



Pinchbeck Parish Council

Open Spaces & Assets Committee

Minutes of meeting held 19:00hrs, Monday, 15 April 2024, at the Pinchbeck Community Hub & Library.

Present: Cllr James Avery, Cllr Terry Moore, Cllr Peter Ruysen, Cllr Phil Tweddell, Mr Robert Smith (clerk).

Absent: Cllr Andrew Chamberlain, Cllr Geoff Garner, Cllr Dean Roizer, Cllr Ann Savage, Cllr Ben Sear, Cllr Oliver Wood

Cllr Moore chaired the meeting. Cllr Moore was elected as chairman of the committee at the Parish Council meeting held 25 March 2024, minute 24.056.02.iii.

Any action points to be undertaken by the clerk, unless otherwise stated.

24.01. Apologies for absence were received from Cllr Garner, Cllr Roizer, Cllr Savage, Cllr Sear, and Cllr Wood.

24.02. There were no declarations of disclosable interest nor requests for dispensation.

24.03. It was **resolved** to elect Cllr Tweddell as vice-chair.

24.04. The committee noted its terms of reference as previously approved by the Parish Council.

24.05. It was **resolved** on moving into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2)

24.06. Outside assets

01. It was noted that the Asset Register needed updating. Cllr Gregory, who had been working on the register with the clerk, was to be contacted as to progress. It was suggested that a WhatsApp Group could be set up for councillors to take photographs and add location information of the Council's assets.

02. A quote had been requested for the renovation of the Parish Council's benches in need of attention and the gate and railing for the Cherry Holt Lane cemetery. This quote was to include the benches in the Cherry Holt Lane Cemetery.

24.07. Parks

01. To review the RPII annual play area inspection reports

i. Leaveslake Drove

- The Woodland Train and Station had been removed from service.
- Quotes for bench repairs were being sought, as noted above.
- Draft for required signage to be drawn up.
- All other matters were low or very low risk. Action and repair schedule to be drawn up.

ii. Rotten Row

- The Cross Beams had been removed from service.
- Quotes for bench repairs were being sought, as noted above.
- A quote for replacing the safety surface for the 2-bay, 4-seat swings to be sought.
- Indicated abuse (motorbike tyre marks) of Rotor Play Roundabout to be monitored.
- Draft for required signage to be drawn up.
- All other matters were low or very low risk. Action and repair schedule to be drawn up.

- iii. The Glebe Field
 - Draft for required signage to be drawn up.
 - A quote for replacing missing Spring See-Saw to be obtained.
 - All other matters were low or very low risk. Action and repair schedule to be drawn up.

02. Routine Play Area Inspection

- i. The outside operative undertaking routine inspections was to be approached about undertaking additional hours.
- ii. The suggestion of councillors undertaking additional inspections by way of a WhatsApp group was to be put to the next Parish Council meeting.

03. Park Rules & Signage

- i. The District Council's dog warden was to be contacted about signage and the enforcement of park rules.
- ii. The committee thought that signage should include a statement forbidding unauthorised motor vehicles.
- iii. Letter to be sent to resident adjoining The Glebe Field requiring the removal of a makeshift bridge giving unsafe access to their property over a dyke.

04. Trees

- i. It was **resolved** to approve tree works on the Glebe Field @ £2,675.00. Cllr Moore to action on receipt of the contractor's public liability insurance certificate and an appropriate risk assessment.
- ii. Cllr Moore to obtain quotes for further tree works for the playing fields at Leaveslake Drove.

24.08. Allotments & farm business tenancies (FBTs)

01. An up-to-date register of allotment & FBT agreements needed to be completed.
02. It was intended that new FBT agreements were to be drawn up with a start date of October 2025 for which appropriate notices to quit would need to be issued. Longstaff & Co were to provide a quote on receipt of detail. Plans of the tenancies needed to be produced.
03. It was considered that there was no urgent need at this time for an inspection of allotments and FBTs by councillors to take place.

24.09. No additional agenda items were put forward. Sufficient matters were being considered.

24.10. Date of next meeting: 7pm Monday 13 May 2024. Cllr Tweddell gave his apologies, as he would be unable to attend.

The chair closed the meeting at 21:10hrs.