



Minutes of the meeting of Holbeach Parish Council, Open Spaces Committee, Thursday 23rd February 2023 at 17:30 at Coubro Chambers, Holbeach

	In attendance	Apologies given	Non Attendance
Holbeach Parish Council, Open Spaces Committee	Cllrs: M Murfet, I Hutchinson, & R Flood Clerk: Jan Hearsey	Cllr C Simpson	
Public including Councillors	Cllrs: S Hutchinson & R Stevens		

Chair Cllr M Murfet open the meeting at: 17:35

2022/3-116 Apologies for absence

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

Apologies were received and accepted under the delegated powers of the Clerk from:
Cllr C Simpson

2022/3-117 Declarations of interest. To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items.

None were received

2022/3-118 Minutes-

- a) To resolve to approve as a correct record the notes of the meetings of the Council held on 25th January 2023 and to authorise the Chair to sign the official minutes. – This item was deferred to Full Council as Cllr R Flood did not vote as she was not in attendance at the meeting in question

2022/3-119 Clerks report

- a) To receive a report from the Clerk – see appendix 1

2022/3-120 Carters Park

- a) It was **resolved** to agree the request by the football club for permission to install ball retention nets behind the goals
- b) It was **resolved** to agree the works to the water pipe to cap off but it has to be completed by 31st March 2023
- c) It was discussed and **resolved** to agree the way forward with stump grinding as not required at this time.

2022/3-121– Allotments

- a) To receive an update on the waiting list – The waiting list is exhausted apart from applicants for sites where there is no availability

2022/3-122 – Cemeteries

- a) It was discussed and **resolved** to agree the situation with brass plaques on headstones as, it is not in the policy, therefore no

2022/3-123 – Purchases

- a) It was discussed and **resolved** to agree to recommend to full Council the price for serving the Kubota's as the cheapest quote, the Clerk to check the cost of new blades if required
- b) It was **resolved** to agree the purchase of 40kg of grass seed from Boston Seeds

2022/3-124 – Policies & Documents

- a) It was **resolved** to agree to the new playground inspection forms and they should be used on a monthly basis during the first week of every month and all records to be held at the office.
- b) It was **resolved** to agree the policy reviews as follows:
 - i. Allotment rules & regulations & Allotment application form (the later was proposed, seconded and **agreed** as an amendment to the agenda item)
 - ii. Cemetery rules and regulations
 - iii. Memorial policy and regulations
 - iv. Memorial application form
 - v. Play equipment policy.
 - vi. Scattering of ashes policy
 - vii. Tree and log policy

2022/3-125- Play area inspections.

It was proposed, seconded and agreed to move this agenda item to the end of the meeting and proposed, seconded and **agreed to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted**

- a) To discuss and resolve to agree the way forward with the play inspection reports and to meet with the team to discuss.

2022/3-126- Work scheduling

- a) It was **resolved** to agree the work schedule for the next month as for staff to continue with last months list and the contractor new list as per appendix 2
- b) It was **resolved** to agree not to have a work schedule meeting this month

2022/3-127 –Open Spaces meetings



a) To confirm the next meeting dates of the Committee as 15th March 2023 at 17:30 at Coubro Chambers

Open meeting closed at 18:25

Closed meeting open at 18:26

2022/3-125- Play area inspections.

It was proposed, seconded and agreed to move this agenda item to the end of the meeting and proposed, seconded and **agreed to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted**

b) It was discussed and **resolved** to agree the way forward with the play inspection reports to organise training and to meet with the team on Friday 3rd March at 15:45 to discuss.

Meeting closed at: 16:41

Signed Chair.....Date.....

Appendix 1

Carters Park

The organizer of the food festival is not happy with the “save the date” I have been back to them and explained that provided all the paperwork is in order, then there would not be a problem but we cannot give a definitive yes until we have the required paperwork.

The tarmac has been repaired on the tennis courts

We have received a complaint about the lack of grass in the dog walking area and a request from a parishioner that it is closed for 4-6 weeks to allow for it to be re-seeded

Hall Gate

Just to clarify that the headstones were agreed to be back to back with no gap as there appears to be some confusion.

**Appendix
Parks Team - Works Scheduling – 23/02/2023**

Red	Amber	Green
Repaint Play Equipment CP Relay All Grass Matting CP	Pavilion H&S and Tidy (move to red on wet day)	Put up all Bird Boxes – All Areas Clear Wreathes – both cem’s



<p>Prune Roses CP (how to link sent)</p> <p>Finish removing Ivy etc from trees.</p> <p>Complete Play inspection work (as per priority order of report)</p> <p>Bowls Lawn Maintenance (ongoing)</p> <p>Risk assessments & paperwork (ongoing)</p> <p>Monthly – oil locks</p>	<p>Snip/Remove Fencing Only - Jubilee Garden</p> <p>Battlefields - prep plot for composting</p> <p>Benches Repaint & Re-site CP</p> <p>Fortnightly - visits to Hall Gate</p>	<p>Pressure wash tennis courts</p> <p>Repaint Facia on Bowls Club</p> <p>Replace boarding on Pavilion windows.</p> <p>Move Bench to Hallgate</p>
---	--	--

Contractor - Works Scheduling – 23/02/2023

Red	Amber	Green
<p>Park Rd Cem - raise canopies to 3m near graves</p> <p>Holbeach Bank hedge</p> <p>Area by Dr entrance – raised bed, remove bushes</p> <p>Remove swings & safety surface and level</p> <p>Remove cuttings / waste</p>	<p>Carters Park – relay path near pavilion</p> <p>Clear out sandpit and remove concrete, and make smaller</p> <p>Nature reserve pruning & install new fence.</p>	<p>Spray areas as required (not churchyard)</p> <p>Remove Goal Posts Netherfield</p>