

Minutes for the Open Spaces Management Committee held on 25th September
2024 at 8:00 PM
in the St Mary's C of E Primary School

Those present :

Chair : Cllr M Strutt
Councillors : Cllr S Brown, Cllr C Webb
Officers : T Wilson

OS24/24 Chairman's Welcome and Public Participation

Chairman welcomed the public present of which there were 5 members. Two residents raised the following questions:

1 Resident:

- Comment regarding what pack not to use under the Free Trees pack.
- Questions regarding the maintenance plan, the grass cutting contract, the vehicle entrance, a supposed complaints meeting, and the location of the notes from the Heads of Terms Working Group.
- Suggestion of where to place the Queens Memorial Bench.

The Clerk answered questions regarding the grass cutting contract, a complaints meeting and the location of the notes from the Heads of Terms Working Group.

1 Resident:

- Question if the meeting for the 1st October is still going ahead.

It was answered that this was subject to advice from solicitors being returned as stated in the minutes of the last meeting.

OS24/25 Apologies for Absence

Apologies were received from Cllr Artus, Cllr Beadle and Cllr Craig.

OS24/26 Declaration of Interests

Cllr Strutt declared a non-pecuniary interest for all matters relating to the Village Green as a trustee of the HBO Sports and Community Club, Chair of the HBO Youth Football Club, Committee Member of the HBO Cricket Club and the Scout Hut as secretary of the HBO Ch'uan Chang Do Kung Fu Club. Additionally, he also declared an interest in anything to do with the Village Green or Scout Hut in the case of the Kung Fu Club.

OS24/27 Minutes of the Previous Meeting

It was **RESOLVED** to agree the minutes of the previous meeting held on August 14th, 2024.

(Proposed by Cllr Webb - Seconded by Cllr Brown - Unanimous)

OS24/28 Village Green

i. A discussion took place and it was **RESOLVED** to look into an ecology survey with a cost of up to £250 for the village green. This will provide the council with more information on what to cut back and keep, and particularly what habitats to protect, around the pond area. (Proposed by Cllr Brown - Seconded by Cllr Webb - Unanimous)

ii. The correspondence received regarding certain areas of the Village Green, in particular the overgrown footpaths and grass areas was **NOTED**.

iii. A discussion took place on organising a volunteer working parties to do temporary path reclamation (widening) on the village green paths and it was **RESOLVED** to look for volunteers. (Proposed by Cllr Webb - Seconded by Cllr Brown - Unanimous)

iv. It was **RESOLVED** to apply for the Community Initiatives Fund application for refurbishing the footpaths at the Village Green. (Proposed by Cllr Brown - Seconded by Cllr Webb - Unanimous)

v. An update on the Scheduled Ancient Monument Consent was received. The application was sent off to the Landowner and submitted to Historic England along with additional documents and now waiting on a reply.

vi. Having previously agreed to purchase an additional bench for the Village Green, members **RESOLVED** to purchase the Elwood Bench for £815.56 + fixings ex VAT. (Proposed by Cllr Brown - Seconded by Cllr Webb - Unanimous)

vii. An update on the Vehicle Entrance was received. Highways are asking for more drawings costing approximately £500. It was proposed and **RESOLVED** to seek additional drawings for a maximum budget of £500. (Proposed by Cllr Brown - Seconded by Cllr Webb - Unanimous)

viii. A discussion took place on the quotes received for improving security measures at the Vehicle Entrance on the Village Green and it was **RESOLVED** to approve the quote from Farm & Country for £3221 ex VAT. (Proposed by Cllr Brown - Seconded by Cllr Webb - Unanimous)

ix. A complaint that was made to Uttlesford regarding the spoils and crush deposits near the vehicle entrance was **NOTED**. The landscape officer at Uttlesford is aware of the situation and has been in touch with the Parish Clerk. The Parish Clerk explained to the officer that the spoils were to be reused for the remainder of the entrance. The spoils will be moved as soon as possible.

x. It was **NOTED** that the Football Foundation grant for an additional container to store the flail mower was approved.

OS24/29 Recreation Ground

i. An update on the grant application for the Recreation Ground was received. Disappointingly the grant for the swings was missed and it is unlikely to be available again next year.

ii. **DEFERRED**.

