

**Minutes of a meeting of the Shotley Parish Council Open Spaces and Amenities Committee on March 13th 2014 at 7pm in the large committee room at Shotley Village Hall.**

Present: B Nichols (Vice-Chair), G Richens, J Catling, T Ingram, G Richens, and Co-opted members R Cushing and B Powell. Clerk: Mrs D Bedwell.

Also in attendance: Cllrs N Bugg and M William

1. **To receive apologies for absence:** Apologies had been received from Cllr R Wrinch, I Peters, G Pugh and Mrs D Potts.
2. **To receive and consider declarations of interest and requests for dispensation:** Cllr T Ingram declared a pecuniary interest on items 5.8, 5.5 and 5.2.
3. **Open forum for members of the public to speak on items appearing on the agenda:** It was agreed to bring forward item 6. Mr Daniel Heart ran one of the local football teams (Shotley Rangers) and wished to inform the Council about the possibility of purchasing a piece of land in Shotley to be used for sports activities. At present, the team was using the facilities at Holbrook Academy but there were no guarantees that this could continue next year due to the fact that the pitch was being over used. A number of sites had been identified but unfortunately the land owners had not been interested in selling the land.  
  
Mr Hart was advised by members to identify further possible land and start the process of public consultation, in order to gather enough evidence of local support. This process would also be helpful in the completion of funding applications.
4. **Matters to report from previous meetings (items not appearing on this agenda):** Members were reminded to consider areas in Shotley that would benefit from parking restrictions or other changes to existing Traffic Regulation Orders. **Suggestions to be sent to the Clerk so that a formal application could be put together for approval.**
5. To receive updates/reports and to agree any actions (if appropriate) in response to information received on:
  - 5.1 **Stour Footpath Group**
    - 5.1.1 **Sea defences** : Cllr G Richens gave the meeting a verbal report, including: the hole on the footpath (nr gabions) had been filled by the Community Payback Team; there

had been a land slip on the Cliff which had resulted in a blocked path. This had been initially cleared by Cllr G Pugh and later by the CPT; there was now a risk that the surrounding soil could collapse, therefore the Clerk was asked to produce six laminated warning signs, which would be placed near the site; the Stour Footpath Group had suggested engaging and paying for the services of a digger and workmen to clear the footpath and make it safe for use; a suggestion was made that further tree work would also be needed on the Cliff and this would be dealt with in due course.

5.1.2 **Picnic area:** Reported under 5.1.1.

5.1.3 **Heritage Park:** Following the approval of Mr Meacock's quotes for tree works in the Heritage Park, it was confirmed that such works were due to start on March 17<sup>th</sup>. Cllr G Richens and the Clerk had met with Mr N Elliot (Babergh S106) and the feedback received regarding the recent application for funding for the steps on the Cliff had been positive.

5.2 **Bristol Hill Public Conveniences:** It was reported that carrier bags filled with kitchen waste were being left near the toilets.

5.3 **Allotments:** It was reported that a number of tenants had received eviction notifications due to failure to maintain their plot to an acceptable standard. Mr B Powell also reported that the farm hedge near the allotment site was overgrown and was obscuring the vision of traffic to and from the allotments.

5.4 **Play Areas:** The Clerk was asked to instruct Mr A Colwill to re-site the waste bin at the Lloyd Road play area against the fence in an effort to prevent it from being vandalised yet again.

5.5 **Litter Warden(s):** No matters to report.

5.6 **Emergency Plan:** No matters to report.

5.7 **Community Use Project:** No matters to report.

5.8 **To consider response received from Babergh DC re proposals for bin emptying contract:** *Cllr T Ingram left the room.* It was resolved to make a recommendation to full Council that the Babergh contract should remain in place subject to a number of issues being addressed, ie, that Babergh emptied the bins that were currently not being emptied but were on their approved route. The Clerk asked members to consider making a one-off payment to the Gate Litter Warden for the emptying of a number of bins since September 2012, which were not included on their existing contract and for which remuneration had not been received. **The Clerk was asked to prepare a proposal for consideration at the next meeting.** Cllr J Catling suggested that the Parish Council owned dog and waste bins should be numbered for easier identification.

6. **Community Playing Field:** To receive update: Received under item 3 of the agenda.
7. **To allocate sections of PC Risk Assessment document,** which will be considered at the PC meeting: All sections of the Risk Assessment were allocated to members, who would report back at the full Council meeting.
8. **To consider the formation of a Contracts Working Group, to be approved at the PC meeting** (litter warden, wc's cleaning, grass cutting, website editing and maintenance): It was resolved to make a recommendation to full Council that a Contracts Working Group was formed and that it would include all members of OSAC. **Clerk to check with absent members if they were happy to join and Clerk to also prepare Terms of Reference for approval by full Council.**
9. Reports on matters not itemised on agenda/to be included in next agenda: A small number of items were reported by members.

With no further matters to be reported, the meeting ended at 10.05pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_