

**Open Spaces Action List for 11 September 2018 Open Spaces Committee Meeting
Updated 11 September 2018**

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	26.06.18 OS181	Hand Rail - Cemetery	Research costs of installing a handrail alongside the wall from the cemetery lodge to the toilet	Senior Open Spaces Warden	
2	27.03.18 OS153	Sponsor Signs	Write to ISCL & ITFC regarding permission for the sponsor signs	Town Clerk	
3	OS155 27.03.18	Weedkilling quotations	(i) Find out if bees will be affected by the proposed weed killer (ii) raise a purchase order	Town Clerk	The pesticides to be used are all bee friendly. This work will be carried out in the Autumn 2018. This was chased up 10.09.18
4	OS156 27.03.18	Winterhay Lane Replacement Springer	Order Springer, matting & installation	Town Clerk	The order has been raised and emailed for the springer and for its installation. This was followed up on 03.09.18
5	OS 158 27.03.18	Skatepark Graffiti	Investigate feasibility of running a graffiti workshop	Cllr Gunn	
6	OS121 28.11.17	Herne Hill	RESOLVED (i) that the Herne Hill Management Plan is amended to meet the requirements of Natural England for designation of a Local Nature Reserve. (ii) That an application for designation of Herne Hill as a Local Nature Reserve is made.	Town Clerk	i) Town Council have endorsed the plan to apply for Herne Hill to be designated as a Local Nature reserve ii) Work is in progress to amend the Herne Hill Management Plan 06.09.18 SSDC resolved to support the designation and

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			(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.		delegated making the declaration to Ilminster Town Council. 10.09.18 Contact with Natural England requesting information on next steps.
7	24.10.17 OS127	Tesco Bags of Help – West Crescent Playground	Undertake consultation with local residents	Town Clerk	(i) Homes identified to send letter to around the surrounding area. (ii) Consultation letters hand delivered to homes in the surrounding area and put on ITC website consultation page. Closing date for responses 30 April Purchase of new equipment on OS agenda for 26.06.18 New equipment ordered 27.06.18 Installation scheduled for week commencing 24.09.18
8	26.09.17 OS109	Wharf Lane Rec Toilets – Cleaning arrangements	(i) Seek quotations for toilet cleaning (ii) Cost an in-house cleaning arrangement	Town Clerk	Plans in hand to advertise contract January 2018. Initial expressions of interest sought week commencing 19.02.18, quotations forms to be returned mid April Resources Committee agreed acceptance of quotation New contract commenced

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9	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	<p>Dog bins have been ordered; "pooh fairy" posters have been put up Dog bins have been installed. 20.02.18 SSDC will not fund two extra bins, the Town Council would have to purchase the bins and install them, would need to check SSDC capacity to empty bins before proceeding. Recommended to buy dual purpose bins.</p>
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. Potential sources of funding being explored 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. ITC contribution of £750 approved 22 August 2017. Grant form obtained from SSDC 19.02.18</p>

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					Grant approved by SSDC, work in progress to design boards
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	
12	26.05.15 Minute 7	Natural / Wildlife Encouragement Areas	<p>RESOLVED</p> <p>(i) To regularly cut or strim the grass parallel with the Canal so that it is kept tidy</p> <p>(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</p> <p>(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</p> <p>(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</p>	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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13	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>