

**MINUTES OF THE MEETING OF LONGPARISH PARISH COUNCIL
OPEN SPACES WORKING PARTY HELD AT
QUEEN ANNE COTTAGE, FORTON AT 8PM ON 8TH DECEMBER 2011**

PRESENT

Jeremy Barber (Chairman), Graham Darrah, Karen-Marie Dinesen, Christian Dryden, David Gould, Jenny Jolliffe

Guest: Paul Knipe

11/1 APOLOGIES

Jo Clear, Christopher Duxbury, Phil Harris and David Kraft (Clerk)

11/2 MINUTES

The [minutes](#) of the meeting held on 19 October 2010 and [notes](#) of the village inspection held on 6 June 2011 had been approved by the Council and were taken as read.

11/3 MATTERS ARISING

None

11/4 REPORT BY PAUL KNIPE

Paul Knipe reported on his work on the pocket nature reserve at The Common, the Village Green and the chalk pit by Vale Farm. [His slides are here](#) [3MB PowerPoint].

11/4.1 Pocket Nature Reserve

Paul had cut paths regularly and done some hedging, planting and tree work. Paul will arrange working parties for volunteers on Sat 21 Jan, Sun 19 Feb and Sat 17 March.

Action JB to do note for Hill & Valley

11/4.2 Village Green and East Aston Common

Paul had done two cuts and sold the hay. He had left spot plants to encourage butterflies. Whilst he had the mower he had also cut footpaths 4 (The Cleeves to Britwell Priors) and 14 (the spinal path).

He had spoken with Graham Roberts and will present his ideas for the next five years via Graham Darrah.

Action PK & GD

Testbourne Estate planned to remove scrub and Paul hoped to do some hedge laying. Graham Darrah had been advised that scrub to be removed had been marked.

Graham also said that Testbourne Estate had no objection to volunteers clearing the clogged channel from the river to the stream which runs along the road from the Long Bridge towards Upper Mill.

Action GD and JB to liaise over a date

11/4.3 Chalk Pit

Paul had started to take away the wood from the ash tree he felled earlier in the year. He had burned off the branches and had taken the opportunity to remove some of the rubbish.

11/5 VILLAGE CLEAN UP MORNING – SAT 19 NOVEMBER 2011

The weather was perfect and over thirty people ranging in age from under 8 to over 80 did a huge amount of work at the Autumn Clean Up Day. There is a small [album of pictures here](#)

Jobs done included

- Clearing the stream. This made the water level drop which would help prevent winter flooding. Plus, of course, the place looked much tidier.

- Clearing the road and footway from the Village Hall car park to the School. This would make it much easier and safer for parents with children and buggies who use it daily to get to School and Playgroup
- Clearing vegetation from the steps leading down from the Forton flyover to the A303 which were horribly overgrown and slippery
- Pruning, clearing leaves and washing the gates in the cemetery
- Putting in new fencing and a gate at the Playground to reduce the danger of young children straying onto the road.
- Cleaning of road signs.

The working party thanked everyone who helped and particularly Raymond Brown who kindly provided a large skip and the two Micks whose tractors made it so much easier to fill it.

It would be easier next time if the skip was more centrally located. **Action All to think where**

11/6 SCHOOL LANDSCAPE PROGRAMME

The County Council School Landscape Programme was working with the School to develop a plan to make best use of the school grounds. The first stage was a [site evaluation](#) [10MB document] which had been developed by a steering group facilitated by a landscape architect from HCC.

Jeremy, Graham and Paul were members of the steering group. With Nigel Goodliffe, they had done work in the copse to make the area clearer. This had been much appreciated by staff and children.

Working party members were requested to give any feedback on the document to Jeremy, Graham or Paul before the next meeting on Thursday 12 January. **Action All**

11/7 MAINTENANCE CONTRACTS

This was the third year of the current round. The **working party recommended** that the contracts therefore roll on but with an allowance for inflation of fuel costs.

11/8 PLAYGROUND AND SKATE RAMP

The chain link fence had been extended and a gate put in at the Clean Up Day.

The grant application to TVBC for half the cost of the new equipment for younger children had been provisionally approved but was still subject to scrutiny by members.

11/9 LAND REGISTRATION

Christopher Duxbury was in contact with Martin Copen about the strip of land by the cemetery.

11/10 OTHER OPEN SPACES MATTERS

11/10.1 Football field

Nothing had been heard from the team who had asked to use the pitch regularly.

The usual Boxing Day Match would be held. Paul would liaise with Martin Hulme over whether a special grass cut is needed. He anticipated that the players would just cut the grass on the lines themselves. **Action PK**

Dog mess notices had not been installed and the working party felt it would be preferable to wait a little longer in the hope that the Clerk might exert a good influence.

11/10.2 Insurance cover

The working party recommended that the Finance Working Party review the cover when it next meets.

11/10.3 Tree work plan

Graham Darrah and Jeremy Barber would develop a new tree work plan. **Action GD & JB**

11/10.4 Cemetery

Paul had felled the diseased beech in the hedge except for one branch which he recommended be felled into the adjacent field because of the nearby high voltage power line. Jeremy would liaise with Middleton Estate and ask permission to do this on Weds 25 Jan **Action JB**

Graham, Nigel and Jeremy had cleared the debris, raised the crowns of trees near the proposed visibility splay and followed up the work done on the clean up day by having a bonfire.

The working party **recommended** the Council to accept Paul Knipe's quote of £250 for putting in the new beech hedge plus up to £100 for additional trees for gapping and £100 for felling the diseased beech.