OS24/30 Open Spaces Equipment Checks

i. The open spaces equipment checks for the recreation ground were received. The clerk is expecting the goal checks for the Village Green.

OS24/31 Other Areas of Outside Space

i. An update on the Tree Survey was received. The Clerk is to meet with contractor on site and waiting on additional quotes as currently only one has been received.

ii. An update was received regarding the hedges and site lines around the Duke's Head corner.

iii. **DEFERRED**

iv. A discussion took place for the budget for the Christmas Tree and cost of installation. It was **RESOLVED** that the budget for the installation was a maximum of £700.

(Proposed by Cllr Webb - Seconded by Cllr Brown - Unanimous)

ACTION: Clerk to seek quotes for Installation

It was **RESOLVED** to approve a budget of £250 for the purchase of a Tree.

(Proposed by Cllr Webb - Seconded by Cllr Brown - Unanimous)

v. A discussion took place regarding the Woodland Trust 'Free Trees' pack for planting in March 2025. The Clerk sought guidance from the Landscape Officer at Uttlesford who stated that the council may wish to look at opportunities to provide additional planting to the peripheries of the parkland green using the copse and wildlife planting packs. Councillors were keen to seek further information and bring this back to the next meeting.

OS24/32 Equipment

i. Waiting on update from Councillor Beadle regarding the bollards. Will bring back to the next OSMC meeting.

OS24/33 Items for the next Agenda

Bollards update

Woodland Trust Tree Packs

RoSPA meeting update

Bench update with engraving

Bench Contractor for installation

OS24/34 Date of the next meeting

Tuesday 29th October 2024 8:00pm School Hall

OS24/35 Confidential Items

i. It was **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

ii. An update on the Grass Cutting Contract was received.

Close and Chairman's Signature

Meeting closed 21:34.

Signed by the Chairman.....

Date.....

Information is best viewed online at: [Free Trees for Schools and Communities - Woodland Trust](#)

For full FAQs please view: [Free Tree Packs: Frequently Asked Questions - Woodland Trust](#)

Tree packs



Hedge

Make a natural screen or connect existing woodland to help wildlife stay on the move. You will get a variety of each species for 8 metres of full, easy to manage hedging.

For a longer length, our Wild Harvest, Year Round Colour, Wildlife, and Wild Wood packs also make great hedgerows and are available with 105 or 420 saplings.

- **Trees:** 30
- **Species:** dog rose, hawthorn, hazel, crab apple, dogwood
- **Size of land:** 6-8 metres of double-row hedging



Copse

Plant a mini forest school classroom or a peaceful spot that's an oasis for birds. You will get 10 of each species for a small, tranquil copse.

- **Trees:** 30
- **Species:** silver birch, rowan, wild cherry
- **Size of land:** tennis court



Working wood

Fuel a log burner in 7-10 years, or channel your creativity and learn to carve or weave willow.

- **Trees:** 105 or 420
- **Species:** field maple, rowan, silver birch, wild cherry, common oak, grey willow
- **Size of land for 105 saplings:** 4x tennis courts
- **Size of land for 420 saplings:** football pitch



Wild wood

These hardy native species can tolerate exposed sites and help dry up wet areas.

- **Trees:** 105 or 420
- **Species:** holly, hazel, crab apple, downy birch, hawthorn, goat willow
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge



Wildlife

Establish food and shelter for wildlife and create a living legacy for future generations.

- **Trees:** 105 or 420
- **Species:** hawthorn, rowan, blackthorn, silver birch, hazel, common oak
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge



Urban trees

Easy to manage, this pack is designed for residential areas with limited communal space. If no shared space is available, applications to split between neighbouring front gardens to green up your street are considered. Tree packs for private use can be found in our shop.

- **Trees:** 15 – a mix of three native species chosen to thrive in urban environments
- **Species:** crab apple, rowan, hazel



Wild harvest

Grow an array of fruits and nuts to produce your own jams, jellies, wines and more.

- **Trees:** 105 or 420
- **Species:** hazel, blackthorn, crab apple, elder, dog rose, rowan
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge



Year-round colour

Enjoy beautiful blossoms, bright berries and stunning autumn displays.

