



## Stratfield Mortimer Parish Council

### Minutes of the Fairground and Cemetery Committee held online on Thursday 18<sup>th</sup> March 2021 at 7.30pm.

#### ***DRAFT MINUTES SUBJECT TO APPROVAL***

#### **Present:**

##### **Councillors:**

Cllr. S. Hill (Chairman), Cllr. S. Beard, Cllr. M. Dennett, Cllr. K. Field, Cllr. M. Lock, Cllr. D. Morsley.

##### **Officers:**

Mrs. L. Hannawin

##### **Public/Press:**

There was one member of the public and no members of the press in attendance.

#### **Part I**

##### **20/025 Public Questions (for agenda items only)**

The member of the public:

1. informed the committee that there was a surplus of trees, ordered on behalf of Mortimer St Mary's School from the Woodland Trust, available if needed.
2. Enquired as to whether the trees around the pond will be coppiced as originally planned. It was confirmed that this would be considered.

##### **20/026 To receive any apologies for absence**

No apologies received.

As an ex officio member of the Committee, Cllr. Kilshaw did not attend and did not send apologies.

##### **20/027 To receive any declarations of interest**

Cllr. Hill declared a non-pecuniary interest in agenda item 20/031 5.a. due to knowing two of the suppliers.

## **20/028 Minutes of Last Meeting**

To resolve to **APPROVE** the Minutes of the Minutes of the Fairgrounds and Cemetery Meeting of the 24<sup>th</sup> November 2020.

**RESOLVED** that these minutes be approved for signature by the Chairman as a true and correct record of the meeting.

## **20/029 Update from Previous Committee Meeting(s)**

1. To receive an update outlining actions taken following the meeting held on the 24<sup>th</sup> November and other updates.

### **Update from Previous Committee Meeting(s)**

#### **Fairground Trees Overhanging Residents Garden**

A letter was sent to the resident as per the minutes from 24/11/2020.

#### **MUGA**

A purchase order has been issued to ETC Sports Surfaces Ltd for the surface cleaning, the repainting of the current lines and the painting of the new mini bee netball lines.

#### **Height Restriction Barrier**

A security box has been fitted around the padlock as further protection. A new maximum height sign has been fitted to the barrier, the protruding screws have been cut off as requested and the left-hand arm of the white gate has been relocated to sit flush with the new barrier.

#### **Pillbox Maintenance**

Tactical Facilities have been contracted to undertake the grounds maintenance and the first cut has been undertaken.

#### **Lime Tree Bark Mulching**

A purchase order has been issued to Tactical Facilities.

#### **New Playground Signs**

Yet to be moved forward.

#### **Other Updates**

##### **Scramble Net**

This has been fixed by Vitaplay Ltd.

##### **Tennis Court Surface**

The holes are being fixed and the cost will then be reclaimed from the Sport England grant.

In addition, it was noted that confirmation had been received that the Fairground trees, overhanging 84 Windmill Road will be being cut back by the property owner.

## **20/030 Items to be taken into private session**

To determine which items, if any, of the Agenda should be taken with the public excluded

Cllr. Hill proposed that agenda item 20/031 5. Proposed Works be taken with the public excluded.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

Cllr. Hill proposed that agenda item 20/031 6. Review of Fairground Tree Works be taken with the public excluded.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

## **20/031 Items for Consideration and Resolution**

### **1. Christmas Tree and Utility Square**

**To consider installing a utility square with power around the Christmas tree support hole and AGREE the details so a specification may be written, and quotes obtained.**

Cllr. Hill presented a report, and it was noted the power supply would be at the back of the square with the gates – 2.4 meters wide – at the front. The surface would initially remain as grass but another surface may be considered.

Cllr. Hill proposed that a specification is written, and quotes obtained.

Seconded by Cllr. Field.

**RESOLVED** unanimously. **ACTION: CLLR. HILL/CLERK**

### **2. Cemetery Bridge**

**To receive an update and RESOLVE any further action(s) to be taken and associated expenditure.**

The Clerk presented the advice received from Ridge & Partners:

- Confirming the structural calculation package appears to use the necessary design standards that would expect to be seen for a bridge such as this.
- Recommending the council should ensure that the necessary product and design warranties are in place should they be needed.

