



Pinchbeck Parish Council

Open Spaces & Assets Committee

**Minutes of meeting held 19:00hrs, Monday, 07 July 2025, at
The Hub, 48 Knight Street, Pinchbeck, PE11 3RU.**

Present: Cllr Andrew Chamberlain (19:15 hrs), Cllr Geoff Garner, Cllr Peter Ruysen, Cllr Oliver Wood (Chair for the meeting), Mr Robert Smith (Clerk), Nicola Jowett (Administration Assistant).

Absent: Cllr James Avery, Cllr Ann Savage, Cllr Phil Tweddell, Cllr Terry Moore.

Action points to be undertaken by the Clerk, unless otherwise stated.

25.39. In the absence of the Council nominated Committee Chair, it was **resolved** that Cllr Wood act as chair for the meeting.

25.40. Apologies for absence were received from Cllr Avery, Cllr Savage, and Cllr Tweddell.

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

25.42. It was **resolved** to approve the minutes of the meeting held 09 June 2025.

25.43. Matters arising

01. Work to replace the bus shelter on Knight Street would start work next week. The contractor was waiting to hear back from LCC as to whether a permit was required.
02. Work on the cemetery railings was scheduled to start 17 November 2025.
03. Willow Tree Joinery had been asked for an update on likely installation date for the new noticeboard at Six House Bank [works to take place August 2025].
04. A GRASSroots grant application had been submitted to South Holland District Council for tarmacking of the Glebe Driveway and access to the PlayZone. Like for like quotes were awaited.

25.44. 2025 commemorative events.

01. VJ Day 80th Anniversary, Friday, 15 August 2025.
 - The Church Hall had been booked for the event 18:00hrs – 21:00hrs.
 - The same format to the evening as the VE Day celebrations was to be taken.
02. Remembrance Day Parade, Sunday 09 November 2025.
 - The Village Hall had been provisionally booked with a view to refreshments being provided by the Parish Council served by volunteers.
 - Application for road closures to be submitted to LCC by the end of the month.

19:15 hrs Cllr Chamberlain joined the meeting.

25.45. Park equipment repairs.

01. Repairs to the XS Spinner at Rotten Row had been authorised and should be completed within 8 weeks.
02. The gate at Glebe field still wasn't shutting properly. The contractor had been instructed to address this.
03. The basket swings at Rotten Row & Leaveslake Drove had had their supports wires changed to chains.
04. Issues arising from walk around with outside operative on Wednesday 2 June 2025:
 - i. Rotten Row Playing Field
 - Main entrance sign had been reattached with bolts, rather than the previous

double-sided magnetic tape.

- A quote for damaged/missing signage at the entrance and at rear of the park, gym equipment signage and zip wire signage (which has also had the signpost ripped out) had been requested
 - Loose screws on the fort had been tightened up and a Star Hex Allen key provided to the outside operative to enable him to tighten these in future.
 - Further missing screw to be replaced.
 - Quote for resurfacing large hole in the car park was to be obtained.
- ii. A quote had been requested for gym equipment sign at Leaveslake Drove.
- iii. A quote for wet pour resurfacing at Glebe Field was received @ £6,708.10 (excl. VAT). Still in the process of obtaining two additional quotes.

25.46. Churchyard maintenance

01. A response was still awaited from the Church Warden as to proposed tree works to be undertaken in St Mary's Churchyard.

25.47. Future agenda items.

01. Quotes for following for the following works were to be obtained.
- i. Cutting back bush on the left-hand side of the car park.
 - ii. Cut back brambles on the cemetery side of the field.
 - iii. Removal of fallen branches at the back of the field so that mowing of this area can take place.
 - iv. Lifting of trees crowns around the field.
02. Cllr Ruysen would report overgrown bushes at the far end of Pennytoft Lane on Fix-My-Street.
03. To consider inspections to be undertaken carried out by Councillors, including allotments, bus shelters, bins etc.
04. Peter Ruysen would investigate the availability of grants for the Council's outside spaces.

25.48. The next meeting: 19:00hrs, 15 September 2025.

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

25.50. Quotes for work:

01. A quote had been obtained for hub window cleaning, gutter cleaning, and bus stop cleaning. Further quote to be sought.

The Chair closed the meeting at 19:40 hrs.