



**SHAFTESBURY TOWN COUNCIL**

**RECREATION, OPEN SPACES AND ENVIRONMENT  
(ROSE) COMMITTEE MEETING**

Minutes of the Recreation, Open Spaces and Environment Committee meeting held in the Mayor's Parlour, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 8<sup>th</sup> July 2014 commencing at 7:00pm.

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**Members Present:**

Cllr K Tippins (Acting Chair)  
Cllr Clinch  
Cllr Harvey

Cllr Hicks  
Cllr R Tippins

**Officers Present:**

Locum Town Clerk

Acting Committee Services Officer

**In Attendance:**

Cllr Dibben  
Cllr Lewer  
Cllr Proctor

DCllr Beer  
DCllr Jefferson  
13 members of the public

**MINUTES**

**PART 1 (PUBLIC ITEMS)**

**01. Public Recess**

Members of the public were invited to make representations to Shaftesbury Town Council on any matters relating to the work of the Council or to raise any issues of concern. (Public Bodies (admission to meetings) Act 1960). The following matters were raised:

- Britain in Bloom, Thursday 10<sup>th</sup> June. The town was looking lovely and thanks were extended to the Clerk and his team for the work put in over recent months.
- Shaftesbury Carnival. That the carnival had been in Shaftesbury for 137 years and was a great boost to the community, asking that the committee continue to allow the fair to be a part of the event.
- Funfair. Concern was expressed by one individual that Barton Hill was not the right location for the fair.
- Olympic Legacy Fund. That the fund was now available to bid for should the town council wish to do so.

**ACTION: ACTING COMMITTEE SERVICES OFFICER**

- Old Brow / Blue Cedar. That there was an undertaking that all the trees on the site would be listed under a TPO and progress on this was requested.

**ACTION: ACTING COMMITTEE SERVICES OFFICER**

- Grounds Report. Clarification was sought and provided on how the report was compiled.
- Parks and Open Spaces. Criticism was levelled that they were not maintained to a suitably high standard. One individual requested that the grounds team schedule of works was published on the website.
- Football Club. That the club was working hard for the 15 year lease from the Town Council. That the club had offered the use of the club to the grounds team as an interim measure for accommodation. That the club requested use of the clubhouse for football club committee meetings.
- Mr Austin requested that it be minuted that *what we hear is criticism is the council as a whole and it falls back on the shoulders of the staff, that is not fair. They'll have to muddle along, including the grounds staff and they have lacked leadership for several years. Don't blame the people for the system failing them.*

## 02. Apologies for Absence

It was reported that Cllr Madgwick had stepped down from the Committee.

## 03. Declarations of Interest

Members and staff were reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it became apparent that they had an interest in the matters being discussed. Cllr Clinch declared a personal interest in matters relating to the Carnival, Coles Funfair and the Football Club as representatives to those organisations.

## 04. Receipt of Dispensation Requests

No dispensation requests had been received for consideration

## 05. Exempt Items – Exclusion of press and public

It was **RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972, the public and press be excluded during the discussion of the matters referred to in the items listed below on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Item number	14
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## 06. Clerk's Report

- a) The Clerk reported that Land Transfer documents had been received for six areas;
- Land adjoining Deansleigh Park Shaftesbury, known as Wincombe Recreation Ground
  - Land to the south of Church Hill Shaftesbury
  - Land on and lying to the North East of Christy's Lane Barton Hill
  - Land on the south west side of Linden Park Shaftesbury
  - Land at the Sycamores Shaftesbury
  - Land Lying to the south of Tout Hill Shaftesbury

It was agreed to identify why Castle Hill had not been included within the areas listed above and to pull out the previously provided location plans associated with the transfer documents prior to signature by the Mayor, Deputy Mayor and independent witness.

ACTION: ACTING COMMITTEE SERVICES OFFICER

- b) The Finance Officer's report on allotments and cemetery was received. It was **RESOLVED** to arrange hire of a mini-digger and skip for 2 days to clear an area at St James' allotments for provision of a new allotment plot. (*Policy 0714/ROSE/06b*) (*Proposed by Cllr Hicks, Seconded by Cllr Tippins*) (*Financial implication - £200 grounds maintenance*)

ACTION: FINANCE OFFICER

- c) A report relating to Japanese Knotweed management at St James Allotments was received and noted.

