



**EMERSONS GREEN**  
TOWN COUNCIL

**Minutes of the Open Spaces & Allotments Committee**

**19<sup>th</sup> March 2019, Council Office, Emersons Green Town Council**

**Present** – Councillors: D Somers (Chairman), J Adams, S Hill, P Morgan, R Nichols & P Todd

**Attendees** – Mr R Hull, Committee Clerk

**228 Apologies for Absence**

Apologies were received from Councillors S Budd & C Johnson. Councillor C Hunt was absent from the meeting.

**229 Declaration of Interests under the Localism Act 2011**

No interests were declared at this time.

**230 Public participation**

There were no members of the public present.

**231 To approve the Minutes of the meeting held on 8 January 2019.**

It was **Resolved** that the minutes are approved and signed by the Chairman as an accurate record of the meeting of 8 January 2019.

**232 Outstanding Items from these Minutes - none**

**233 Flower planters**

- Downend Men in Sheds had provided a sample planter. It was **Resolved** that the **Committee Clerk** will instruct Downend Men in Sheds to provide a further 6 planters and to install all 7 planters by the shops in Emerson Way. The members were concerned that the planters could be stolen and asked the **Committee Clerk** to obtain the recommendation of the representative of Downend Men in Sheds for the best way to reduce this risk, it was **Resolved** that Cllr Somers can agree to any reasonable additional cost. It was **Resolved** that the **Committee Clerk** will find out the cost of “Emersons Green Town Council” signs for the planters.
- Two quotes have been obtained for the planting of the planters. Cllr Nichols declared an interest in one of the quotes as he knows the proprietor. It was **Resolved** to accept the quote from Elmwood Nursery of £40 per planter. The **Committee Clerk** is to issue a purchase order.

**234 To approve the dates for allotment reviews & judging**

The members noted that when the second round of judging was done mid-August last year some tenants had harvested a lot of their crops making it difficult to give a fair assessment of their plots. It was **Resolved** that a review of the plots will be done early May and the judging

will be done the first week of July. The **Committee Clerk** will suggest dates nearer the time, these will probably be on Tuesdays as one of the members is not available on Thursdays.

### 235 Dibden Lane Allotments

- Members noted the S106 capital funding of £751.80 that is available for this site and that £958.61 is available for the maintenance of the capital.
- Two quotes have been obtained to refurbish the car park. One of these included “adding additional material as required” It was **Resolved** that the **Committee Clerk** will ask the company how much material their quote includes.
- Three quotes for a single and a disabled access Portaloo for April to September have been received. It was **Resolved** that the **Committee Clerk** will instruct Mendip Toilet Hire Ltd for the hire of a single Portaloo costing £22 + VAT per week.
- Two quotes have been received for 6 & 8 cubic yard drop door skips. It was **Resolved** that the **Committee Clerk** will instruct REM waste for the hire of an 8-yard skip for four weeks starting in April costing £285 + VAT.
- The allotment tenants committee have stated that the chain link fence parallel with Dibden Lane stops near the water trough and they are concerned about security here. It was **Resolved** that the **Committee Clerk** will get quotes for a section of fence approximately 13 m long and a similar height to the fence along the north edge of the allotments. The **Committee Clerk** will investigate if the S106 funds referred to above could be used for the fence.
- The members noted that a small tree in the boundary hedge by Dibden Lane has broken at or near its base. Cllr Somers and the Committee Clerk had inspected the small tree; it is partly held in place by some barbed wire and is not likely to fall onto the allotments or the road. It was **Resolved** to leave this and consider action in conjunction with installation of the 13 m section of fence. If it is removed now it would leave the allotments more vulnerable at that point.
- A request has been received for an area to plant flowers to encourage pollinating insects. The members noted that there is no suitable available area to plants flowers and that tenants could plant flowers on their plots which some do at present.
- An allotment tenant has asked that a tree that hangs over her plot is cut back. Cllr Somers explained that he and the Committee Clerk have inspected the tree; it is on a strip of land not owned by the Town Council between the allotments and the houses in Howells Mead. The main trunk was cut down last year by a resident of Howells Mead leaving the remaining large side branch growing over the allotments. It was **Resolved** that the **Committee Clerk** will get quotes to have the branch cut back to the boundary.
- An allotment tenant has asked to go on the waiting list for a different plot as he has said that his existing plot is shaded by trees. It was **Resolved** to agree to his request and the **Committee Clerk** will inform the tenant. It was **Resolved** that future requests from other tenants to go on the waiting list for a different plot can be agreed to.
- A request has been received from a resident to have an oak tree at the allotments pruned and to reduce the height of the hedge between the allotments and 11 and 12 Pendock Court. Cllr Somers explained that he and the Committee Clerk had met a South Gloucestershire Council tree officer and the two residents who are concerned about the lack light and the number of leaves & twigs that fall. The tree is subject to a Tree Preservation Order. The tree officer said that subject to a planning application the work he suggested is to crown lift to 6 - 7 m, removal of deadwood and reduce the lateral spread on the property side by 2 – 3m. It was **Resolved** that the **Committee Clerk** will get quotes for the work on the tree and submit a planning application, the **Committee Clerk** will also get quotes to reduce the height of the hedge. Cllr Hill commented that there are restrictions on when hedges can be cut; It was **Resolved** that the **Committee Clerk** will check the Defra rules.

