

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.....