



EMERSONS GREEN
TOWN COUNCIL

Minutes of the Open Spaces & Allotments Committee

4th September 2018, Council Office, Emersons Green Town Council

Present – Councillors: D Somers (Chairman), J Adams, C Johnson, P Morgan, R Nichols & P Todd

Attendees – Mr R Hull (Clerk's Assistant), Cate Biggs & Mark Humphrey (members of Lyde Green Open Space Community Group).

161. Apologies for Absence

Apologies were received from Councillors S Hill, & C Hunt.

162. Declaration of Interests under the Localism Act 2011

No interests were declared at this time.

163. Public participation

The Clerk's Assistant said that the director of Norft Ltd, which owns Lyde Green Common, has confirmed that he has no objection to a sign being erected at each end of the common. Cate Biggs explained that the Lyde Green Open Space Community Group (the Group) have been liaising with Verity Britton, SGC, about artwork for the signs. The Group intend that the signs will be wildlife focussed and include history of the common. The Group has been getting information from local residents / commoners. The Group is seeking funding for an ecological survey.

Cate explained that she had provided the Forest of Avon Trust with information to help them with their work on improving links with the local countryside.

It was **Resolved** that the Town Council will purchase the two signs when they are needed.

The Group will get quotes for the artwork.

Cllr P Morgan arrived at 7.25 pm.

164 To approve the Minutes of the meeting held on 3 July 2018.

It was **Resolved** that the minutes are approved and signed by the Chairman as an accurate record of the meeting of 3 July 2018.

165 Outstanding items from these minutes.

These were discussed under the agenda items.

166 To consider quotes (if received) to cut back vegetation on two footpaths.

One quote had been received and it was **Resolved** to accept this quote of £660.

The **Clerk's Assistant** to instruct the contractor.

167 To consider an email from an allotment tenant who has found a metal pipe on her plot and her request for a water trough nearer to her plot.

Cllr Somers explained that this was a metal rod rather than a pipe and that despite digging a reasonably deep hole around the rod it was not moving at all in the ground. The rod is roughly level with the ground and is very near the edge of the plot. It was **Resolved** that the rod would need to remain in the ground. There are other plots that are further from a trough and it was **Resolved** that another trough would not be installed. The **Clerk's Assistant** to inform the tenant.

168 To consider a request from an allotment tenant to erect a swing on her plot. It was **Resolved** that the tenant cannot install a swing as this would set a precedent. The **Clerk's Assistant** to inform the tenant.

169 To agree the prize values for the allotments and consider a quote for award shields. To consider having wood plinths made for three of the trophies that have been donated to the Town Council and having some allotment prize winners' names added to shields and put on the plinths.

It was **Resolved** that the prize values will be £90 in total and to accept the quote of £77.45 for the award shields.

It was **Resolved** that a plinth will be bought for each of the two larger trophies and that a shield will be added with the name of the winners of 1st prize for the largest trophy and Best Newcomer for the other large trophy. It was **Resolved** that the Clerk is authorised to spend up to £1,000 on the plinths and the shields to go on the plinths.

The **Clerk's Assistant** to; arrange the purchase of the garden tokens; order the award shields; order two plinths and the shields.

170 To consider a quote to clear Vinney Green pond and to consider agreeing a three-year contract with the company.

A quote of £360 for an annual clear out of the pond has been received from the company that carried out a major clear out last year. It was **Resolved** to accept this quote.

The **Clerk's Assistant** to instruct the contractor.

171 To consider whether our contractor should continue to use glyphosate-based products.

The Town Council had received some information from the National Association of Local Councils about a case in America where a groundsman claimed that herbicides containing glyphosate had caused his cancer. The Clerk's Assistant had sent this to the Town Council's contractor for comment. The contractor stated; glyphosate has recently been approved by the EU for a further 5 years; only the operatives that hold spray certificates use herbicides containing glyphosate, they follow the manufacturer's instructions and COSHH data sheets.

It was **Resolved** that the contractor can continue to use herbicides containing glyphosate for work for the Town Council.

The **Clerk's Assistant** to inform the contractor.

