

Gnosall Parish Council
Minutes of the Open Spaces Committee meeting
Held on 16th July 2013 at 7.30pm

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

1	To receive any apologies and record absences Apologies received from Cllr Boston and Cllr Tomkinson	
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 20th May 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 – only one tender had been received from Mr J Forrester for £300. This was accepted. Clerk to action. Notice board – the spare board had been erected in the play area. Wildflower Haven – because of the short deadline, an application was not submitted. Stafford Borough Council Green Award – details of The Acres phase 2 to be submitted by 19 th July. Telephone Box – an Outwoods resident had indicated he may refurbish the Outwoods telephone kiosk. This was welcomed.	Clerk Clerk
5	To receive an update regarding phase 2 and Phase 3 of The Acres project Phase 2 <ul style="list-style-type: none"> • The interpretation panels had been erected on The Acres • Finger posts problems would be addressed by Foxley Earthworks • The gates on the picnic site had been replaced with stronger ones • Repairs to the Boardwalk and the installation of the handrail had been completed. • Site leaflet had been completed and is ready for distribution • A section of fence between the park and the picnic site to be removed to allow access between the two areas. • Cllr Boston was thanked for completing the painting on the Gateway and finger posts Phase 3 <ul style="list-style-type: none"> • A meeting had been held with the Head teacher at St Lawrence School regarding Education and Community Involvement including the employment of a warden and Forest School status. A draft Partnership Agreement has been produced by the Parish Council for 	

	<p>use between the council and the school.</p> <ul style="list-style-type: none"> • A meeting had been held with Gnosall Allotments and Gardens Association regarding a dual community facility for allotment tenants and an environmental classroom including a community toilet. A second meeting is scheduled to discuss the option for design and specification. It was agreed that a planning application for this should be submitted as soon as possible as a funding application would be looked at more favourably if planning approval was already granted. Cllr Greatrex to action. • Phase 3 would also include resurfacing the track from A518 to the allotments, resurfacing the track to the play area car park, installation of bike racks, new signage on the bridge on the A518, nature conservation improvements and re-profiling some allotment plots. • A meeting with the Environment Agency was held to discuss the proposed plans for the realignment of the allotments and Doley Brook. • Work on recognising the Acres as a Local Nature Reserve had also commenced and a meeting with Natural England to discuss possible Environmental Stewardship funding. 	Cllr Greatrex
6	<p>To agree action regarding grass cutting services for 2014 onwards</p> <p>Notices had been displayed asking for interested companies to notify the Clerk who would send out a detailed specification.</p> <p>The Clerk to send the draft specification to OS members to check and ensure all recent additions to Open Spaces maintenance requirements are included (ie Village Green and Boardwalk). Tenders are to be submitted to the Parish Council no later than Monday 2nd September 2013.</p> <p>The Clerk to check with Staffordshire Parish Council's Association whether a 5 year contract is permissible as well as a rolling contract.</p>	<p>Clerk</p> <p>Clerk</p>
7	<p>To discuss allotments including:</p> <p>Update regarding relinquished plots Three current allotment tenants had accepted one of the relinquished plots for the remainder of the allotment year. Other vacant plots had been strimmed by JWH Ground Maintenance.</p> <p>Feedback following the latest inspection Action required following the last inspection carried out on 15th July was being dealt with by the Clerk including contacting tenants who had not managed their plots and organising a skip. The Clerk to write to all allotment tenants informing them of GAGA inclusion with all allotment renewals from 2014 as well as details of the skip.</p> <p>The Clerk informed members that advice given at a recent Clerk's Day regarding allotment management documents was to have a separate tenancy agreement and a separate list of rules and regulations as this makes it easier to amend the rules as and when required rather than once per year when tenancies are renewed. Currently the Parish Council has one combined document and agreed to review this in prior to the start of next allotment year (April 2014).</p>	<p>Clerk</p> <p>OS Committee</p>

8	<p>To discuss the play areas including:</p> <p>An update on funding for replacement play park equipment</p> <ul style="list-style-type: none"> The Clerk reported that an application to Biffa (via Housing Plus) had been approved verbally. £10,000 had been allocated for replacement play equipment. The Clerk would action as soon as paperwork is received. An application submitted to The Cooperative Community Fund for £1850 had also been approved and would be used on play equipment maintenance/replacement. <p>The Chippy Jumps</p> <ul style="list-style-type: none"> Following approval at Council meeting to spend up to £500 on the Chippy Jumps, plans had been arranged to start work on 20th July. <p>Maintenance requirements</p> <ul style="list-style-type: none"> Maintenance on the small climbing frame will be carried out by Mr Prince. Chains for the baby swings – the Clerk had received advice from KOMPAN and had been informed that the height of the swings is in line with current regulations. No further action to be taken. 	<p>Clerk</p> <p>P Prince</p>
9	<p>To receive any correspondence received in relation to Open Spaces</p> <ul style="list-style-type: none"> An invitation to the results of the Best Kept Village Competition on Monday 5th August had been received. Four members of the BKV team would be attending. 	
10	<p>To confirm the time and date for the next meeting</p> <p>8th October 2013</p>	

Meeting closed at 8.30pm