

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE OPEN SPACES & AMENITIES COMMITTEE HELD IN THE ACORN ROOM AT DITTON COMMUNITY CENTRE ON MONDAY 24th JANUARY 2022

PRESENT: CLLRS J DEARDEN (VICE -CHAIR), MRS G GODDEN, A MULCUCK, MRS A THROSSELL, MR N NEWMAN & MR J LOVER (until 7.25PM)
MRS GEMMA JEFFS [ADMINISTRATIVE ASSISTANT]

301. **OPENING OF MEETING**

The meeting was opened by the Vice - Chair at 7.19pm.

302. **APOLOGIES FOR ABSENCE**

No apologies were received.

303. **DECLARATION OF MEMBERS' INTERESTS**

None received.

304. **ELECTION OF CHAIR**

Cllr Gail Godden was nominated by Cllr Throssell and seconded by Cllr Lover. There being no further nominations, Cllr Godden was duly elected Chair of the Open Spaces and Amenities Committee for 2022/2023. It was **AGREED** that Cllr Dearden would continue to Chair this meeting.

305. **FINANCE**

(a) Financial Analysis Month 8

Cllr Newman questioned when the tree work is to be carried out as the budget for Trees and Planting still had funds available.

RESOLVED The Administrative Assistant advised a quotation had been sought and work will be carried out before the new financial year begins.

306. **MATTERS ARISING FROM PREVIOUS MEETINGS**

Cllr Dearden explained a meeting had taken place with the groundstaff team during last week and the traffic light work schedule was issued for work to be carried out within the agreed time limits. It was **NOTED** the team meeting should take place every two weeks, It was **AGREED** that Committee members should be in attendance, so they can inform the rest of the Committee. Cllr Newman proposed that groundstaff would only be invited to attend the evening committee meetings if work wasn't able to be reported by the traffic light system and this should be trialled and reviewed in six months. Cllr Throssell seconded this and all Committee members were in agreement.

307. **RECREATION GROUNDS MATTERS**(a) Ditton Minors tournament – June 2022

It was **READ** and the tournament date and requirements requested by Ditton Minors **NOTED**. It was **AGREED** that the Sporting Event Fee still stands and this is £250.00 per day. No car park charging is permitted, portable toilets will need to be ordered and used at their expense, under no circumstances can toilets in the Kilnbarn bar or the Community Centre are to be used, the use of the outside toilets is permitted. The compound is able to be used for storage of the goals. All key requests have been denied and it is expected that the groundstaff and caretakers on duty will open, gates and height barriers.

(b) Kilnbarn Playground repairs

The Administrative Assistant explained that visual checks and motability checks were carried out weekly with playground inspections and some repairs are needed on certain equipment. Cllr Newman proposed a full quotation and further quotes for the replacement of the gate be placed on the Full Council Agenda. Committee members have requested to see the weekly inspections.

RESOLVED Administrative Assistant to supply further quotes for the repair work and replacement gate.

308. **ALLOTMENT MATTERS**(a) Allotment Rents – Update

It was **NOTED** that all rents are coming in and will hopefully be complete in January there are 4 outstanding payments and these will be chased.

(b) Managers vacancies & Inspection update

A discussion took place and the following Committee members will now have the role of Allotment Managers:

Cllr Tony Mulcuck

Cllr Gail Godden

Cllr Anne Throssell

A new inspection date is set for Thursday 24th February 2022 where an inspection will take place.

Three plots, were identified to receive final breach of contract letters. These plots in particular have not been worked effectively. If at the next inspection these plots have still not been worked or the plot holder has not been in contact, then the tenancy agreement will be terminated and the plot let to the next person on the waiting list.

RESOLVED Admin Assistant to give an update at the next OSA meeting.

309. **TREES WORK/BUDGET**

The Admin Assistant reported that a quotation has been sought for tree works to be completed within this financial year. This will be reported back at the next OSA meeting. This work has been prioritised as there are a number of trees in the village that require work.

310. **CORRESPONDENCE FOR DECISION - GENERAL**

- (a) Countryside Voices -Winter 21
- (b) Arbor – Winter 21

CIRCULATED, READ & NOTED

311. **CLOSURE**

The meeting closed 8.14pm.

Chairman
7th February 2022

