



MINUTES

Minutes of a meeting of Kingsmead Parish Council Parks and Environment Committee
held on Monday 6th November at 7:30pm

Present: Cllr Reed, Cllr Swift, Cllr Van Gordon, Cllr Weltman (Chair in the absence of Cllr Jewitt)
Also present: Mrs W Maddock (Clerk & RFO), PCSO Robertson and 1 member of public (Caddis)

The meeting started at 7.32pm.

141	Apologies Cllr Bannister (family), Cllr Hoey (work), Cllr Jewitt (work), Cllr Logan (work)
142	Declarations of Interest Cllr Van Gordon declared a non-pecuniary interest regarding discussion of play equipment companies.
143	Public Forum The PCSO asked if he could provide a brief update as he is unable to attend the Full Council meeting on the 13 th and this was agreed. He confirmed that there had been no complaints received regarding ASB at Harewood Close and has suggested that house-to-house enquiries would be the next course of action. An update was also given regarding the Kingsmead Mini-Police and it was confirmed that 21 Yr-5 pupils have been signed up for this initiative.
144	Minutes To approve and sign the minutes of a meeting held on Monday 9 th October 2023. Resolved – that the minutes of the meeting are a correct record and should be signed by the Chair.
145	Maintenance & Landscaping 145.1. To consider a plan for tree planting and to approve a budget request and/or suitable grant funding. The Chair gave permission for Caddis to provide information to the committee to help inform the discussion about tree planting. It was discussed and agreed that planting does not necessarily need to directly replace trees that have been removed (e.g. due to ash dieback) as in many areas, there is sufficiently dense planting to fill-in what has been removed. However, it is intended that the council will operate a general “one-in/one-out” policy, ensuring that felled trees are replaced at some location within the village. Resolved – that the following actions should be taken: <ul style="list-style-type: none"> a) A native mix of trees to be planted along the bank opposite SJD college and as an extension to the woodland area at Burwardsley Way. b) The residents at Burwardsley to be informed of the proposal to extend the woodland area. c) To make an application to The Woodland Trust for 3x packs of 425 trees and 1x pack of 105 trees of a “Working Wood” and “Wild Wood” variety. 145.2. To consider and approve advice and quotes from Caddis for the following tree works: <ul style="list-style-type: none"> a) 17 Sandringham Close b) 32 Earl’s Way (silver birch at end of Earl’s Way) c) Hedging and trees on the cenotaph side of the spine road between the Kingfisher round-about and London Road. d) 32 Mayfair Drive – woodland corridor e) Rossett Close – woodland corridor (TBC pending work done by Countrywide) f) Trafalgar Close & Coronet Avenue – woodland corridor

	<p>Resolved – to instruct Caddis to carry out the works at 17 Sandringham Close, 32 Earle’s Way and 32 Mayfair Drive.</p> <p>Resolved – to defer the works along the spine road (145.2-d) pending notification to the affected residents, with an opportunity for feedback to be given regarding any concerns.</p> <p>Resolved – to approve in principle the works outlined at 145.2 e-f, pending investigation of any work completed by Countrywide. Cllr Reed and the Clerk to authorise the appropriate works after investigation.</p> <p>145.3. To receive the following updates from Countrywide and to approve any actions as appropriate.</p> <ul style="list-style-type: none"> a) Monthly report b) Schedule for November c) Hedge cutting <p>Noted – the monthly report for October and the update regarding hedge cutting.</p> <p>It was discussed however, that some areas on the completed schedule of hedge cutting were not considered finished and it was agreed that these could be notified to the clerk via WhatsApp. It was also noted that there had been no schedule of works received for November and this was to be followed up.</p> <p>145.4. To consider and approve actions to restrict access to the drain area between Duke’s Way and Monarch Drive. A discussion was held about whether there is a hazard posed by the exposed pipe in the culvert between Duke’s Way and Monarch Drive, and if the council should take any action to limit access to this area.</p> <p>Resolved – to defer a decision to the next Full Council meeting, allowing all councillors to have some input to the discussion.</p> <p>145.5. To receive an update regarding the installation of planters to replace flower beds.</p> <p>Following an initial investigation of the flower bed areas, Amazing Gardens produced two example project plans with associated costs, which ranged from approx. £10k to £30k. This was discussed and it was agreed that these costs could not be justified at this time.</p> <p>Resolved – that no further action is taken regarding this project, and that Countrywide continues to provide planting at the clock tower (as per their contract) but be reminded of the further contract requirement to regularly fertilise the flower beds to encourage better soil quality.</p> <p>145.6. To receive any other updates and to approve actions as appropriate.</p> <p>There were no other updates to discuss.</p>
146	<p>Play Areas</p> <p>146.1. To consider and approve a proposed project for the installation of outdoor gym equipment.</p> <p>It was agreed that the installation of this type of equipment was a good idea in principle and it was suggested that funding could probably be accessed via organisations such as Sport England.</p> <p>Resolved – that this proposed project be considered as part of the P&E strategy.</p> <p>146.2. To receive an update on Kensington Way “top field” and to consider next actions.</p> <p>The committee discussed a proposal from Groundwork & Leisure Services to install a large (25m x 10m) soak-away to a depth of 200mm, covered with a porous play surface to create a multi-use all-year round playing area. Concerns were expressed about the sustainability of the playing surface and the longevity of the proposed plan.</p> <p>Resolved – to further investigate a proper drainage solution at Kensington Way by undertaking a hydrologist’s survey.</p> <p>146.3. To consider and approve quotes for remedial works identified at the last quarterly play inspections.</p> <p>The committee reviewed three quotes for the remedial works identified and chose the quote from Groundwork & Leisure Services as its preferred option based on their experience and knowledge of play areas.</p> <p>Resolved – that a recommendation is made to Full Council to approve a quote from Groundwork & Leisure Services (for £5300) to undertake all the remedial works identified.</p>