## 07. Grounds Team Report

- a) The Committee considered the Grounds Report. It was agreed to obtain prices for replacing the fence at the Barton Hill play area with bowtop fencing and bring back to the committee for consideration.

ACTION: FINANCE OFFICER

- b) A member of the grounds team provided a report on the tractor recently purchased identifying the safety hazard of the purchased tractor without a cab. It was AGREED to identify costs for fitting a cab to the existing tractor or exploring the cost for replacement tractor/part exchange, it was noted that the existing attachments could be retained for use on a replacement vehicle if required. It was AGREED to check the height of the tractor with the cab assessing the overall storage requirements. It was AGREED to bring back to the committee for resolution.

ACTION: ACTING COMMITTEE SERVICES OFFICER AND FINANCE OFFICER

## 08. Committee Matters

- a) The Committee considered the Repairs to Play Equipment & Other Items report and the following items were RESOLVED:

	ITEM	USAGE	COST	COST CENTRE
i	Petrol Pressure Washer with reservoir	Wash down street furniture	£750.00	902/4907
ii	Petrol Flymo Mower	Maintain grassy slope Park Walk	£470.00	902/4907
iii	Petrol Path Edger	Maintain edges including Cemetery	£450.00	902/4907
iv	2 x Litter Bins	Castle Hill	£500.00	902/4910
v	2 x Litter Bins	Wincombe	£500.00	902/4906
vi	2 x Litter Bins	Cockrams	£500.00	902/4906
vii	Replacement Litter Bins	Brionne Gdns	£250.00	902/4910
viii	Replacement Litter Bins	KFC	£250.00	902/4910
ix	Larger Litter Bins	Bell St Toilets	£250.00	902/4910
		<b>TOTAL</b>	<b>£3,920.00</b>	

	SUPPLIER	ITEM	COST	COST CENTRE
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x	B&S Chains	Swings, chains & accessories	£953.06	902/4906
xi	Proludic	Platform etc, Wincombe Recreation	£416.00	902/4906
xii	Alvian	Wetpour repairs	£595.00	902/4906
xiii	Online Playgrounds	Timber log, St James	£95.00 Plus delivery	902/4906
xiv	Eco	Woodchip	£1,447.00	902/4906
xv	N D Hardiman	Topsoil	£336.00	902/4906
xvi	Russell Leisure	Top Hand Rail, Cockrams	£1018.00	902/4906
		<b>TOTAL</b>	<b>£4360.06</b>	

*(Proposed by Cllr K Tippins, seconded by Cllr R Tippins) (P0714/ROSE/08a) (Financial implication £8280.06 budget allocation as identified above) (Statutory Authority Open Spaces Act 1906 s10)*

**ACTION: FINANCE OFFICER**

- b) The Committee considered the request for a community cohesion event organised by Spectrum Housing and AGREED to grant permission for use of Barton Hill recreation ground in support of the event.

**ACTION: FINANCE OFFICER**

- c) The Committee considered the offer from Shaftesbury Football Club to provide accommodation for the Grounds team as a temporary measure. It was AGREED that;

- A licence to occupy the clubhouse for football club committee meetings be considered by the General Management Committee.

**ACTION: ACTING DEPUTY TOWN CLERK**

- The grounds team assess use of the changing rooms by the grounds team until such point as new accommodation is provided with detail of acceptable arrangement for utilities and conditions of use as well as any financial implication to be considered by the General Management Committee. The Football Club were thanked for their generous offer.

**ACTION: ACTING DEPUTY TOWN CLERK**

- d) The Memorial Benches policy was considered and **RESOLVED** with alterations as outlined in the report. (Policy 0714/ROSE/08d) (Proposed by Cllr K Tippins, seconded by Cllr R Tippins) (Statutory Authority – *Local Government Act 1972, s.111*) (Financial Implication – none)

**ACTION: ACTING COMMITTEE SERVICES OFFICER**

- e) A request for a memorial bench on Castle Hill was considered and **AGREED** to grant permission for a sustainably sourced teak bench with cast iron ends.