- **Trees:** 105 or 420
- **Species:** hawthorn, dogwood, wild cherry, silver birch, rowan, hazel
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge

CONSIDERATIONS

- B. Smeeden (Landscape Officer at UDC) suggested “*look at opportunities to provide some additional planting to the peripheries of the parkland green using the **copse and wildlife planting packs.***”
- Make sure you have enough people to help you plant:
 - **An adult could probably plant between 12 and 20 trees in one hour.**
- **Please have a look at the website linked BELOW as this is the best source of information that can easily answer all questions.**

Information is best viewed online at: [Free Trees for Schools and Communities - Woodland Trust](#)

For full FAQs please view: [Free Tree Packs: Frequently Asked Questions - Woodland Trust](#)

REPORT FOR HATFIELD BROAD OAK PARISH COUNCIL

SALT BIN AND SPREADER COMPARISSON REPORT

Open Spaces Management Committee Meeting

22nd October 2024 – Agenda Item OS24/44

Brief:

Members are to decide which bin to purchase (x3) for 3 locations:

- Village Hall, Church Car Park, School.

Essex Highways have provided a one tonne pallet of salt (**approx. 40 x 25kg bags**).

The Salt bins below are at 400 Litre capacity which equates to 20 x 25kg bags.

A 200 Litre salt bin will hold approx. 8 - 10 x 25kg bags.

Members will need to consider:

- Either ordering 3 x 400 Litre bins = space for 60 salt bags although we only have 40.

Or

- 1 x 400 Litre bins, 2 x 200 Litre bins = space for 40 salt bags total.

Additional consideration will have to be given to:

- Which location is best suited for 400 Litre bin or 200 Litre Bin.
- How many spreaders to buy? Which location is best suited for the spreader? Storage of the spreader?

Options for bins and spreaders are listed below.

200l Salt Bins Comparison:

1. 7 Cu Ft Heavy Duty Recycled Grit Bin - 200 Litre / 200 kg Capacity



- **Capacity:** 200 Litres/ 250kg capacity
- **Dimensions:** L 720 x W 750 x H 710 mm
- **Material:** Constructed from a minimum of 50% recycled plastic, this bin is environmentally friendly while retaining toughness and durability.
- **Features:** It is heavy-duty and resistant to harsh weather conditions, making it ideal for outdoor use during winter. The bin also has “grit” moulded into the lid, this is a graphic that is applied to the tool at moulding stage and is therefore an integral part of the moulding so will not scratch off.
- **Price:** £119.10 (excluding VAT).
- **Additional Information:** Available with 1-3 working days delivery in the UK. This model is designed for long-term durability with a heavy-duty build.
- **Link:** [7 Cu Ft Recycled Heavy Duty Grit Bin 200 Litres/200 kg - Buy now at GritBins.net](#)
- **Optional extras:** An optional telescopic shovel can be added, which includes a clip which will allow you to fasten the shovel to the inside lid of the grit bin for convenient storage (£21.72 ex VAT).

2. 200 Litre Stackable Grit Bin



- **Capacity:** 200 Litres
- **Dimensions:** L 1020 x W 250 x H 720 mm
- **Material:** Medium-density Polyethylene (MDPE)
- **Features:** Very durable – can be left out all year with no fear of cracking. Hinged Lid protects the salt from the elements. Embossed with GRIT Graphic as standard.
- **Price:** £96.74 ex VAT – Free Shipping (3-5 working days)
- **Link:** [200 Litre Stackable Grit Bin - Online Tank Store](#)

400l Salt Bins Comparison:

1. 14 Cu Ft Heavy Duty Recycled Grit Bin - 400 Litre (GritBins.net):



- **Capacity:** 400 liters or approximately 500 kg of grit or salt.
- **Dimensions:** L 1260 x W 750 x H 710 mm
- **Material:** Constructed from a minimum of 50% recycled plastic, this bin is environmentally friendly while retaining toughness and durability.
- **Features:** It is heavy-duty and resistant to harsh weather conditions, making it ideal for outdoor use during winter. The bin also has “grit” moulded into the lid, this is a graphic that is applied to the tool at moulding stage and is therefore an integral part of the moulding so will not scratch off.
- **Price:** £186.34 (excluding VAT).
- **Additional Information:** Available with 1-3 working days delivery in the UK. This model is designed for long-term durability with a heavy-duty build.
- **Link:** <https://www.gritbins.net/14-cu-ft-heavy-duty-recycled-grit-bin-400-litre-500-kg-capacity>
- **Optional extras:** An optional telescopic shovel can be added, which includes a clip which will allow you to fasten the shovel to the inside lid of the grit bin for convenient storage (£21.72 ex VAT).

