

BRICKHILL

PARISH COUNCIL

Minutes of a meeting of the Allotments & Open Spaces Committee held on Wednesday 16th May 2018 at St Marks Church, Calder Rise, Brickhill

Present: Cllrs Holloway, Fitzpatrick, Retout, Reeve and the Clerk. In addition, there were 2 members of the public.

1	<p>Apologies for absence:</p> <p>None.</p>	
2	<p>Declarations of acceptance of interest in items on the agenda:</p> <p>None</p>	
3	<p>Public Open Session:</p> <p>i) <u>BPHA work on Brickhill Drive:</u> Parking by contractors on Fosters Brow had made it difficult to access the allotments over the winter. When is the work on the site expected to be finished and will the contractors be making good? <i>The borough council have assured the parish council that the verges will be made good once the work is finished. The Clerk will attempt to find out when the building works will be finished.</i></p> <p>ii) <u>Break in to a shed on the allotments:</u> A tenant attended to inform the committee that this had happened and although it took three days for contact to be made with the police, they sent out a forensic team and took away the implement possibly used to break in. Consideration needed to be given to how to communicate this type of information to other tenants. <i>The Clerk explained that as part of compliance with GDPR, letters would be going out to all tenants which would include requesting e-mail addresses which would make contacting the tenants easier. It might be possible to put out such information on social media/the website.</i></p> <p>iii) <u>Newsletter:</u> There has not been a newsletter recently. <i>Consideration will be given to this.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
4	<p>To confirm minutes from meeting held on Wednesday 28th February 2018. It was resolved to accept the minutes.</p>	Clerk

5	<p>To receive a report on the management of Brickhill Allotments:</p> <ul style="list-style-type: none"> • <u>To receive a report on the visit by Anglian Water and agree action:</u> The Clerk reported that she had met with a representative working for Anglian Water on the 23rd April. He had identified that all 15 water points needed double check valves fitting as well as the tap at one point raising and all 15 points needed insulation covers fitting and some needed stabilising. The parish council had until the 19th June to get the work done before reinspection. The Clerk had got quotes from plumbing companies and had accepted a quote of £488 from Castle Plumbing to do the work. Our local contractor would install the covers and stabilise any points requiring it. Discussion took place about water points in the community orchard. It was agreed that the Clerk contact Mr Gill to discuss with the possibility of getting them closed off. • <u>To note the current spend against budget:</u> The Clerk reported that at this stage of the financial year, nothing had been spent other than salaries. • <u>An update on general management of site since date of February meeting:</u> Given the weather there has been little work done. Recently our local contractor has strimmed the vacant plots. <p><u>Other matters for consideration:</u></p> <ul style="list-style-type: none"> • <u>Composting toilet:</u> members of the committee agreed to meet to consider this matter further including purchase and maintenance costs and grant possibilities. Date agreed was the 11th July. • <u>Open Day:</u> This would be Saturday 30th June. The Clerk would publicise nearer the time. • <u>Use of the Probation Service:</u> Consideration would be given to using this service for planned work. The Clerk agreed to contact the Allotment Officer at Bedford Borough Council to find out how he uses the service. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
---	---	--

6	<p>To receive a report on the management of Waveney Green to include:</p> <ul style="list-style-type: none"> • <u>Current spend against budget</u>: Other than salaries and tree works (see below) there had been no spend against budget. • <u>An update on general management of the site since the February meeting</u>: The Clerk reported that in March, there had to be an emergency call out to our arbour services company to do some tree work at a cost of £255 which has been paid for in this financial year. • <u>To consider and agree plans for “Battles Over”</u>: The Clerk reported that she had order a beacon. The event would take place on Waveney Green at 7pm on the 11th November. The Clerk agreed to contact the Pageantmaster to inform him of this fact. Contact would be made by Cllr Holloway with the local military groups and the Clerk would contact the scouts and the British Legion and any other relevant groups. The details of the event and any organisational matters including a risk assessment and publicising of the event would need further consideration. This could happen when the committee members meet on the 11th July. Final details could be formalised at the November A&OS Committee meeting. • <u>To consider and agree action re: grass cutting on the football pitches</u>: The Clerk said that due to the bad weather, it had proved difficult to get the grass cut to the satisfaction of Brickhill Lower School Football Club. It has also meant that the cutting and pitch marking had got out of synchronisation. Hopefully this has now been sorted. The Clerk would keep in contact with the football club. • <u>To consider the management of the wildflower meadow and agree action</u>: It was agreed to ask the local contractor to sow as soon as possible a mix of cornfield annuals. To plan to cut and clear them in the late summer and in the early autumn to weed out excess thistles and sow cornfield annuals. • <u>To note the installation of rubber mulch surfacing under the pendulum swing</u>: The Clerk reported that this had been installed and the invoice receive for £3,425 excluding VAT which will be settled at the June parish council meeting. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
7	<p>Date of next meeting: Wednesday 7th November 2018</p>	

.....
Approved by Chairman
7th November 2018