

MINUTES OF THE MEETING OF THE ALLOTMENTS, PLAYING FIELDS, OPEN SPACES AND BURIAL GROUND COMMITTEE OF BERINSFIELD PARISH COUNCIL held on Monday 26th July, 2021 in the Pavilion, Lay Avenue, Berinsfield.

PRESENT Councillor S. Scott-Ely
 Councillor P. Bridge
 Councillor S. Crawford
 Councillor B. Fearneyhough
 Councillor S. Perkins.

Councillor I. Bunyan was present, but as he is not a Member of the Committee he was not able to vote.

A. Loveland, Clerk to the Council

1. **Apologies for absence** were received from Councillor K. Chrisp and Councillor Mrs. A. Jones.
2. **Election of Chairman** It was proposed, seconded and AGREED that Councillor B. Fearneyhough should be Chairman of the Committee for the year 2021-22.
3. **Declaration of Interests.** Councillor S. Crawford declared that he was an allotment tenant. Councillor S. Perkins declared he was Chairman of Berinsfield Football Club.
4. **To receive the Minutes of the Allotments, Playing Fields, Open Spaces and Burial Ground Committee held on 19th October, 2020.** The contents of the Minutes were noted by the Committee.
5. **To receive details of the income and expenditure on Allotments, Playing Fields and Burial Ground to date.** A spreadsheet setting out the income and expenditure to 26th July 2021 was circulated to all Members of the Committee. The Committee noted that expenditure on items within the control of the Committee was currently within the budget.
6. **Tree Survey** The Committee was informed that it is recommended that the Parish Council should have a full survey of the trees in its ownership every three to five years. The last survey was carried out nearly five years ago. A quotation had been received from Complete Tree Services, who carried out the last survey, and who have full information about the location and condition of the Parish Council's trees on record. The quotation was in the sum of £695.00 plus VAT. The Committee AGREED to recommend that the Parish Council should accept the quotation and instruct Complete Tree Services to carry out the tree survey.
7. **Ground maintenance contract 2020-23.** Copies of the current schedule of works issued to the Parish Council's ground maintenance contractors had been circulated to all Members of the Committee for information. Members had become concerned about the service provided by the contractors following complaints from residents in the village about the quality of the grass cutting. The Football Club was also concerned that the pitch areas on the recreation ground would not be in a good enough condition for the start of the football season in August. Councillor Perkins, the Chairman of Berinsfield Football Club asked if he could engage and pay A & W Grounds to cut the pitch areas on a regular basis in an attempt to improve the quality of the pitches ready for friendly football matches to start on 10th

August, 2021. He proposed that the Parish Council's contractors, John O'Conner, should be asked to continue to cut and litter pick the remainder of the recreation ground in accordance with the Parish Council's requirements in the schedule of works. The Committee considered the proposal put forward by Councillor Perkins, Chairman of Berinsfield Football Club and it was AGREED to recommend that :-

a) the Parish Council should allow Berinsfield Football Club to engage their own contractors to cut the grass on the areas used as football pitches on the recreation ground.

b) the Parish Council's contractors should be asked not to cut the areas used as football pitches, but to continue to cut and litter pick the remainder of the recreation ground in accordance with the requirements in the schedule of works.

c) the Parish Council should continue to pay the monthly invoices from John O'Conner without any deduction for the work being carried out by A & W Grounds on behalf of Berinsfield Football Club.

d) a meeting should be arranged with the Contract Manager at John O'Conner to discuss how improvements could be made to the way in which the grass cutting is carried out on land either owned or leased by Berinsfield Parish Council.

e) the schedule of works be amended to show that weed killer should only be used around street furniture outside the shops and not around street furniture on the recreation ground. The Committee did not have any objection to weed killer being used on the gravel car park in the Burial Ground or on the edges of paths and highway verges where it was not possible to remove the weeds in any other way.

8. **Spinney Area adjacent to the A 4074.** The Committee noted that the Clerk had requested quotations from its Ground Maintenance Contractors for pruning trees that are located in the area of land in the spinney formerly leased from South Oxfordshire District Council by the Parish Council. There are trees that need lifting as they are overhanging the path and one is overhanging the boundary fence of a property in Fane Drive. It was noted that two quotations will be prepared to reflect urgent and not so urgent works.

9. **CCTV Camera.** It was noted that in accordance with the instructions from the Parish Council that a mobile CCTV Camera and cards had been ordered and when received, would be held in stock pending installation.

