

## ENVIRONMENT AND AMENITIES COMMITTEE

### Lytchett Matravers Parish Council

#### Minutes of the meeting held on Monday 7<sup>th</sup> July 2011 in the Village Hall at 7:30 pm

#### PRESENT:

Cllr R Miller, Cllr M Colvey, Cllr J Dyball, Cllr D Gillard, Cllr K Norris, Cllr E Wilson, and Mr T Watton (Parish Clerk).

No members of the public were present.

1. **APOLOGIES:** There were none

2. **DECLARATIONS OF INTEREST.**

There were none.

3. **ELECTION OF COMMITTEE CHAIRMAN AND VICE-CHAIRMAN**

Cllr Wilson was nominated as Chairman and Cllr Dyball as Vice Chairman. Both were unanimously elected and Cllr Wilson took the chair for the rest of the meeting.

4. **MINUTES OF THE MEETING HELD ON 9<sup>TH</sup> MAY 2011**

After correcting a minor typographical omission, the minutes of the meeting on Monday 9<sup>th</sup> May 2011 were accepted as a true record and signed by the Chairman.

5. **MATTERS ARISING AND ACTION POINT UPDATE**

The following comments on matters from the minutes of the last Environment & Amenities Committee meeting were provided:

**Minute 9, 4<sup>th</sup> January 2010 bullet 2 Path between Foxhills open space and Deans Drove:** Due to the absence of Cllr Munford no update was available. **CARRIED OVER.**

**Minute 8, 1<sup>st</sup> March 2010. Field and hedgerow ownership – Wareham Rd: school to Halls corner.** The Parish Clerk reported that he had not yet written again to DCC. Cllr Miller indicated that he would take the matter up as Council Chairman. **Action: Cllr Miller to approach DCC.**

**Minute 6, 10<sup>th</sup> May – MUGA: meeting with Sports Club to discuss handover.** This has been covered at the June Full Council meeting. **DISCHARGED.**

**Minute 7, 10<sup>th</sup> May - installation of plaque for twinning tree.** Cllr Wilson commented at the June Full Council meeting regarding the Twinning Assn's views on the matter of the replacement for the damaged tree. **DISCHARGED.**

**Minute 7, 5<sup>th</sup> August – Allotments security:** Mr Warr has not yet relocated the disused Dyetts Field gates to close the gap in the hedge.

**Minute 6, 1<sup>st</sup> November – Allotments.** All outstanding allotment rental payments have now been collected. **DISCHARGED.**

**Minute 9, 1<sup>st</sup> November – Memorial tree for Mr MacDonald.** Cllr Miller indicated to the Parish Clerk that he is seeking advice regarding the best method to securely fix the plaque.

**Minute 12, 1<sup>st</sup> November – Replacement village name sign.** DCC have now responded with a refusal to approve the siting of this stone sign, on grounds of road safety as the stretch of road concerned is subject to national speed limit. The Parish Clerk has replied with a final request for DCC to reinstate the former name sign.

**Minute 14, 1<sup>st</sup> November – Grit bin for Loop Farm Rd.** No further response has been received from the residents of Loop Farm Rd in order to progress their purchase and the installation of this bin. **DISCHARGED**

**Minute 6, 9<sup>th</sup> May 2011. Club Hall, condition survey.** The Parish Clerk has circulated copies of the informal survey into the structural condition of the building to all Cllrs. Cllr Norris is contacting a Youth Worker to seek their views on the potential of the hall for this purpose.

**Minute 7, 9<sup>th</sup> May 2011. Foxhills Play Area, fencing.** It has been agreed by Full Council to set up a sub committee consisting of Cllr Taylor, Cllr Wilson and the Parish Clerk to review the annual safety inspection report – including any comments the inspector made on the matter of fencing.

**Action: Parish Clerk to provide Cllrs Taylor and Wilson with copies of the inspection report and to set up a Sub Committee meeting to consider the report in full.**

**Minute 10, 9<sup>th</sup> May 2011. DCC changes to the Highways Vegetation Management Programme.** The Parish Clerk has not yet circulated copies of the DCC grass cutting plan. **Action: Parish Clerk to act accordingly.**

## **6. OPEN SPACES –**

The following items were discussed:

**Recreation Ground / Car park –** The broken dolly posts have been reported to the Sports Club for attention. Cllr Colvey drew attention to the viewpoint, which no longer displays the illustration which was originally fixed to it. He pointed out that 2012 is the Queen’s Diamond Jubilee and suggested that it might be appropriate to put a new plaque there in time for that. He reminded Cllrs that he had previously investigated the potential for Bournemouth University to produce a suitable plaque based on a design produced by Mark Carey from which the original illustration was made. There was general support for this initiative. Cllr Colvey indicated that he would make further enquiries. **Action: Cllr Colvey to act accordingly.**

**Row Park Paddock –** The grazing rental is continuing, with no issues to report.

**Allotments –** The vehicle gate padlock has gone missing again. Appeals for its return are being made by the Allotment Society. The cost of replacing the padlock and obtaining a set of keys to issue to allotment holders is around £400, plus the administrative time in getting a key to each allotment holder. Cllr Dyball suggested approaching specialist locksmiths to see if a new lock could be made to fit the existing keys. **Action: Parish Clerk to enquire into this.**

**Library Walk –** nothing to report.

**Memorial Green / War Memorial –** On separate occasions residents who have been seen exercising their dogs on the memorial green have been approached by the Parish Clerk and a Cllr and asked to respect this site by exercising their dogs elsewhere. It was suggested that a “No Dogs” sign is fixed to the gate. This is **RECOMMENDED** to Full Council.