Cllr. Hill proposed on receipt of confirmation of the product and design warranties to proceed with the cemetery extension bridge installation.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously. **ACTION: CLERK**

### **3. Conservation Area Boards**

**To receive an update and RESOLVE the action(s) to be taken and associated expenditure.**

Cllr. Hill and Morsley agreed to review the current artwork and information.

Cllr. Hill proposed a budget of £1,000 and a quotation be sought for replacement boards from Nature Sign Design.

Seconded by Cllr. Lock.

**RESOLVED** unanimously. **ACTION: CLLRS HILL/MORSLEY**

### **4. Youth Shelter Bin**

**To receive an update and RESOLVE any further action(s) to be taken and associated expenditure.**

Further to a discussion, it was noted that, due to the cost of a bin base, the previously agreed budget of £500 for a new bin was not sufficient. It had been suggested that one of the bins from the play area could be relocated to the youth shelter, but this would still require a new base.

Cllr. Dennett proposed a square bin and base should be purchased up to an agreed budget of £850.00.

Seconded by Cllr. Hill.

**RESOLVED** with one abstention. **ACTION: CLERK**

## 5. Proposed Works

To consider the quotes received and **RESOLVE** an order to be placed for:

- a. Footpath adjacent to the Community Centre.
- b. Desilting of the Hammonds Heath and Windmill Road Fairground Ditches.
- c. Play equipment maintenance.

Minuted at Part II

## 6. Review of Fairground Tree Work

To receive the report from Sapling Arboriculture Ltd and **RESOLVE** the recommendations for Full Council.

Minuted at Part II

## 20/032 Items for information only

### 1. Minor Matters

- The Committee briefly discussed the available surplus trees. The member of public agreed to provide a list of trees available so that further consideration may be given to their use.
- The Clerk reported that the Warden at Badgers Croft has expressed concern regrading the gorse and the ivy growing over the wall that borders the Fairground and Badgers Croft. This will be reviewed.
- Cllr. Hill reported that an animal has been digging at one of the graves in the Cemetery. The Custodian will be asked to assess the damage and repair accordingly.

## 20/033 Communications

To identify items for communicating.

- Cemetery bridge once the work has begun.

## 20/034 Future Agenda Items

To identify future agenda items **ACTION: CLERK**

- Cemetery Extension
- Surplus trees
- Maintenance contract for tree work

## 20/035 Exclusion of Press and Public

To pass a resolution to exclude members of the press and public from the meeting at Part II, items identified at 20/030 on the Agenda, due to the confidential nature of the information being discussed.

Proposed by Cllr. Hill.

Seconded by Cllr. Lock,

**RESOLVED** unanimously.

## Part II

### 20/031 Items for Consideration and Resolution

#### 5. Proposed Works

To consider the quotes received and RESOLVE an order to be placed for:

##### a. Footpath adjacent to the Community Centre.

The path options and quotes were considered.

Cllr. Hill proposed an order to be placed on Stacey's for option 2, subject to a satisfactory quote being received for the Community Centre apron work up to a budget of £1,000.

Seconded by Cllr. Morsley.

**RESOLVED** with one abstention. **ACTION: CLLR. HILL/CLERK**

##### b. Desilting of the Hammonds Heath and Windmill Road Fairground Ditches.

The quotes and work were reviewed, and it was agreed it would be preferable to ditch and bank as opposes to removing the ditch contents.

Cllr. Beard proposed an order for ditch and banking be placed with Thurleys providing the cost was no more than their original quote.

Seconded by Cllr. Dennett.

**RESOLVED** unanimously. **ACTION: CLLR. HILL/CLERK**

##### c. Play equipment maintenance.

The quotes were considered.

Cllr. Hill proposed an order be placed with Vita Play Ltd.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously. **ACTION: CLERK**

#### 6. Review of Fairground Tree Work

To receive the report from Sapling Arboriculture Ltd and RESOLVE the recommendations for Full Council.

The report was considered and the recommendations for Full Council were agreed and

**RESOLVED** unanimously. **ACTION: CLERK**

## Close

The meeting closed at 21.01

Date of next meeting: TBC