

CHALFONT ST. GILES PARISH COUNCIL

The meeting of the Open Spaces and Amenities Committee was held on Wednesday 17 October 2018 at the Gardens Association Hall, School Lane at 8pm.

Present: Cllr Patrick (Chairman), Cllr D Bray, Cllr J Chamberlain, Cllr R Massey, Cllr C Santry and the Clerk.

Public Forum: Melanie Marshall from the Forest School attended the meeting to inform the committee about an incident that had occurred in the Dell on Friday 12 October. A branch had fallen from a tree narrowly missing a child. The child was shocked but otherwise unharmed. A risk assessment had taken place and as the winds were at level 4 on the Beaufort scale the session went ahead. The branch did not appear to be rotten so there did not appear to be any predetermined factors that led to this event.

- 1. Apologies for absence:** Cllr R Gill and Cllr M Phillips.
- 2. Minutes of the meeting held on 19 September report 39/18:** Were agreed and signed in meeting.
- 3. Declarations of Interest:** None.
- 4. Correspondence:** None.
- 5. Correspondence received after the agenda was circulated:**
 - 5.1. Email from the Forest School indicating a branch had fallen during a class narrowly missing a child:** The weather on 12 October was discussed and whilst the morning was at level 4 on the Beaufort scale, the afternoon was very windy. As the trees in the Dell had been inspected less than 6 months ago and the branch that fell appeared to be newly broken and not rotten it was agreed that a letter should be sent to the Forest School to ask for a tighter risk assessment to be made before classes are held in the Dell and for classes to be cancelled if the wind is above level 3 on the Beaufort scale or if high winds are predicted later in the day.
- 6. Current Matters:**
 - 6.1. To discuss and agree the renewal of the devolved services contract:** The devolved services silver offer for another 4 years at the same remuneration was agreed as the best option available. Currently the grass cutting part of the contract was contracted out. With a new 4 year contract it was agreed to look at bringing the grass cutting element in house. This would require the purchase of equipment – the Clerk and Head Groundsman to investigate options.
 - 6.2. To update the Tree Survey/ works carried out:** The contractor had contacted the council to state that the work was completed however the Head Groundsman had checked and approximately one quarter of the work was still outstanding. Several branches and wood chippings had not been cleared from the area as per the conditions of the contract This has been passed back to the contractor..
 - 6.3. To update on the arson(s) at the Recreation Ground and subsequent recommendations:** A briefing paper was provided to explain the options to replace the burning pile. It was agreed to investigate Option A with costings for equipment lease and environmentally efficient options where possible.

- 6.4. To update on the recruitment of new groundsman:** A new groundsman had been recruited and began working on 8 October.
- 6.5. To update information regarding the Christmas Lights Switch on Ceremony:** Following discussions with the chair of the Revitalisation Committee it was agreed that the village Christmas lights should be lit for the first time on the 24 November at 6.30pm. The lights would then regularly turn on at 4.00pm and off again at midnight.
- 6.6. To discuss installing dog harnessing points in the village centre:** Move to next meeting.
- 6.7. To update and agree the new cemetery charges:** Current charges were examined and compared to other cemetery charges in the area. It was agreed that our current charges are still fit for purpose.
- 6.8. To agree the budget requirements for the 2019/2020 period:** The elements of the budget were examined and agreed line by line.
- 6.9. To discuss the risk assessment for the open spaces committee:** Risk assessments were being conducted into all areas of business. Current risks for the cemetery records – fireproof cabinet required for cemetery records. Current risk to cemetery store – roof needs to be repaired. Full risk assessment to be brought to the next meeting.
- 6.10. To agree a response to the external WW1 commemoration event funding and logo use:** A group of villagers were to hold two events, a film night and a concert. Funding was required for the event. It was agreed to provide any necessary funding up to the value of £300, this would be paid back out of ticket sales. The issue of the groups using the Chalfont St Giles logo was also discussed. It was agreed that these groups could use the logo as long as it was used in the original format and not extended or stretched.
- 7. Payment of Accounts:** No accounts were paid in this meeting.
- 8. Items for future agendas:**
- 8.1. To discuss the village pond.**
- 9. Date of next meeting:** Wednesday 21 November 2018

Meeting closed 9.59pm