



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

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Parish Clerk: Julie Fortnum

Minutes of The Allotments, Footpaths and Open Spaces committee meeting held on Thursday 19 September 2019 at 7.45pm at The Institute.

Present: Councillors Bowell, Hall, Hardy, Stevens, Thomas, Halls and Shinkins-Hoppe.
Geoff Hurst – Allotments Association Chairman
Assistant Clerk

- 10.20 To receive apologies for absence**
Apologies were received from Councillor Gilbert and Carol Bremner (Secretary Friends of Jubilee Park)
- 11.20 To receive declarations of interest, if any**
None received
- 12.20 To adopt the minutes of the meeting held 13 June 2019**
Agreed by all and signed by the Chair
- 13.20 Clerks report and matters arising not considered elsewhere on the agenda**
The 14th allotments BBQ was held on 18 August '19. Councillors Bowell, Hall and Hardy attended along with Chairman Councillor Gilbert who presented the trophies. An inspection has taken place of all allotment plots prior to the tenancy agreements being sent out. Three plots have been given notice to quit, two full plots asked if they would agree to split their plots in half and eight letters of concern have been sent asking plot holders to clear their plots prior to tenancy renewal.
- 14.20 To receive any comments from the Allotments association and make any recommendations to Council**
Geoff Hurst thanked the Councillors for supporting the Allotments Association BBQ. It was agreed that a skip could be provided at the allotment site on 25th October for one week and new allotment holders will be given priority. The farmer will be contacted by Geoff Hurst to be asked to cut the perimeter hedge as in previous years. Leaking water tanks will be repaired once the water has been turned off for the winter. Tenants who persistently park on the roadway for reasons other than off-loading will be sent a letter reminding them that this is not permitted.
- 15.20 To receive any comments from Friends of Jubilee Park**
Councillor Stevens informed the committee that she and the parish clerk had recently met with an officer from Corporate Operations (Property) from SKDC to discuss the park and the play areas. The Friends of Jubilee Park are currently considering a new project for the park and the installation of railings is being considered to provide a barrier for the park. The Corporate Operations officer was supportive of this and the parish clerk has been asked to obtain a quote for railings to allow SKDC to budget. **A recommendation to Full Council be made that the parish council agree to support this proposed project.**
Councillor Shinkins-Hoppe explained that she is overseeing the preparations for the electricity supply installation at Woody Heights and proposed that a **recommendation be made to Full Council** that both Woody Heights and Jubilee Park sites have the works carried out for electricity and CCTV installation, at the same time.

Any member of the public can attend all Council and Committee meetings to see the work of the Council. Full Council meetings are held on the last Thursday of each month which start with a 30 minute public forum for questions and issues to be raised.

16.20 To discuss the relocation of the salt bags currently in the Priory Hall church car park.

Owing to a mild winter the grit provided by LCC has not yet been used and remains in the Priory Hall church car park. The assistant clerk was asked to contact the local primary school and super market to ask if they require any grit and also to make residents aware that it is there for use.

17.20 To consider what type of event to hold and the location for planting trees, to mark the Charter for Trees, Woods and People.

An article in the recent NALC newsletter has advised that it is annual tree planting day on 30 November 2019 and free trees are available from The Woodland Trust. The assistant clerk was asked to apply for hedging from The Woodland Trust to be planted in the old part of the cemetery. The event for the tree planting will be decided by the events committee.

18.20 To discuss maintenance of Millennium Wood.

Following a recent audit of Millennium wood by Councillor Bowell and Councillor Halls areas needing maintenance were identified. It was agreed that this project should be added to the four year strategic plan and funds be added to the budget for work to be carried out.

19.20 Budget to receive details of the position to date, estimated outturn and budget forecast for 2020/21 and make recommendations to The Finance & General Purposes committee

The figures were noted and a proposal to Full Council will be made as below

Expenditure 2019/20

Item	Budget
Maintenance & Misc	3000.00
Tree, Hedges, Bulbs & Wildflowers	1400.00
Riverbank Maintenance	1500.00
Jubilee Park	5000.00
Allotment Improvements	1000.00
Flag Pole/Storage Shed	2000.00
	13900.00

20.20 Dates of the next meetings to be decided – Agreed

23 January 2020

18 June 2020

17 September 2020

Meeting closed 8.55pm

Signed.....

Date.....