**ACTION: FINANCE OFFICER**

- f) Members considered the funfair report. It was **RESOLVED** to adopt the open spaces hire policy with revision and appended funfair agreement as required. *(Proposed by Cllr K Tippins, seconded by Cllr R Tippins) (Policy 0714/ROSE/08f) (Statutory Authority – Local Government Act 1972 s111) (Financial Implication – none)*

**ACTION: ACTING COMMITTEE SERVICES OFFICER**

## 09. Report from Shaftesbury Open Spaces Group

Shaftesbury Open Spaces Group reported on the following items;

- Barton Hill Recreation Ground. That the circular path was designed in conjunction with the funfair to ensure that it was compatible and suitable for all purposes.
- Coppice Street corner. That the ownership of the land was still in the process of being identified and it was hoped to conclude this shortly.
- Tree Works. That permission had been granted for tree works on Park Walk slopes, it was considered that there may be benefit in publicising the works prior to commencing to ensure the public were aware of the works.
- Neighbourhood Plan. That the SOSG was working with the Neighbourhood Planning Group.
- National Playing Fields Association. It was confirmed that the office was looking into membership of the NPFA which had now changed it's name to Fields in Trust (FIT).
- Twinning with Lindlar. That the recent Twinning exchange had given a gift to Shaftesbury of two dwarf apple trees and it was intended to plant these at the Community Farm during the Autumn season. It was determined to thank Lindlar for their kind gift, however, it was advised not to apply a plaque to the tree gift due to potential vandalism.

## 10. Eastern Development Play Provision

Cllr K Tippins reported that quotes were in the process of being obtained for play provision at the Eastern Development. It was **AGREED** that Cllrs K Tippins, J Pestell and the incoming Christy's ward member be delegated for discussions regarding play provision on the Eastern Development on behalf of the Recreation, Open Spaces and Environment Committee.

## 11. Tree Applications

- a) Members considered the following tree applications and responded thus:
  - i) 2675/CA/SLS/14 72 St James Street, No objection
  - ii) 2681/CA/SLS/14 Blue Cedar Management, No Objection
  - iii) 2687/CA/SLS/14 The Chantry, No Objection

ACTION: ACTING COMMITTEE SERVICES OFFICER

- b) Members noted the delegated observation for tree application 2667/CA/BH/14 Greenhill Umbers Hill as being No Objection.

## 12. Correspondence

- a) The Committee received and noted the information relating to changes in the definitive map.
- b) The Committee received and noted the notification of events at the Abbey and granted parking permission in front of the Abbey on 16<sup>th</sup> July 2014 and 23<sup>rd</sup> August 2014.

ACTION: FINANCE OFFICER

- c) The Committee granted a request from the Carnival Committee for permission for the funfair to use Barton Hill Recreation Ground for the week of 21<sup>st</sup> September 2014 – 28<sup>th</sup> September 2014.

ACTION: FINANCE OFFICER

- d) The Committee raised the matter of the proposed photovoltaic farm on the town boundary. It was confirmed that the Council would hold a workshop to discuss this during July 2014.

ACTION: ACTING COMMITTEE SERVICES OFFICER

## 13. Publicity

The Committee was asked to identify members of the committee to attend a photoshoot with North Dorset District Council for publicity relating to the outdoor gym at Wincombe Recreation Ground. It was agreed to circulate the meeting request by email for members to advise availability.

**ACTION: FINANCE OFFICER**

Standing orders were suspended to allow a member of the public to speak. The following matters were raised:

- Queen Mothers Gardens. To progress the situation regarding the trefoil plaque since the removal of the associated tree.
- That Park Walk Gardens were not looking their best.

**PART 2 (TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT)**

**14. Clerks report**

- a) A confidential report was tabled for the Committee and was duly noted.

There being no further business, the meeting was closed at 09:30pm

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Mayor

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Date