

**Minutes of a meeting of the Parish Lands Committee held on Zoom on Thursday
3rd December 2020 at 7.45pm.**

Present: Mr J Bowley (Chairman), Mr M Bray, Mrs E Ashley, Mrs J Duffield (until item 14.3), Mrs L Jarvis, Mr R Mantel, Mrs T Ramsden, Mr T Winchester & Mrs S Wisdom.

Clerk: Mrs L Moffatt.

1. **Public Questions** are invited in advance of the meeting via email, telephone or in writing. No questions.
2. **Apologies.** None.
3. **Declaration of interest in items on the agenda.** Mr M Bray & Mrs Ramsden declared an interest as allotment holders and members of TATA. Mrs S Wisdom withdrew from voting on items 14.2.5 & 14.11.
4. **Minutes dated 10th November 2020.** Approval of the minutes as a true and accurate record proposed Mr M Bray, seconded Mrs L Jarvis, motion carried unanimously.
5. **Matters arising.** None.
6. **Budgets and precept** – including Parish Lands staff wages & rents and charges. £69,645 expenditure, £39,400 income, with a net budget/precept of £30,245 agreed subject to final discussions in January. Rents, charges and burial fees were agreed following a 2% increase. Proposed Mr R Mantel, seconded Mrs L Jarvis to increase Parish Lands staff salaries by 2.5%. Motion carried unanimously.
7. **Monthly reports on Parish Lands maintenance**
 - 7.1 Village Ranger – no report.
 - 7.2 Park Warden – no report.
 - 7.3 Clerk's Report – The report had been circulated. The clerk highlighted the following items:
 - Hurst Road allotments – tree work completed and needs checking before payment of invoice. Discount of £200 due to not clearing ivy on the apple tree to be felled and Oak tree branches being used as a fence.
 - KGVR playground gate which is now beyond repair. Clerk to obtain a quote for a replacement gate.
 - Stanlake Meadow new water supply – Thames Water attended on 2nd & 3rd December to carry out works. A new part needs to be ordered and the work will be completed in due course.
8. **Climate emergency action**
 - 8.1 To agree a climate emergency plan (one drive folder). Amendments agreed last month have been made.
 - 8.2 Update on engagement with local organisations – draft email was approved and will be sent with January 2021 meeting dates.
9. **Twyford Green Taskforce (RA)**
 - 9.1 Green prescription – update – carried forward.
10. **Allotments.**
 - 10.1 Bonfire review – proposed Mrs J Duffield, seconded Mr T Winchester to permit allotment bonfires with immediate effect. Motion carried 8 in favour, 1 against. To review again in March.
 - 10.2 **Hurst Rd.**
 - 10.2.1 Quote to pollard apple tree £650 – proposed Mrs J Duffield, seconded Mrs T Ramsden to accept the quote of £650. Motion carried unanimously.
 - 10.3 **London Road**
 - 10.3.1 Fencing work is progressing well. The surgery have offered signage for the fence to try and stop cars being reversed into the posts.
11. **Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.**
 - 11.1 To consider locating a permanent planter on Jubilee Corner or Bell Corner (Twyford in Bloom initiative) – a 2020 quote for a planter 1,000mm square x 1.8 metres high, three tier flower tower. Fully planted with seasonal flowering and evergreen plants throughout the year and fully maintained at a cost of £950 was considered for Bell Corner. Agreed to check measurements and planting proposal for further consideration next month.
 - 11.2 Christmas tree arrangements – 8am on Sunday 6th December. Noted.
12. **Bell Corner & Polehampton Corner** – no items to report.

13. King George V Recreation Ground.

- 13.1 Resident request to move KGVR - Longfield Road car park bench. £90 to remove, £30 to dispose of, £118 to re-instate. Proposed Mr M Bray, seconded Mrs T Ramsden to accept the quote of £208 to move the bench to the north/west corner of the main field. Motion carried unanimously.
- 13.2 Request to plant a Walnut tree – Mrs T Ramsden and Mr M Bray volunteered to move and plant the tree at Stanlake Meadow.
- 13.3 Resident requests to ride an electric bike in KGVR (one drive) – the Council do not permit motorised scooters or bikes on their Parish Lands.
- 13.4 Resident communication – skate park. The committee looked at their ideas and proposals for a new / refurbished skate park. The working group will meet with interested youngsters to hear their ideas in due course.
- 13.5 Skate Park working group meeting 24.11.20 – update, contact with WBC and to agree working group terms of reference. Mrs J Duffield, Mrs L Jarvis & Mrs S Wisdom met and meeting minutes will be circulated. Ricky Josey from WBC has offered to meet and help source quotes and funding. Terms of reference will be carried forward to the next meeting.

