



# MINUTES

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**Committee:** Open Spaces Committee  
**Date:** Tuesday 20 May 2025  
**Time:** 6:30pm  
**Venue:** Parish Council Office

## Present

Cllr Gordy Keep (Chairman)  
Cllr Rob Austin  
Cllr Gemma Hampton  
Cllr Mike Jeffery  
Cllr Jan Evans  
Cllr Vivienne Hodges

## Also Present

Samantha Parkin (Clerk)

## PUBLIC SESSION

### 07/2025 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Fileman-Wright.

### 08/2025 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

### 09/2025 MINUTES

It was proposed by Cllr Jeffery, seconded by Cllr Austin, and **resolved** to accept and sign the minutes of the meeting held on 25<sup>th</sup> February 2025 as a correct record. There were three abstentions.

### 10/2025 STANDING ITEM - CLIMATE AND ECOLOGY EMERGENCY

The committee noted the Council's commitment to embed the Climate and Ecology Emergency Declaration across all activities, ensuring environmental impacts are considered in a fully integrated approach to climate change mitigation.

### 11/2025 ALLOTMENT

The committee visited the allotment prior to the meeting to assess necessary works as landlords. The hedge along the shared boundary has been neglected and requires remedial action including cutting back along its entire length. It was agreed that the trees should be removed and roots dug out to

reinstate the affected plot, and the bank may need rebuilding. The committee agreed that the tender may need to be written in two parts: Part 1 – tree removal and hedge cutting; Part 2 – reinstatement of the allotment plot.

Cllr Evans suggested exploring grant funding, given the community health benefits of allotments and the current waiting list. The Clerk requested that Cllrs Keep and Austin provide specifications to enable a tender to be prepared and shared with the neighbouring landowner before proceeding.

It was proposed by Cllr Jeffery, seconded by Cllr Hodges, and **resolved to recommend** to full council that Cllrs Keep and Austin will provide specifications so that the Clerk can prepare a tender. The tender will be shared with the shared boundary owner prior to being advertised. Cllrs Evans and Hampton, along with the Clerk, will research potential grant funding to support the works.

### **12/2025 ANNUAL PLAY INSPECTION**

The clerk had circulated the Annual Play Inspection prior to the meeting. It was noted that the majority of actions simply need monitoring. The clerk noted that the picnic bench needs securing to prevent it being moved into the fall zone.

It was proposed by Cllr Evans, seconded by Cllr Hampton, and **resolved to recommend** to full council to purchase grass anchors to secure the picnic bench.

### **13/2025 CHURCHYARD SHED**

Only one quote had been received for the repair works to the grave digger's shed. The committee agreed to wait for additional quotes to ensure value for money before proceeding.

It was proposed by Cllr Keep, seconded by Cllr Hampton and **resolved to wait** for more quotes.

### **14/2025 SENTRY SEATING AREA**

The clerk had circulated an update prior to the meeting. Cllr Jeffery had inspected the benches at the Sentry and advised against using recycled plastic replacements, based on prior experience of them becoming too hot in the sun and not being suitable for the location. He suggested refurbishing the seating area by reusing as many of the existing benches as possible and purchasing new ones only where necessary. He will contact the Community Shed to request quotes for the refurbishment.

Cllr Jeffery also noted that the bench at the war memorial is in need of repair and will ask Moretonhampstead Community Shed for a quote. The Clerk advised that the bench is not the property of the Council and previous attempts to trace the owner have been unsuccessful. She queried whether public funds should be used for the repair. The committee agreed to reflect on this once a quote has been received. One option may be to relocate the bench to the Sentry as a replacement in the seating area.

It was proposed by Cllr Evans, seconded by Cllr Austin and **resolved** that Cllr Jeffery will obtain two separate quotes from Moretonhampstead Community Shed – one for repairing the Sentry benches and another for the war memorial bench. There was one abstention.

The Chairman closed the meeting at 6.52pm.