

Gnosall Parish Council
Minutes of the Open Spaces Committee meeting
Held on 8th October 2013 at 7.30pm

Present: Cllr T Simkin (in the chair), Cllr D Willetts, Cllr Sue Green,
Cllr M Deegan, Cllr J Cook, Cllr J Tomkinson, Cllr P Boston Cllr R
Greatrex, Jayne Cooper

1	To receive any apologies and record absences Apologies received from Cllr Alker	
2	To receive any Declarations of Interest There were no declarations of interest.	
3	To receive and confirm the minutes of the meetings held on 16th July 2013 The minutes of the meeting were approved as a true and accurate record.	
4	To consider any matters arising not elsewhere on the agenda Hay on the Acres – a second cut of hay had been taken by Mr Forrester who had agreed to pay £200. These funds would be put towards maintenance work around the new hedge between the allotments and boardwalk. Clerk to action Stafford Borough Council Green Award – Cllr Simkin and the Clerk would be attending the awards ceremony on 17 th October to receive an award for the Acres Phase 2 project. Telephone Box – the telephone box in Outwoods had been restored by a volunteer in Outwoods. Cllr Tomkinson to review the contract when the kiosks were adopted to check whether it is possible to relocate a kiosk and if not, BT would be contacted. It was suggested the Knightley kiosk be relocated near to Knightley Church.	Clerk Clerk Cllr Simkin Cllr Tomkinson
5	To discuss and make arrangements for the Open Spaces event on 16th November It was agreed to postpone this event to the end of June/early July 2014 and make it a full day occasion with linked events on open space areas ie The Acres, The Village Green, Chippy Jumps. All OS members and other councillors would be asked to help. The Clerk to make a request to the Carnival Committee for a stand to promote this event at the 2014 carnival (as well as an additional table for Neighbourhood Planning).	Clerk
6	To review the new Open Spaces Management Programme This detailed document was received by members and very much welcomed as a useful working document that would be discussed at all future OS meetings. It was clear from the content how much responsibility and work is required on Open Space matters and this would make it easier to manage proactively and budget. The full document to be shared with all councillors at the next meeting. Cllr Simkin and Cllr Deegan, along with the Clerk would continue to meet regularly and work through the document month by month.	

	<p>The programme had been separated into Open Space sections including the Allotments. It was noted that regular inspections had been carried out at the allotment site and a civic amenity vehicle (large skip lorry) had been arranged on 28th September and was very well used. The next allotment inspection would be held at 11am on 14th October.</p> <p>At a meeting in July, it had been suggested that temporary repairs are made to the allotment road however, quotes received were excessive. However, details of additional LEADER funding (with a very short deadline) had been received on 7th October and the Clerk had made enquires to whether the funds could be used to resurface the play area car park (which is deteriorating rapidly) as well as working on the allotment road to make improvements. This was agreed that the Clerk proceeds with this and it was agreed that phase 3 would still include sourcing funding to resurface the allotment road with a more permanent finish in, perhaps 2 years time.</p> <p>Acres Phase 3 - members were given a detailed list of projects for inclusion in phase 3. Work would commence with securing funding during the winter months. Members will be asked to help with some of the projects wherever possible.</p>	
7	<p>To discuss the play areas including:#</p> <p>a) Details of new equipment expected in October 2013 Installation of the new climbing frame and two small springy pieces of equipment would commence on 14th October.</p> <p>b) An update on funding for play park equipment £5000 had been received from BIFFA and the remaining £5000 would be received on completion of the project. The Clerk had contacted the Cooperative Community Fund to ask that the grant of £1825 be used on alternative play equipment. The Clerk would be obtaining information on suitable equipment to replace the smaller climbing frame.</p> <p>c) Maintenance requirements Checks had carried out and some paintwork is necessary on the goal posts that had been arranged. Once the new equipment is in place, a full inspection would be carried out by ROSPA as well as at the Chippy Jumps that had been revamped on 7th September.</p>	<p>Clerk</p> <p>OS Committee</p>
8	<p>To receive any correspondence received in relation to Open Spaces</p> <p>Judges comments following the Best Kept Village competition The comments received recently were very detailed, very interesting and very helpful. A summary of the comments would be published in the next edition of GPN. The BKV team would be meeting on 24th October to celebrate this year's hard work and discuss the comments. Plans are already being considered for next year that include making significant improvements to the bus shelter at the bottom of Brookhouse Road (to be consider also at the budget meeting)</p> <p>Village Green – the Clerk informed the committee that the Village Green was now officially the responsibility of the Parish Council as she had signed the Scheme of Management. Plans for the planting of the time capsule would now commence this month as well as locating the bench purchased by users of The Horns pub.</p>	

9	To confirm the time and date for the next meeting The Clerk to organise a budget meeting in the next month.	
10	To receive tenders for the Grass cutting contract for 2014 to 2017 The tendering procedure had been followed and two tenders had been received and were discussed. It was agreed to offer the contract for the period 2014-2017 to JWH Ground Maintenance. The Clerk to action.	

Meeting closed at 9.00pm

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8th October 2013

Confidential Appendix

Agenda item 10 - To receive tenders for the Grass cutting contract for 2014 to 2017

The tendering procedure had been followed and two tenders had been received and were discussed.

Tender received from JWH Ground Maintenance, Gnosall,

Total price	2014 £11,745
	2015 £11,820
	2016 £12,045
	2017 £12,195

Tender received from JNA Cleaning and Gardening, Priorslee, Telford

Annual fee of £29,000 for the years 2014-2017

It was agreed to offer the contract for the period 2014-2017 to JWH Ground Maintenance.
The Clerk to action.