



MINUTES

Minutes of a meeting of the Parks and Environment Committee
of Kingsmead Parish Council held on Monday 12th June 2023

Present: Cllrs Bannister, Jewitt (Chair after item 21), Reed, Swift, Van Gordon, Weltman (Chair for item 21)

Also present: Mrs W Maddock (Clerk & RFO) and Mr G Robinson (Amazing Gardens – left the meeting after agenda item 26.1.)

The meeting started at 7.31pm.

21	<p>Chair To elect a Chair of the committee for the period 2023-24 Resolved - Cllr Jewitt be appointed Chair of the Parks & Environment Committee for the forthcoming year.</p>
22	<p>Apologies Cllr Hoey (work) and Cllr Logan (family)</p>
23	<p>Declarations of Interest Cllr Jewitt re agenda item 26.3(e) and Cllr Van Gordon for any discussions involving Massey & Harris.</p>
24	<p>Public Forum No members of the public were present.</p>
25	<p>Minutes Resolved – To accept the minutes of a committee meeting held on Tuesday 9th May 2023 as a correct record. The minutes were signed by the Chair.</p>
26	<p>Maintenance & Landscaping 26.1. To receive an update regarding the re-design of the flowerbeds and to approve further actions. Mr G Robinson (Amazing Gardens) outlined the work completed to date and the options he felt were available to the council. Following a subsequent discussion, a number of actions were agreed. Resolved – To investigate further the costs for low-level raised beds at the clock tower and the wall opposite SJD, but to return the beds adjacent to the war memorial to grass until a more permanent solution is agreed. 26.2. To receive an update regarding Countrywide Grounds Maintenance. The clerk outlined recent communications with CGM and confirmed that monthly meetings are being held. 26.3. To consider and approve quotes for the following minor works: <ul style="list-style-type: none"> a) Replacement of a gate post at St Georges field b) Cleaning of play equipment and paths at Cenotaph and Clock Tower c) Painting of low-level chains at Cenotaph d) Path edging at various locations e) Adding a single brick course to the overflow of Coronet pond. Resolved – To accept the quotes provided by Countrywide for the works identified in 26.3 items (a) to (d) and to instruct DWH Property Services for 26.3(e). 26.4. To note the instruction given to Countrywide to repair the fence at Duke's Way 1. The committee noted that the clerk had issued an instruction based on H&S grounds. </p>

	<p>26.5. To consider and approve recommendations from Caddis for the following tree works:</p> <ul style="list-style-type: none"> a) 15 Mayfair Drive b) 6 Prestbury Close c) Culvert at Monarch Drive <p>Resolved – To instruct Caddis to carry out the works at 15 Mayfair Drive, to defer until September any decision for the hedgerow at 6 Prestbury Close (as it is bird nesting season). It was further noted that Caddis would deal with the tree in the culvert during its routine day work.</p> <p>26.6. To receive any other updates. It was noted that a large number of red stickers have been stuck in various locations. Countrywide will be asked to remove them, and it will be reported to the PCSO as vandalism.</p>
27	<p>Strategy</p> <p>26.1. To review a report following the completion of the walk-round. It was confirmed that the maintenance items identified during the walk-round are being actioned.</p> <p>26.2. To consider the strategy to be set for managing Kingsmead’s Parks & Environment.</p> <p>A discussion was had about what the Kingsmead strategy might need to include, e.g., a 10-year plan for trees, the types of material to be used for new play equipment, what trees/shrubs should be used to reflect changes in climate. This would need further discussion before a strategy could be finalised.</p> <p>Resolved – To create a strategy working group (Cllrs Van Gordon, Reed and Swift) to propose a strategy plan for approval within the next 6-months.</p>
28	<p>Play Areas</p> <p>28.1. To consider and approve a form for recording weekly play area inspections by councillors. The committee agreed in principle (with some minor amendments) a form to be used for weekly inspections of the play areas. Resolved – to implement a weekly visual inspection on each play area as follows: Burwardsley - Cllr LH, Campbell - Cllr HW, Capesthorpe - Cllr AS, Dukes Way (1&2) – Cllr CR, Kensington – Cllr SJ, Kingslawn – Cllr EB, Monarch – Cllr MVG, Pulford – Cllr AS.</p> <p>28.2. To consider a report (if received) of an investigation by Caddis of the pipe under Kensington Way and to approve next actions as appropriate. No update had been received from Caddis prior to the meeting. Caddis will be asked to action this asap, so that a discussion can be held at the next Full Council meeting on 19th June.</p> <p>28.3. To receive any other updates.</p> <p>i) Cllr Jewitt queried the feedback from the walk round regarding the swing at Monarch play area. The clerk was asked to request a report from Playdale.</p> <p>ii) It was requested that a date be confirmed for the new equipment installation at Kingslawn Drive play area.</p>
29	<p>Structures</p> <p>29.1. To consider and approve quotes for the maintenance work required on the cenotaph and clock tower. Resolved – that an additional quotation should be requested from Gordon Brown and Sons, with a comparable scope of works to that provided by BEL. The works will include the replacement of the clock tower plinth with engineering brick and a full repair of all stonework on the war memorial.</p> <p>29.2. To consider and approve quotes for a survey of the wooden bridges and the pond jetty. Resolved – To accept a quote from Connell Consulting (on the basis that the inspection also includes a valuation for insurance purposes).</p>

	29.3. To receive any other updates. The anti-slip strips need securing on the bridges at Monarch Drive and Headworth Close. Countrywide to be instructed to complete the works.		
30	AOB No specific items were identified for the next meeting agenda.		
31	Next Meetings	Kingsmead Parish Council	Monday 19 th June at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 24 th July at 7.30pm in Kingsmead School

The meeting closed at 9.08pm.