

**SHAFTESBURY TOWN COUNCIL****Recreation, Open Spaces and Environment Committee**

Minutes of a meeting of the Recreation, Open Spaces and Environment Committee held in the Council Chamber, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 2<sup>nd</sup> February 2016 commencing at 7:00pm.

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**Members Present:**

Councillor K Tippins (Chair)

Councillor Francis

Councillor Hall (for part of the meeting)

Councillor R Tippins

Councillor Taylor

Councillor Todd

**Officers Present:**

Andy Dodd, Head Groundsman

Stephen Holley, Town Clerk

**In Attendance:**

Five members of the public

**MINUTES****Public Participation**

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern. The following matters were raised:

- Interest in the detail behind the report on Litter Bins as two bins had been lost from the High Street. Also, the bin outside the Santander bank premises for statements from the ATM was regularly full to overflowing. Newly installed park bins should be firmly fixed to the ground. In response, it was explained that two bins had been removed due to abuse, it was not planned to replace them. Officers would write to the manager of the Santander bank to request more frequent emptying of the statements bin
- Interest in the action to be taken to protect the artificial badger sett at St Martin's Lane
- Advice that a recent press report stated that Churchill Retirement Homes had been granted planning permission by NDDC to build 38 retirement apartments in Coppice Street. The report stated also that approval was subject to Churchill making a £200,000 contribution towards offsite affordable housing, £35,264 towards the new Coppice Street community hall being planned by the Council, the Youth Club and the Silver Band, and £41,453 towards open space enhancement.

**R80 Apologies**

Received from Councillor Hall for late arrival.

**R81 Declarations of Interest and Dispensations**

No declarations of interest or dispensations had been received. Members were invited to declare any interests throughout the meeting if the need arose.

**R82 Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on 5<sup>th</sup> January 2016 as a correct record, subject to the following amendment:

R68 Chairman's Announcements – Town Railings – Delete the final sentence and replace with “The Town Clerk would work with the Grounds Team to prepare a plan for the refurbishment of the town's railings.”

**R83 Chairman's Announcements**

Risk Assessment – Child Protection – The Chairman reported that she was working with Councillor Francis on a Risk Assessment for Child Protection issues, in the light of a good example found in Sherborne Town Council. One matter that could be addressed swiftly was the placing of a sign at the Barton Hill Skate Ramp stating that helmets should be worn, with a disclaimer.

East Green Play Area – The Chairman reported that the play equipment had at last been installed and opened for public use. The Committee welcomed the good news.

**R84 Head Groundsman's Report**

The Head Groundsman provided an oral report on the work of the team. He provided an update on the completion of work requested by the Committee at the last meeting. He also explained a number of working practices and the impact of weather and other factors on the work schedule and his intention to carry out a 'deep clean' every month. In response to a number of queries on recent work at Pine Walk the Town Clerk would contact the Tree Officer at NDDC for advice. It was suggested that the Tree Group might be willing to offer advice on tree management. At a point later in the meeting the Head Groundsman noted the Committee's request that the Heritage Trail panels be cleaned.

The Chairman requested that the Grounds Team Work Schedule be distributed to Councillors.

Cllr George Hall arrived during this item.

**R84 Tree Applications**

Officer Report 0216ROSE06 was received. The Committee **RESOLVED** to submit the following observations on the remaining applications to North Dorset District Council:

Reference	Address	Detail
2/2016/0043/ CATREE	24 Bell Street Shaftesbury Dorset SP7 8AE	T1 – Holly – Reduce height by 3.5m down to the previous pruning point, crown lift up to 3.5m by removing the lowest branches entirely
Committee Observation: The Committee had no objections to the works		
2/2016/0062/ CATREE	4 Byzant Court Tout Hill	G1 – 7x Hazel, 3x Elms, 1x Sycamore, 4x Elders and 1x Hawthorn Coppice to a height of approx 1ft
Committee Observation: The Committee had no objections to the works.		

### R85 Litter Bins

Officer Report 0216ROSE07 was received. Consideration of a report on proposed works to bins within Shaftesbury was **DEFERRED** to the next meeting. The Committee was reminded that NDDC had switched to a policy of requiring dog waste to be placed in the ordinary waste bins. It was **AGREED** to remove four dirty and old (ex-NDDC) dog waste bins, two in Park Walk, one in St James Park and the fourth in Castle Hill Green (previously referenced in R68). It was **RESOLVED** to purchase three 'Covent Garden' cast iron bins to replace three bins in poor condition in the Barton Hill Recreation Ground. (*Financial Implication - £1,968 from Street Furniture*).

### R86 Barton Hill - Recreational

Report 0216ROSE08 was received. An Officer from the District Council was present in respect of available Section 106 monies. It was noted that the Council's Financial Regulations required that contracts of the value being considered be referred to the full Council for decision. Consequently, it was **RECOMMENDED** to the Council that: (1) the proposal from Caloo for a Multi Active Wall and Goal (£17,500) be funded from Section 106 monies, and that Officers be requested to submit the appropriate form to NDDC (2) the proposal from Wicksteed for an eight-piece gym and two table tennis tables be approved (£25,500) for direct funding by this Council, within the 2015/16 Budget, to comprise the remaining Capital funding for various ROSE projects and Playground Equipment (4) it was desirable to have installation in place prior to the next season of the Open Air Swimming Pool, so the suppliers should be requested to state their expected installation dates before the contract was placed, and the suppliers required to provide an undertaking of commitment to those dates. It was noted that it would be reasonable to expect an 8-10 week leadtime from placing the order to delivery due to the length of time for factory production.

