshop Entrance Item 10	Town Clerk to approach Cricket Club to see if they will contribute towards the cost of replacing the surfacing outside the workshop entrances <ul style="list-style-type: none"> • Prices obtained for the work needed to be done for the area outside the Cricket Club's entrance • Need to obtain more up to date quotes for all the areas that need new matting surface • Need to obtain quotes for concrete to be laid instead of matting • Arrange for the Committee to view other local areas that use this matting • Find out the life expectancy of the matting 	Town Clerk	03.06.14 meeting Resolved to get estimates for grasscrete to widen the path to the Warden's Workshop, entrance to Warden's Workshop and Cricket Store Specification being prepared On OS Agenda 30.09.14 Councillor Working Group to draft specification and present it to Cttee for approval. On agenda for 28.10.14.

Open Spaces Action List Updated 20.01.15.

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
19	O.S 11.12.12	Safety Surfaces	Need to measure the area at the side of the skate park and obtain quotes	Deputy Town Clerk / Senior Open Spaces Warden	1) Waiting for measurement. 2) Measurements rec'd – awaiting quotes 3) Rec'd prices but now need to include other smaller areas. 4) Waiting for sizes of all areas from Tony 5) Sizes received – Working out how much to order and which will work out as the cheapest (as at 02.08.13) On hold until we have received the Open Spaces Review masterplan