



## WROUGHTON PARISH COUNCIL

### OPEN SPACES COMMITTEE

Minutes of the meeting held on Tuesday 08 October 2019 at 7.30pm  
in The Ellendune Community Centre

**Present** Cllr H Hodd (Chair)  
Cllr C Clark  
Cllr J Hewer  
Cllr G Overbury  
Cllr P Bhardwaj

**Clerk** Oliver Armstrong (Administration Officer)

**Public** 1

**OS/26** Apologies  
Apologies were received from Cllr Dosanjh and Cllr Richards.

**OS/27** Declarations of Interest & Applications for Dispensation  
There were no declarations of interest nor applications for dispensation.

**OS/28** Public Questions  
There was one member of the public present who was dissatisfied that the Flora & Fauna working party had not been organised in several months. The Chair and Administration Officer stated the meeting was to be scheduled in for November 2019 with two main projects to be considered; the investigation into the feasibility and trialling of the wild flower verges and to recommend low maintenance planting for difficult areas such as the BMX track.

*Cllr P Bhardwaj entered the meeting at 7:39pm*

**OS/29** Minutes  
Members **RESOLVED** to approve the minutes of the Open Spaces Committee meeting held on 15 August 2019.

*Item 10 on the agenda was brought forward*

**OS/30** Flora & Fauna Working Party  
Members **NOTED** that the Flora & Fauna Working Party would be organised for November 2019.

**OS/31** Chairs Report  
The Chair provided an update on outreach sessions being undertaken by the youth workers in Wroughton. The next scheduled event was a static pop up café on the Weirfield on Thursday 24<sup>th</sup> October 2019.

The reports of vandalism have increased recently and the Chair asked whether the any vandalism can be reported to the Open Spaces committee.

**Action:** Administration Officer to compile a list of damage or vandalism incidents and report incurred costs.

*Cllr C Clark entered the meeting at 7:59pm*

**OS/32**

**Open Spaces Budget**

Members **NOTED** the Open Spaces committee budget. A copy of which appears as appendix A in the minute book.

Members **NOTED** that the budget would be reviewed at each meeting.

Members **RESOVLED** to recommend minor amendments to the budget format.

**OS/33**

**Allotment Working Party**

Members **NOTED** a verbal update from the Administration Officer. The Annual Allotment Plot Holders meeting would take place on 28<sup>th</sup> October 2019 and a report would follow at the next meeting.

**OS/34**

**Christmas Working Party**

Members reviewed the budget proposal from the Christmas Working Party.

Members **NOTED** that the Christmas Light Switch On would be a single event and there would be no grotto or market organised by the Parish Council. Members also noted that the grounds team would be responsible for the installation of the large and small Christmas trees in the village.

Members **RESOVLED** to approve the expenditure of up to £1,955.00 for the lighting installations as per the attached budget to be met from the Christmas Lights budget (4755/500 - ££2,000.00 remaining).

Members **RESOVLED** to approve the expenditure for £1,190.00 for the Christmas Light switch on event as per the attached budget to be met from the Christmas Budget (4750/500 - £1,500 remaining).

Members **RESOVLED** to approve the installation of a new manhole as per the attached quotation in the centre of the circular path.

**OS/35**

**Footpaths & Cycling Working Party**

Members **NOTED** the Footpaths & Cycling working report. A copy of which appears as appendix B in the minute book.

Cllr Clark suggested inviting a representative from the cycling community to be involved in the working party.

**OS/36**

**Moat Pond Maintenance**

Members discussed the condition of Moat Pond and the Chair suggested creating a short term and long term maintenance schedule. The grounds team are able to reduce the reeds providing suitable equipment is available to complete the job safely.

The long term maintenance schedule will need to be considered before March 2020 with professional advice and assistance.

Cllr Clark stated that advisory notices should be put up around the pond to ensure the protection of the ecosystem and keep maintenance to a minimum.

Members **RESOLVED** to approve the expenditure of up to £100.00 from the H&S and Workwear budget (4655/450 - £1250 remaining)

**OS/37**

**Countrywide E-mail**

Members **RESOLVED** to allocate the three hours of voluntary work accrued from Countrywide to be attributed toward allotment maintenance. Voluntary work would not replace the Grounds Team existing responsibilities for clearing plots for new plot holders but would supplement it by undertaking work that they were not scheduled to do.

The meeting closed at 8:45pm

Signed.....

Date.....

Chairman of the Open Spaces Committee