

Agenda No 3a

Minutes of the **Open Spaces Committee** held in the Council Chamber, North Street, Ilminster on Tuesday 27 February 2018 at 7.30pm

Present:

Chairman: Cllr S Shepherd

Councillors: P Burton, J Fowler, M Gunn, M James, I Mackillop, A Shearman, R Swann and T Walker.

In Attendance:

Officers: Miss J Norris (Town Clerk), Mrs D Salt (Administration Officer (Information)) and Mr G Taylor (Open Spaces Warden)

OS139 Apologies for Absence.

Apologies for absence were received from Cllrs Dewick, Fagan, Keitch and Walker.

OS140 Declarations of Interest.

Councillors made Declarations of Interest as detailed in the table below

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
Cllr S Shepherd	Agenda 7 Funding a Footpath Between The Shed and Canal Way	145	Secretary of the cricket club	Personal	None
Cllr J Fowler	Agenda 7 Funding a Footpath Between The Shed and Canal Way	145	Member of the cricket club	Personal	None

OS141 Minutes.

- a) The draft minutes of the meeting held on 30 January 2018 were presented for confirmation.

RESOLVED that the minutes of the meeting held on 30 January 2018 be confirmed as a correct record.

- b) The action list relating to the Open Spaces committee was considered.

Issues raised during consideration of this agenda item included:

- The Lost property policy will go to the next Town Council for formal acceptance.
- Ilminster Lions are advertising that they are holding a fate in co-operation with Ilminster Football Club on Britten's Field; no request has been received for permission, the Town Clerk will investigate this.
- Posters are being designed to advertise for members of the Rec Users Group and a letter is being drafted.
- Several local cleaning companies have been contacted to inform them that the Town Council is tendering for a new toilet cleaning contract. Please be aware that there may be people walking around the public toilets with clipboards. There has been some interest from local companies.

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- South Somerset District Council employ an Enforcement Warden who has duties relating to dogs and dog fouling. Any Councillor who becomes aware of a problem should contact one of Ilminster's District Councillors.
- The district council would use a Public Spaces Protection Order if it needed to introduce any restrictions on dogs / dog users e.g. dogs must be on leads at all times within any of its open spaces
- The grant from South Somerset District council for £750 towards the Herne Hill information boards has been approved. The Town Clerk has arranged a meeting with the supplier to start the process of designing the boards.

RESOLVED to note the Office Action List.

OS142 Police Report.

There was no police report and no policing matters were raised or reported.

OS143 Open Spaces Team Report.

The Open Spaces Team reported recent open spaces activities in Ilminster. Highlights of the report included:

- Cutting the football pitches when ground conditions and weather permits
- Fallen tree in Britten's field removed
- Wood chippings put down in entrances to the Wharf Lane Rec where it was getting very muddy
- Both Wardens are attending a 3 day first aid course 27Feb - 1Mar
- Herne Hill there is evidence of some small camp fires but they all seem to have been carefully prepared and left in a safe manner.

OS144 Financial Monitoring.

Information about the Open Spaces Committee, income, expenditure and commitments compared with the 2017/18 budget was considered.

Issues raised included:

- There is currently an estimated overall open spaces deficit of £22,000. This will need to be covered from unallocated reserves and ear marked reserves.
- Councillors need to give careful consideration to how it may be possible to reduce the deficit

RESOLVED to note the report

OS145 Funding a Footpath Between The Shed and Canal Way.

The Town Council has agreed in principle to the construction of a footpath between The Shed and Canal Way, with materials being purchased by the Town Council and the labour being provided Ilminster Cricket Club. The Committee was asked to identify the budget(s) to be used for the expenditure.

RESOLVED to defer the item until further information has been supplied by the Cricket Club

OS146 Review cemetery fees.

The schedule of fees for the New Road cemetery was considered.

Issues raised included:

- Income is a little more than expected
- The Town Council has been able to buy back some plots
- The possibility of charging an extension fee to extend the Exclusive Right of Burial – as this can be done at 5 year intervals (up to a maximum of 50 years) an administration charge could be made for time an ERB was extended.
- It is the intention to review burial fees each year in the autumn in order to prepare for the following year's budget.

RESOLVED to make no changes to the existing schedule of fees.

The meeting closed at 20.02hrs