

# MORETON-IN-MARSH TOWN COUNCIL

	<b>MINUTES of Estates and Community Committee 10<sup>th</sup> February 2022</b>
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## Minutes of the Estates and Community Committee

Held at Council Offices on 10<sup>th</sup> February 2022 at 6.30pm

**Present:** Cllrs O Jobson (Chair), M Berry, J Blackbeard, E Viviani, C Webster

**In attendance:** Four members of the public

## MINUTES

No.	ITEM	Action – Who & When
1	<b>Apologies for Absence</b> None required/received	
2	<b>Declarations of Interests and Dispensations:</b> JB declared interest in Item 5 as an allotment holder EV declared an interest in Item 10b as a resident of Blenheim Way	
3	<b>Public Participation</b> The four members of the public identified themselves as the two event directors or parkrun and two of the core event team.  Cllr M Berry joined the meeting at 18:32  One parkrun director outlined the benefit to Moreton-in-Marsh of re-establishing the weekly parkrun event; clarified that Blenheim Meadow is the last viable site in the parish; outlined the requirements of the national parkrun organisation in operating safe, successful and beneficial events; stated that Moreton-in-Marsh parkrun has secured Cala's support for operating on its portion of Blenheim Meadow.	

4	<p><b>Minutes, 9th Dec 2021</b></p> <p><b>RESOLVED</b> to agree the minutes of the meeting of 9/12/21 as an accurate record of that meeting, with the following amendments:</p> <ul style="list-style-type: none"> <li>• Item 4 - to include the two additional amendments agreed: Item 3 - replace with, "A member of the public expressed an interest, and supported the museum proposal, made suggestions, and asked for feedback", and "Item 7 - 1st paragraph, delete the 'd' so sentence reads 'an other interest' rather than 'and other interest.'</li> <li>• To amend the action at 5a to read 'Clerk to instruct the solicitor, based on correspondence to date.'</li> </ul> <p><b>Proposed:</b> CKH <b>Seconded:</b> EV <b>Voting:</b> 4 in favour, 1 abstain</p> <p>Upon further enquiry, it was discovered that the minutes of the 14 October 2021 meeting would need to be amended to reflect the above.</p>	Clerk to update minutes of 14 October
5	<p><b>Matters Arising from Minutes –</b></p> <p>a) Item 5a: Croft Allotment Issues (letter to solicitor) Clerk to update committee on that's been done already, what further assistance is required.</p> <p>b) Item 5b: Outdoor gym equipment Photos were taken, handles and equipment still missing, Clerk to investigate and update committee.</p> <p>c) Item 5d: Welcome Back Fund Cllr C Webster to bring options to decide.</p> <p>d) Item 5f: Christmas trees Trees are still on the town centre greens, should be removed.</p> <p>e) Item 5g: Remembrance Parade Ask Clerk to set up first meeting for 2023 service</p> <p>f) Item 7b: Spring Market Clerk to update committee on response to suggestion to operate only one day.</p>	<p>Clerk to update committee.</p> <p>Clerk to investigate and update committee</p> <p>CW, options for next meeting</p> <p>Clerk to liaise with Christmas Lights Committee to ensure trees are removed ASAP</p> <p>Clerk to organise meeting</p> <p>Clerk to update committee</p>

	<p>g) Item 7d: Blenheim Meadow/Blenheim Way maintenance complaints Council workman has completed tasks. WODC (grounds maintenance contractor) has suffered Covid-19 disruption and cannot take on new work.</p>	<p>Clrs M Berry and C Webster to investigate situation and report back to committee</p>
<p>10.</p>	<p><b>parkrun</b> NOTE: Chair used prerogative to re-order the agenda (Standing Order 1a)</p> <p><b>a) Agreement of parkrun event</b> The directors of Moreton parkrun were invited by the Chair to speak and answer questions (Standing Order 3e and f).</p> <p>Councillors asked questions regarding damage to grass portions of the proposed courses, the proposed route(s), disruption to areas being improved by its Wild Towns initiative.</p> <p>It was confirmed that:</p> <ul style="list-style-type: none"> <li>• parkrun courses must not cross roads</li> <li>• the parkrun organisation insists event organisers leave areas in at least as good order as before the event (via post-event litter picks etc.)</li> <li>• Events can be cancelled at very short notice, eg due to poor weather or boggy ground conditions</li> <li>• the route for each event is set on the morning and can avoid unsuitable areas, eg new planting, marshy ground</li> </ul> <p><b>RESOLVED:</b> that Moreton parkrun can be held on the Town Council's portion of Blenheim Meadow, and to provide written approval of this to the event directors, subject to guidance from Wild Towns/Gloucestershire Wildlife Trust. <b>Proposed:</b> EV <b>Seconded:</b> JB <b>Voting:</b> all in favour</p> <p><b>b) Parking support for parkrun event</b> While the parkrun team didn't request this consideration, some Councillors believed that providing free or discounted parking at the station could reduce potential disruptive parking on nearby residential roads and the High Street.</p>	<p>EV to secure advice from Wild Towns/GWT asap</p> <p>Clerk to use GWT advice to provide written approval</p>