2. 400 Litre Heavy Duty Grit Bin with Hopper Feed (ESE Direct):



- **Capacity:** 400 liters.
- **Dimensions:** H 900 x W 1050 x D 650 mm
- **Material:** Made from durable plastic, designed to withstand outdoor elements. Non-corrosive medium polyethylene
- **Features:** This bin includes a hopper feed system, which allows grit or salt to feed out from the bottom, for quick and easy applications. For high-use areas needing fast refills.
- **Price:** 1 - £246.00 ex VAT, 2-5 -£239.85 ex VAT
- **Link:** <https://www.esedirect.co.uk/p-4873-heavy-duty-grit-bins-with-hopper-feed-200l-400l.aspx>

3. 400 Litre Heavy Duty Grit Bin (Online Tank Store)



Also available in: **ALL BLACK**

- **Capacity:** 400 liters.
 - **Dimensions:** L 1260 x W 750 x H 710 mm (excluding lids)
 - **Material:** Made of UV-stabilized polyethylene, it is designed for durability and longevity in outdoor settings.
 - **Features:** Weather-resistant, suitable for harsh conditions, and designed to prevent cracking or damage.
 - **Price:** £174.70 Ex VAT - Free Delivery (shipping 3 – 5 working days)
 - **Additional Information:** The UV-stabilized material ensures that the bin remains robust even under extreme weather conditions
 - **Link:** [400 Litre Heavy Duty Grit Bin - Online Tank Store](#)
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Salt Spreaders Comparison:

1. Pro Gritter 57kg Capacity Salt Spreader



- **Capacity:** Designed to hold up to 57kg of Salt.
- **Features:** High Vis orange colour with reflective strips, pneumatic wheels Rain cover to prevent salt clumping, mesh screen to prevent clumps jamming spreader mechanism. Suitable for brown rock salt.
- **Specification:** minimum spread 1.5m, max spread 3.6m, comes with 1 year warranty.
- **Price:** £299.00 ex VAT, Free delivery, Lead time: 1-3 working days
- **Link:** [Pro Gritter 57kg Capacity Grit Spreader - Buy now at GritBins.net](#)

2. Broadcast 25kg Salt Spreader with Spinner (ESE Direct):



- **Capacity:** 25 kg.
- **Features:** This model includes a spinner for an even wider spread range, making it ideal for larger areas such as parking lots or walkways.
- **Specification:** 3m spread, adjustable gearbox, pneumatic tyres, supplied with Hopper screen and rain cover.
- **Price:** £125.00 ex VAT
- **Dimensions:** H 1100 x W 540 x D 1150 mm
- **Additional info:** 1 year guarantee
- **Material:** Durable plastic with reinforced components to withstand regular use
- **Link:** [Broadcast Spinner Salt Spreader 25kg capacity \(esedirect.co.uk\)](https://www.esedirect.co.uk/Broadcast-Spinner-Salt-Spreader-25kg-capacity)

Summary:

Member will consider the following.

- To choose 3 salt bins that will together hold up to 1000kg of Brown Rock Salt.
- To choose which location will have which salt bin.
- To choose a spreader and which location will store the spreader.

Recommendation:

1. Salt Bin

My suggestion is to purchase 2 x 200l Bins for the Village Hall and Church Car Park and the 1 x 400l Bin for the School. The black heavy duty recyclable bins look the most durable and stable.

2. Spreader

My suggestion is to purchase the Pro Gritter 57kg Capacity Salt Spreader. This holds that largest amount of salt and is one of the few spreaders on the market that is suitable for brown rock salt, which has a tendency to stick together and clog spreaders. It is also High VIS with reflective stripes to ensure whoever is using it is visible. The lever also allows easy control of flow and spread. Additionally, it comes with a rain cover to prevent salt from clumping in raining or snowing conditions.

Purchase of the above recommendation gives a total of **£723.54 ex VAT.**