10. **Bees on Recreation Ground.** The Committee discussed how to deal with the bees that appear to have burrowed into the loose top soil underneath the small spinney area adjacent to the adult gym equipment. Following email correspondence with Mr. Mike Light it seems that they could be a form of Bumble Bee and they do sting. The area has been fenced off and is now covered with nettles due to the fact that it has not been maintained since the bees were located there. It was felt that the bees should leave of their own accord in due course and therefore it was AGREED to recommend that the fencing should be left in place until such time as it appears there are no bees there and then the area should be strimmed and the top soil levelled out or removed.

11. **Open Space Matters.**

a) **SODC Bug Detective.** The Parish Council noted the information in the agenda regarding the Bug Detective trail that will be set up on the recreation ground from 9th August, 2021 until 30th August 2021. Further information including the route will be available on the following website <http://www.southoxon.gov.uk/litter-bug-detectives-trail> .

b) **Use of Recreation Ground by the Berin Centre.** It was AGREED to recommend that the Manager of the Berin Centre should be informed that they can use the area of the recreation ground at the rear of the Youth Centre/Abbey Sports Centre from 1 p.m – 2.30 p.m. from 23rd August, 2021 for the provision of physical activity opportunities for older people and people with long-term health conditions. This is being run in conjunction with SODC, Active Oxfordshire, Berinsfield Church and the BCA. The Berin Centre has its own insurance in place.

c) **Councillor Community Grant Scheme.** The Committee noted the information contained in the agenda regarding the Councillor Community Grant Scheme and it was AGREED to recommend that the Clerk should be asked to obtain a quotation for the supply and installation of a suitable item of play equipment to replace the unit that had to be removed from the Lay Avenue Play Area recently. A grant application should be submitted for funds from Councillor Robin Bennett’s fund towards the cost of the new item of play equipment.

d) **CIL Funds.** The Committee noted that the Parish Council is holding the sum of £2506.63 in CIL funds that has to be used by October 2024. When the Burial Ground was constructed it was agreed that a tarmac path/road should be installed through the centre of the Burial Ground to facilitate easy access for burials when the section that is currently being used is full. It was AGREED to recommend that as the provision of a tarmac path/road would meet the criteria for the use of CIL funds, that the funds should be identified for this purpose and held in the Parish Council’s bank account until sufficient funds are available to construct the path/road.

e) **OCC Winter programme.** The Committee considered that the Parish Council had sufficient supplies of salt to cover the winter 2021-22 and it was AGREED to recommend that OCC should be informed that the Parish Council does not require a delivery of salt bags this year.

f) **Events booked on playing field.** It was noted that the following events would be held on the recreation ground.

3 rd August	Oxfordshire Play Association Activity Day
5 th August	Explorer event
14 th August	YOCO – fete/football 1 – 5 p.m.
9 th – 30 th August	SODC Bug Detective trail

g) **Bus Shelters.** The Committee was informed that a polycarbonate panel had been pushed out of the bus shelter located opposite Pritchard Close. The panel appears to be in good condition. The Committee AGREED to recommend that the Clerk should be asked to obtain a quotation for the polycarbonate panel to be replaced in the bus shelter.

12. **Pavilion matters.**

a) **Request for outside tap at the pavilion.** The owners of the fair that visits the recreation ground have asked if consideration could be given to having an outside tap at the pavilion. The Committee considered that this would be beneficial for Parish Council use also and it was AGREED to recommend that quotations should be obtained to install an outside tap by connecting it to the water supply to the basin in the disabled toilet with a stop cock to enable the water to be turned off from the inside of the building when the outside tap was not in use.

b) **Use of pavilion by SODC Garden Village Team.** It was AGREED to recommend that the Parish Council should hire the pavilion to SODC to enable their Garden Village Team to be based in the village. It was AGREED that SODC should be informed that bookings should be made in advance via the Clerk and the fee should be £100.00 per day.

c) **Hire of Pavilion by Berinsfield Football Club.** The Committee reviewed its booking form and terms of reference for the hire of the pavilion. It was AGREED to recommend that the form should be amended to show that football training sessions (where the pavilion is not used) should not be charged for, but that friendly matches should be charged at half the normal match fee.

13. **Burial Ground.**

a) **Scented Meditation Garden.** The Committee was asked for suggestions as to what scented plants it would like planted in the scented meditation garden. Councillor Mrs. Jones had submitted the following suggestions :-

Lavender
Curry plant
Rosemary
Jasmine

It was AGREED to recommend that the above plants should be purchased and that advice should be sought from Notcutts as to other scented plants that might be suitable.

b) **Seat to be located near Scented Meditation Garden** It was AGREED to recommend that the Parish Council should purchase a suitable metal seat to be installed near to the scented meditation garden in the Burial Ground and that an approach should be made to the Garden Village Team for funds towards the cost of this.

14. Date of next meeting – 27th September 2021