

Minutes of the **Open Spaces Committee** held in the Council Chamber, North Street, Ilminster on Tuesday 11 April 2017 at 7.30pm

### **Present:**

Chairman: Cllr S Shepherd

Councillors: D Belobaba, P Burton, R Drayton, J Fagan, V Keitch, D Kinder, I Mackillop, A Shearman, R Swann and T Walker.

### **In Attendance**

Officers: Mrs. D Speed (Deputy Town Clerk), Mr A Willis (Senior Open Spaces Warden),

**One member of the public attended the meeting.**

### **OS66 Apologies for absence.**

Apologies for absence were received from Councillors Fowler, James and Sothern

### **OS67 Declarations of Interest.**

No Declarations of Interest were made regarding any of the agenda items.

### **OS68 Minutes.**

a) The draft minutes of the meeting held on 31 January 2017 were presented for confirmation.

**RESOLVED** that the minutes of the meeting on 31 January 2017 be confirmed as a correct record.

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

The following issues were raised during discussion of this item:

- The hydraulic pump on the tractor had been repaired
- The waymarker posts for the trails on Herne Hill were ready to be put in place.
- An application had been made for playground equipment for West Crescent to Tesco Bags of Help.

### **OS69 Police Report**

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

### **OS70 Wardens Report.**

Councillors received the report from the Senior Open Spaces Warden about recent open spaces activities in Ilminster. The Senior Warden highlighted several activities and issues including:

- Sowing of grass seed Britten's Field & West Crescent
- Removal of Spanish bluebells completed
- Steps on Herne Hill completed
- Cleaned pathways at Minster ready for Easter services.
- Mowing weekly plan
  - Cemetery Mondays & Tuesdays
  - Recreation Ground Wednesday & Thursday
  - The Minster, Winterhay Recreation Ground, Football pitches & Cricket ground Fridays

- New agency worker commenced 10<sup>th</sup> April, working 5 days a week.

#### **OS71 Requests to use the Britten's Field Recreation Ground.**

a) Councillors considered a request from the Football Club to use Britten's Field recreation ground on Saturday 24 June 2017 for a Families Day. The main event will be Zorb 5-a side football. There will also be food and other stands including a Marketplace which will have local arts and craft stalls. There will also be an inflatable play area – bouncy castle etc.

**RESOLVED** to allow the Football Club to use Britten's field on the 24<sup>th</sup> June 2017.  
The Clerk to advise the club to use hazard tape and stakes to form a pathway for dog walkers etc along the edge of the field.

b) Councillors considered a request from the football club to use the Britten's Field recreation ground on Sunday 5 November 2017.

#### **RESOLVED**

- (i) to allow the football club to use Britten's Field on the 5<sup>th</sup> November 2017.
- (ii) The Town Clerk to advise the football club of complaints made by members of the public at last year's event about the attitude of those setting up the event towards members of the public.

#### **OS72. Demolition of the Standing Stand and Tea Room.**

Councillors considered the price the contractor, who is demolishing the grandstand, had given to remove both the Standing Stand and Tea Room. The price is dependent on the demolition taking place while the Contractor is on site to demolish the Grandstand.

#### **RESOLVED**

- (i) to suspend Financial Regulations as Councillors agreed further quotations need not be sought in order to take advantage of the reduced costs of undertaking the demolition at the same time as other scheduled work.
- (ii) to place an order with the contractor demolishing the grandstand to demolish the Standing Stand and Tea Room whilst on site to demolish the Grandstand for the cost of £700.00

#### **OS73. Construction of Wash-down Square.**

Councillors considered a price, from the Contractor who is demolishing the Grandstand, to construct the wash-down square outside the Warden's Workshop. The price is dependent on the work been completed at the same time as the demolition

#### **RECOMMENDED TO COUNCIL**

- (i) to suspend Financial Regulations regarding the need to obtain further quotations in order to take advantage of the reduced costs of undertaking the work at the same time as the scheduled work to demolish the grandstand
- (ii) to place an order with the contractor demolishing the grandstand to construct the wash-down square, whilst on site to demolish the Grandstand, for the cost of £5,206 (+VAT)

#### **OS74. Cemetery Plot Maintenance Service.**

Councillors considered charges for providing a plot maintenance service following recent burials where there is no next of kin.

**RESOLVED** that the matter is discussed by the Mayor, Chair and Vice-chair of Open Spaces and the Clerk and a recommendation made to the Committee

**OS75. Cemetery Rules and Regulations.**

Councillors considered updating the Cemetery Rules and Regulations .

**RECOMMENDED TO COUNCIL**

- i) that the timescale for the removal of wreaths and cut flowers is changed from 3 months to 31<sup>st</sup> January. Artificial christmas tributes to be removed after 31<sup>st</sup> January at the discretion of the Open Spaces team.
- ii) Explore options for grave digging and report back to the Committee
- iii) That the rules for Memorial Masons states the need of membership of the National Association of Memorial Masons or the British Register of Accredited Memorial Mason
- iv) Discuss with local Funeral Directors if there is a demand for interments on Sundays and if there is to return this item to the Committee.
- v) Ornaments which can be safely placed on the memorial stone base to allow ease of upkeep of the cemetery. Ornaments to be restricted to one ornament no larger than 25cm by 15cm and one smaller ornament no larger than 15cm by 10cm. If they are deemed to cause problems with the proper maintenance of the cemetery they will be removed and retained by the Open Spaces team and returned on request. Unsightly ornaments or ornaments deemed to be a detriment to the cemetery will be removed

**OS76. Quotation for Weed Killing Wharf Lane Recreation Area and Britten's Filed.**

Councillors considered the quotation obtained for weed killing for Wharf Lane Recreation Area and Britten's Field

**RESOLVED**

- (i) to suspend Financial Regulations as Councillors agreed further quotations would not be sought as efforts had been made to obtain 3 quotations.
- (ii) to place the order with the contractor who has submitted a quotation subject to confirmation that the process is done safely and no harm will be caused to the public or their pets.

The meeting closed at 20:35hrs