172 To consider a three-year contract with Jay Millers circus to provide family entertainment at Rodway Common.

Discussion was had about this matter. It was **Resolved** that terms would be requested from Jay Millers circus for family entertainment for Easter 2019, but tenders would not be sought from other companies.

173 To consider a quote to install a litter bin in the area near the junction of Guest Avenue and Emerson Way.

A quote has been received from SGC of £448 to install a litter bin. It was **Resolved** to accept the quote.

The **Clerk's Assistant** to instruct SGC to install a litter bin in this area.

174 To consider emails from SGC about the possibility of installing a bench at the Beaufort Road play area.

Cllr Morgan explained that a resident had asked her if a bench could be installed in the play area so there is somewhere to sit when she is there with her children. The emails from SGC explained that a bench could be considered for within the play area or on the grassy public open space. However, SGC stated that the Town Council will need to consult the immediate site neighbours on the proposal.

It was **Resolved** that the preferred option is to install a bench within the play area.

The **Clerk's Assistant** to inform SGC of the preferred option and to find out what SGC's requirements are for the consultation.

175 To consider quotes to buy and install a flat bench at Rodway Common to replace a damaged picnic bench.

Two quotes have been received from suppliers of recycled plastic benches and two quotes from contractors to install a bench.

It was **Resolved** to accept the quote of £261.79 + VAT to buy a bench and the quote of £150 plus VAT to install the bench and remove the picnic bench.

The **Clerk's Assistant** to issue purchase orders.

176 To consider a request from a resident to have two oak trees pruned which are in Green Lane next to his property.

In September 2017 the committee had agreed that quotes will be obtained from arboriculturalists for reports on the trees in Green Lane to see if there are any health & safety issues. It was **Resolved** that these quotes should be obtained so that the committee could consider having a report on the trees before any decision is made about having these two trees pruned.

The **Clerk's Assistant** to obtain quotes and inform the resident of the committee's decision.

177 To consider information about the cost to buy and install a composting toilet at the allotments.

Prior to the meeting the Clerk's Assistant had distributed a link, provided by Cllr Johnson, to a website that gave a list of companies that supply composting toilets. The members thought it would be good to find out at the allotment evening the level of interest in having toilet facilities.

Cllr Johnson agreed to produce a PowerPoint presentation about allotment toilets for the allotment evening.

178 To note an update from SGC about the possibility of installing covered cycle spaces and to consider the Town Council paying for the installation.

The Clerk's Assistant explained that SGC are checking if there are any S106 funds for this purpose.

179 To consider an email from Forest of Avon Trust stating they are looking to improve access links between Emersons Green and the local countryside and asking if the Town Council has any suggestions for small-scale work they could include.

As stated under item 163 Cate Biggs has provided information to the Forest of Avon Trust to help them with this project. Cllr Nichols suggested that if any parts of the path are subject to flooding then it might be appropriate to use stones to combat that problem – the **Clerk's Assistant** to pass this on to the Trust.

180 Correspondence.

The following correspondence was noted;

1. Sarah Cullen, Environment and Community Services, SGC - An email stating; You will no longer receive a monthly email detailing events planned on SGC maintained open space. Instead we will publish it online; <http://www.southglos.gov.uk/leisure-and-culture/parks-and-open-spaces/hire-of-public-open-space/>
2. Natalie Masters, Environment and Community Services, SGC - The Early Years Team in South Gloucestershire Council have applied to South Gloucestershire Council to hold Forest Schools sessions at the Leap Valley Nature Reserve on 6 dates between 20 September and 13 November, 10 am – 11.30 am.
3. The following responses have been received from tenants following the review on 16 August of plots needing attention;
 - Plot 14W; The tenant will return the allotment key.
 - Plot 27E; I undertake to have it in good state of cultivation before 30 September 2018.
 - Plot 28W; For personal reasons he has not been able to spend much time on the plot but is starting to concentrate on it now.
 - Plot 42; He has been working plot. He is inclined to keep whole plot next year but may consider giving up part.
4. An email from a member of the Friends of Lyde Green common about signage for the common.

181 Items from Members to Report.

None.

182 Date of next meeting: Tuesday 6 November

Noted.

The chairman closed the meeting at 20.55