

**MINUTES OF THE OPEN SPACES COMMITTEE MEETING
HELD AT BANSONS ON 7 APRIL 2016**

PRESENT: Cllrs A. Wingfield (chair) N. Fletcher (vice chair)
J. Bicknell* D. Birch* P. Bolden
J. Browning B. Freeman P. Gode
A. Kaye* J. Reynolds D. Roberts
J. Rushton

*Non committee members

Officers: J. Farr (Deputy Clerk)
E. Gough (Assistant)
A. Laws (Admin Assistant)

Public: One member of the public.

Press: One member of the press.

101/15 Apologies for absence

There were no apologies for absence

102/15 Declaration of Disclosable Pecuniary Interest

Cllr Reynolds declared an interest in item 106/15 as he was an allotment tenant.

103/15 Public participation

A member of the public addressed the committee in respect of item 107/15. It was reported that bus shelters in the High St were in poor condition and he requested that the Town Council consider setting up a regular cleaning schedule of all shelters.

104/15 To agree the minutes of the Open Spaces committee meeting held on 3 March 2016

The minutes were reviewed and agreed and would be signed by the chair.

105/15 Clerk's Report

Nature Reserve

The Council had contacted the Environment Agency for advice on tree planting in the Reserve. The Council would need to apply for permission to carry out works in, over, under or near a main river or flood defence. Cripsey Brook was classed as a main river. Further information and any costs involved would be received in the next couple of weeks.

It was reported that garden rubbish had been dumped in Shelley Park from a neighbouring garden.

106/15 Allotments

To consider erecting notices requesting that dogs are kept under control at Castle St allotment site

Tenants had complained to the Council about dog owners who allowed their dogs to roam onto the allotment plots.

It was agreed that the Council would erect notices at both entrances to the allotments to instruct owners to keep their dogs on a lead when on site.

107/15 Bus shelters

To consider instructing Council staff to clean the bus shelter owned by Essex County Council which is located near the Town Sign

The Council had been contacted by residents complaining about the poor condition of the bus shelter near the Town Sign.

It was reported that the shelters were owned by Essex County Council but managed by Epping Forest District Council. The Council had reported resident's concerns to both ECC and EFDC. This item would be considered in future by the Planning and Environment committee.

108/15 Cemetery

i) To consider the draft Exhumation Policy and make a recommendation to Full Council
The draft policy was provided for Councillors consideration.

Cllr Roberts proposed to recommend to Full Council to adopt the draft policy. This was seconded by Cllr Gode.

Vote –
For – 9

AGREED

- To recommend to Full Council to adopt the draft Exhumation policy

ii) To consider a rise in fees and make a recommendation to Finance committee
A table of fees for other local councils was provided for Councillors consideration. The last rise in fees was effective from August 2015.

Cllr Freeman proposed that the fees be increased by 5 % and this was seconded by Cllr Roberts.

Vote –
For – 8
Against – 1

AGREED

- To recommend to Finance committee to increase the cemetery fees by 5 %.

iii) To consider the Rules and Regulations and make a recommendation to Full Council
The committee is asked to review the current Rules and Regulations and make a recommendation to Full Council. Officers had no amendments to suggest. The Rules and Regs were last reviewed in April 2015.

Councillors noted the Rules and Regulations.

109/15 Litter

To note the success of the Clean for the Queen litter pick on Saturday 5 March 2016.

It was reported that 7 Councillors and 5 volunteers took part in the event. Refreshments from Jubilee Park café cost £20.20.

Councillors noted this information.

110/15 Play areas

To consider entering the Essex Playing Fields Best Kept Playing Field competition 2016

Cllr Freeman proposed that the Council enters this competition again this year and the cost of the entries be taken from the Amenity Management budget. This was seconded by Cllr Fletcher.

Vote –
For – 9

AGREED

- The Council to enter the Best Kept Playing Field competition

111/15 Grant funding

To consider applying for external grant funding
Grant funding is available from Tesco's.

Cllr Fletcher proposed that the Council applies for funding for the maintenance of Jubilee Park grounds and this was seconded by Cllr Reynolds.

Vote –
For 9

AGREED

- The Council to apply to Tesco's for grant funding for the maintenance of Jubilee Park

112/15 Open Spaces committee 4 year plan

Councillors noted the 4 year plan.

113/15 Open Spaces committee budget 2015/16

To receive information on the committee budget between 1 April 2015 and 31 March 2016
It was reported that a few invoices would continue to be received that were relevant to the year 2015/16 and a complete report would be provided at the committee meeting in May 2016.

The meeting closed at 9 pm.

Signed

Chair

Date