



ALDENHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the **OPEN SPACES COMMITTEE** using www.zoom.us at 2.30pm on Monday 13th July 2020.

Present: Cllrs D Wickham (Chair), C Kilhams, H Jones, P De Skuba, A Rubinson & S Khawaja.

Officer: P Evans (Parish Council Manager), W McLean (Open Spaces Officer) & M Duong (Assistant Manager)

63. Apologies for absence – All members were present.

64. Declarations of interest on any item on the Agenda – None.

a) **Disclosable pecuniary** – none

b) **Other pecuniary or non-pecuniary interests**

Cllr H Jones declared a non-pecuniary interest in agenda item 10 as she is secretary of the Friends of Scrubbitts Wood group.

65. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e)

No members of the public were present.

66. To elect a Vice Chairman for the Committee

Cllr C Kilhams was nominated by Cllr D Wickham and seconded by Cllr H Jones. Cllr C Kilhams accepted the nomination and was duly appointed.

67. To approve and adopt the minutes of the meeting held on 11th May 2020

These minutes were adopted by the Open Spaces Committee, and will be signed as a true record by Cllr D Wickham when the office is open.

68. Chairman's Announcements

The Chairman drew the Councillor's attention to the interview with G Hall of the Open Spaces Team who has completed 40 years of service with the council.

69. To receive the Officer's Report

This had been previously circulated and is attached for reference purposes.

70. To receive the Open Spaces Team Report

This had been previously circulated and is attached for reference purposes.



ALDENHAM PARISH COUNCIL

71. To review 'Terms of Reference' for the Committee

The existing document had been circulated prior to the meeting. Some amendments were made and these amended 'Terms of Reference' are attached and adopted.

72. To consider the next steps on the Scrubbits Wood Management Plan

A report had been previously circulated and is attached for reference purposes. Following discussion, it was

Resolved:

a) To install one handrail

b) To repair the damaged steps and fit non-slip strips to the step-edges

c) £3,000 has been allowed from the Open Spaces budget for this work

73. To consider the latest financial statements

These had been circulated prior to the meeting. Following a brief discussion regarding the costs of Tree Management the report was then noted.

The Chairman then moved the following resolution:

That under the Public Bodies (Admission to Meetings) Act 1960 s 1(2), the press and public is excluded from the meeting whilst matters pertaining to employees of the council or tenders are discussed.

Cllr. S Khawaja joined the meeting at 3.27pm.

74. To receive tenders for work relating to insurance claim at Fir Spring Wood and appoint a contractor

A report had been circulated prior to the meeting. Following discussion, it was

Resolved to appoint Turney's to complete the work at a cost of £10,420 to be taken from Earmarked Reserves.

Next meeting 9th November 2020 – 7.30pm

Please note that the time of the meeting is subject to change and will be confirmed nearer the date.

There being no further business the meeting closed at 3.33pm

Chairman Date