

**Minutes of the meeting of
PARKS, OPEN SPACES, CONSERVATION AND FOOTPATHS
COMMITTEE
held on
Monday, 16th May 2011 in the Committee Room,
Freight House, Bradley Way, Rochford**

Councillors Present: Mrs J Barney, Mrs E Chippette, J Dickson, Mrs A Heath, V Leach, R Patient, D Weir, Mrs M Weir and Mrs P Young.

Cllr Mrs Chippette proposed that the relevant Standing Order be suspended to enable the meeting to commence on the rise of the General Purposes Committee as it was ascertained that all Members were present (with the exception of those offering apologies). Cllr Mrs Heath seconded the motion and Members were unanimous in their support of it.

1. To elect a Chairman:

Cllr Patient proposed that Cllr Mrs Weir remain Chairman and the proposal was seconded by Cllr Weir. There being no further nominations Members voted and the motion was carried unanimously.

2. To elect a Vice Chairman:

Cllr Patient nominated Cllr Mrs Heath as Vice Chairman and this was seconded by Cllr Mrs Weir. There being no further nominations Members voted and the motion was carried unanimously.

3. To receive apologies for non attendance at meeting:

Cllr Mrs Cunningham had presented her apologies as she was unwell and they were accepted.

4. Declarations of Interest:

Cllr Mrs Heath declared a personal interest relating to 'Footpath signs' in that she knew the artist who painted the artwork.

5. To approve the Minutes of the meeting held on 11th April 2011 and to approve the destruction of the manuscript notes in respect of that meeting:

Members approved the Minutes of the Meeting held on 11th April 2011 and to the destruction of the manuscript notes.

6. Action List Update:

The Clerk went through the progress report.

- **Arrange for clearance of ponds on a timely basis (Magnolia):** It was discussed that the water levels had dropped which was to be expected, the ducks had returned and the ducklings were doing well. The Clerk advised the item was to be reviewed and Members confirmed they were content to remove it from the action list.
- **Footpath signs – complete artwork and arrange siting:** The Clerk explained the communication problems that he was encountering with ECC; this had been discussed at the GP committee meeting earlier and it was agreed that he would contact Tracey Chapman to seek resolution of the problems.

- **Spencers Pond:** Members approved action of hiring a digger for removal of silt/roots.
- **Chairman to speak to Grounds man re. painting cautionary instruction on roadway at entrance to Magnolia Park:** The Clerk advised this had been discussed at the earlier GP meeting and Members were content for the Clerk to handle the issue even if that meant calling in another contractor at a reasonable price.
- **Cllr Mrs Weir to write article on vandalism for Newsletter:** Noted for May edition.
- **Clerk to provide yearly cost of vandalism in parks:** The Clerk reported the recorded costs for last year proved to be nil. He explained that vandalism had taken place but not at any cost to the Parish. This was mainly because the adult gym equipment had been replaced by the supplier free of charge, the bin liners had been replaced but that was routine and the Grounds man had put right various things within his normal labours. The Chairman noticed that 2 baby swings had been replaced and the Clerk confirmed Council will have another set of cradle swings once they are fixed. He advised the cost of the cradle swings was £557 and together with £1800 worth of broken glass in bus shelter damage, which remained ongoing, effectively the report for vandalism will be £2357 so far this year. Cllr Mrs Heath asked if an article encouraging people to fill in the HPPG questionnaire should be published and Cllr Leach thought the newsletter would be going out too late for a reminder to be worthwhile. Cllr Mrs Young suggested the information be placed on the Parish website; this was agreed and the Clerk noted.
- **Clerk to seek RDC approval re QEII Field:** Response awaited, the Clerk to chase it up.
- **Clerk to write to Head Teachers re use of Parks as learning resource:** Letters written, to be issued as soon as possible.
- **Clerk to Invite HT PROW Office to meet committee:** Members agreed for invitation to be issued for attendance at the meeting of 13th June.

7. **Financial Report:**

The Clerk informed it was the first month of the financial year, everything was routine, there were bills coming in still to be allocated but it was absolutely as he expected. There were no questions and Members accepted the Financial Report.

8. **Consider Operational Plan:**

The Chairman referred Members to the Operational Plan and she asked for any comments/questions from the floor. The Clerk advised he was concerned about the drought affecting the 200 whips planted at the beginning of March and he would ask the Grounds man to take the water bowser to water them.

The Clerk referred to the last bullet point 'to complete and install the parish footpath signs by 30th July 2011' and informed that meeting that deadline all depended on getting a response from ECC and this was noted.

Members accepted the Operational Plan as presented.

9. **Summary of Decisions Taken:**

- Cllr Mrs Weir was elected Chairman.
- Cllr Mrs Heath was elected Vice Chairman.
- Arrange for clearance of ponds on a timely basis (Magnolia) to be removed from action list.

- Approved action to hire a digger for removal of silt/roots in Spencers Pond.
- Article to be placed on Parish website encouraging the completion and return of the HPPG questionnaire.
- The Clerk to invite HT PROW Officer to the meeting of 13th June.
- The Groundsman to water the whips planted along public open space adjacent to the cemetery.
- Operational Plan approved.

The meeting closed at 8.55pm.

Chairman