

**HARWELL PARISH COUNCIL****Meeting of the Lands Committee meeting held on Tuesday 25<sup>th</sup> February 2020  
at 7.30 pm in the village hall Committee Room**

Present: J Hawthorne (Chair) D Turner M Ricketts D Roberts D Boughton-Waite S Taylor (Clerk)

**1. Approve minutes of & receive updates following previous meeting**

**APPROVED**, signed as a true record.

See table for actions, plus clerk reported that

Pedestrian gates on rec have almost been completed by staff.

Brown bins cannot be used at allotments for green waste.

Allotment gate has been re-hung & entrance seeded.

Dog bin in Barrow Road – staff report rubber will not help to decrease noise, they have suggested looking for an alternative design or moving bin. Mr Ricketts to inspect bin & report. **MR**

Rubbish bags collected by VWHDC from rec – staff report there are sometimes as many as 40 bags so any container would have to be large but accessible by bin crews. VWHDC would charge if council opted for large industrial size bin.

**2. Note apologies for absence – N Paterson.****3. Recreation ground - receive updates on and/or recommend way forward for following matters****a) staff building**

Clerk has been liaising with architect, who has a shortlist of contractors he would like to invite to tender. This is permissible as long as the tender is advertised in the press (according to Standing Orders) and on the government Contracts Finder website. Mr Monk has advised that he could oversee this but would increase his bill for the tendering process by £440. Committee **RECOMMENDED** that the tendering process begins as soon as possible, following all regulations.

**b) scouts lease and pavilion issues**

Following feedback from the solicitor, Committee **RECOMMENDED** that the lease is adopted with the security of tenure clause, with council to review at 14 years in advance of the break clause date at 15 years.

Mr Zimmerman has advised that he is switching supplier for the pavilion electricity. He has also advised of the next stage of intended programme of works for the building. Clerk has discussed the need for relevant certificates for all work. Scouts have said there are regular building control checks.

Committee suggested that at an appropriate time a sign is put up stating that the scout group is responsible for the pavilion, rather than the council.

**c) discuss advice from solicitor re: recreation ground boundaries - awaiting response.****d) S106 issues**

S106 team has sent a copy of the letter asking for change of wording to the original agreements to try and release funds for the staff building and pavilion. Clerk to forward a copy to Mrs Turner so that the former landowner can be advised. **Clk**

**e) Harwellian proposals for club building and car park**

Nothing further received from the Club. Clerk to contact and advise that the rec & car park projects will be discussed at the APM and thereafter the council will be proceeding with work.

Mr Ricketts to redraft proposals in time for that meeting.

**Clk**  
**MR**

**f) Recommend extent of area to leave unmown**

**RECOMMENDED** that the area specified in the attached plan is left unmown as an experiment, ie corner of the west field and the bank on the rec. Staff concerns about dog mess were noted. To be added to risk assessment, and council to consider whether dogs should be on leads, whether professional dog walkers should be banned or whether there should be a stipulation about maximum number of dogs brought.

**4. Cemetery – note saplings planted**

**NOTED.** These trees are to replace dead ones in the new hedge, section G.

**5. Tree management – update regarding rec trees and Footpath 11**

Countrywide has promised to provide a quote for dealing with the fallen conifer. Committee

**RECOMMENDED** that some of the logs are moved to provide a wildlife log pile in the north-west corner of the rec (staff may need to move the dog bin), some logs are retained in case the school or Little Pippins need any for Forest School or similar projects (Clerk has already asked, Little Pippins took some of the previously-fallen tree last week), and some longer pieces are made into benches for the rec. Clerk to obtain quote for a suitable sign for the wildlife section.

**Clk**

**6. Freeman Orchard – update re: access repairs**

The access is owned by the council but although some cracking is evident in the surface it does not look severe. One of the neighbours is concerned in case drains are affected, as has happened previously. Clerk to contact for further discussions.

**Clk**

**7. Allotments – discuss compost area**

Clerk reported that staff place non-compostable green waste (eg fallen branches) on the burning area. Leaves collected around the parish are offered to allotment tenants and the remainder placed in a heap – some road/path sweepings are also placed here. Mr Ricketts was concerned about chemicals in this waste. Committee **RECOMMENDED** that pallets are obtained and separate sections are constructed clear of the fence to separate wood and compost piles. Mr Ricketts to enquire about pallets.

**MR**

**8. Footpaths Walk – recommend date for 2020 walk, receive update re: last year's report**

Report concentrates mainly on the Westfield path issue. Clerk to obtain paperwork to start the DMMO process.

Committee **RECOMMENDED** that this year's walk is on 13<sup>th</sup> September.

**9. Website – recommend that broken links are removed as per councillor suggestion**

**RECOMMENDED.**

**10. Items for next meeting & late items for discussion**

Westfield street name sign is broken – to be reported to VWHDC.  
 Mrs Boughton-Waite has checked whether the Campus emergency plan is available – to be supplied when finalised.  
 Clerk to order litter picking sticks.  
 Clerk reported that Rowstock bus shelter to be painted, and cemetery railings to be painted when wall is re-pointed.  
 A resident has asked to plant a tree such as a small flowering cherry in the cemetery – Committee had no objections. Tree to be planted at edge as is usual.  
 Clerk to check insurance and guidelines re: garage roof. To be added to Risk Register.  
 Committee wished to plant wildflower seeds and bulbs along various verges – clerk to check with Highways.  
 Mr Ricketts reported a small pile of asbestos pieces next to the allotments fence which is probably from asbestos left behind by a former tenant. Clerk to check regulations but in the meantime pieces are not to be touched.

Meeting closed 8.40 pm.

Notes:

Item 1 – actions table & other updates

<b>ACTIONS from May meeting:</b>		
MR – plan of car park, site for MUGA	28.5.19	Ongoing project
<b>ACTIONS from June meeting:</b>		
Clk – site meeting, saplings, contact allot tenants, Harwellian, scouts, spk to staff	23.7.19	DONE x: site mtg
<b>ACTIONS from Sept meeting</b>		
NP – quotes/advice re: rec items	22.10.19	Ongoing project
Clk – allotments agreement, rec items, drain, signs, goals	22.10.19	Ongoing
<b>ACTIONS from Oct meeting:</b>		
ALL – rec projects, trees queries	26.11.19	
<b>ACTIONS from Nov meeting:</b>		
MR – re-draft car park proposals	28.1.20	ongoing
<b>ACTIONS from Jan 2020 meeting:</b>		
Clk – contact scouts, architect, solicitor, T Wimpey, order rec sign, update trees docs, n-board policy, liaise with LP	25.2.20	DONE
<b>ACTIONS from Feb meeting:</b>		
MR – inspect dog bin, redraft rec proposals, check re: pallets		
Clk – liaise with staff (various), architect, solicitor, scouts, Harwellian, OCC, LP neighbour, resident, check ins, regs		

Minutes prepared by Mrs S Taylor, Parish Clerk

Signed.....Date.....