

## **WARMINGTON PARISH COUNCIL**

Minutes of the meeting of Warmington Parish Council Land Management Committee meeting  
10<sup>th</sup> September 2020 by electronic communication in a virtual setting at 7.00pm BST

### **1571. ATTENDANCE AND APOLOGIES**

**PRESENT:** Richard Bream, Cllr Philip Douglas, Cllr Jean Fisher, Derek Rowell, Cllr David Short and Cllr David Strafford (chairman). Officer present: The clerk.

**APOLOGIES:** Philip Brashaw

### **1572. CO-OPTION**

Richard Bream was co-opted as a member of the parish council Land Management Committee. It was agreed that statutory papers would be signed at a later date, due to Covid19 precautions and restrictions.

### **1573. DECLARATIONS OF INTERESTS:**

There were none

### **1574. MINUTES:**

The minutes of the Land Management Committee meeting held in January 2020 was approved as a true record of that meeting. The chairman will hand signed minutes to the clerk at a future stage once restrictions on social distancing are eased and it is safe for them both.

### **1575. QUESTIONS AND STATEMENTS FROM MEMBERS OF THE PUBLIC:**

There were none.

### **1576. REPORTS AND MATTERS FROM MINUTES NOT DEALT WITH ELSEWHERE ON AGENDA, FOR INFORMATION ONLY:**

There was a brief conversation regarding some notices that have appeared at the cemetery, the recreation ground and other sites in the village. A copy of the signs will be forwarded to the clerk for further investigation and recommended action or otherwise.

### **1577. ASSET MANAGEMENT / BUDGET AND PROTOCOL / GOVERNANCE MATTERS:**

a) A report detailing spending to date for 2020/21 per individual cost points and budgets for the remainder of year for Land Management Committee had been circulated with the agenda and noted.

b) There was a discussions regarding expenditure for the remainder of 2020/21 on capital projects. It was decided that virement of budgeted amounts would not be necessary. It was proposed that quotations for replacement of fencing at play park and replacement of the multi play climbing frame would be sought via a tender process plus a quote for a roundabout if finances allow. The cohesion budget and the bonfire budget would be used for the project, along with contribution from the open/green space contribution from the Manor Court development.

*Action: Clerk and chairman*

c) Budget requirements for 2021/22 financial year to take forward to full council for consideration. Ideas put forward included additional benches along the pathway side, picnic benches and cycle racks at the park between the housing estates and cycle racks and hedge works at the recreation ground. There was a discussion regarding siting somewhere to sit on private land on a right of way outside of the village which will be followed up by a councillor best placed to do so.

*Action: Chairman to discuss bench with landowner*

d) Opportunity to consider exceptional budgetary requirements for 22/23, 23/24, and 24/25 financial years. There was a lengthy discussion regarding potential siting of a village sign in 2022 but no major projects other than a platinum jubilee party in 2022 were put forward.

e) The results of the cemetery and churchyard topple tests had been circulated with the agenda. The headstones considered unsafe have been made safe by means of timber H frames which will stop them toppling in the short term. The next steps are to try to identify descendants of the deceased of the headstones in question as the safety of the structures lies with them.

*Action: Clerk to try to identify relatives; Chairman and councillor to carry out risk assessments.*

f) A query received from insurance brokers regarding cemetery risk assessments and public safety requires twice yearly full risk assessments and monthly visual checks of the cemetery. Safety of users of the area is the responsibility of the parish council.

*Action: The chairman and Cllr Douglas will carry out six-monthly risk assessments and monthly visual check-ups, to comply with insurance requirements*

g) Risk assessments of other areas where the parish council has Occupiers Liability obligations to keep users and visitors safe. There was a discussion regarding the M.O. of the newly established inspection regimes. Cllr Fisher carries out the monthly visual check at the play area and recreation ground, using the guidance supplied by RoSPA. Cllr Douglas carries out regular annual or bi-annual of other public areas.

### **1578. FIREWORKS EVENT**

The fireworks event is cancelled due to the uncertain situation with regard to the COVID-19 pandemic precautions.

#### **1579. COMMUNITY COHESION**

a) Litter pick – It was agreed to form a task and finishing group to organise and promote a parish litter pick and pancake event on date to be confirmed (likely to be April 3<sup>rd</sup> as Shrove Tuesday will be still in February and was called off this year because of the weather), to expedite in conjunction with clerk under devolved powers policy. Due to the cancelled event this year, the council already has most of the prizes, awards, coffee cups etc needed for the event.