**Turbetts Green –** nothing to report.

**Cemetery – CARRIED OVER from last meeting...**a response had been received to the letter to the owners of the land on which the horse chestnut stands which is damaging the small Yew tree near the entrance to Church Walk. They have agreed to lower branches being removed but indicate that they are unable to contribute to the cost of this work. It was agreed that members of the E&A Cttee should visit the cemetery to see the problem, with a view to a recommendation to commit expenditure for work on the Horse Chestnut tree causing the problem, remove or trim the Yew tree, or do nothing. **Action: Committee member to visit the cemetery accordingly.**

**Club Hall –** It was suggested that the matter of funding is referred to the Finance & Policy Committee. **Action: Parish Clerk to add this to the agenda of the next F&P Cttee meeting.** Cllr Colvey drew attention to apparently self seeded plants growing along the car park fence, which may need to be removed or attended to. **Action: Parish Clerk to look into this.**

**Hedges and Ditches** – Nothing to report.

**Foxhills Open Space** – Nothing to report.

**MUGA** – The Parish Clerk reported that the floodlights, low level bollards and split seam in the playing surface have all been repaired; and the broken vehicle gate post has now been replaced.

**Village Centre Project** – nothing to report.

**7. FOXHILLS PLAY AREA – Project update, including receipt of highlight report, and consideration of fencing option - discussion of points and recommendations to Full Council.**

Mrs Taylor and Mr Huggins commented on the report as attached to these minutes at Appendix A. They referred to and handed over a letter ready to go to Purbeck Community Partnership which provides usage details from a survey they had carried out over 45 spot check visits, as well as other statistics such as an estimated 1925 hours worked on this project by the group members, and information about publicity activity. It was noted that the project is now complete and so it was agreed to **RECOMMEND** to Full Council that it is formally closed.

The hard work, commitment and resilience of the working group members was universally recognised and the council wishes to formally record its grateful thanks to the group members for this exceptional effort on behalf of the community.

Cllr Wilson indicated that she would email the group members to verify whether there were any outstanding expenses to claim. It was noted that even if the group members' wishes are not to claim them, it is important to have this information to ensure an understanding of the full costs of the project.

The matter of representations to the council by some nearby residents about reported incidents of antisocial behaviour was discussed. It was noted with concern that despite a number of reports to the police, no significant incidents have yet been observed by the police either when attending in response to a report, or as a result of their own random patrols. It was also noted that as far as the council is aware, no resident has yet be able to provide the police with any supporting photographic evidence, such as may be shot on a mobile phone or digital camera.

The Village Handyman is continuing his enhanced regular visits for litter picking and visual safety checks and he is providing a written record of these.

8. **VILLAGE FACILITIES ASSESSMENT – UPDATE** Those present were reminded that Cllr Miller had produced a list of village facilities, and separately indicating with colour coding those which were in Parish Council ownership and /or control. This had been agreed as a first step towards one of the Council's top three priorities for its long term plan and Cllrs had been asked to considerate it ready for comment at this meeting. This list was further reviewed and it was agreed to make the following adjustments to it ready for **RECOMMENDATION** to Full Council:

- Change "ATS Hall" to read "Cadet Hall"
- Change "Multi Use Training Area" to read "Multi Use Games Area"
- Delete "Over 13 Play Area" and add "Skatepark" and "Basketball Area"
- Add "Pre School"

9. **SCOPE OF THE COMMITTEE RESPONSIBILITIES - UPDATE.** Those present were reminded that it had been agreed at the May meeting that they should consider the suggested list of responsibilities included in minute 11, 9<sup>th</sup> May 2011 and be ready to suggest any amendments at this meeting for formal agreement of a recommendation to Full Council. Draft list:

- To be responsible for the upkeep and general maintenance of all open spaces that fall within the Parish Council remit.
- To agree the specification for the work undertaken by employees and contractors working under the Parish Council direction.
- To be responsible for all practical aspects of environmental services offered by the Parish Council to parish residents; e.g. general maintenance and upkeep of the car park, cemetery, memorial ground, and children’s play apparatus, recreation ground, youth club, grass and hedge & tree maintenance in council owned areas.
- To create a timetable register to ensure a timely replacement programme for all external equipment under Parish Council control.
- To contribute to the development of future facility and development plans by the Parish Council.

It was agreed to **RECOMMEND** the above to Full Council unamended.

**10. CORRESPONDENCE**

There were no items of correspondence to report.

**14. MATTERS OF INTEREST AND INFORMATION**

- Cllr Dyball reported that she will be seeking to arrange a meeting of the current list of volunteers.
- Cllr Colvey reported on feedback he had received about the basketball area on the Recreation Ground, that it would be more effective with a high fence immediately behind the hoop - to prevent the ball escaping down the hill to Eldons Drove.
- Cllr Colvey voiced the concern shared by councilors generally about the level of background noise during meetings coming from other hall users. He pointed out that this is very distracting and may even exclude some councilors from fully hearing and taking effective part in council discussions and decisions. A suggestion to explore the option of using the school for meetings was supported. Cllr Miller will ask Cllr Bush to make some enquiries about this. The Parish Clerk was asked to confirm whether the Village Hall rental for meetings is paid in advance or arrears. **Action: Cllr Miller and the Parish Clerk to act accordingly.**
- Cllr Gillard pointed out that the view over Poole Harbour from the recreation ground is progressively being obscured by the trees on the far side.
- Cllr Gillard also reminded Cllrs of the very poor condition of the surface of the A350 from Lytchett Motors in the direction of Poole.
- Cllr Norris commented that Di Drew had made a very good start on the Village Directory, which will be a small booklet without advertising. It is hoped to deliver copies with the Lytchett Link to all addresses in the village.

The meeting closed at 9:25pm

**Modified by/on** ..... **Signed by/on** .....