



**Open Spaces Committee**  
**Minutes of Meeting**  
**held on Tuesday 24<sup>th</sup> August 2021 at 11.00am at**  
**Prestwood Community Centre, Nairdwood Lane, Prestwood**

**Public Forum:**

None.

**Present:** Councillor K Pither, Chair  
Councillors:, C Baxter, J Brooke, S Humphreys, V Marshall, R Pusey, T Stevenson

**Also present:** Jane Hennessy – clerk, Tracy Georgiades – deputy clerk

**1. Apologies:** Cllrs Hewett, Bunting, Ormesher, Lovegrove

**2. Declarations of Interest:**

Cllr Marshall declared an interest in item 5.e) as a member of Prestwood Nature

**3. Minutes** The minutes of the meeting held on **27<sup>th</sup> May 2021** and approved at the August full council meeting, were signed as a correct record.

**4. Matters arising**

- It was noted that Graham Sexton has replaced the tap post at Nairdwood Lane and has been asked to clear the rubbish from Ballinger plot 1, as approved by full council
- Cllr Pither and the clerks are arranging to progress the repair of the fence by the gate at Chequers Lane and for a padlock to be re-instated.
- All the stopcocks have been located at the allotments except one. The clerk will document the locations.
- A quote for the tree removal at Chequers Lane will be included in the quote for tree work for the council to consider later this year.
- The website has been updated to include all allotment sites.
- Bucks Council have been contacted regarding the flooding on Chequers Lane being reported as being caused by the absence of a pond on the allotment site. A response is awaited.
- A list of Tree Protection Orders is held by the office and will be forwarded to all Open Spaces Committee Members.

**5. Allotments**

a) Occupancy

The allotment occupancy and waiting list update was noted. Tracy is now working through the waiting lists.

There had been no response from Nairdwood Lane 10A tenant with the request to reduce the size of the shed and request permission for the polytunnel. It was advised that, if no response is received, a letter would be sent to terminate the tenancy and it was agreed that this will be sent recorded delivery as this will give proof of receipt.

Nairdwood Lane tenants on 14 and 23B will be contacted to see their intentions as their allotments have been neglected.

The request for a community allotment by Cllr Bunting was discussed and concerns were raised as this had not been successful in the past. It is likely that Ballinger will be the only site without a waiting list, however it was agreed to wait until the renewals period was

completed, in October, as there are often tenants who do not renew. The allotment vacancies would then be reviewed across all sites and the request for a community allotment revisited at that time. It was noted that one person would need to take responsibility for a community allotment and this would include holding the tenancy agreement and providing the deposit.

The budget update was noted.

b) Allotment liaison meetings

It was advised that there was no Liaison Officer at Ballinger or Chequers Lane. The tenants would be contacted to see if there were any volunteers. Once this has been completed a meeting could be arranged.

c) Weedkiller

The committee discussed the three emails that had been sent to the parish office asking to stop the use of glyphosate based weedkiller in the parish. Sextons have made enquiries and there is an alternative weedkiller offered however it is harmful to insects, will only kill shallow rooted weeds not perennials, is known to be hazardous to the environment and is double the price. However glyphosate is currently licenced as safe to use in the UK. It was suggested that strimming could be an alternative to control weeds. Cllr Buntings email comments were also considered. It was agreed that this would be put to full council for a decision on whether to consider strimming as an alternative to weed killing.

A further request for ivy, brambles and other weeds from Kiln Common encroaching on a residents' garden was also noted and it was agreed to request a quote for this work.

d) Tenancy Agreement – review

Cllrs Stevenson, Pither and Baxter volunteered to review the current tenancy agreement. If there are any changes then these will be forwarded to full council for approval prior to the council meeting in September at the renewal notices will be sent out at the beginning of September.

e) Greenlands Lane Prestwood Nature pond

Prestwood Nature only currently have public liability insurance up to £5million. It was recommended by the OS committee that £10million would be preferable given the risk of a pond in a public area. Prestwood Nature have advised that this will cost them an additional £262 a year to increase their insurance, which they cannot justify to their members. It has therefore been suggested that Prestwood Nature request a grant for the additional cost, it was discussed that this would need to be a commitment by the parish council every year. This will be discussed with Prestwood Nature and added to the full council meeting in September.

f) Best kept allotment competition for 2021

Cllr Pither advised that the scores would be collated in the coming weeks and that perhaps the presentation evening might be better as a separate event and not prior to the October council meeting. This will be added to the council agenda for discussion. Cllr Humphreys was asked to approach Hildreths for the prizes.

g) Ragwort

There were reports of ragwort at two of the allotment sites (Nairdwood Lane and Chequers Lane). It was agreed to ask Graham Sexton if he will provide a quote for checking all allotment sites and removing any ragwort.

h) Allotment boundaries

Cllr Pither reported of the following boundary work that is required:-

Potter Row – borders between allotments need establishing

Greenlands Lane – pole and wire fences need replacing along one boundary

Spurlands End Road – boundary encroachment by a resident  
Chequers Lane – shortcut to the allotments needs reviewing  
Cllrs Brooke, Marshall, Humphreys and Baxter volunteered to join a working party to investigate the boundary issues further to report to council.

