



Minutes of the meeting of Holbeach Parish Council, Open Spaces Committee, Wednesday 19th April 2023 at 17:30 at Coubro Chambers, Holbeach

	In attendance	Apologies given	Non Attendance
Holbeach Parish Council, Open Spaces Committee	Cllrs: I Hutchinson, M Murfet, R Flood, P Howden & C Turner Deputy Clerk: Karen Baxter		
Public including Councillors	Cllr: S Hutchinson		

The meeting opened at: 17:30

2022/3-128 To Elect a Chair for this meeting

Cllr C Turner was elected Chair for this meeting

2022/3-129 Apologies for absence

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

None

2022/3-130 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

2022/3-131 Minutes-

- a) It was **resolved** to approve as a correct record the notes of the meetings of the Council held on 23rd February 2023 and to authorise the Chair to sign the official minutes.

2022/3-132 Clerks report

- a) To receive a report from the Clerk to include update on all areas – see appendix 1
- b) To resolve to agree to a parishioners request for a larger dog poo bin in Market Rasen Way – This item was deferred to the next meeting to visit the site and get costings.

2022/3-133 Carters Park

- a) To review and resolve to recommend to Full Council our preferred supplier for the slide – This item was reviewed and deferred to **Full Council** if the quotes have been received.
- b) To review the paperwork supplied by the organisers of the Medieval Festival
The paperwork was reviewed, and the Clerk is going to make contact to request that a Safety Officer is listed. A meeting prior to the event is to be arranged. Agenda to **Full Council** re access and key.
- c) To review the paperwork from the Food Festival organiser
The paperwork was reviewed. The parking of stall holder vehicles to be addressed. Meeting to be arranged prior to event.

2022/3-134– Allotments

- a) To receive an update on the waiting list – The waiting list was reviewed and sites availability.
- b) It was discussed and **resolved** to agree the options for Callows allotments that the Clerk will contact local companies to price up the land to ascertain the rent.

2022/3-135 – Projects

- a) It was discussed and **resolved** to agree to purchase items required for this financial year's projects and the prices for projects to go on the **Full Council** agenda.
- b) To discuss the offer of play equipment – To agenda to look at funding options at the next Open Spaces meeting

2022/3-136- Work scheduling

- a) It was **resolved** to agree who will represent the committee at the work schedule meeting and the format of this meeting as Cllrs: R Flood and C Turner for the next meeting and review in May, after elections. The format will remain as it is.

It was resolved to agree 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

Open meeting closed at:18:38

Closed meeting opened at:18:39

2022/3-137- Work scheduling

- a) To review work completed by Parks Team and Contractors in the last three months – The works completed by the parks team and contractors was reviewed.
- b) It was **resolved** to agree the work schedule for the next month. Appendix 2

Meeting closed at:19:33



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

Appendix 1

Clerks Report

Carter's Park

There's ongoing work with play equipment maintenance, sand pit needs completing waiting for slide quotes and the wall around park bungalow will need repairing. Some areas of grass are extremely worn due to foot traffic and poor weather and will need some reseeding. Jubilee garden needs weeding and some more plants purchasing as there are some gaps.

Park Road Cemetery

The area has been cut for the first time which took longer than expected. Spraying will need doing .

Netherfield

The grass has been cut recently and the area is looking neat and tidy. Goal posts have been removed ready for new ones to be purchased.

Closed churchyard

The first cut is scheduled for this week. Some of the planters have been tidied and painted. More weeding and tidying needs to be done.

Hall Gate Cemetery

Grass is due for another cut. Roadway needs spraying and trees and laurel need trimming as some branches are overhanging the roadway.

Holbeach Bank

Grass has been cut. Work to play equipment is still outstanding. The fence at the entrance is leaning as the post is rotten and needs attention. The notice board will need replacing as the key has broken in the lock.

All other areas of grass cutting are being cut as per the contract.

We are still awaiting a response from Farmer Education (landowners) regarding Battlefields allotments. The plot allocated for compositing has been cleared but we need to purchase the materials to complete the work.

Appendix 2

Work Scheduling

Parks Team - Works Scheduling – 24/04/2023

Red	Amber	Green
<p>*Top Priorities:</p> <p>*Produce list of all parts needed for play equipment, to comply with inspection.</p> <p>*Test relaying grass matting to work out process (start with piece by children’s gate)</p> <p>Weed and remove tree root around see saw CP</p> <p>Produce list of play inspection work completed so far</p> <p>Remove moss from hard all surfaces.</p> <p>Tennis court maintenance</p> <p>Grass Cutting (Carters Park Only)</p> <p>Bowls Lawn Maintenance (cut 1-2 times per week at 6.5mm)</p> <p>Continue Repainting Play Equipment CP (above 8°C, touch dry 1-2hrs)</p> <p>Complete Play inspection work (as per priority order of report)</p> <p>Risk assessments & paperwork (ongoing)</p>	<p>Spring closure for gate (large) in closed kids area</p> <p>Re edging and weeding boarder near fancy gates</p> <p>Church Yard: Trim bushes near church yard entrance on high street</p> <p>Hallgate: Cut back Laurel and trees overhanging roadway, weed around box hedging in the memorial garden.</p> <p>Park Road: Trim bushes, re edge and weed area in front of chapels.</p> <p>Once tested relay all grass matting Carters Park</p> <p>Pavilion H&S and Tidy (move to red on wet day)</p> <p>Fortnightly - visits to Hall Gate</p> <p>Monthly – oil locks</p> <p>Play inspections of ALL areas - Monthly</p>	