

MARTOCK PARISH COUNCIL

BUILDING AND OPEN SPACES COMMITTEE

Minutes of the Building and Open Spaces Committee meeting held on Monday 10th July 2023 in the Parish Hall, Church Street, Martock at 7:00pm.

Members Present: Cllrs McDonald (Chair), Helyer, Luxton, Potter and Bailey (left at 7.30pm)

Also Present: Cllr Hunt and Cllr Ash Warne.

Public participation time

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's Standing Orders which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Hole (work). Apologies were also received from Cllr Clarke.

2. DECLARATIONS OF INTEREST

The following Declaration of Interests was made:

- Cllr Potter – Member of the Rugby Club.

3. APPOINTMENT OF VICE CHAIR

Proposed: Cllr McDonald Seconded: Cllr Helyer
Unanimous

RESOLVED to formally appointed Cllr Ash Warne to sit on the Committee.

The Chair invited nominations for Vice Chair of the Committee.

Proposed: Cllr McDonald Seconded: Cllr Helyer
Unanimous

RESOLVED to appoint Cllr Ash Warne to be Vice Chair of the Committee.

4. TREES PHASE 2 DOCUMENTATION

Committee noted that a tree survey had been undertaken and all the trees that had been identified between the score of 1 to 40,000 had been addressed earlier in the year. It was now proposed that work should now be undertaken on those trees that had been scored between 40,000 to 100,000.

It was agreed to confirm the resolved budget allocation for tree works that had been allocated in 2023/24 as it was likely to require significant investment. An initial proposal to include £20,000 in the budget had been suggested.

Proposed: Cllr Helyer
Unanimous

Seconded: Cllr McDonald

RESOLVED

- To reconvene the Tree Working Group to oversee the implementation of the next phase of priority works;
- To maintain the previous membership but to include the Operations Manager;
- To appoint Cllr Ash Warne to Lead the Working Group;
- To confirm the available budget prior to tendering the work.

5. MEMORIAL TREE IN RECREATION GROUND

Committee considered the request received to place a memorial tree in the Recreation Ground.

It was confirmed that the previous memorial tree that had been planted in the Recreation Ground had been granted permission by the previous Parish Clerk.

Proposed: Cllr Warne
Unanimous

Seconded: Cllr Helyer

RESOLVED

- To develop a Council Memorial Tree Policy to help manage future requests;
- To grant permission for a memorial tree subject to bullet point 3 below;
- To delegate responsibility to the Operations Manager to identify a suitable location and tree specimen in liaison with Dr Clegg.

6. CARETAKER APPOINTMENT

The Committee considered appointing a Member of the Committee to sit on the interview panel. It was agreed that Cllr Potter would be appointed and support the Operations Manager with the interviews.

7. COPY OF LATEST RESOLUTIONS REPORT

Committee noted the Resolutions Report and discussed how best to take this report forward. It was agreed to request clarification From Full Council on the mechanism to track resolutions and develop an action plan.

Proposed: Cllr Warne
Unanimous

Seconded: Cllr McDonald

RESOLVED

- To request the Operations Manager to provide an update report to the Committee at every meeting outlining recent work undertaken, progress

being made on projects and other pertinent information regarding service delivery;

- Request the Clerk to present a report to Full Council on the development of a Strategic Plan.

8. UPDATE OF PLANNING FOR CAFE IN PAVILION

Committee noted the update on the planning application that had been submitted.

Proposed: Cllr Potter
Unanimous

Seconded: Cllr Warne

RESOLVED to develop a project plan to help manage the delivery of the pavilion project to include the progress with the planning application, the development of a tender document and the drafting of a lease. This would be sent out and reviewed by Committee.

9. FEES FOR USE OF BUILDINGS AND OPEN SPACES

Committee considered fee increases for implementation in September 2023.

Proposed: Cllr Potter
Unanimous

Seconded: Cllr Warne

RESOLVED

- To instruct the Parish Clerk to develop a draft proposal of fee increases to be presented to Full Council for consideration and adoption;
- To implement the increases from 1st September 2023;
- To clarify the outstanding S106 funding available to Martock.

10. PUBLIC SPACE PROTECTION ORDER TO CONTROL DOG WALKING OFF LEAD

Committee discussed the possibility of implementing a PSPO for the various open spaces under the control of Martock Parish Council. The Clerk was instructed to investigate the options and present a report to Committee for consideration.

Cllr McDonald informed Committee that he wished to resign as Chair of the Committee with immediate effect.

Committee wished to minute their thanks to Cllr McDonald for all his service to the BOS Committee.

Committee agreed to request that Council considers the nomination of a new Chair of Committee at its meeting in July 2023.

It was agreed to place the following items on the next agenda:

- Grounds Maintenance Contract review. It was agreed to obtain advice of the specification from the Nature Group;
- Rewilding part of the Recreation Ground and Cemetery.

The next Committee meeting would take place on Monday 11th September 2023.

There being no other business the meeting closed at 8.49pm.

CHAIR:

DATE: