

Charmouth Parish Council

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MINUTES OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE MEETING HELD AT 6:30PM ON TUESDAY 31st AUGUST 2021

In attendance: Cllrs Jane Bremner, Martin Sayers; Katie Moore; Andrew Lightfoot and the Deputy Clerk, Melissa Kirkby

PCS30.21 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

None present.

PCS31.21 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Peter Noel who was away and Cllr Maralyn Hinxman.

PCS32.21 DISPENSATIONS

None were received.

PCS33.21 DECLARATIONS OF INTEREST

There were none declared.

PCS34.21 MINUTES

RESOLVED that the minutes of the meeting of the Playing Field, Cemetery and Street Management Committee held on the 29th June 2021 and circulated to members, were agreed and signed by the Chair.

PCS35.21 PROGRESS REPORTS

a. Bio-diversity - Environmental Group

i) Bulb Planting

Cllr Lightfoot spoke about the donation of bulbs. The Environment Group had proposed a priority order for planting which was: Verges beside the road entries to the village; along the fence/tree line on the top side of the playing field; planters on Lower Sea Lane and The Street; grass area at the junction of The Street/Higher Sea Lane; on the main central bank of the cemetery; grass areas at the top entrance to Double Common. This was agreed by the members. There was discussion about using volunteers.

ii) Tree Planting

Cllr Lightfoot explained that the Environment Group recommended ordering the "Year Round Colour" tree pack from the Woodland Trust which the members agreed to. The planting of the saplings would also use volunteer help. The members agreed to propose ordering of the pack to the full council.

iii) Attraction and management of volunteers

Cllr Bremner informed the members that the Clerk was producing a policy about using volunteers for consideration by the Finance & General Purposes Committee. The Deputy Clerk said that the recruitment of volunteers would have to be carried out by councillors as the office staff were already stretched with the amount of work already created.

iv) Carbon Footprint Audit

Cllr Bremner spoke about her previous work on this topic. The Facilities Manager had already surveyed the Council's properties and changed the lamps for low energy ones. The members agreed to take this work forward. Cllr Lightfoot recommended a website www.carbon.place.com.

b. Bulb Planting – already discussed under Environment Group item.

c. Speeding – SID devices

The Deputy Clerk reported on the information received from Dorset Council about the Speed Indicator Devices. They said that *"Evidence shows the devices we use that show, THANK YOU, the speeds up to a set amount, then SLOW DOWN (to stop boy racers challenging them), work very well. We have 55 communities operating this way now and they are all happy with the results."* It was agreed to ask the Finance and General Purposes Committee for funds to be included in next years budgets to enable purchase of a device. The cost being approximately £2495, however they hope to reduce the cost to approximately £1500 soon.

d. Waste tipped at the Allotment Track

The Deputy Clerk met with Mr Duke at the track and he confirmed they were talking about the same area. The Deputy Clerk asked the Facilities Manager to move the waste as agreed at the last meeting which he did. Mr Duke then met with Cllr Peter Noel and the Deputy Clerk and he was happy with the work that had been done. It seems as if the matter is now closed.

PCS36.21 HAZARD / INCIDENTS TO REPORT

None to report.

PCS37.21 NEW ITEMS FOR DISCUSSION

a. Insurance Inspection of Play Equipment

The members were shown a report from Zurich following their inspection of the Play Area. A number of general maintenance items were highlighted. The Wooden Surround to Play Area was also highlighted again. The Deputy Clerk reported that the Facilities Manger had enquired to order the wood and because of the supply issues, the cost he had previously reported of £239.26 had increase by approximately £40.

RESOLVED to replace the wooden surround and the cost of an additional £40 to come from budget - Playing Field, General Maintenance.

b. Tree Removal at Cemetery

The Facilities Manager had reported to the office that a tree at the cemetery was dying from ash die back and was becoming brittle and a hazard. The members agreed that it should be removed.

c. Overhanging Tree at Cemetery

The Facilities Manager had reported to the office that a large tree that appeared to be on the land belonging to Wood Farm Caravan Park, was overhanging the lane and into the cemetery. He had been asked to obtain quotes by the Clerk but when the tree surgeon attended site, he thought it was best to leave it as is. The members agreed to leave the tree for now and the Facilities Manager would monitor the situation.

PCS38.21 CORRESPONDENCE

a. Play Equipment for Special Needs Children

Email received from Samantha Carter about including sensory items of play equipment in the Play Area for children with particular needs. The members discussed the issue of play equipment. The previous four items had cost over £14,000 so any new additions would have to be budgeted for over the coming years. It was suggested that the Deputy Clerk write and explain that there are budget constraints but ask if she could provide details of some add on items that the Council might be able to include within the current financial year and suggest some possible items that may be included over the coming years as funds allow. These would replace existing items as they wear out, due to the space available.

b. Avenue of Trees

Email received from Bob Hughes about installing an avenue of trees as a memorial walk around the playing field. The Committee are exploring ways of achieve more planting of trees and the Council has already agreed to some planting schemes with more ongoing. The members discussed the viability of the proposals of an avenue of trees but could not see how it could be achieved.

PCS39.21 IN COMMITTEE

RESOLVED that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

a. Remembrance Day Flowers

The members discussed the quote received for the church flowers for the Remembrance Day service. It was agreed to accept the single quote as it is from a local company and they charge a reduced rate for the event. Cost of £295 to come from budget Cemetery, Remembrance Day Flowers.

b. Quotes for removal of dying tree at cemetery

The members agreed to accept the lowest quote of £130, with funds from budget – Cemetery Maintenance.

MEETING NOTE:

CLlr Lightfoot wanted the minutes to record the Committee’s thanks to the office staff and ground staff for their hard work and in keeping the village looking so lovely and well maintained over a very busy summer.

The meeting closed at 7.30 pm.

Signed

Dated

Referred to Full Council

PCS35.21 a ii - Tree Planting - recommended ordering the “Year Round Colour” tree pack from the Woodland Trust

Referred to Finance & General Purposes

PCS35.21 c - Speeding Devices – request that the Committee allocate funds in next year’s budgets for the purchase of a SID at approx. £1,500 - £2,000