### R87 Cockrams – Football Kick-about and Basketball Area

The Committee noted that two quotes had been supplied. It was **AGREED** that, before they were considered the Grounds Team should be requested to consider whether it could undertake the work to move the entrance point of the basketball court.

**R88 Jeanneau Close Buffer Strip**

A report from the Chairman was received, with a recommended management plan for the Jeannaue Close buffer strip, drafted by the Shaftesbury Open Spaces Group. It was **RESOLVED** that (1) a bench be installed just inside the land strip, the bench to be sourced from elsewhere in the town where a 'non-matching' bench has been identified (possibly Castle Hill); (2) Officers be requested to write to the householder of an adjoining property which had apparently constructed a raised bed, requiring its removal; (3) Officers be requested to write to the Directors of the companies in the adjoining industrial estate, requesting that they instruct their staff to cease using the site for fly-tipping; (4) the Grounds Team be requested to repair the chain link fencing between the industrial estate and the site; (5) funding be released for the planting of an evergreen hedge (to comprise three rows of Holly or Hawthorn) running alongside the chainlink fencing, in order to provide a barrier against further fly-tipping and to encourage nesting by sparrows and other wild birds; (6) the covenant attached to the land be reviewed by the Committee and by the Open Spaces Group; (7) Officers be requested to determine the ownership of the land opposite this site, in order to ascertain whether there would be an objection to the Council siting a further bench, adjacent to the litter bin. *(Financial Implication – up to £600 from Street Furniture and up to £750 from Tree Planting)*

**R89 Land at St Martin's Lane**

A report from the Chairman of the Open Spaces Group was received. The report explained that the land was in the ownership of Dorset County Council. It was **AGREED** that, subject to the agreement of the County Council, the Committee would like to see (1) suitable flowering shrubs planted (in preference to the suggestion for trees), with the flower species to be based on advice from the Open Spaces Group; (2) a bench installed, to be sourced from elsewhere in the town where a 'non-matching' bench had been identified (possibly the Rose Garden on Park Walk).

Officers were requested to ask NDDC for information on how the badgers in the artificial sett adjacent to the rear of 46 Salisbury Street would be protected when construction started on a new house, recently granted permission.

*(Financial Implication – Minimal costs for flowering shrubs from the Tree Planting budget. Details and costs to be referred back to the Committee for approval)*

**R90 Railings**

A report from the Chairman was received. It was **RESOLVED** that (1) Officers be requested to obtain quotes to sub-contract out the work for the professional restoration of the Castle Hill Green iron railings, two kissing gates and the gate and railings to the Queen Mothers Garden, the work to be completed to a professional standard and finished in black gloss paint, with the quotes to be referred to the Council for approval; (2) the bin next to the railings be replaced by one of a design more suitable for the tourist trail; (3) Officers be requested to draft an annual inspection plan for the town's railings, for later consideration by this Committee; (4) on completion of this work, Officers be requested to obtain quotes for similar work to the railings at St James' Recreation Ground. In order to allow funding for this work, it was **RECOMMENDED** that the Council allocate a budget

of up to £10,000 in virements from anticipated underspend by the end of 2015/16. *(The financial implications of the proposal for work to railings to be investigated. The replacement bin to be funded from the Street Furniture budget for 2015/16).*

#### **R91 Jubilee Path**

The Chairman circulated a quote for work to Pine Walk and the Jubilee Path. Although the work was discussed in open session the quote document would be Confidential in that it contained commercially sensitive information (names of possible contractors and prices). It was **AGREED** that the elements of the proposed work to Jubilee Path and Pine Walk be broken down into three parts: (a) work to the wooden steps, which should be removed from the scope of work to be undertaken by contractors, in the light of a Health and Safety recommendation that the wooden steps be replaced with concrete steps and that such work was already in the Grounds Team work schedule (b) urgent and specialist work required to be done in time for the Civic Day on 21<sup>st</sup> February 2016 (c) all remaining work, to be deferred for consideration until a later meeting. It was **RECOMMENDED** that the Council consider placing a contract for the urgent and specialist work at the Extraordinary Meeting to be held on 9<sup>th</sup> February 2016 and, to that end, the contractors be requested to supply a breakdown of the original quote.

#### **R92 Public Convenience Handwasher/drier Contract**

Officer Report 0216ROSE16 was received. It was **RESOLVED** to continue with a Service Contract with the manufacturer of the four handwasher/driers in the Bell Street Public Toilets, for a further period of one year, to take effect from 1<sup>st</sup> February 2016. *(Financial Implication – £896 from the Local Delivery – Toilet repairs and maintenance budget, 2016/17)*

#### **R93 Hire of Town Hall**

Officer report 0216ROSE15 was received. It was **RESOLVED** to allow the hire of the Town Hall for an event outside the standard hire arrangements.

#### **R94 Officer Report**

The Town Clerk advised the Committee that The Rotary Club had asked whether the Council wished to comment on its proposal for a continental market to be held on Park Walk during the Gold Hill Fair Weekend, 2<sup>nd</sup> and 3<sup>rd</sup> July 2016. There were no matters of concern. *(Financial Implications – None)*

There being no further business, the meeting was closed at 9:10pm

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Signed

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