

MINUTES

Minutes of a meeting of Kingsmead Parish Council Parks and Environment
Committee held on Monday 13th October

Present: Cllr Herring, Cllr Reed, Cllr Swift (Chair), Cllr Weltman
Also present: Mrs W Maddock (Clerk & RFO)

The meeting started at 7.30pm.

124	Apologies There were no apologies for absence.
125	Declarations of Interest There were no declarations of interest made.
126	Public Forum There were no members of public present.
127	Minutes To consider and approve the minutes of an extraordinary P&E meeting held on 29 th September. Resolved – that the minutes were a correct record of the meeting and should be signed by the Chair.
128	Grounds Maintenance Contract
128.1	To receive the latest tender documents and to approve the suggested amendments . Resolved – to make several final amendments to the tender documents as follows: <ul style="list-style-type: none"> • To remove the wildflower instructions from Annex B and to update the Operational Instructions (Annex F) about grass cutting after the area is cut down in early autumn. • To retain the path instructions for the clock tower and memorial garden in Annex C • To amend the hedge measurements in Annex D to linear metres instead of square metres, and to note in the Operational Instructions (Annex F) that the hedges are double sided. • To amend the Form of Contract to include reference to photographs being provided monthly for evidence of works completed in the following areas – clock tower, memorial garden, all play areas, a random sample of grass cutting and after the completion of hedge cutting.
128.2	To consider and approve recommending to Full Council that the tender documents are ready for publication at the beginning of November. Resolved – To recommend to Full Council that the tender documents can be published, subject to final measurements (being checked by Cllr Reed and the Clerk) and the above amendments being made.
129	Maintenance & Landscaping
129.1	Countrywide update: <ol style="list-style-type: none"> a) To receive reports and to approve any actions as appropriate. b) To consider and approve the use of “school-friendly” weedkiller in the play areas. Noted – that the hedge cutting had been completed to a high standard. It was requested that the clock tower flower beds be replenished with winter stock as soon as possible.
129.2	To receive an update regarding short-cuts and encroachments in Kingsmead: <ol style="list-style-type: none"> a) To note feedback from residents who received letters in September regarding direct access onto Top Path. Noted – the committee acknowledged the recent feedback received but did not feel this should change it’s approach to protecting the wildlife areas around the estate. <ol style="list-style-type: none"> b) To consider and approve next actions. Resolved – to continue its planned actions to include an article in the next newsletter asking residents not to use the short-cuts and to then put up signs to reinforce the message.

129.3	<p>To consider and approve quotes to carry out the High Priority works identified in the Tree Assessment Survey undertaken by Feeney Woodlands Ltd.</p> <p>Resolved – to approve a quote from Northwich Tree Surgery at a cost of £1200 (+VAT) to carry out the high priority works recommended in the tree survey.</p>		
129.4	<p>To consider and approve quotes for additional tree and maintenance works:</p> <p>a) Works to remove bamboo from the land opposite 3 Wheelock Close.</p> <p>Resolved – to approve a quote from Caddis Ltd. at a cost of £2560 (+VAT), plus additional top soil at a cost of £48/ton. The work will include removing all vegetation from the border, clearing roots, riddling the soil and then removing further soil if more bamboo arises. The area will be left unplanted until next year so that bamboo can be sprayed off as it appears. The area will be re-planted once there is confidence the area is clear of bamboo.</p> <p>b) Treatment of a stump at Burwardsley Way to stop additional growth of a “spiky” bush</p> <p>Resolved – to approve a quote from Caddis Ltd. at a cost of £280 (+VAT) to remove all the re-growth from the stump and grind out.</p> <p>c) Maintenance of the ditch area at the back of Waystead Close</p> <p>Resolved – to approve a quote from Caddis Ltd. at a cost of £680 (+VAT) to cut back and clear along the ditch at the rear of Waystead Close, which will be carried out annually.</p>		
129.5	<p>To consider and approve a specification for planters to be placed in the war memorial garden area.</p> <p>Resolved – that a previous decision to place planters in the garden be over turned.</p>		
130	<p>Play Areas</p> <p>To receive the latest play inspection reports and to consider actions to be taken.</p> <p>Noted – that all play areas were risk assessed as being low priority, with the exception of Monarch Drive, which is a medium risk due to low safety surface levels around the multi-play unit. Action is already being taken to resolve this issue, with work scheduled to be completed before Christmas. Other works are also underway to test the integrity of all timber equipment and to replace the surfacing at Campbell Close.</p> <p>Resolved – to obtain quotes for repairing all gates and carrying out low level maintenance. It was agreed that cleaning of equipment to remove moss should be carried out in the spring.</p>		
131	<p>Pear Technology</p> <p>To confirm any additional attendees for the training on 30th October.</p> <p>Resolved – to defer this to the next Full Council meeting so that all councillors have the opportunity to attend.</p>		
132	<p>AOB</p> <p>Items to be placed on the agenda for the next meeting.</p> <p>There were no items requested for future meetings.</p>		
133	Next Meetings	Kingsmead Parish Council	Monday 20 th October at 7.30pm in Kingsmead School
		Parks & Environment Committee	Monday 10 th November at 7.30pm in Kingsmead School

The meeting closed at 9.29pm