

# MAGOR WITH UNDY COMMUNITY COUNCIL

## Parks & Open Spaces Committee

Minutes of Meeting held on Thursday 30<sup>th</sup> May 2018 at 6.00pm  
at Magor Church Centre Garden Room.

**Committee Members Present:** Cllr M Boyland (Chair), Cllr D James, Cllr S Bailey,  
Cllr J Barrell, A Boyland, Cllr K Plow

**Other Councillors in Attendance:** Cllr S Raggett

**In Attendance:** Alison Sandiford

Min  
2018/2019

**001 Chair's Announcements**

The chair welcomed everyone to the first meeting of the committee in a while due to the cancellation of the April meeting.

**002 Apologies**

Apologies were received from Cllr R Montgomery

**003 To elect a chair for the year 2018/2019**

Cllr D James nominated Cllr M Boyland, seconded by Cllr S Bailey. There were no other nominations.

**Resolved:** To elect Cllr M Boyland as chair for the year 2018/2019.

**004 To elect a vice chair for the year 2018/2019**

Cllr M Boyland nominated Cllr D James, seconded by Cllr J Barrell. There were no other nominations.

**Resolved:** To elect Cllr D James as vice chair for the year 2018/2019.

**005 Declarations of Interest in items on the Agenda**

None

**006 To Adopt the Minutes of the last Committee Meeting held 8<sup>th</sup> March 2018 [attached]**

**a) Chair to sign the minutes**

The minutes were approved and duly signed by the chair.

**007 To receive information on the proposed WW1 Beacon of Light to commemorate 100 years since the end of WW1 and agree any actions required [b/f P&OS 8.3.18]**

The chair advised the committee that resident, Paul Cawley who had originally agreed to organise a WW1 Beacon of Light on 11.11.18 was unfortunately not able to attend the meeting. Cllr S Bailey read out an update on the event provided by Paul Cawley.

A lengthy discussion ensued and based on issues raised by Members, particularly around the large scale of the proposed event and the requirement of professional management to ensure compliance with health & safety and mobility issues, it was considered that due to current circumstances council could not facilitate the proposed WW1 Beacon of Light event this year.

As the proposed Gray Hill site comes under the jurisdiction of Caerwent CC it was agreed for the chair to contact Caerwent CC and Mon CC to ascertain if they were intending to hold an event to commemorate the end of WW1 which council could support or signpost residents to.

**Resolved:**

- Not to pursue the proposed WW1 Beacon of Light event at Gray Hill and for Cllr M Boyland to contact Paul Cawley in this regard.
- That Cllr M Boyland contact Caerwent CC / Mon CC to ascertain if they are intending to arrange a WW1 Beacon of Light event and report back to the committee.

**008 Playground Maintenance & Inspection**

**008.1 To receive Inspection Reports for March, April 2018 [attached]**

Council received monthly playground maintenance and inspection reports for March and April 2018.

**008.2 To consider recommendations from Mon CC following inspections [to follow]**

The chair read out an email from Mon CC advising that due to rot in the lower sections of the Timber Trail units which is not repairable and becoming unsafe, it will soon be time to immobilise the units to prevent any failures.

Council considered the above recommendation and items marked for 'action required' in the playground maintenance and inspection reports and requested Mon CC undertake all remedial works required as a matter of urgency. It was advised that council should obtain quotations for the works prior to instructing Mon CC to carry out the works.

**Resolved:** to request Mon CC remove the timber trail equipment, undertake all remedial works as necessary and invoice MUCC for the works.

*It was resolved to bring forward item 14 to consider in conjunction with the followings item.*

**009 To consider watering arrangements for flower containers in Magor Square**

**009.1 Resolved:** to exclude Press and Public - by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**009.2 To consider quotations for summer bedding**

Council considered three quotations for summer bedding.

**Resolved:** to accept quotation from Willow Landscapes for summer bedding at Magor Square, Undy Pound and the roundabout at a cost of £260 + VAT.

**009.3 The committee considered watering arrangements for the flowers in Magor Square.**

**Resolved:** to request if Willow Landscape is able to water the flowers in Magor Square.

*Normal proceedings resumed.*

**010 To consider Village Show 2018 - Undy Memorial Hall booked for Saturday 4<sup>th</sup> August**

Cllr S Bailey read out an update from Paul Cawley regarding arrangements for the show scheduled to take place on 4.8.18.

A lengthy discussion ensued and the committee recognised and commended the efforts of the clerk and her husband on their expertise and organisation of the village show in past years. However, it was considered that regrettably due to current circumstances in the absence of the clerk it would be necessary to cancel the show this year and consider whether an alternative event would be feasible at a later date on her return.

The committee agreed to fully support any local organisation wishing to take over the organisation of the event.

**Resolved:** to cancel the village show 2018 scheduled for 4.8.18 and for Cllr M Boyland to contact Paul Cawley and write to stakeholders of the event.

**011 Noticeboards**

**011.1 To consider renewal/replacement/removal of noticeboards [attached]**

The chair advised that replacement noticeboards had previously been agreed by council.

**Resolved:** to defer this item to a future meeting.

**012 Allotments – attached unless marked\***

012.1 The chair requested the following items are deferred to a separate meeting specifically for allotment issues to include a review of the Council's Tenancy Agreement. The chair stated he would write to the allotment holders.

- i) To consider various enquiries from a plot holder relating to Undy Allotments
- ii) To consider correspondence from a plot holder relating to Undy Allotments
- iii) To consider correspondence from a plot holder regarding possible unsafe shed at Undy allotments
- iv) To note correspondence from CSO Hayley Brown regarding allotments at Sycamore Terrace, Magor following complaint re: chickens *[To note Tenancy Agreement 5c – No livestock or poultry of any kind shall be kept upon the allotment garden other than reasonable number of hens or rabbits which are suitably penned]*

- \* v) To arrange a site visit following several complaints of untendered allotment plots

**Resolved:** to defer this item to a separate meeting for allotments.

**013 Tennis Courts/Portakabin - attached unless marked\***

The chair stated with the permission of the committee he would contact the tennis club to resolve the following issues:

- i) To consider correspondence from KD, Tennis Coach regarding apparent exercising of dogs on the tennis courts and an issue with the portakabin
- ii) To consider correspondence from KD, Tennis Coach regarding grass cutting around the tennis courts and the overgrown path leading from the car park
- iii) To note correspondence from Mon CC regarding grass cutting
- iv) To note request to book tennis courts for Magor & Undy Tennis Club use 10am – 12pm each Sunday from 6.5.18 – 30.9.18 – to confirm fees.
- \* v) To note request for provisional booking of tennis courts for two evenings per week from 2<sup>nd</sup> July

**014 To Resolve - Exclusion of Press and Public - by virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted**

- i) To consider quotations for summer bedding

See minute 009.2 above

The meeting closed at 7pm

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Chair/Vice Chair