	<p><b>RESOLVED:</b> To approach GWR to discuss the possibility of the station car park being used by parkrun visitors for free between 8am and 10 am on Saturday mornings  <b>Proposed:</b> CW <b>Seconded:</b> OJ <b>Voting:</b> 3 in favour, 1 Abstain, 1 Against</p> <p>The committee thanked the parkrun team for its efforts and work.</p>	<p>Clerk to approach GWR</p>
<p>6</p>	<p><b>Queen Victoria Gardens</b></p> <p><b>a) Safety Railings, Batsford Road entrance</b></p> <p><b>RESOLVED:</b> To replace the wooden safety railings, like-for-like at a cost of £663.87 inc VAT  <b>Proposed:</b> MB <b>Seconded:</b> EV <b>Voting:</b> 4 in favour, 1 Abstain</p> <p><b>b) Vandalism to bench</b>  Committee noted the damage appeared cosmetic, were disappointed that a bench recently restored had been graffitied.</p> <p><b>RESOLVED:</b> To ask Council workman to restore the bench if possible.  <b>Proposed:</b> OJ <b>Seconded:</b> EV <b>Voting:</b> 5 in favour</p> <p><b>c) Hospital Road bridge</b>  Committee had requested an assessment of urgency of works, and an option to improve the current situation (if works are need) with materials more in-keeping with a Conservation Area and sensitive to the climate emergency.</p> <p>The Ward Councillor was still chasing a response on the drainage arrangements of the neighbouring development.</p> <p>Clerk to update committee regarding contact with the neighbouring developer regarding possible donation of materials, labour, expertise, etc.</p> <p>Item deferred pending further information.</p> <p><b>d) Accessible roundabout, playground</b>  Committee noted that while the item has been well-loved and offers accessibility for all children, the location is unsuitable; the report outlined a failure rate of 6-12 months at a cost of £1,000 per replacement.</p>	<p>Clerk to instruct workman/contractor</p> <p>Clerk to instruct workman</p> <p>Clerk to circulate assessment report and quote for next meeting</p> <p>CW to chase CDC drainage team</p> <p>Clerk to approach Deeley Homes, or circulate report of outcomes</p>

	<p>Committee considered re-locating the item to an area less flood-prone area, but concluded this was likely to be too costly. It was suggested that a local fabricator could manufacture replacement parts, but the cost for this was unknown.</p> <p><b>RESOLVED:</b> Appoint a contractor to remove the roundabout and make good the area, at a cost of £910 ex VAT.</p> <p><b>Proposed:</b> OJ <b>Seconded:</b> MB <b>Voting:</b> 4 in favour, 1 Abstain</p>	<p>Clerk to appoint contractor and oversee work</p>
7	<p><b>Playground equipment upgrade</b></p> <p>Committee noted that a plan was urgently needed to ensure the town offered adequate play equipment for young people.</p> <p><b>RESOLVED:</b> To form a Working Group of three Councillors, assisted by staff, to develop options for holistic, phased delivery of play equipment with a specific remit to:</p> <ol style="list-style-type: none"> <li>1) Evaluate current provision</li> <li>2) Evaluate end of life equipment and items that must be retained</li> <li>3) Identify the replacement priority of current equipment</li> <li>4) Evaluate under-utilised sites in the Town Council's ownership</li> </ol> <p>This Working Group to report to the May meeting of the committee.</p> <p><b>Proposed:</b> OJ <b>Seconded:</b> MB <b>Voting:</b> all in favour</p>	<p>CW to invite Cllrs to join Working Group, set first meeting.</p>
8	<p><b>Allotments and Cemeteries Working Group</b></p> <p><b>Men in Sheds</b></p> <p>Defer item pending further information.</p>	<p>Clerk to inform Men in Sheds</p>
9	<p><b>Grass-cutting contract</b></p> <p>Committee discussed its wider ambitions to support wildlife and biodiversity recovery in the town, and its desire to incorporate into the grass-cutting specification principles such as No Mow May, the creation of wildflower and rewilding opportunities, planting for pollinators and so forth.</p> <p><b>RESOLVED:</b> For Cllrs E Viviani and M Berry to initially lead the work on specifying the service, in consultation with Gloucestershire Wildlife Trust.</p> <p><b>Proposed:</b> CW <b>Seconded:</b> OJ <b>Voting:</b> 4 in favour, 1 objection</p>	<p>Cllrs EV and MB to initiate, support given where needed/ requested</p>

