

Ongar Town Council



Aimi Middlehurst
Town Clerk

24 September 2015

TO MEMBERS OF THE OPEN SPACES COMMITTEE

You are hereby summoned to attend a meeting of the **OPEN SPACES COMMITTEE** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR CM5 9AS** on **THURSDAY 1ST OCTOBER 2015** commencing at **7.30pm** for the transaction of business as set out below. Members of the press and public are invited to attend.

Aimi Middlehurst
Town Clerk

AGENDA

36/15 Apologies for absence

37/15 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

38/15 Public participation session with respect to items on the agenda previously notified to the Clerk

The Council will hear first from Councillors with prejudicial interest who must leave the room immediately after they have made their representations, answered questions or given evidence. Councillors cannot remain in the room to hear representations of others. After the close of public participation session, any member having left due to Section 12 (2) may rejoin the Council. When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. The maximum time allowed for this item is 15 minutes.

39/15 To agree the minutes of the Open Spaces committee meeting held on 6 August 2015

The minutes are attached.

40/15 Clerk's Report - on items of information that are not an agenda item.



41/15 Allotments

- i) To receive the notes of the meeting with Ongar Allotment and Gardening Society (OAGS)
- ii) To receive a report on the condition of plot 13 at Castle St allotments and to agree a course of action
- iii) To receive a report on the number of plots that are let but are not worked
- iv) To note the number of vacant plots at each allotment site
- v) To review and amend (if necessary) the adopted Allotment Rules and Regulations and Tenancy Agreement regarding rented plots that remain unused
- vi) To receive an update from the Council's solicitor regarding the proposed lease for Castle St allotment site
- vii) To agree that the Clerk, another officer or member of the Council be authorised to sign a copy of the "Form of Notice that Sections 24 to 28 of the Landlord and Tenant Act 1954 are not to apply to a Business Tenancy" and make a recommendation to Finance committee

42/15 Cemetery

- i) To agree the draft memorials risk assessment and make a recommendation to Human Resources committee
- ii) To receive three quotes for memorial testing and agree a course of action

43/15 Greensted Rd play area

- i) To receive a report from the Council's solicitor regarding the proposed lease with Essex County Council for the Greensted Rd play area
- ii) To agree that the Clerk, another officer or member of the Council be authorised to sign a copy of the "Form of Notice that Sections 24 to 28 of the Landlord and Tenant Act 1954 are not to apply to a Business Tenancy" and make a recommendation to Finance committee

44/15 Grounds maintenance contract

To receive quotes from contractors regarding grounds maintenance contract

45/15 St Martin's Church PCC

To receive a report on the Council's liaison meeting with St Martin's Church PCC

46/15 Budget bids

To consider any budget bids for the next financial year 2015/16 and make a recommendation to Finance committee

47/15 Open Spaces committee budget 2015/16

To receive information on the committee budget between 1 April and 31 August 2015

An informal fifteen minute 'Open Forum' session to be held after the closure of the meeting where matters of interest or concern could be discussed by members and the public present.

