

**Minutes of the meeting of the  
PARKS, OPEN SPACES, CONSERVATION & FOOTPATHS COMMITTEE  
held on Monday, 13<sup>th</sup> September 2010  
at the Freight House, Bradley Way, Rochford, Essex**

**Councillors present:** Chairman Mrs M Weir, Vice Chairman Mrs A Heath, Mrs J Barney, Mrs E Chippette, Mrs C Cunningham, Mrs J Fern, Mrs H Glynn, R Patient and D Weir.

**Also present:** Cllrs R Mitchell and Mrs P Young.

**12. Apologies for non-attendance at meeting:**

Cllrs Mrs M Dorrell and V Leach (funeral). Members noted and accepted the apologies tendered.

**13. Declarations of Interest:**

Cllr Mrs Glynn declared an interest should any matters arise relating to Lincoln Road. There were no further declarations of interest.

**14. To approve the Minutes of the meeting held on 17<sup>th</sup> May 2010 and to approve the destruction of the manuscript notes in respect of that meeting:**

Members approved the Minutes of the Meeting held on 17<sup>th</sup> May 2010 as a true record and agreed to the destruction of the manuscript notes.

**15. Parks – Action List Update:**

The Clerk went through the action list.

- **Arrange for clearance of ponds on a timely basis:** The Clerk reported the water levels were up again since his review and pennywort had re-appeared in Magnolia; the Chairman reported that pennywort had re-established itself in Spencers and the Clerk said that in his judgement the only way to get rid of the pennywort infestation was chemical use but this could not be done due to the water ways. Ongoing.
- **Footpath signs:** See Agenda item 6.
- **Work on programme for ROSPA:** The Clerk announced Elizabeth Close Play space would now be closed for one month when turf would be laid.
- **Tree Thinning in Spencers:** Ongoing as per report.
- **Spencer's Bridle path:** The Clerk to pursue RDC regarding post and rail along path. Members agreed to seek donation from the horse fraternity for the notices requested and invite them to the site to agree where signage to be placed.
- **Litter/dog bins collections:** The Clerk reported the small bins were being replaced and 2 new liners were to be put in as the previous 2 had been taken.
- **Adult Gym:** The Clerk reported the Groundsman had informed him that one piece of gym equipment had far too much lateral movement in the bearing and despite the apparatus working well he had asked Wicksteed to check it. They had said they would monitor it but he felt it should be replaced due to the wear factor. Members agreed for the Clerk to follow it up with Wicksteed.

- **Disabled access, Spencers:** The Clerk updated that Cory Environmental had requested to know an estimated level of usage for the disabled access and he felt there was no method of monitoring usage; that access was not only a quantitative measure but, certainly in respect of disabled access it was a qualitative measure. Cllr Mrs Glynn clarified that Cory Environmental had changed its procedures and all donation requests were now processed via a central area. It was questioned where Council stood in terms of the disabled act. This was felt not to be an issue due to there being disabled access further along; the issue was more points of access and it was hoped that entry points for disabled people should be available diametrically. The Clerk informed that he had not received a response from Keymed as yet.
- **Arrange siting of footpath signs:** See Agenda item 6.
- **Install new seats in Magnolia & Glencroft:** Item to be closed.
- **Spencers Pond:** Cllr Mrs Weir reported the pennywort was getting bad again, ongoing.
- **Clerk to investigate figure on Parks accounts re. RDC grant for Outdoor Gym:** Item to be closed.
- **Approval to build a mezzanine floor in Store:** Quotes requested, no response yet – the Clerk to chase up.
- **Clerk to send letters to educational establishments re. bullet point 2 of Operational Plan:** This was questioned as letters had been sent to schools before inviting them to use the parks and open spaces with poor response received due to health & safety issues. Cllr Mrs Weir stated the letters had been sent and it was up to the schools if they wished to take up the offer. Cllr Mrs Glynn asked the Chairman if she could raise a health and safety issue regarding Magnolia Park at that point and the Chairman agreed. Cllr Mrs Glynn referred to the entrance to Magnolia Park from Rectory Road and expressed concern that the walls made up of slabs of concrete were being overhung with heavy Ivy growing over from the neighbouring properties on both sides; should it snow during the winter the weight could cause damage to the wall. Members discussed this in detail covering cutting back the ivy, visual impact and consequences in removing it. **Cllr Patient proposed that the Clerk, together with the Groundsman, inspect the wall and ivy growth and come back to committee with a recommendation. Cllr Weir seconded and Members carried the motion.**
- **Clerk to apply to Keymed for funding for disabled access bars:** Awaiting response from Keymed.

## 16. Financial Report:

The Clerk went through the Financial Report. He cautioned that an awful of lot money had been spent so far in the year; but hopefully spending would be at or below budget by the end of the year but it would be very tight. Cllr Mrs Heath asked if the new company emptying the dog bins were performing well and Cllr Mrs Weir responded the new contractor was Cory Environmental, they were providing a good service and emptying on time. Cllr Mitchell queried one of the bin liners in Spencers Park had gone missing and the Clerk confirmed he had received new liners and would be replacing them. There were no further questions and Members accepted the Financial Report.

**17. Final arrangements and provisions of text for Footpath signs (artwork attached):**

The Clerk referred Members to the artwork and gave an overview of it. He suggested the decorative paintings of St Mary's Church and Whitehart Pub be moved to the left of the illustration and the Priest's House and Victory Pub be moved to the right - keeping the landmarks grouped together in the correct areas; the title needed to be added across the top; the text boxes to be equalised in size and the information in the boxes to be agreed.

**Cllr Mrs Heath proposed the Clerk's recommendations be accepted, Cllr Mitchell seconded and the motion was carried.** It was agreed that 'Hawkwell Parish Council' be the title in large font across the top and underneath that - 'Footpaths (public rights of way)' in smaller font. Members queried where the 3 signs were to be sited and the Clerk recounted from memory locations previously discussed. Members began a lengthy debate on the most suitable positions within the parish and it was agreed to put the item on the next meeting agenda giving the Clerk time to look up and report back the locations. Lastly, Members requested 'You are here!' to be noted on the signs and the Clerk made a note.

**18. Summary of decisions:**

- The Clerk to follow up with RDC post and rail along Spencers bridle path.
- The Clerk to request donation from equestriennes and invite them to discuss where signage to be placed.
- The Clerk to follow up with Wicksteed regarding potential wear of bearing on apparatus.
- The Clerk together with the Groundsman to assess the concrete walls overgrown with ivy - entrance to Magnolia.
- The Clerk to organise amendments/additions to footpath signs.
- The Clerk to look up previously named sites for footpath signs and place item on next agenda for final destinations to be agreed.

The meeting closed at 8.10pm.

Chairman