



ALDENHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the **OPEN SPACES COMMITTEE** using www.zoom.us at 7.30pm on Wednesday 25th November 2020.

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

Officer: W McLean (Open Spaces Officer), P Evans (Parish Council Manager)

3 members of the public were also present.

75. Apologies for absence

Apologies were received from Cllr D Wickham.

76. Declarations of interest on any item on the Agenda - none

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

Cllr C Kilhams suspended standing orders so that the three members of the public present could address the committee.

Two members of the public spoke regarding forming a proposed allotment liaison committee and environmental aspects of the allotments, and invited councillors to visit the allotment site with a member of the liaison committee. The third member of the public supported the comments of the previous two speakers. Cllr C Kilhams thanked them for attending before standing orders were resumed.

78. To approve and adopt the minutes of the meeting held on 13th July 2020

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

79. Chairman's Announcements - None.

80. To receive the Officer's Report (for information only)

This had been previously circulated and was noted.

81. To Receive the Open Spaces Team Report (for information only)

This had been previously circulated and was noted.



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82. Finance

a) To review the latest financial statements

These had been circulated prior to the meeting. The PCM clarified the security costs before the report was noted.

b) To agree charges for 2021/22

Allotment charges are agreed separately as part of the annual allotment review. The OS Officer explained that only commercial users are charged for the hire of other APC open spaces. Following a discussion regarding marketing and advertising it was

Resolved the charges remain at the 2020/21 level for 2021/22.

c) To set a provisional budget for 2021/22

This was circulated prior to the meeting. Following clarification and discussion it was

Resolved to forward the budget, attached to the report, to the F&GP Committee for consideration in January 2021.

83. To update progress of Green Flag application for Phillimore Recreation Ground

A report had been previously circulated. Following discussion, it was ***Resolved:***

a) To adopt the Phillimore Recreation Ground Management Plan

b) To submit an application for Green Flag accreditation when the 2020/21 applications open

c) To purchase an information board for Fir Spring Wood at a budget of £2,000 to be vired from salaries.

84. To consider a request from an allotment holder to erect a polytunnel

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

Resolved that the application for a polytunnel is declined until cultivation of the plot is established.

**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.**



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85. To receive tenders for 2020/2021 tree works at King George V Playing Fields and Car Park

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

Resolved:

- a) For the Open Spaces Team to undertake the work they have identified they can safely undertake.***
- b) To appoint Longacre to complete the remaining work at a budget of £8,048 to be vired from salaries***

Next meeting 8th February 2021 – 2.30/7.30pm (time to be confirmed)

There being no further business the meeting closed at 9.11pm

Chairman Date

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