

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Open Space Committee  
Held on Wednesday 5<sup>th</sup> October 2022 commencing at 6.00pm at Four Marks Sports Pavilion**

<b>MEMBERS PRESENT:</b>	<b>Cllr Anne Tomlinson (Chair), Cllrs John Davis, Janet Foster and Reg Pullen</b>
<b>IN ATTENDANCE:</b>	<b>Jo Tsigarides (AEO) Sarah Goudie (EO) Cllr Frank Maloney</b>
<b>APOLOGIES:</b>	<b>None</b>

**22.94 OS APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**22.95 OS OPEN SESSION/PUBLIC PARTICIPATION**

**There were no items to raise under the Open Session, therefore the meeting commenced at 6.01pm and Standing Orders were applied.**

**22.96 OS DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

**22.97 OS COMMITTEE MINUTES**

It was RESOLVED to approve the Minutes of the Open Space Committee Meeting, previously circulated, held on Wednesday 7<sup>th</sup> September 2022 following proposal by Cllr Pullen, seconded by Cllr Davis and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.

**22.98 OS ENVIRONMENTAL PROJECTS FOR CONSIDERATION AND APPROVAL**

**22.98.1 Nature boxes – to receive update**

The AEO will try and progress this project by gathering quotes and submitting a District Councillor community grant application. Costs have been requested from the Cubs and the company dealing with the installation.

**22.98.2 Climate and Nature Emergency Action Plan – to gather suggestions following on from previous meeting.**

At the previous meeting, the Committee agreed to check this policy for any amendments that they wished to make in preparation for the policy review. There were no suggested changes.

**22.99 OS MAINTENANCE ISSUES FOR CONSIDERATION AND APPROVAL**

**22.99.1 Tree survey – to agree a schedule of works**

The full tree inspection report had been circulated to the Committee along with a brief summary of most urgent works. The EO confirmed that a tree surgeon had been consulted regarding the priority one trees which were advised for removal within one week on the report. The conclusions from this are noted in the supporting documents. Cllr Davis highlighted an error in the report which had already been addressed with the inspector and AEO confirmed that three trees are in the priority one category.

The AEO was asked to obtain quotes for all the priority one and two works individually and then also ask each company for combinations of jobs that may attract a discount due to relevant machinery and staff being on site. The Committee asked that this task is expedited and that quotes are ideally obtained for consideration at the Full Council meeting on the 19<sup>th</sup> October 2022 or circulated at the earliest opportunity.

**22.100 OS NON-URGENT ITEMS FOR CONSIDERATION AND APPROVAL**

**22.100.1 Play area re-design – initial discussion**

The Committee were informed that the architect team for the new community building are at a point where they need to know which pieces of equipment the Council would like to retain if the play area is relocated. This preparatory discussion will allow them to produce further drawings of how the area would look along with car parking improvements.

The EO confirmed that the play area would keep functioning throughout the build and that the relocation would be one of the final tasks. Funding for the potential new equipment and fencing was also briefly discussed with suggestions of various sources.

The Committee decided that they would like to provide a fenced area with play equipment for younger children and then place equipment suitable for older children outside mirroring the layout of other local play areas. The shelter would then sit in the middle of both spaces. They were satisfied that the equipment was all in good condition except for the toddler multi-play which would need to be replaced in the future. A detailed review was undertaken of each piece, and where it would sit within the new areas. The table tennis table and the benches were also discussed.

**22.100.2 To discuss ideas and strategy for a ‘5-year plan’ for forecasting purposes**

At their last meeting, the Committee were asked to come with suggestions of projects to include in a ‘5-year plan’ for budget setting purposes. It was clarified that the purpose of this exercise is to make a financial commitment to specific projects where it may take time to accrue funds. It was decided that appropriate projects could be;

- Storage facilities at the Recreation Ground
- Tennis Court and MUGA resurfacing/maintenance
- Pond works to include de silting
- Possible fencing around the play area and mulching (contingent on Community Building and funding)

**22.100.3 Floodlight provision for former cricket pitch**

It was suggested that now that the training goal posts have now been moved, it would be appropriate to provide floodlights in this area. The Committee agreed that they would consider it and investigations would be made into floodlights that have a midway hinge to allow for easy access.

**22.100.4 New bench provision and installation**

The AEO informed the Committee that a District Councillor community grant application had been successful to cover £1000 of the cost of the new bench provision at the Recreation Ground, leaving the balance of £27. The

benches have been ordered and will be delivered on the 19<sup>th</sup> October 2022. They will arrive partly assembled and the Committee will be consulted on the exact location.

Options for the bench at the Jubilee Green were considered and it was agreed that the second bench with arms would be preferable. The EO will contact the relevant parties to confirm that they are happy with the selection.

The replacement of the memorial bench at the Cemetery was discussed along with an a debate on the suitability of Teak in terms of longevity and maintenance. The AEO had only been able to source benches in this material that were readily available but will make further investigations into benches in Oak or similar for the next meeting.

**22.100.5 Charity clothing bank request**

The charity ‘Dogs for Autism’ had requested permission to site a charity clothing bank at the Recreation Ground or any other suitable location belonging to the Parish Council. The Committee expressed concerns about potential fly tipping around it as there is already an issue with this behaviour at the Recreation Ground. It was concluded that the request should be declined and the AEO was asked to pass this on to other suitable organisations in the village.

**22.100.6 Suggestion to rename the Jubilee Green to the ‘Queen Elizabeth II Memorial Green’**

After a consideration of the above suggestion along with other possible names for this area, the Committee concluded that for the time being, Jubilee Green will remain under the current name. This may be reviewed in the future.