### **236 Easter entertainment**

- Jay Millers Circus have asked if they can stay on Rodway Common on Tuesday 23 April and leave after Mangotsfield school closes, no performances will take place that day. It was **Resolved** to agree to the request and the **Committee Clerk** will inform the circus.
- The contract was approved and signed.

### **237 Summer maintenance programme**

Three quotes have been received. It was **Resolved** to accept the quote from Brandon Trust of £3,750.50 subject to them providing a Certificate of Capability confirming that they have the necessary manpower and equipment to do the work, if this is received the **Committee Clerk** will issue a purchase order.

### **238 Removal of two concrete blocks from Rodway Common**

A quote was received in December for the removal of these blocks. As a result of a misunderstanding between the contractor and his team the work was done before the quote was considering by the Town Council. The members felt the quote was high and it was **Resolved** to pay the contractor £210 plus VAT being half the amount he quoted.

### **239 Recycled plastic bollards**

Cllr Nichols had previously suggested that we consider purchasing some recycled plastic bollards to hold for use when bollards need to be replaced. It was **Resolved** that the **Committee Clerk** will get quotes for a pallet (probably 50) of these bollards and also quotes for 50 wooden bollards. The **Committee Clerk** will also check recent emails from the SGC Commons Officer to see if we can replace old bollards with recycled plastic ones without needing permission from Defra.

Cllr Hill informed members that there is a wooden bollard missing at Rodway Common. The **Committee Clerk** will get a quote for this to be replaced.

### **240 Improvements to Springfield Park**

The members noted that SGC had provided a detailed report of possible use of Section 106 funds at Springfield Park. The members were agreeable to SGC deciding what the priorities are.

### **241 Motor bikes on Rodway Common**

The members noted that motor bikes have been ridden on the common. The bikes don't normally have registration number plates which is the information the police would require together with evidence that a motor bike had been ridden on the common; under the circumstances it was **Resolved** that no further action would be taken.

### **242 Correspondence**

The following correspondence was considered;

1. An email from Aquaflora Landscapes stating that there is a small amount of New Zealand Pygmy weed, an invasive species, in Vinney Green pond. The recommendation is to maintain the current annual clear out and to monitor it at present – It was **Resolved** to continue with the annual clear out.
2. Community Spaces, South Gloucestershire Council – Sunbeam Day Nursery have asked South Gloucestershire Council for permission to continue holding weekly Forest Schools at Leap Valley Woods until March 2020. They will be on site 9.00 to 12.00 and / or 13.00 – 16.00 every Monday and Wednesday. They estimate 10 – 14 people will attend including staff and children - Noted

**243 Items from Members to Report**

Cllr Morgan has spoken again to the resident who would like a bench installed at the Beaufort Road play area. Some of the councillors commented that as this is SGC's park it would be appropriate for them to fund any bench. Cllr Morgan will give the resident a document with the content of an email from SGC about the issues concerning a bench.

**Next Meeting:** 30<sup>th</sup> April 2019 at 19.00 in the Council Chamber of Emersons Green Town Council

The chairman closed the meeting at 20.40

Draft