

## BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ  
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### Benson Parish Council Recreation and Lands Committee meeting to be held on Thursday 9<sup>th</sup> February 2017 at 7:30PM in the Committee Room

**Present:** Cllr P Baylis (CPB) (Chair) Cllr J Fowler (CJF)  
Cllr P Murray (CPM) Cllr P Peers (CPP)  
Cllr T Stevenson (CTS)

**Proper Officer:** D Brooks

#### MINUTES

1. **Apologies.** Cllr S McCann (CSM), Cllr D Olley (CDO)
2. **Declarations of Interest.** – There were no declarations of interest
3. **Public Session.** There were no members of the public present
4. **Village Centre.**
  - a. To receive an update on issues with parking in the village centre. See attached report from PCSO.  
The report from the PCSO was discussed and two actions agreed  
**Action 1:** Clerk to contact PCSO and ask them to speak to Take Away outlets about problem parking especially on Friday and Saturday evenings. **CLK**  
**Action 2:** Cllr Baylis to investigate possibilities of funding a Traffic Warden in conjunction with other local parishes. **CPB**
  - b. To note locks and procedures for Salt bins (Parish Hall and Millstream Car Parks)  
The code for the locks on the salt bins has now been established  
**Action:** Clerk to circulate code to all Councillors **CLK**
  - c. To discuss signage at College Farm Car Park  
The Parking Policy has been accepted and the wording can be used for signage.  
**Action:** Cllr Baylis to abstract some of the wording for Car Park Signs **CPB**
  - d. To receive an update on adoption of the Millstream Car Park  
The recommendation to accept £10K for the Millstream Car Park transfer was accepted at Full Council on 26th January. There are a few repairs that BPC would like undertaken before the transfer is effected: damaged / missing granite edge sets, the area requires weed killing / moss spraying and the signage will need changing from stating SODC ownership to BPC ownership. SODC have been informed of these issues.  
**Action:** Cllr Fowler to re-iterate that the granite edging needs replacing like for like. **CJF**
  - e. There were no other issues.
5. **Rivermead:**
  - a. To discuss dog fouling problems on Thames Path  
Dog fouling has been reported as an issue along the towpath and around other areas in the village. Two options to help address this were discussed.

<p>CPB spoke about Boston Borough’s approach of imposing fines for Anti-Social Behaviour and the other suggestion of using brightly coloured spray paint to draw attention to the dog mess.</p>	<p><b>CPB</b> <b>ALL</b></p>
<p><b>Action 1:</b> Cllr Baylis to investigate the Boston Model</p>	<p><b>PE</b></p>
<p><b>Action 2:</b> All, as individuals, can use and encourage others to use paint spraying option if desired.</p>	
<p>BPC have several signs to display about Dog Fouling. Pete Eldridge is following up on this matter.</p>	<p><b>CLK</b></p>
<p>b. There is a requirement to continue with the renewal of the seats in the Rivermead shelter</p>	
<p><b>Action:</b> Clerk to progress and liaise with RFO and Groundsman</p>	
<p>6. <b>Allotments.</b></p>	
<p>a. Allotment allocation update and report.</p>	
<p>There are 3 allotments available; one of which has a serious weed problem. There is currently no one on the waiting list.</p>	
<p>b. To discuss erection of sheds, polytunnels etc.</p>	
<p>The Draft Policy for the erection of sheds and polytunnels on the allotments has been approved by the Committee. This now needs to be recommended to Full Council.</p>	
<p><b>Recommendation that Benson Parish Council adopts the Policy regarding the Erection of Sheds and Polytunnels on BPC owned allotments.</b></p>	
<p>c. To discuss quote submitted for work at Mill Lane allotments.</p>	
<p>The quote seems reasonable but does it cover Mill Lane or St Helen’s Avenue or both?</p>	<p><b>CLK</b></p>
<p><b>Action:</b> Clerk to establish scope of the works quoted for and to contact Hazell and Jeffries again concerning road planings</p>	
<p>d. Has the stop cock on the allotments been turned off over the winter period?</p>	
<p><b>Action:</b> Clerk to ask Groundsman to turn off but periodically fill water troughs</p>	<p><b>CLK</b></p>
<p>7. <b>Play Areas:</b></p>	
<p>a. To discuss refurbishment of play equipment in Sunnyside</p>	
<p>Work on the Sunnyside play area needs to be re-visited and potentially completed.</p>	
<p><b>Action:</b> Clerk to ask for an updated quote from Wickstead</p>	<p><b>CLK</b></p>
<p>Further discussion deferred until next meeting</p>	
<p>b. To discuss replacement of play equipment at Green Close</p>	
<p>Following feedback from the recent survey on play equipment, Cllr Peers presented quotes from 3 companies to supply and install a number of different types of equipment for example zip wire, outdoor gym and bucket swing.</p>	
<p><b>Action:</b> Cllr Baylis to summarise options, refer back to the committee and then seek feedback from the children at the school</p>	<p><b>CPB</b></p>
<p>c. To re-visit the Wickstead quote for Sunnyside (see (b) above)</p>	

