



## Stratfield Mortimer Parish Council

**Minutes of the Fairground and Cemetery Committee held on Tuesday 20<sup>th</sup> November 2018 at 7.30pm at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH.**

### **Present:**

#### **Councillors:**

Cllr. N. Kiley (Chairman), Cllr. J. Bull, Cllr. P. Challis, Cllr. S. Hill, Cllr. M. Lock.

#### **Officers:**

Mrs. L. Hannawin

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

Cllr. P. Wingfield was present and no members of the press.

### **Part I**

#### **18/67 Public Questions:**

Cllr. P. Wingfield made several comments on the specification for the Grounds Maintenance Contract. These were received and noted accordingly.

#### **18/68 To receive any apologies for absence:**

Apologies were received from Cllr. M. Dennett, Cllr. T. Reade.

#### **18/69 To receive any declarations of interest and dispensations:**

None

#### **18/70 To receive and approve the minutes for the Fairground and Cemetery Committee meeting held on Tuesday 23<sup>rd</sup> October 2018:**

The minutes were received and **APPROVED** to be signed as a true record of the meeting.

# Cllr. N. Kiley proposed that agenda item 18/73 be discussed next and this was **AGREED**

#### **18/73 To agree the specification of the Grounds Maintenance Contract for requesting tenders for three-year contracts:**

The following points were noted:

- As the contract is for a 3 year period, the frequency that tasks are to be carried out needs to be specified for each year.
- Contractors should be asked to give a cost per uncollected cut.
- Cuts in the grazing area should specify it is to include scallops.
- Area C on the map needs to be redrawn and shown as a crescent.
- Pathways through Area C need to be clearly marked.
- The hedge cut for Windmill Road, Hammonds Heath and the western boundaries should be specified as “Annual cut in October”.
- The hedge at the northern side of the conservation area should be protected by the specified 7-meter border.

Proposed by Cllr. J. Bull, seconded by Cllr. S. Hill the specification of the Grounds Maintenance Contract, subject to the points raised, was **AGREED** unanimously.

**ACTION: JB, CLERK**

### **18/71 To receive an update on actions taken from previous Fairground and Cemetery Committee meetings:**

Each current action was reviewed and updated accordingly.

### **18/72 To receive an update on the playgrounds and Fairground equipment and to agree the replacement of the elephant rocker:**

The various options for replacing the elephant were discussed.

Proposed by Cllr. S. Hill, seconded by Cllr. J. Bull, it was **AGREED** unanimously to buy the Kompan “Crazy Nellie” supply-only springer at £315 + freight £139.70 = £454.70 and seek local quotes to install it up to a budget of £750.00 (total £1,204.70).

**ACTION: CLERK**

### **18/73 To agree the specification of the Grounds Maintenance Contract for requesting tenders for three-year contracts**

Discussed and minuted above.

### **18/74 To receive an update on the management plan for the ponds and Fairground:**

Cllr. N. Kiley reported that a specification and scope of work has been received from Acorn Ecology Ltd and a plan for restoring the ponds has been identified. The work needs to be overseen by an expert, but could be mainly done using volunteers from organisations such as BBOWT and CRoW, for which there may be additional fees. Cllrs. J. Bull and S. Hill volunteered to assist.

**ACTION: JB, SH**

### **18/75 To receive an update on the Fairgrounds special projects**

- **Repair of conservation area footpaths:**

SMPC can carry out the work, but the specification needs to be sent to WBC. It was **AGREED** to undertake a temporary repair for this winter and then do the full repair in the spring

**ACTION: NK.**

- **Provision of new picnic tables:**

The concrete bases have been laid and the picnic benches have been ordered and will be installed by AES Ltd week commencing 26 November.

**18/76 To receive an update on the tree survey for the Fairground and Windmill Common:**

A specification for a tree survey for the Fairground, Cemetery and Windmill Common has been identified, with a view to obtaining 3 quotes. The aim is to establish a plan of work which will be scheduled over a 3 year period.

**18/77 To receive an update on the Cemetery and extension**

Quotes have been sought for both general tidying and maintenance in addition to the preparation work required prior to the bridge for the extension being installed. The bridge installation will take place next year and then landscaping will be considered. Cllr. J. Bull reviewed the landscaping plans received to date from ACLA Ltd. As the original bridge plans have changed, advice is being sought from WBC on whether further Planning is required.

**18/78 To review the Fairground and Cemeteries Committee's budget spend for the year 2108-2019:**

The financial reports were reviewed. Cllr. N. Kiley reported that there should have been a review of Fairground rent. This is being done retrospectively by the Fairground Trustees.

**18/79 Minor Matters - for information only**

As part of The Queen's Commonwealth Canopy, a Birch and Rowan tree have been donated to the Parish and will be being planted on the Fairground on Friday 23<sup>rd</sup> November.

It was confirmed that photos on memorial stones are permitted in the SMPC cemetery. The specifications are stated in the Cemetery Guidelines.

**18/80 Matters for Communication:**

- Replacement elephant rocker
- Cemetery extension update

**ACTION: NK**

**ACTION: JB**

**18/66 Future Agenda Items**

Actions from Fairground and Cemetery list.

**Close**

The meeting closed at 9.30pm.