The contractor for the new fence was unwell so the start date had been delayed.

11/10.5 Village Hall car park

David Scott had refurbished the lights. They were coming on more than needed. Jeremy would ask him to adjust the PIR. **Action JB**

11/10.6 Ash Burn Rest

David Scott had done the service and the working party was very happy with the results.

11/10.7 Stream

Christian Dryden had asked Highways about the verge which had got narrower over many years and had been damaged by vehicles when the sewer was being re-lined.

11/10.8 Bus shelters

The bus shelters looked ok except that the ash tree behind the Forton one was growing back. Jeremy would liaise with Middleton Estate. **Action JB**

11/10.9 North Acre Bench

Having reviewed the anticipated expenditure for the year, the working party **recommended** that the Council spends up to £800 in the current financial year. In addition Jeremy was asked to seek grant assistance from Vitacress.

11/11 DATES FOR CLEAN UP DAY AND VILLAGE INSPECTION

The working party **recommended** Saturday 21 April for the next Clean Up Day and Monday 18 June for the Village Inspection

11/12 FUTURE WORK PROGRAMME

In addition to routine work the working party **recommended**

- Painting of playground equipment
- A new bench on the spinal path
- Repairing the entrance to the village hall car park

11/13 FUNDING BID FOR YEAR TO 31 MARCH 2013.

Including the above, the working party would like to bid £10206 – see Appendix for details

11/14 CLOSURE

There being no further business the meeting closed at 9.50pm.

Appendix Open Spaces Expenditure for year to 31 March 2012 and bid for year to 31 March 2013

| | 2011/12 Est | Sub total | Notes | As at 8/12/11 | expected to 31/3/12 | Bid year to 31/3/13 | Notes |
|---|----------------|--------------|---|------------------|------------------------|------------------------|---|
| Annual expenditure | | | | | | | |
| Allotment rent | 36 | | based on current year | 0 | 36 | 36 | Normally comes in June. JB reminded Middleton Estate 8 December |
| Ash Burn rest annual service | 180 | | based on current year | 140 | | 150 | Full service |
| Cemetery grass and hedge | 2130 | | based on quote | 1976 | 247 | 2400 | Allow extra for increased fuel costs |
| Village Hall car park grass | | | Based on quote | | | | included above |
| Playground grass | | | based on quote | | | | included above |
| cemetery rates | 80 | | based on current year 72.15 | 0 | 0 | 0 | Included in general admin |
| Clean up day refreshments | 130 | | based on current year 122 | 156 | | 160 | |
| CPRE and HPFA membership and add OSS | 100 | | Current year 49 add OSS | 0 | 0 | 0 | Included in general admin. Need to chase HPFA |
| Mole control | 550 | | Based on quote | 0 | 550 | 550 | |
| Equipment maintenance and spares | 200 | | estimate | 383 | | 300 | |
| Football field aerate | 0 | | Last cost 210 in March 09 | | | 0 | ? Drop as no regular booking this season? |
| Football field grass | 700 | | Based on quote | 299 | 299 | 700 | Allow extra for increased fuel costs |
| Football field rent | 50 | | based on current year | 50 | | 50 | |
| Football field line marking stuff | 115 | | Cost of one tub | 0 | 115 | 115 | based on amount spent Feb 10 |
| North Acre street light | 70 | | New PFI contract | | 70 | 70 | |
| Playground safety inspection | 95 | | based on current year 75 | 75 | | 80 | |
| Pocket nature reserve | 500 | | verbal estimate from Paul Knipe routine 300 trees 200 | | 490 | 500 | verbal estimate from Paul Knipe routine 300 trees 200 |
| Rabbit control | 100 | | (not done this year so far) | 0 | 0 | 0 | |
| Tree work | 500 | | based on tree warden's estimate | 200 | 100 | 1000 | Including cupressus at cemetery |
| Village green grass | 240 | | Based on quote but may not be needed | 240 | 0 | 240 | |
| Ordnance Survey licence | 0 | | | 0 | 0 | 0 | |
| Village Hall car park lights | 55 | | based on current year | 142 | 13 | 55 | Actual includes repair 105 |
| War memorial annual service | 200 | | verbal estimate by Mr Cullen | 200 | | 200 | |
| Cemetery hedge | | | | | 350 | | New item re visibility splay |
| | | 6031 | | | | | |
| Other maintenance with longer interval | | | | | | | |
| Repair lifting safety surface in playground | 0 | | estimate | 0 | 0 | 0 | Let the grass grow over the joins? |
| Repair swing seats in playground | 100 | | estimate | | 100 | | On JB list of things to do |
| Playground gate | 500 | | estimate | | 500 | | |
| War memorial extra expenditure | 500 | | verbal estimate by Mr Cullen | 0 | 0 | 500 | (net of 50% grant which Jeremy will investigate) |
| Cemetery fences | 2000 | | | | 1449 | | |
| Paint playground equipment | | | | | | 600 | |
| Repair entrance to village hall car park | | | | | | 1000 | |
| | | 3100 | | | | | |
| Capital expenditure | | | | | | | |
| Bench at North Acre | 0 | | | | 800 | | Do in current financial year |
| Playground equipment? | 3000 | | | 0 | 3031 | | net of grant 50% from TVBC and 500 re gate shown above |
| Bench on spinal path | | | | | | 1000 | |
| | | 3000 | | | | | |
| Transfer to reserve | 500 | 500 | | 0 | 500 | 500 | |
| Total | | 12631 | | 3862 | 8650 | 10206 | |