	146.4. To receive any other updates and to approve actions as appropriate. There were no other updates to discuss.		
147	Structures 147.1. To consider and approve quotes for the following works on the clock tower: a) Servicing of the electrics and mapping of the tower circuits b) Replacement of the tower floodlights with colour changing units. Resolved – that these projects will not be implemented. 147.2. To consider and approve quotes for the replacement/repair of the wildlife corridor gate at St. George's Way. Resolved – to defer any decision pending additional quotes being obtained. 147.3. To receive an update about communications with Cadent. The Clerk confirmed that the council's complaints about the actions of Cadent over the last 12-months had been escalated, and although this had been acknowledged further feedback was still awaited. In the meantime, it was noted that a signed copy of the Cadent Gas lease cannot be found in the council's electronic archives and the Clerk will look for a hard copy in the storage unit. 147.4. To receive any other updates and to approve actions as appropriate. There were no other updates to discuss.		
148	Strategy To receive an update from the Strategy Working Group and to consider and approve any actions as appropriate. Work is ongoing on the proposed strategy document, but a full discussion was deferred to the next P&E Committee meeting.		
149	Clerk Update To receive updates from the Clerk on matters arising from previous meetings. The following additional items were noted: 1. <u>Cenotaph</u> - All flowers removed, beds re-turfed and low-level chains painted (done FoC by Countrywide). 2. <u>Crown Hedge</u> - Another complaint has been lodged on the ReportIt portal and this was followed up with direct contact to the CWaC team, who responded saying a quote was sitting with the management team. An update has been requested from Cllr Sinar with regard to any asset transfer and two resident complaints were received on Friday 3rd. Countrywide has been asked to provide a quote for doing the hedge cutting works. 3. <u>Clock Tower Flower Beds</u> - Seasonal bedding is to be mixed in with the perennial plants and shrubs and should be completed early November. 4. <u>Monuments</u> - BEL being chased for a start date for the re-pointing work on the cenotaph and clock tower. 5. <u>Evaluation of Fixed Assets</u> - TBC if Cllr Logan still able to undertake this project or if additional assistance is required. 6. <u>Wildflower seeds</u> - Caddis has been asked to provide a quote for harrowing the wildflower area next Spring, which will confirm the correct amount of seed required. Seed will be purchased once this information has been provided. 7. <u>Re-siting of bench</u> - Confirmed with Cllr Reed and Countrywide where the bench will be sited. The bench to be installed by Countrywide FoC this month		
150	AOB Items to be placed on the agenda for the next meeting. There were no items noted for the next P&E Committee meeting.		
151	Next Meetings	Kingsmead Parish Council	Monday 13 th November at 7.30pm in Kingsmead School
		Finance Committee	Monday 4 th December at 7.30pm in Kingsmead School
		Parks & Environment Committee	Monday 11 th December at 7.30pm in Kingsmead School

The meeting closed at 9.51pm.