

**MINUTES OF THE MEETING OF ASHURST AND COLBURY PARISH COUNCIL OPEN SPACES COMMITTEE.**

Held online via Zoom, on 30<sup>th</sup> March 2021 at 2.30pm.



**Present;** Cllr Andy Austin, Cllr Caroline Hubbard, Cllr Clive White, Cllr Mike Thomas, Cllr Bobbie Torkington, Cllr Caroline Smith.  
Ian Oliver.

**Clerk;** Helen Klaassen

**Members of the Public:** 0

**OS19/061 Apologies for Absence.**

Apologies were received from Heather Richards.

**OS19/062 Declarations of Interest.**

None.

**OS19/063 Approval of the Minutes of the Previous Meeting.**

The minutes were **Agreed** and the Clerk would provide a copy for signing.

**OS19/064 Matters Arising from the Minutes and Action Updates.**

- The Clerk had discussed both anti-slip strips with Mr Treehouse and anti-slip decking oil with the Claire Pearce from the NPA. IT was her opinion that the decking oil would be best option.
- The mats under the playscapes equipment had been done.
- Cllr Hubbard reported she was waiting to hear from Go Botanical to meet regarding the Sensory Garden.
- The Skip for the allotments had yet to be arranged.
- Alf was fixing the open drainpipe with a cover.

**OS19/065 Project Progression.**

1. Sensory Garden
2. New Play Equipment

It was **Resolved** to form a Task and Finish Group to focus on taking these projects forward, including fundraising. A Terms of reference for the group was **Agreed** (appendix 1) .

**OS19/066 Items for Next Meeting.**

The meeting concluded at 15.50.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Ashurst and Colbury Parish Council

### Terms of Reference – Recreation Ground Projects



<b>Group Type</b>	Project Working Group
<b>Purpose</b>	To form a Working Group to take forward the projects: 1) To replace current equipment with new Play Equipment for ages 0 – 11+ 2) Sensory Garden
<b>Membership</b>	1) 3 Councillors (CH, CW, BT) /3 MOPs 2) Councillors (CH, CW, AA, BT)
<b>Terms of Reference</b>	Specific Purposes; <b>1. Play Equipment</b> Remove current equipment (baby swings, roundabout, a-frame, swings, see-saw, both slide units) Research equipment for ages for -0-5, 5-10+, including fenced in area for 0-5s. Engage local parents and children, and Foxhills Infant and Junior School children, through various forms: direct contact, social media etc. to gather opinion on ideal provision Arrange funding for the project from various sources (Veolia, Esso, HCC, BME) Arrange and oversee installation and snagging afterwards Report back to FC  <b>2. Sensory Garden:</b> To determine location, content and cost To oversee installation Engage community (decision by working party) Funding via S106.
<b>Delegated Powers</b>	The committee is authorised to make decisions on behalf of Ashurst & Colbury Parish Council Open Spaces Committee regarding all specific purposes in the Terms of Reference, subject to those that have been outlined in the referred business section.
<b>Referred Business</b>	<b>The committee will report for decision making powers, to the full Parish Council / Open Spaces Committee on the following matters:</b> - Any matter that is deemed significant enough for the attention of the Full Council / Open Spaces Committee and not covered by the delegated powers.
<b>Quorum</b>	1) 2 councillors and 2 MoPs 2) 3 councillors
<b>Budget</b>	1) To be determined by fund raising 2) Sensory Garden from S106
<b>Frequency of Meetings</b>	1) Monthly initially and to be determined by the OS Cmte thereafter 2) As required
<b>Dissolution</b>	After completion of projects.