

Open Spaces Action List Updated 22 August 2017

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	23.05.17 OS85	Cemetery – Plot Maintenance Service	To offer the plot maintenance for the two existing requests	Town Clerk	Offer made and has been accepted and implemented
2	23.05.07 OS86	Summer Planting	Order for summer planting has been placed	Town Clerk	Order placed and plant received
3	23.05.17 OS87	Vibration testing of Open Spaces equipment	To place the order for vibration testing and noise assessment	Town Clerk	Testing session conducted June 2017
4	23.05.17 OS89	Dog Survey	<ul style="list-style-type: none"> i) An L shaped fence around the existing toddlers and children's play area ii) Town council to provide 3 extra dog bins iii) Request 2 dog bins from SSDC iv) Purchase "Pooh Fairy" Posters 	Town Clerk	Dog bins have been ordered; "pooh fairy" posters have been put up
5	11.04.17 OS71	Request to Use Britten's Field	Write to Football Club	Town Clerk	
6	22.11.16 OS55	Herne Hill – Implementing The Management Plan	Prepare a report / presentation on possible projects and the management of Cleaves Close	Senior Open Spaces Warden	
7	29.03.2016 OS77	Sign Posts and Information Boards for Herne Hill	RESOLVED to proactively work with the Herne Hill Advisory Group to draft a scheme for information boards and way markers; bring back to council for approval to enable prices to be sought.	Herne Hill Advisory Group/Deputy Clerk	19.08.16 Temporary Open Spaces Warden has started work on drafting sign-posting scheme. Potential sources of funding being explored

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					Wood for waymarkers has been obtained via free of charge reclamation Waymakers have been purchased The Open Spaces Team have started erecting the waymark posts Waymarkers installed, noticeboards on agenda for August meeting.
8	26/01/2016 OS59	Advertising on Town Council Property	RESOLVED to defer a decision to enable a policy to be drafted for consideration at a future meeting	Town Clerk	
9	26.05.15 Minute 7	Natural / Wildlife Encouragement Areas	RESOLVED (i) To regularly cut or strim the grass parallel with the Canal so that it is kept tidy (ii) That the grass on the slope from Britten's Field towards the Ridge Path and Herne Hill should be left to grow during the summer (iii) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill to encourage butterflies (iv) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field	Senior Open Spaces Warden	Area of slope is approx. 3 ¼ acres. Advice sought from ITC Plant supplier: Would need to clear any area for planting of existing growth and then rotovate before planting. Plugs and seeds are available, supplier suggested seed would be the best option and best to implement over a period of 2-4 years.

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			towards the Ridge Path and Herne Hill which could be bought as plugs and planted to encourage further wildflower growth		
10	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)	Deputy Town Clerk/Senior Open Spaces Warden	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 Deputy Town Clerk establishing timeframe for work to be undertaken Work should commence 01/09/2015 on SW wall (next to Lodge) and will be completed within 3 weeks. Work will then start on NW wall (bottom wall) and is expected to take a further 3 weeks. Work started 07.09.15 Work completed on SW wall. Contractor wishes to delay work on NW wall until 2016. OS Team will need to clear vegetation. 19.08.16 Contractor situation and work required to be reviewed. Replacement contractor scheduled to undertake work w/c 15.09.17 Work complete.

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11	Town Council 30.07.13	Market Town Investment Group	<p>RESOLVED that:</p> <ul style="list-style-type: none"> 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. <p>that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.</p>		<ul style="list-style-type: none"> 1) Flower Troughs on Canal Way put in place mid June 2014. 2) Flower Troughs on Strawberry Bank put in place beginning July 2014 3) Summer and Winter planting of flower troughs on Strawberry Bank to be planted by SSDC in 2015/2016 4) Sponsorship Policy agreed 5) Belfast Sinks still to be refurbished by SSDC <p>19.08.16 Flower troughs now retrieved from SSDC; Belfast Sinks will be collected from Strawberry Bank by ITC Open Spaces in order to assess condition.</p> <p>MTIG Rep requested to ascertain current situation regarding landscaping of roundabouts, the Triangle and the top of North Street.</p>