

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE **OPEN SPACES & AMENITIES** COMMITTEE HELD IN THE **COUNCIL CHAMBER** AT DITTON COMMUNITY CENTRE ON **MONDAY 17TH JUNE 2024**

PRESENT: CLLRS A WATERS (CHAIR), N NEWMAN, MRS A THROSSELL, A MULCUCK, MRS K NASH, J COX & MRS L COX
MRS N GREENAWAY (CLERK OF THE COUNCIL)
MRS B BENN (ADMINISTRATIVE ASSISTANT)
MRS S CRAIG (BUSINESS ADMINISTRATOR)

81. **OPENING OF MEETING**

The meeting was opened by the Chair at 7.46pm.

82. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs Dearden and Adlington. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.546.

83. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of interest.

84. **ELECTION OF VICE- CHAIR**

Cllr Cox was **PROPOSED** by Cllr Mrs Throssell and **SECONDED** by Cllr Mrs Nash. There being no further nominations Cllr Cox was duly elected Vice Chair of the Open Spaces and Amenities Committee for 2024/25.

85. **FINANCE**

(a) **Financial analysis Month 1**

READ and **NOTED**. It was **NOTED** that the expenditure under code 4059 was the final payment for the MUGA surface replacement.

(b) **Earmarked funds carried over from financial year 23/24**

It was **NOTED** that an amount of £2,500.00 had been used from the Ear Marked Funds to cover the cost of the overseeding and spraying of the recreation grounds as there was not sufficient funds in the current budget. It was explained that Earmarked Reserves are funds to be added to, to build a reserve of funds to be used for future projects or in some cases to cover additional unbudgeted expenditure.

86. ITEMS BROUGHT FORWARD FROM PREVIOUS MEETINGS

(a) Update on all outstanding actions.

Cllr Waters explained that along with the Admin Assistant, he had reviewed all actions created from the minutes of the Open Spaces in the last year, to see if they were up to date. It was **NOTED** the majority of the actions had been undertaken but a few were outstanding including the ranch style fencing at the quarry entrance and along the boundary with the quarry and Acorn Grove footpath. An updated quote of £12500 to replace this has been obtained. It was hoped that the Grounds Staff may have been able to undertake this task, however there are currently staff issues. It was **AGREED** to review this issue in September.

Cllr Mulcuck highlighted that he has previously asked about a bin on the A20 at the corner of Bradbourne Lane. The Admin Assistant explained that she had emailed waste services but had no response from them so far. Cllr Newman suggested this matter be raised with the Borough Councillors.

It was also **NOTED** that the contract to maintain the Junior School grounds had ended but the contract with the Infant School was continuing.

The other outstanding item was to identify a possible location for a replacement Beech tree.

87. QUOTE – NRRG CHANGING ROOMS

The Admin Assistant advised that a quote had been obtained for the changing room repairs of £2600 to repair the external cracks.

Cllr Waters had reviewed the report from the contractor and agreed that the foundations appeared sound. He also drew attention to the drooping gutter and consequent damaged fascia, previously identified as an issue at the OSA meeting in January 2024.

RESOLVED to obtain a new quote to include replacing the damaged guttering and fascia on the building and bring it to the next meeting.

88. MUGA MAINTENANCE

The Administrative Assistant explained that it was recommended that the new MUGA surface should be given a maintenance service by Trevor May every 12 – 18 months in order to maintain its good condition and pro- long its life span at the cost of £388 (current) and this should be included in the budget. It was also noted the surface requires weekly maintenance by the Council's staff.

89. DRAFT STRATEGIES FOR RECREATION GROUNDS

Cllr Waters advised he has drafted some strategies for the maintenance of the recreation grounds and war memorial. It was agreed they should be **READ** and reviewed at the next meeting.

90. **ALLOTMENT MATTERS**

It was **NOTED** Cllr Waters along with Cllr Cox and the Admin Assistant undertook an inspection of the allotments. Cllr Cox confirmed that plots were generally very tidy and well looked after. Cllr Waters commented that there was a need for new plot markers and that the lagging around the water pipe needed to be replaced before the winter. He also asked the Admin Assistant to check the tenancy agreement so see if the responsibility for the maintenance of the grass paths were the responsibility of the council or the tenant.

RESOLVED to get some new number markers for each plot and to replace the lagging around the water pipes.

91. **CHURCHYARD MAINTENANCE**

Cllr Waters advised that he had attended a meeting with the Clerk, Admin Assistant, Grounds Team and the Church Wardens to discuss the maintenance of the church yard. A clear plan of work required by the Church was established and any concerns were discussed and addressed.

92. **GROUND STAFF MATTERS**

It was **NOTED** that the Grounds Team Leader would be leaving the council's employment on 28th June and until another team member was recruited the grounds team would be short staffed. It was **NOTED** the Clerk and Admin Assistant had met with the Grounds Team to review outstanding work and although they were behind with some jobs, most were in hand. It was acknowledged that the large flower beds around the War Memorial needed attention and the hanging baskets should be put up as soon as possible. The meeting agreed that grass cutting was the priority.

93. **CORRESPONDENCE FOR NOTING**

(a) Allotment Gardener magazine.

CIRCULATED and **READ**

94. **CLOSURE**

The meeting closed at 8.30pm

Chairman
8th July 2024

