

Stretton Parish Council

Open Spaces Committee

Minutes of Meeting held on Tuesday 10th November 2015

IN ATTENDANCE : Mr S Tilley - Chair
 Mrs V Atkin
 Mr S Reed
 Mr J McKiernan
 Mr C McKiernan
 Mrs K Winson
 Mr P Scanlan
 Mrs A J Smith - Clerk

1. APOLOGIES FOR ABSENCE

None

2. REMIT AND OPERATIONAL REVIEW OF COMMITTEE

A copy of the original committee responsibilities had been circulated prior to the meeting.

It was agreed that the document should reflect the standing orders applicable including the addition of quorate number of 5 members and reference to the Stretton Neighbourhood Plan.

3. REVIEW OF MAINTENANCE CONTRACTS / SCHEDULES

SR had circulated a discussion document prior to the meeting.

It was agreed that a detailed review of the maintenance schedules for owned land be undertaken. It was suggested and agreed that each member be allocated an area for visiting and drawing up a schedule of maintenance plus detailing any future projects for that area. The Clerk had drawn up basic maintenance schedules for each area but had forgotten to bring the copies - this to be emailed to members. Schedules to be submitted to the Clerk by mid December.

ST	The Jinny Nature Trail
SR	Beech Lane
KW	The Green and Millennium Garden
VA	Station Walk
JMcK	Jubilee Playing Fields
CMcK	Woodland Walk
PS	Bitham Lane Community Park

ST enquired how many hours were taken in cutting the grass at the Churchyard. The Clerk replied that this was approximately 2 hours per fortnight equating to £56 (labour only). It was agreed that this should be continued.

The meeting discussed the dedicated maintenance contractor and it was felt that when reviewing a tightening up of role/responsibilities should be included but there must be some flexibility for jobs that could not be foreseen.

The Clerk distributed a data sheet of budget, projected year end spend and current contractor information.

4. BUDGET
AS circulated the up to date budget spreadsheet.
5. ANY OTHER BUSINESS
PS suggested applying astroturf to the Jinny Trail pond decking area which has become very slippery. AS advised that caution signs had been ordered, received and would be put up by the end of the week.
6. DATE/TIME OF NEXT MEETING
The next meeting to take place at 7pm on Tuesday 12th January 2016