*Action: Chairman to approach a member of the public to lead on the project with Cllr Fisher.*

b) The proposal of a whole village celebration event in the summer of 2022 will be taken forward to full council. This would be an opportunity to consider ideas for Queens platinum jubilee celebration – possibly ‘party in the park’ type event at the recreation ground. A sub-committee with non-councillor co-optees is permissible as is councillors not on the land management committee.

*Action: Agenda for October meeting for approval, budget consideration and commitment from all councillors.*

#### **1580. RECREATION GROUND:**

a) Hedge planting and fencing. The requirements for the next phase of the project will be removal of hedging between the pedestrian gate and junction with Peterborough Road on Buntings Lane, then planting of a new hedge and fencing. The budget will be approximately £3,000 and the work to be carried out in Spring 2021 from 2022 budget.

*Action: Agenda for October meeting for consideration and budget approval.*

b) There was a short report regarding BMX remodelling / upgrading to be carried out by two younger residents of the village for the use of everyone. Work has started already. Once it is finished, a proper risk assessment of public safety will be carried out and future management agreed. It was **RESOLVED** to formally approve this project.

#### **1581. INSPECTION AND MAINTENANCE OF PLAY EQUIPMENT:**

a) The RoSPA reports had already been presented to full council and approved. The main points raised therein have been addressed. The August monthly inspections of the play area and recreation ground had been carried out and no concerns apparent.

b) A proposal to implement an annual maintenance visit was discussed. The intention would be that in the late spring / early summer, a contractor would visit the play area and recreation ground play equipment to carry out a maintenance and potential repair / cleaning inspection and quote for any necessary works. The justification for the arrangement is to ensure all the equipment is in good order for use at the start of the ‘season’ – the Easter school holidays - and any items that might otherwise later be picked up by RoSPA dealt with in advance (RoSPA inspects in Northamptonshire in June). It was agreed that it is a fine proposal in theory but would be very much dependent on cost.

*Action: Chairman to obtain cost price. Agenda for October meeting for further consideration and budget approval.*

#### **1582. CHURCHYARD:**

It was agreed that the churchyard rose garden area is looking particularly splendid. The clerk reported that instructions had been passed to the contractor to buy a new memorial rose. Permission had been given to purchase some rose feed medium.

It was **RESOLVED** to appoint Zephyr flags to carry out a maintenance visit and clean the flagpole in the churchyard and at the same time carry out repairs to the winding mechanism which has developed a fault, at a cost of £250 plus the cost of repair

#### **1583. ALLOTMENTS:**

All allotments are let, one allotment has been made from one into two and there is a waiting list of 9 people. Invoices will be going out before the end of September. Some membrane and mulch was laid. It was agreed to purchase some more membrane some wooden posts. Matters for 2021/22: Elder trees to be removed from the roadside boundary hedge, hedge saplings to be planted and post and rail protective fencing.

#### **1584. POCKET PARKS:**

There has been some more maintenance in the last month by the team of volunteers. Neighbours have been cutting at Big Green pocket park. The autumn/winter priority is the hedging around orchard pocket park, with attention to fallen trees, which will be carried out by a professional arboriculturist pro-bono. Removal of a fallen bough at Big Green pocket park had been necessary, following high winds. The parish council’s domestic bins in the pocket parks have been used in recent months. Volunteer councillors have agreed to empty them regularly.

#### **1585. UPDATING RESIDENTS:**

It was agreed that some residents are a little ‘out of the loop’ on certain things because not everyone uses social media. It was agreed that each month, the council will submit a short article summarising some of the things the parish council has decided or is discussing.

*Action: The clerk to write articles for Five-All each month.*

**1586. NON LAND MANAGEMENT MATTERS TO NOTE AND BRING ANY RECOMMENDATION TO FULL COUNCIL:**

- Grit bins – Cllr David Short undertook to check the grit bins for content and let the clerk know.
- Street lighting – The clerk and the LMC chairman will prepare a summary paper for the October meeting.
- Planting of bulbs, seeds and plants to offer all round flowering at the village 30mph signs will be assessed once the signs are actually moved. The idea behind the initiative is to reiterate to drivers that they are entering an area where people live, work and play – it is part of the range of tools used as part of non-intrusive traffic calming measures.
- Wildflower verge update.
- The long awaited dog bins orders have been actioned and installation contractors instructed.

**1587. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD:**

Tree planting and arboricultural inspection

*The chairman declared the meeting closed at 8.57pm*

<b>DATE OF NEXT MEETING: TBC</b>		
<b>Approved: Signature of chairman</b>		<b>Date</b>