

**Minutes of the meeting of the  
PARKS, OPEN SPACES, CONSERVATION & FOOTPATHS COMMITTEE  
held on Monday, 10<sup>th</sup> November 2008  
at the Freight House, Bradley Way, Rochford, Essex**

**Councillors present:** Chairman K Holmes, Mrs J Barney, Mrs E Chippette, Mrs C Cunningham, Mrs M Dorrell, Mrs J Fern, Mrs A Heath, A James, V Leach, R Patient, D Weir and Mrs M Weir.

**Also Present:** Cllr R Mitchell.

**1) Apologies for non-attendance at the meeting:**

Cllr J Dickson (Poppy appeal). Members noted and accepted the apology tendered.

**2) Declarations of Interest:**

There were no declarations of interest.

**3) Approval of the Minutes of the meeting held on 29<sup>th</sup> September 2008 and to approve the destruction of the manuscript notes in respect of that meeting:**

Members approved the minutes of 29<sup>th</sup> September 2008 as a true record and agreed to the destruction of the manuscript notes.

**4) Parks – Action List Update:**

The Clerk went through the action list.

- **Ponds:** Ongoing.
- **Footpath Signs:** The Chairman expressed concern that time was moving on and this was a CIF grant awarded in 2007. The Clerk confirmed the bid must be in by 31<sup>st</sup> March 2009. The Chairman proposed HPC move forward and order the signs to ensure the bid is in by that date. Cllr Mrs Weir seconded. The Chairman asked Members if they were in agreement, they were and the motion was carried. Cllr Holmes asked the Clerk to go ahead and place the order.
- **Allotments:** Members discussed at length what course of action to follow regarding the time frame involved in awaiting land to become available due to the phased housing plans. Cllr Leach proposed, as HPC needed clarity on the proper process to compulsory purchase land that Council wait until the first phase of building is announced in a month or so and in the meantime finds out the exact legal requirements for compulsory purchase of land. The Chairman seconded and asked Members if they were in agreement. They were and he asked the Clerk to contact RDC Legal Services and make enquiries.
- **ROSPA:** Ongoing.
- **P3:** The Chairman informed Members the reports had been examined and highlighted 3 priorities, 2 of which the paths were a little rough but that was accepted as they were in woodland. The conclusion was one footpath needed attention and it would be dealt with by the Groundsman so the work would get done in the next few weeks.
- **Open Space, Rectory Road:** The Clerk reported he would do costing over the Christmas period ready for Full Council in January.

- **Memorial Plaques:** The Clerk advised he had received a complaint that flowers had been removed from around the area where a memorial plaque was in place. He reported all plastic flowers had been removed. Signage had been put up but it had been removed and it would be re-erected.
- **Tree Thinning in Spencers Park:** Ongoing see agenda item 7.
- **Spencers Bridle path:** Keep on action list for review.
- **Use of Magnolia Recreation Field by Hawkwell Hornet Football Team:** The Clerk reported he had written to M Tyrrell to request to see insurance policy.
- **Find out from contractor which days the litter/dog bins are collected:** Ongoing.

#### 5) **Financial Report:**

The Clerk went through the Financial Report. There were no questions and Members accepted the Financial Report.

#### 6) **Financial Planning for 2009/10:**

##### a) **Timetable for Planning Work**

The Clerk went through the timetable and asked Members to note.

##### b) **Mid term Review of Strategic Plan:**

The Clerk advised Members of the processes of the Strategic Plan.

The Chairman said as HPC were obliged to provide allotments somehow, the Council needed to identify that and make reference to the provision of them for the future. Cllr Leach agreed and asked the Clerk to add a bullet point under item 4 in response to Parishioners requests for allotments.

##### c) **Development of Operational Plan for 2009/10:**

Cllr Mrs Weir referred to a planning application at Glencroft where the applicant applied to cut through the woodland and felt it was a threat and must be resisted and asked an item be added to the operational plan to explore the options for taking this woodland on lease to prevent development. Cllr Mrs Heath added the applicant had proposed to put in a footpath which, at a later date could become a road, and she agreed that HPC should seek to take it over. The Chairman stated the land belonged to RDC at the moment and asked Members if they wished to consider the proposal **that the Clerk be instructed to make an addition to the operational plan to take over the woodland adjacent to Glencroft on White Hart Lane. Members agreed.** The Chairman asked for a show of hands and the motion was carried.

##### d) **Development of Draft Budget**

The Clerk had produced proposed budgets which Members examined and the following alterations were made.

4039 Tractor Running Costs – The Chairman suggested adding £500 to the proposed budget. Members were in agreement.

4044 Ransome Running Costs – The Chairman proposed that the suggested budget be increased to £2,200, this was agreed.

The Clerk advised he had omitted Adult Play Spaces (as raised by Cllr Mrs Chippette) to the Draft. The Chairman asked Members if they wished to pursue with Adult Play Spaces and they did. He proposed to put forward a figure of £5K and Members agreed.

**7) Quotation from Essex Arb Consulting Ltd re. work in Spencers:**

Members discussed the quote in detail. The Chairman stated he felt that HPC were aware of the trees that required to be thinned, the only thing he felt it was appropriate to seek advice on was trees adjacent to the houses in Spencers. Cllr Mrs Heath proposed that HPC request a quote specific to the section where there were concerns of damage to adjacent property therefore legally HPC would be covered. Members agreed.

**8) Summary of actions agreed:**

- The Clerk to order sign boards for footpath signage.
- The Clerk to contact RDC Legal Services and make enquiries as to the exact legal requirements for compulsory purchase of land for allotments.
- The Clerk to do costing for the removal of the spoil in the cemetery over the Christmas period ready for Full Council in January.
- The Clerk to add a bullet point under item 4 in the Strategic Plan in response to Parishioners requests for allotments.
- Proposal to take over Glencroft woodland be added to Operational Plan.
- 4039 Tractor Running Costs – £500 to be added to budget.
- 4044 Ransome Running costs £200 to added to budget.
- The Clerk to request a quote from Essex Arb Consulting Ltd specific to thinning the section of trees close to the houses where a problem with damage to properties by trees could occur.

Chairman