



# Bleadon Parish Council

## Open Space Working Group

### 1.0 Authority

1.1. The Open Spaces Group is constituted as a working group to support Bleadon Parish Council (BPC). Its terms of reference are set out as below, as approved by the full Council, and subject to amendment at future Council meetings. Its authority is limited to making recommendations and undertaking actions resolved by the full Council. It therefore has the option not to meet in public.

1.2. The Group is authorised by the full council to request the attendance of BPC councillors, employees, contractors, or members of the public, if it considers this necessary to discharge its duties.

### 2. Overall Purpose/Function

2.1. The purpose of the working group is to support BPC to ensure that the Parish's Open Spaces are maintained to the standards expected by its parishioners, dealing with enquiries for maintenance and improvements, and developing Open Spaces to keep a pleasant and safe place to live and work in.

2.2. The group will make recommendations to BPC for consideration and resolution and will act on the Council's behalf when authorised through resolutions agreed at Council meetings.

### 3. Duties & Responsibilities

3.1. Developing a full understanding of the ownership of all areas of the parish, and therefore the responsibilities for maintenance of all BPC's open spaces. This includes establishing clearly which areas/duties fall to BPC's responsibility and those of North Somerset Council / local landowners.

3.2. Accessing grants, including S106 monies (CiL) to fund improvements to the parish's open spaces.

3.3. Reviewing and preparing proposals for maintenance or developments in parish open spaces for presentation and adoption by resolution of the full Council.

3.4. Working with North Somerset Council to ensure the maintenance of:

- Footpaths and Bus Shelters

3.5. To maintain a log of requests for maintenance and developments of open spaces in the parish and supporting the Clerk with referrals to appropriate bodies for their resolution.

3.6. Undertaking any other related activities on behalf of the Parish Council.

### 4. Membership/Attendance/Quorum

4.1. The core members of the Group shall include three members of the Parish Council.

4.2. Non-councillors may be appointed.

4.3. There is no quorum requirement, but all recommendations shall be referred to full council for any decision.

### 5. Frequency and Administration of Meetings

5.1. No formal meeting of the groups are planned The Group will agree its own meeting schedule if required, will publish an agenda and will inform the Parish Clerk of any outcomes.

5.2. The notes of the meeting shall be presented to the next full Council meeting. Any recommendations for decisions will be presented to the Council in writing in the usual way for inclusion on the agenda.

## **Matters for Information / Clerks Report.**

### **i) Tree report.**

This has now been undertaken on all Parish Council land and the report is expected imminently.

### **ii) Allotment Meeting.**

See attached notes. Open spaces work to be undertaken includes maintenance of the hedges which are expected during late September / October and will be on the September Agenda.

### **iii) Front of Coronation Hall.**

Advice has been sought and quotes are currently being gathered to relay slabs (given the tree roots this is the best option as it is expected that the slabs will lift again). If the slabs were to be replaced by tarmac / concrete slope it would be costly and more challenging to repair in the future. Given the location of the electrics to the left of the building it will also make it easier to lay electrical cabling / conduit under the slabs as requested by the Coronation Hall Committee. The quotes will also include the replacement of the tarmac. A North Somerset approved contractor has also given a quote for a dropped kerb.

## **To discuss the following items and make any recommendation of work to be undertaken to the Parish Council.**

### **i) Pea Green**

Option 1 – remove current planters completely and reseed.

Option 2 – remove current planters completely and redesign area.

Option 3 – remove outside wooden planters and replace with either wooden or another material which requires less maintenance to retain current design / foliage.

Comments about the area are that the entrance to the ladies toilet is quite narrow and concern about roots and the drains to the public toilets.

### **ii) Jubilee Garden**

Option 1 – remove everything within the garden (soil and plants), have wall checked and redesign the planting.

Option 2 – save items in the garden, have a partial emptying, have wall checked and redesign the planting.

Having spoken to a number of contractors then option 1 will be cheaper.