i) Skips

The deputy clerk reported that the skips at Greenlands Lane and Nairdwood Lane have been completed, Spurlands End Road, Chequers Lane and Ballinger will be organised and hope to be completed by mid September.

j) One Can collection box at Nairdwood Lane allotments

Cllr Baxter reported that a collection box for fresh produce had been placed without permission on Nairdwood Lane allotments. The tenant had been asked to remove this as it was encouraging access to the allotments for those that do not have permission. A notice will be put up at the allotment noticeboard advising of the location of the collection box at a local residents house.

k) Any other issues for discussion

- A complaint from a tenant on Nairdwood Lane requesting a skip for his sole use to dispose of brambles, glass and metal, etc was discussed. Cllrs Pither and Baxter will arrange to meet with the tenant.
- The request for a shed to be moved to another site was requested to be added to the full council agenda.
- The request for a greenhouse was requested to be added to the full council agenda.

## **6. Play Areas**

- The committee noted the annual inspection report and the progress on the moderate risk items.
- The full council have agreed a maximum cost of £4,434.65 to repair the half pipe in the skate park. A further quote has been received of £5,700 and one further quote is awaited before proceeding with the repairs. This is a low risk item on the annual playground report.
- It was agreed to request a quote for the replacement of 3 cradle swings (two on Buryfield and one at Ballinger).
- An email was received requesting improvements to the Gryms Dyke play area. Cllr Pither requested that a quote was sought for a new wet pour surface.

## **7. Open Spaces**

a) Annual tree survey

The quote from MacIntyre Trees at £1,450 + VAT for the annual tree survey including digital mapping of all parish trees was recommended to be put forward for full council approval.

b) Additional tree work – requests from residents

Quotes for the additional work will be included when the annual tree survey is completed, for the council to consider.

c) Hedges – bird nesting season

Cllr Pither confirmed that all hedge cutting work is scheduled outside of the main bird nesting season (Feb-July).

d) Woodland Trust Tree planting – update

Cllr Marshall advised that all the trees were ready for planting. There is a query on two of the locations which are outstanding. Cllrs Pither, Marshall and Baxter to confirm alternative locations.

- e) Ramp-step from Link Road to Buryfield  
Cllrs Brooke and Pither to progress.
- f) Ballinger Common Car Park Surface  
Cllr Humphreys expressed concerns regarding the surface at Ballinger Common. He suggested that £2,000 is budgeted for possible repairs next year.
- g) Buryfield – chippings  
It was noted that the chippings from the lime tree on Buryfield had still not been removed. The clerk confirmed that the tree surgeons had not responded to requests to remove them. The OS committee recommended that the chippings are left on the Buryfield border to encourage wildlife.
- h) Prestwood Common – additional collapsible bollard  
The committee discussed the request from Misbourne Area Youth for an additional collapsible bollard at Prestwood Common, to be situated near the gate at the entrance. The previous quote from Sexton's for this was quoted at £345 + VAT. Cllr Pither advised that she would meet with Colin Veysey to discuss the position.
- i) Buryfield grass cutting – request from GMFC  
The request from GMFC for grass cuttings to be collected by the council each time the pitch area is mown was discussed and it was agreed that it was an exceptional year for grass growth and that this had not been reported as a problem in previous years. It was therefore agreed not to progress this.
- j) Open Spaces Contract – expires March 2022  
It was noted that the Open Spaces Contract was due for renewal and that the process, including advertising it on Contract Finder should be started soon.
- k) Prestwood Community Centre – gate  
Cllr Baxter reported that the gate at the PCC was repeatedly left open and that the padlock code was often not scrambled. It was agreed that the code should be changed as at 1<sup>st</sup> September and that all regular hirers and the Colts would be notified. Hirers will also be reminded to shut the gate behind them and to scramble the padlock code.

## **8. Cemetery - Update**

The committee noted the update. Bucks Council are still not allowing burial plots to be reserved, whilst they start the planning process for the cemetery extension. Cremated remains plots can still be reserved. Recent complaints regarding the cemetery being overgrown and full of weeds had been passed to David Stowe who had arranged for this to be rectified. The committee requested that the proposal be put forward to the parish council that Bucks Council are charged a proportional rate for the cemetery management work rather than the fixed rate fee currently charged.

## **9. Climate Change**

The update and proposal from Cllr Bunting were noted, but as Cllr Bunting was unable to attend the meeting this item was deferred to the next meeting.

## **10. Street lighting**

The clerk updated the committee on the recent streetlight survey which showed no lights needing urgent attention on safety grounds. However there were some lights reported as not working which haven't been reported directly to the council. Prices will be sought for these to be repaired.

### **11. Phase 2 of Prestwood Common regeneration**

Cllr Pither advised that the next stage would be to arrange meetings with local groups as part of the consultation.

### **12. Any Other Business**

- The clerk advised that the tennis courts had not had the annual deep clean this year yet. A response was awaited from the usual contractor, if no reply is received other contractors will be sought.
- Cllr Pither noted that the 'no vehicles' sign will need to go on the noticeboard at the allotment sites at the end of October.

### **12. Date of Next Meeting**

The meeting closed at 1.15pm.