

Open Spaces Action List for 30 January 2018 Open Spaces Committee Meeting
Updated 24 January 2018

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	OS134 & OS135 28.11.17	Requests to Use the Rec	Update the scheme of delegations regarding granting permissions to use the Rec & Britten's Field	Town Clerk	
2	OS134 28.11.17	IMEx request to use the rec 10.06.18	write to IMEx to advise permission granted	Town Clerk	
3	OS135 28.11.17	Ilminster Sports Club Ltds request to use Britten's Field 04.11.18	write to ISCL to advise permission granted	Town Clerk	
4	OS136 28.11.17	Rec Users Group	RESOLVED (i) To recommend to Council that the sketch plan of the play area be approved as a working plan. (ii) That an "advert" is published for members of the public to sit on the Rec Users Group. (iii) That the Users Group is asked to consider and make recommendations about the phasing of the paths and play area.	Town Clerk	(i) Town Council approved the sketch plan as a working plan (ii) Update on convening the Users Group on Jan OS agenda
5	OS121 28.11.17	Herne Hill	RESOLVED (i) that the Herne Hill Management Plan is amended to meet the	Town Clerk	i) Town Council have endorsed the plan to apply for Herne Hill to be

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			<p>requirements of Natural England for designation of a Local Nature Reserve.</p> <p>(ii) That an application for designation of Herne Hill as a Local Nature Reserve is made.</p> <p>(iii) That the Town Council is requested to endorse the Committee's actions and decision to secure the designation of Herne Hill as a Local Nature Reserve.</p>		<p>designated as a Local Nature reserve</p> <p>ii) Work is in progress to amend the Herne Hill Management Plan</p>
6	24.10.17 OS127	Tesco Bags of Help – West Crescent Playground	Undertake consultation with local residents	Town Clerk	
7	26.09.17 OS109	Wharf Lane Rec Toilets – Cleaning arrangements	<p>(i) Seek quotations for toilet cleaning</p> <p>(ii) Cost an in-house cleaning arrangement</p>	Town Clerk	Plans in hand to advertise contract January 2018.
8	26.09.17 OS113	Lost Property Policy	Draft Lost Property Policy	Town Clerk	On January 2018 AOS Ctte Agenda
9	23.05.17 OS89	Dog Survey	<p>i) An L shaped fence around the existing toddlers and children's play area</p>	Town Clerk	Dog bins have been ordered; "pooh fairy" posters have been put up Dog bins have been installed.

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			<ul style="list-style-type: none"> ii) Town council to provide 3 extra dog bins iii) Request 2 dog bins from SSDC iv) Purchase "Pooh Fairy" Posters 		22.01.18 SSDC have been phoned regarding 2 additional dog bins, response awaited
10	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	<p>19.08.16 Temporary Open Spaces Warden has started work on drafting sign-posting scheme.</p> <p>Potential sources of funding being explored</p> <p>Wood for waymarkers has been obtained via free of charge reclamation</p> <p>Waymakers have been purchased</p> <p>The Open Spaces Team have started erecting the waymark posts</p> <p>Waymarkers installed, noticeboards on agenda for August meeting.</p> <p>ITC contribution of £750 approved 22 August 2017.</p> <p>Grant form obtained from SSDC</p>
11	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	

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12	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 towards the Ridge Path and Herne Hill which could be bought as plugs and planted to encourage further wildflower growth	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.
13	Town Council 30.07.13	Market Town Investment Group	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.		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

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			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.		4) Sponsorship Policy agreed 5) Belfast Sinks still to be refurbished by SSDC 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. MTIG Rep requested to ascertain current situation regarding landscaping of roundabouts, the Triangle and the top of North Street.