

MINUTES OF THE OPEN SPACE AND PLAY PARKS MEETING
HELD ON FRIDAY 31ST AUGUST 2018
IN COLBURN VILLAGE HALL AT 9.30 AM

Present Cllr Angela Dale, Cllr Helen Grant
Deputy Clerk Angie Pickersgill
Maintenance Person – Barry Robertson
One member of public

Apologies Cllrs Charlene Thirlwell & Jagannath Sharma.

Meeting with Barry Robertson – Colburn Town Council Maintenance & Groundsman

The Committee members met with the Maintenance Person to review his contract, working hours and rates of pay.

He was happy to continue to be sub contracted to the TC but told the committee that more hours were needed to complete the tasks especially in the summer months now that the area to be looked after has grown considerably and there is more work to do. As listed below

- Increased area of grass cutting outside of the play parks
- The Colburn Sidings Woods, there is now maintenance of this area.
- Increased amount of bins to be emptied
- Two more play parks in the near future to maintain
- New play equipment added in the final upgrade of the parks

Maintenance Person suggested that he should work 3 days a week instead of 2 ½ which he is currently doing. Also he would like his hourly rate of pay to be increased. The committee said that it would discuss the matter when he left the meeting.

Maintenance Person's Report

He informed the committee that all the parks grass had been cut, all spraying had been completed and bins emptied. He was told that no rubbish is to be left at the side of the Village Hall bin which is shared with the Town Council. No other bin can be purchased so purple bags have been purchased and can be used for excess rubbish if required, but large items must be taken straight to the tip and he was to give a receipt in to the Town council for the mileage and the cost of disposing of the rubbish for which he will be reimbursed.

The third bin that was purchased for the Colburn Sidings woods will be placed by the traffic lights near Premier Meats. The other two bins along the Sidings woods have been very successful in lowering the litter dropped in the woods having a third bin further down will give people more places to place litter. He was informed that he must keep a record of the grass cutting that is done for Audit purposes.

Play Park Inspections

All play park inspections have been completed and Maintenance Person has been asked to email the inspection sheets over to the office so they can be placed in the file.

Extra Grass cutting

It had been brought to the council's attention that the grassed area at Colburn Village was not been attended too. A gentleman resident had cut and maintained it for many years but now is unable to carry on doing so. It was agreed that the Town Council would take over the cutting of the grassed area at regular intervals to keep the area neat and tidy.

Wild Flower Beds

The wild flower beds are to be cut back in October and Maintenance Person is going to research and seek advice on which seeds suit the area to be sown for next year.

Grassed area in front of Colburn Sidings Woods

The Council had been informed that a maintenance company would be taking over the cutting of the grassed area at the front of the woods. The company First Port is to be contacted to find out the frequency of the cutting of the grass as it will need constant up keep during the summer months

Letters to residents at Maple Close ~ Albermarle

A letter is to be sent to the residents of Maple Close even no's only, to ask them to Please do not let your dog run out on to the play area at Albermarle. We have had a number of complaints regarding this.

Memorial Garden at Marne Grange

The Committee looked at the diagram and plans that had been received regarding the memorial garden, the Sundial and benches along the walk way. They have asked for a meeting with Mike Duggan on site to be arranged to discuss what the Council would like to have in the garden and put their ideas forward to him.

Bench at Whiteshops ~ marked legs

The Office has had confirmation that the badly marked legs are to be replaced, new ones are been fabricated and will be installed by them in September.

Colburn Sidings Blog

The committee were very pleased with the draft blog which Ewan Thompson had produced and decided to go with Blog 2 with the oval pictures. Ewan to be contacted by the Deputy Clerk.

11.30am Maintenance Person and member of the public left the meeting

Maintenance & Groundsman

The committee discussed at length the Groundsman's hours and rate of pay and **RESOLVED** to offer an increased hourly rate and additional hours; 28 hours per week in the summer months 1st April to 30th September and 24 hrs per week in the winter 1st October to 31st March.

This proposal to be sent to Maintenance Person for agreement before ratification by full Council.

Damage at Piper Hill Play Park 3rd Sept

Damage was done to a piece of equipment and the picnic table in Piper Hill The table has had to be removed as it was too badly damaged , the piece of equipment may need removing also. This is going to be replaced in the upgrade of the play park. The police were aware of the incident and have a name but have no video proof for them to take action.

Meeting closed at 12 noon.

Next meeting to be arranged.