**22.100.7 QEII Memorial tree – to discuss location and preference**

The Committee decided that the Jubilee Green would be the best option for a memorial tree to be located as the area is already dedicated to Queen Elizabeth II and it would be fitting to honour her memory in this space.

**22.101 OS AREA UPDATE AND REPORTS**

**22.101.1 To receive area update**

Location	Action Required	Status	Notes
<b>A31/Winchester Rd/Telegraph Lane</b>	Planting	In progress	Ground planting completed 30/9/22. Laurel installation planned Nov 22.
<b>Allotments</b>	Fencing	Pending	Awaiting contractor date.
<b>Badger Close</b>	Boundary Encroachment	In progress	EO awaiting update
	Pine Road Area	In progress	Being considered by Estates Surveyor EHDC
<b>Cemetery</b>	Full Cemetery inspection	<b>Completed</b>	
	Remedial works	Pending	Awaiting quotes
	Replacement gate stops	Pending	AEO to organise

	Replacement bench	In progress	AEO to investigate further options
<b>Lymington Bottom Green</b>	Village Green registration	In progress	TPO's submitted.
	Wildflower area signs	In progress	Signs delivered – to agree 2023 installation. Booked Nov 22.
	Remedial works required to slab under bench on bottom right-hand corner	In progress	
<b>Oak Green parade</b>	Flower bed maintenance	Ongoing	Contractor contacted 28/9/22 to do further maintenance
<b>Recreation Ground</b>	Tennis court floodlights	<b>Completed</b>	
	Cricket equipment	Pending	Inventory has been completed. AEO to be supplied with list for sale.
	Football pitch/club	Ongoing	Liaison with club on future use, hiring to others and any issues.
	Floodlights for training area	In progress	AEO to investigate
	MUGA – new basketball nets requested	Pending	AEO to organise
	Skate Park – new sign and painting	Pending	New sign in progress, painting to be completed after school holidays.
	Signage	On hold	On hold until 2023 except one sign for Bowls Club entrance. AEO to organise.  <b>2 x fluted signs purchased for Bowls fence</b>
	Replacement playground fencing/pedestrian walkway on football pitch/drainage	On Hold	Pending new facility proposals.
	Fly tipping at Laurel site near Scout Hut	In progress	AEO has had site meeting with Open Space contractor who will complete task.
New bench provision for football pitch/cricket pitch	In progress	Delivery date 19 <sup>th</sup> Oct 22	

	Circular bench at Jubilee Green	In progress	EO to confirm selection
<b>Climate change mitigation</b>	Solar Panels at Benians Pavilion	Pending	Awaiting information from Benians Committee Chairman following site visit
	Nature boxes	Pending	Awaiting costs for phase one for grant application.
	Parish Trees	In progress	AEO gathering tenders
<b>General Open Spaces</b>	Village gateway signage	<b>Completed</b>	Signs installed.
	Area opposite Rivers (LBR)	In progress	EO to liaise with HCC on future maintenance
	Footpaths	Ongoing	
	Bus stop maintenance	Pending	To review – AEO
	Swelling Hill Pond fencing	In progress	Urgent works now required – AEO to source contractor.

The AEO noted some further updates;

The planting at the A31 junction has now been completed successfully. A report from the contractor was read out and they have advised that the Laurel will be planted in November when some other minor works will also take place. Following on from this site visit, the contractor then went to the Cemetery and reported that the plants are doing well. They are planning to visit in November when some pruning will take place.

The tennis court lights on the left-hand court were replaced on the 4<sup>th</sup> of October 2022 with LED lights. When the contractors then tested that all were working well, one light on the right-hand side was found to be broken and so they used one of the removed lights as a replacement. There is now a stock of four replacements that the Council can use in the future.

The AEO reported that quotes had been gathered for skip hire and the rental of a mini digger for the Laurel site at the Recreation ground. After consideration about a suitable operative for the mini digger, the AEO made enquiries with the Open Space Contractor, and they have advised that they will organise the removal of this waste.

### **22.101.2 Swelling Hill Pond update**

The EO had been in contact with two companies and Sparsholt college and has had no response to date. There was a suggestion that students undertaking the Duke of Edinburgh award scheme may be able to assist in some capacity and the AEO will make enquiries with local schools and organisations running the scheme.

### **22.101.3 10k update**

The EO reported that the event was successful with 127 attendees in total in comparison with 104 in 2021 but that despite this, the event did not make a profit. The cost of medals, trophies and toilets had all increased and a decision had been made to keep the entry fee low in consideration of the current economic climate. There will be a review meeting in February to plan the 2023 event where costs will be reviewed.

**22.101.4 HALC Village of the year Competition**

The Four Marks Jubilee events were recognised at the HALC Hampshire and Isle of Wight Village of the Year competition with awards of Winner for 'Best Jubilee Event', Runner up in 'Excellence in Community Engagement' and an individual award of 'Inspirational Individual' for the AEO.

**22.102 FUTURE ITEMS FOR CONSIDERATION**

Cllr Foster had reviewed the approved cost of the bus shelter maintenance programme and would like to consider removing some of the panels rather than replacing them to save costs. The AEO had not yet accepted the quote and so will put this on hold until plans are finalised. The EO advised that there is £847 in a ring-fenced fund specifically for bus shelter maintenance.

**22.103 NEXT MEETING WEDNESDAY 2<sup>ND</sup> NOVEMBER 2022**

**22.104 Meeting Closed at 7.29pm**