- d. To review Councillor's monthly inspection reports of play areas  
The committee reviewed Cllr Jordan's report for January. **CLK**  
**Action:** Clerk to liaise with Groundsman on Green Close tasks. **CPM**  
**Action:** Cllr Murray to do inspection for February. Clerk to facilitate date. **CLK**
8. **Bertie West Field (BWF).**
- a. Discussions are currently in progress between BPC and the Primary School concerning the use of Bertie West Field as a 'Forest School'; this fits well with the field being used for the benefit of the children of the Parish. Further details to be given as discussions progress.
- b. Groundsman to 'make safe' unstable top step  
**Action:** Clerk to instruct Groundsman **CLK**
9. **Sunnyside.**
- a. To receive an update on the maintenance of the small garden at the front of the Hall by the Gardening Club  
It was resolved to add the garden area to the list of tubs as a possible spot for adoption/maintenance. The opportunity will be offered via the Awards Committee. **CJF**  
**Action:** idea to be communicated to village via the Bulletin
- b. To discuss work to be completed on the paving stones around the hall  
The condition of the paving is now poor and requires complete replacement and renovation.  
**Action:** Clerk to source 3 quotes for the work using non-slip paving slabs **CLK**
- c. To receive an update on communications with BUFC  
Cllr McCann and the Clerk met with the Chairman of BUFC (08.02.17). The relatively low costs of other facilities in the area, payment of the outstanding invoices, the necessity for thorough cleaning of the pavilion, tea-bar and outside areas following use by BUFC, grass-cutting dates and the poor condition of Sunnyside as a playing area were amongst the items discussed.  
**Actions:** Clerk to send BPC Grant application and policy to BUFC. BUFC to provide dates the Pavilion was used during October to January and a breakdown of costs and subsidies for other local facilities. **CLK**  
**BUFC**
- d. To discuss work required on Overflow Car Park  
It was agreed to proceed with the urgent work needed and quoted for by Azalea. This will be completed in March and invoiced in April.  
**Action:** Clerk to liaise with Azalea over a date in March **CLK**  
**Action:** Cllr Baylis to instigate a more permanent solution and include in the next precept **CPB**
- e. Any maintenance or other issues. Tree planting on the perimeter will now take place in the late Autumn.
10. **Benson War Memorial.**
- a. To note and discuss the resignation of the War Memorial Gardening Team. **The following recommendation to full council was agreed:**

**In recognition of the long and sterling work completed by the War Memorial Gardening Team over the years, it is recommended that Benson Parish Council provide gift vouchers to members of the team to the value of 3 at £50 and one for £25.**

**Action:** Cllr Peers to send a letter to the group, thanking them for their work and inviting them to attend a Full Council Meeting to receive the vouchers.

**CPP**

**Action:** Clerk to write to the Gardening Club and to the British Legion asking for alternative volunteers and purchase vouchers.

**CLK**

b. To receive an update on the pre-application for a grant to refurbish the lettering on the memorial.

Nothing to report.

c. To receive an update on registration of War Memorial with InMemoriam  
Cllr McCann was not present at the meeting.

d. To note War Memorials Workshop 1<sup>st</sup> March. Cllr McCann may be interested?

e. Any maintenance or other issues. Removal of the Poppy Wreaths? The Royal British Legion take responsibility for this.

**11. Benson Brook.**

a. To discuss maintenance of Millbrook Boardwalk. The Millbrook Boardwalk needs refurbishing. It was constructed in sections so refurbishment could also be completed in sections. Cllr Stevenson presented drawings of cross beams and uprights and suggested the Green Gym may be able to do some work on the refurbishment.

**Action:** Cllr Stevenson to purchase replacement materials in plastic and to liaise with Green Gym members; working on the section closest to Preston Crowmarsh as a trial.

**CTS**

b. Any maintenance or other issues

There is little evidence of any clearing of the hogweed – next treatment is due in April.

Action: Clerk and Groundsman to continue to closely monitor the area.

**CLK**

**12. General.**

a. To receive an update on the replacement of 2 stiles on footpath 125/2 with kissing gates by the Chiltern Society. Progress is being made with the application by the CS.

b. To receive an update on the placement and costing of additional litter bins around the village.

No progress reported

c. To discuss and receive an update on progress re RAF Benson's request to fell trees. Pete Eldridge has provided a list of affected residents. BPC now waiting for a response from the RAF on a possible Liaison Meeting date. It was noted that it will soon be bird-nesting time.

d. To review and update on local retailer's issues in the village centre. No further action required.

**13. Any Other Items to Note or for the Next Agenda.**

Commemorative benches have been delivered and are waiting for installation. Quotes for the work should be available this week.

**Action:** Clerk to liaise with contractor over the work required.

The wire fence around the St Helen's Road allotments/play area is now in need of replacement and not just repair.

**CLK**

**Action:** Clerk to source 3 quotes for the work needed.

**CLK**

**To note:** The Grass-cutting contract will be renewed in September. Azalea will hold the contract until that time.

**CLK**

14. **Date of Next Meeting.** 13<sup>th</sup> April 2017.

D. Brooks  
Parish Clerk  
13th February 2017