



Stratfield Mortimer Parish Council

Fairground and Cemetery Committee Online Advisory Meeting

Thursday 22nd of July 2021 at 7.30pm

Meeting Notes

Present: Cllrs. S. Hill - Chairman, G. Canton, M. Dennett, K. Field, A. Marsden, D. Morsley.

L. Hannawin - Clerk

1. Apologies

Cllrs. S. Beard, K. Johnson.

2. Minutes and Updates from 18/03/21

There were no comments on the minutes which will be formally approved at the next meeting of the F&C Committee. Updates were received as follows:

- **Conservation Boards:** Cllr. Hill has the boards, but no further progress has been made to date. Nature Sign Design is the proposed supplier.
- **Playground Signs:** No further progress has been made to date. It was agreed it would not be prudent to spend money on Covid related signs now but the Clerk should proceed with updating the current playground signs.
- **Tennis Court Surface:** The surface repairs and line painting has been undertaken. The claim form for the reimbursement of the cost has been submitted to Sport England. There is £771 remaining from the original grant and confirmation has been sought as to whether this can be used by SMPC for other tennis court works.
- **Christmas Tree and Utility Square:** Cllr. Hill is writing the specification.
- **Ditches:** WBC have given approval for the work to go ahead and should be supplying the Statutory Undertakers Apparatus Search. The Committee agreed at the meeting in March for Thurley's to undertake the work.
- **Badger's Croft wall – Gorse and Ivy:** This will be assessed after the nesting season and any work required will be undertaken by the Custodian.

3. Fitness Equipment

Cllr. Hill will provide Cllr. Marsden with the relevant information from Wicksted and 3 current quotes will be sought. A Members' Bid grant of £792.50 has been awarded towards the cost of the fitness equipment. SMPC have 12 months to complete the work and spend the grant, giving a deadline of the 28th of June 2022.

4. **Grounds Maintenance Renewal Specification**

All committee members will review the current schedule and send any suggested amendments to Cllr. Hill. The pillbox maintenance schedule needs adding and this will include regular cuts with the option of additional cuts as required.

5. **Cemetery Volunteer**

A family member, connected to one of the recent burials in the Cemetery, wishes to undertake grounds maintenance in the Cemetery. Volunteers are covered by the Council's insurance if they are under the Council's explicit instruction and are involved in less hazardous duties.

Indicative steer from the Committee was for the volunteer to be informed of the contractor's grass cutting schedule and given permission to cut the grass 2 weeks either side should they feel it needs doing.

6. **RoSPA Report**

From the RoSPA Inspection undertaken in April, no issues were evaluated as High risk. Of the 8 highlighted as Medium risk, 4 have already been addressed.

Indicative steer from the Committee was for the 4 remaining Medium risk issues to be addressed promptly, using the information provided in the report to seek advice on suitable replacement matting where needed.

7. **Cemetery Extension**

The summary provided and the earlier meeting with M. Branch was reviewed and discussed.

Indicative steer from the Committee was to:

- wait for receipt of the digitalised plan.
- seek advice from the Council's arboriculturist with regards to 1) the siting of the bridge and 2) the health and safety risk of the trees in immediate proximity to the bridge location.
- consider seeking advice from Ridge & Partners LLP.
- amalgamate relevant documentation particularly regarding the initial brief and agreement with ACLA Ltd.

8. **Remedial Tree Work Specification**

Indicative steer from the Committee was to:

- seek quotes for the remedial work identified for the 10 trees in the review undertaken by Sapling Arboriculture Ltd.
- include any remedial work required on the remaining trees in the next tree survey in Autumn 2022.

9. **Table Tennis Table**

The APMF Trustees have decided on a location for the table. Cllr. Hill will obtain the size of the plinths required and liaise with the Trustees regarding the table's relocation.

10. Community Centre Path and Apron

A further quote for the Community Centre apron work has been received and is twice that received by Stacey's in April. Stacey's are commencing the work on the Community Centre path on Monday and could also undertake the apron work.

Indicative steer from the Committee was to issue the PO for the apron work to Stacey's on Friday 23rd July, so that the apron work may be undertaken in conjunction with that for the new footpath.

11. Tennis Courts Anti-climb Paint and Signs

Indicative steer from the Committee was for anti-climb paint to be applied to the top 2 feet of the outside of the court's posts. The work can be undertaken by the Custodian with a pole and long brush and Cllr. Hill will assist. Appropriate warning signs to be sourced.

12. Fairground Benches

New slats have been ordered for the Glasdon benches and the Custodian will paint the others once he has the paint. Cllr. Hill is sourcing barriers to prevent use of the benches whilst the paint is still wet.

13. Communications

Notification of the work at the Community Centre.

14. Future Agenda Items

None.

Additional Updates

- The horse show is using the grazing area on Sunday.
- A phone call has been received from a member of the public reporting he hit the roof rack on top of his vehicle on the car park height barrier. He has been asked to email with full details.