14. Stanlake Meadow.

- 14.1 Sports club 5 year agreement renewal – Twyford Comets suggested amendments – carried forward.
- 14.2 Copse project update
 - 14.2.1 Lectern sign – the draft has been approved and is going to production.
 - 14.2.2 Friends of Stanlake Copse working group – tools have been ordered.
 - 14.2.3 Event risk assessment – noted.
 - 14.2.4 Tree planting event:
 - planting plan has been confirmed.
 - Mrs Ashley, Mr M Bray, Mr and Mrs Jarvis, Mrs T Ramsden & Mrs Wisdom have volunteered to help.
 - Stations will be set up with hand sanitiser, antibacterial spray, cloths and sign in sheets.
 - Residents will be planting their trees within their bubbles.
 - 14.2.5 £84 for First Aid cover – Proposed Mr M Bray, seconded Mrs T Ramsden to approve the quote of £84. Motion carried unanimously. Mrs S Wisdom withdrew from voting.
 - 14.2.6 Compost being delivered on Friday 4th December. Noted.

Mrs J Duffield left the meeting.

- 14.3 Moles cost incurred £48 – approved by the Chairman as emergency expenditure.
- 14.4 Network rail response re fence - 29.10.20. Noted.
- 14.5 Police – Unauthorised encampment leaflet. Noted.
- 14.6 Volunteer Warden project & to consider youth work quote from Just Around the Corner – email sent 27.11.20. Responses from the Youth Centre and St Marys Church had been circulated. Agreed to invite Kathy Peck and one of the youth workers to the January meeting.
- 14.7 Gates – old gate posts / width of gate / report on problems to be resolved. Mr M Bray reported on some snagging problems with the new gates. The contractors removed the height bar in error and the height is now shorter than the requirements on the sign. Agreed to accept the contractors offer to replace the sign specifying a 2m height and address some of the paintwork problems. The contractors have guaranteed the height bar for 3 years. The gate doesn't meet up with the latch and repairs are due to be carried out on 4th December.
- 14.8 Gate padlocks - £200 unanimously approved retrospectively.
- 14.9 Goal posts – contractor suggestion to place in sockets as opposed to concreting in – the committee agreed.
- 14.10 Twyford Comets to resume football on 5th December. Noted.
- 14.11 Beer Festival request for use - 10th/11th/12th/13th June 2021. Unanimously approved. Mrs S Wisdom withdrew from voting.
- 14.12 Colleton school fence posts painted white. Noted.

- 14.13 Round Table request for storage. The committee were unable to think of a storage solution.
- 14.14 Replacement bin liner Proposed Mr M Bray, seconded Mrs E Ashley to approve the quote for a replacement bin liner and for the bin to be concreted in at a cost of £107. Motion carried unanimously.
- 15. Stanlake Pavilion.**
- 15.1 WBC - Use of pavilion for elections – 06.05.21. Approved.
- 15.2 Cleaner request for long handled duster £60 & new vacuum cleaner (cost tba) – carried forward.
- 15.3 Cleaner report – the cleaner had reported a list of maintenance problems. Mr M Bray and the clerk had met and gone through the list. A couple of remedial items were agreed.
- 16. Correspondence –none.**
- 17. Date of next meeting – Tuesday 12th January 2020.**

December Parish Lands report

Thursday 3rd December 2020

- 18. Tree works.**
- 18.1 Stanlake highways update - awaiting date for works
- 18.2 Hurst Road allotments – work completed and needs checking before payment of invoice.
- 18.3 LR Allotments – scheduled for 23.12.20
- 18.4 KGVR Sycamore – awaiting date for stump grinding – scheduled 23.12.20
- 19. Allotments.**
- 19.1 Hurst Rd.**
- 19.1.1 Hurst Road plot availability – waiting list of 15 residents and 8 non residents
- 19.2 London Rd.**
- 19.2.1 London Road plot availability – waiting list of 8 residents and 7 non residents
- 20. Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.**
- 20.1 Report on cremations & burials – none
- 20.2 Report on memorials - none
- 21. King George V Recreation Ground.**
- 21.1 Playground gate – now beyond repair and will need replacing
- 21.2 Hedge planting – as at 04.11.20 not expected to be affected by lockdown
- 22. Stanlake Meadow.**
- 22.1 Copse project update
- 22.1.1 Bird box update – order placed
- 22.1.2 Water supply – Thames Water to carry out works 2nd-4th December
- 22.2 Permanent football goals – order placed 04.11.20
- 22.3 6x wooden posts – order placed 06.11.20
- 22.4 Replacement Stephen Pratt memorial bench – order placed 06.11.20
- 22.5 Hedge laying – as at 04.11.20 not expected to be affected by lockdown
- Items to be carried forward:
- 23. Burial ground**
- 23.1 Options for woodland remembrance garden and book – report on memorial book charges & overall feasibility (to be carried forward)
- 24. King George V Recreation Ground.**
- 24.1 To consider a friendship bench
- 24.2 Resident request for plastic bottle recycling bins
- 25. Stanlake Meadow**
- 25.1 Football pitch drainage – possibility to move pitch? To consider quote
- 25.2 To consider a request for a cycle rack
- 25.3 Request for more benches
- 25.4 Waltham road ditch
- 25.5 To re-instate the car park sign

The meeting closed at 21:38