



# MINUTES

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**Committee:** Open Spaces Committee  
**Date:** Tuesday 15 October 2024  
**Time:** 7:00pm  
**Venue:** Parish Council Office

## Present

Cllr Gordy Keep (Chairman)  
Cllr Mike Jeffery  
Cllr Catherine Fileman-Wright  
Cllr Mike Warner

## Also Present

Samantha Parkin (Clerk)

## PUBLIC SESSION

### 28/2024 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### 29/2024 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

### 30/2024 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Fileman-Wright, and **resolved** to accept and sign the minutes of the meeting held on 16<sup>th</sup> July 2024 as a correct record.

### 31/2024 STANDING ITEM - CLIMATE AND ECOLOGY EMERGENCY

The Council noted the Declaration to embed the climate and ecology emergency declaration across all Council services, activities, plans, and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

### 32/2024 OPEN SPACES TENDER

The Open Spaces tender had been discussed at the September full council meeting; it had been resolved that the finer details of the balanced open spaces option were looked at by the Open Spaces committee.

Cllr Fileman-Wright thanked the Clerk for her efforts in researching and writing the tenders.

The committee discussed Cllr Short's suggestion for more frequent cutting of Areas A and B and less frequent cutting of Areas E to N. However, based on the experience from the volunteer churchyard day, it was deemed impractical to cut such a large area less often. It was agreed that Area A and B, being smaller and easier to manage, will have a 1-metre border cut fortnightly if needed.

The clerk clarified that the phrase "to cut the grass fortnightly provided the weather permits and a cut is necessary" means that the grass is only cut fortnightly if it is needed; it states in the conditions of each contract that the contractor will be expected to cut the grass at his discretion if the grass does not grow due to drought or grows faster than normal due to wet and warm conditions.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Warner, and **resolved to recommend** to full council to stick with the cutting plan as proposed in the balanced tender.

The committee reviewed and amended the terms and conditions. Cllr Fileman-Wright proposed removing the phrase "or mower to be equipped with grass collecting box and mowings to be taken away" from Contract 1. Additionally, she suggested splitting the statement "In the interests of health and safety all grass cuttings must be removed from pathways and children's play hard surfaces. Any clippings left on grass areas must be evenly distributed" into two separate bullet points under general conditions.

Cllr Fileman-Wright suggested adding the phrase "Mowings shall be cut fine enough that they will mulch down" to the conditions of contract 4.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Warner, and **resolved to recommend** to full council to accept the terms and conditions with the suggested amendments.

The Chairman closed the meeting at 7.10pm.