	<p>AFTERNOTE: the budget for the grass-cutting contract was set as part of the main budget agreed at the Full Council meeting of 24 Jan. Budget was reduced from £19,000 per annum to £15000 per annum.</p>	
11	<p><b>MUGA jogging track</b>  Before committing to potentially expensive work, committee asked for confirmation that the issues outlined (unsatisfactory surface, tightness of bends, etc) were accurate.</p> <p>Reports from members of the public and a play equipment contractor have been received by the Town Council that support the concerns.</p> <p>Committee requested the clerk chase the contractor of the current track for a maintenance schedule and confirmation of the warranty/guarantee.</p> <p><b>RESOLVED:</b> That Cllrs C Webster and M Berry to assist in drafting a tender to gather costed options to remedy the issues with the current track, to bring back to committee.  <b>Proposed:</b> OJ <b>Seconded:</b> EV <b>Voting:</b> all in favour</p> <p><b>Vote to extend the meeting</b>  <b>RESOLVED:</b> To extend the meeting by 30 minutes  <b>Proposed:</b> OJ <b>Seconded:</b> EV <b>Voting:</b> 4 in favour, 1 Objection</p>	<p>Clerk to secure maintenance schedule and warranty/guarantee from original contractor</p> <p>CW and MB to assist in drafting tender</p>
12	<p><b>Clerk's report</b></p> <p>a) <b>Bulk waste costs have risen</b>  Noted</p> <p>b) <b>Gloucestershire County Council has delivered 12 trees to replace those lost to ash die-back (various species, not ash)</b>  Noted</p> <p>c) <b>Warwick's Funfair</b>  Will operate from Thursday 24 March to Saturday 26 March</p>	

	<p>Committee discussed merits of Sunday fun fair versus disruption to residents and businesses of the High Street.</p> <p><b>RESOLVED:</b> To refuse Sunday operation of Warwick's Funfair.  <b>Proposed:</b> OJ <b>Seconded:</b> MB <b>Voting:</b> all in favour</p> <p><b>d) Improved signs in QVG</b>  Clerk to investigate further regarding powers and legislation, including who imposes/enforces those powers.</p> <p>Cllr M Berry left at 8:45</p>	<p>Clerk to inform Warwick's Funfair</p> <p>Clerk to investigate</p>
13	<p>Events, including Queen's Platinum Jubilee</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1) To approach St David's School to select a young person to plant one of the Oak trees and a representative of the Town to plant the other tree and to invite a member of the Honourable Company of Gloucestershire to see if they would be available in March (possibly a Saturday) to attend a planting ceremony.</li> <li>2) Determine suitable sites for the trees</li> <li>3) Obtain suitable supports and railings/to protect the trees from grass cutters/strimmer's once planted.</li> <li>4) Obtain suitable plaques to designate the trees as part of the Queen's Green Canopy, the date planted etc.</li> <li>5) Consider Media coverage of the event</li> </ol> <p><b>Proposed:</b> EV <b>Seconded:</b> OJ <b>Voting:</b> 4 in favour, 1 absent</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>6) Proposed the Council supports Jubilee events at the Redesdale Hall.</li> </ol> <p><b>Proposed:</b> EV <b>Seconded:</b> OJ <b>Voting:</b> 3 in favour, 1 abstain, 1 absent</p> <ol style="list-style-type: none"> <li>7) The Council to consider support to an initiative towards young people receiving a Jubilee coin. Item deferred.</li> </ol>	

	<p><b>RESOLVED:</b> 8) The Council purchase a further 35 Jubilee Flags at a total cost of no more than £500. <b>Proposed:</b> OJ <b>Seconded:</b> EV <b>Voting:</b> 4 in favour, 1 absent</p> <p>AFTERNOTE: These flags are intended to be flown along the High Street for a period of a few months, so must be resilient to weather, UV etc.</p> <p><b>RESOLVED:</b> 9) To plant the entrances to the Town, High Street tree gardens and planters, and situate other displays where possible. 10) To consider a colour scheme of silver, white, pink and purple plants and source and store. 11) To request resident volunteers to come forward to the Council to go onto a list to help during April over several days/evenings to: a. clear the tree gardens/existing planters and prepare the soil in various locations in the Town b. plant up across the Town c. ask local business to sponsor water planters on the High Street with a notice to say who has done so, placed in the planter. <b>Proposed:</b> EV <b>Seconded:</b> OJ <b>Voting:</b> 4 in favour</p> <p>JB left the meeting at 8:55</p> <p>12) The Council considers if it wishes to order a Beacon as described on the website: <a href="https://21ccgroup.com/beacons/">https://21ccgroup.com/beacons/</a> Item withdrawn.</p> <p><b>RESOLVED:</b> The Town Council to purchase: a. 14 black arm bands b. 4 official black rosettes c. 1 black tablecloth d. 1 book of condolences Also, the clerk to prepare procedures in-line with the guidance to prepare the Town Council should the death of a senior national figure occur. <b>Proposed:</b> EV <b>Seconded:</b> OJ <b>Voting:</b> 3 in favour, 2 absent</p>	
14	Date of next meeting: 10 March 2022	



15	Close of Meeting at 20:58	
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Signed and Dated:

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PRINT NAME

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