

**MINUTES OF THE RECREATION & OPEN SPACES COMMITTEE MEETING – 7.30PM  
19<sup>TH</sup> AUGUST 2024, THE COUNCIL CHAMBER, THE GALTRES CENTRE**

**Present:** Councillors C. Bilson, P. Nottage, S. Shepherd, F. Johnston-Banks,  
K. Butcher, I. Buckle

**Co-opted Member:** Helen O’Kelly

**In attendance:** Councillors C. Barnes, N. Madden

**Clerk:** Mrs J Bentley

1.	<p><b>To elect a Chairman</b> Councillor Nottage nominated Councillor Bilson, Councillor Butcher seconded the nomination and Councillor Bilson was duly elected Chairman</p>
2.	<p><b>Apologies</b> Apologies were received and reasons for absence approved from Councillor Richard Varney. Councillor Bilson paid tribute to the enormous contribution that Chris Jackson had made to the Recreation &amp; Open Spaces Committee.</p>
3.	<p>It was <b>RESOLVED</b> to adjourn the meeting for up to 15 minutes to take questions or comments through the Chairman from members of the public. 3 members of the public were present, and item 6.2 was brought to the start of the meeting.</p>
4.	<p><b>Clerk’s Progress Report</b></p> <ul style="list-style-type: none"> <li>• The fencing has been completed around Claypenny Park</li> <li>• The tree work has been completed on Mallison Hill Woods</li> <li>• The railings in the bandstand have been painted by the Handyman</li> <li>• 3 quotes have been requested for tree surveys in Chase Garth, the Memorial Park and the Town Centre</li> <li>• The permissive route has been cut back</li> <li>• Mark Hopkins is beginning work on the Memorial Park walls w/c 12<sup>th</sup> August</li> <li>• The swing has been replaced at Longlands</li> <li>• The cracked ends have been replaced on the exercise equipment</li> <li>• The flagstones have been installed under the seats in Chase Garth</li> </ul>
5.	<p><b>Action Plan</b> The action plan was received, and it was <b>AGREED</b> that Councillor Butcher would obtain further quotes for the refurbishment of Claypenny Park. It was <b>AGREED</b> to paint the white lines and fill the potholes in Millfields Car Park. It was <b>AGREED</b> to elevate the Millfields Lane drainage issue to Councillor Knapton. The quote of £620 from the Handyman was approved for the replacement fence in the Memorial Park. It was noted that the two cradle swing seats have been replaced in Longlands Play Park.</p>
6.	<p><b>Trees</b></p> <p>6.1 Quotes for tree surveys for Chase Garth, the Town Centre and the Memorial Park were received, and it was <b>RESOLVED</b> to appoint Elliott Consultancy.</p> <p>6.2 This item was moved to the start of the meeting. An email was received from a resident of Larch Rise regarding the Blue Cedar as well as emails from tree surgeons and it was <b>RESOLVED</b> that the Clerk should contact Alan Gilleard at NYC to request a site visit, along with the residents to understand options for resolving the tree issue.</p> <p>6.3 An email was received from a member of the public regarding the removal of vegetation from Mallison Hill Woods and the potential impact on the boundary fence. It was <b>RESOLVED</b> that the Clerk should respond to the email to explain that the fence is not the council’s responsibility, and that there is a lack of evidence to suggest that the vegetation is responsible for the leaning of the fence.</p> <p>6.4 A quote for £80 for cutting back the trees behind the zip wire in the Memorial Park was received from Liam Cochrane and it was <b>RESOLVED</b> to approve it. It was <b>AGREED</b> that the Memorial Park working group should resolve the boundary issues with the Cricket Club.</p>

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7.	<p><b>Millfields</b></p> <p>7.1 The management plan was received.</p> <p>7.2 Quotes for work to the Horseshoe and Bike Track were received and it was <b>RESOLVED</b> to approve the Forth Plant quote for £6,534 excl. VAT</p> <p>7.3 To consider signage for Jacko’s way and agree the way forward; it was <b>AGREED</b> that this item would be taken at full council meeting on 20<sup>th</sup> August 2024.</p> <p>7.4 Quotes for replacement goalposts were received and it was <b>RESOLVED</b> to approve a quote for £1,180 for a pair.</p> <p>7.5 An email was received from a member of the public regarding signage on the Bike Track and it was <b>RESOLVED</b> to purchase and install 2 signs stating ‘one way’ with an arrow. It was <b>AGREED</b> that the Clerk should email the member of public to inform them of action taken.</p> <p>7.6 Quotes were received from Joe Tate for cutting the hedges at Millfields and it was <b>AGREED</b> to approve the quotes for £1,250 and £450.</p> <p>7.7 An update from the Millfields Working Group including the Record of Decisions was received and noted.</p> <p>7.8 An email was received from Councillor Johnston-Banks regarding sowing wildflower seeds, and it was <b>AGREED</b> to fund £250 worth of wildflower seeds for the daffodil bank.</p>
8.	<p><b>Memorial Park</b></p> <p>8.1 The Memorial Park Action Plan was received.</p> <p>8.2 A quote was received for re-profiling the Memorial Park and it was <b>AGREED</b> to contact HAGS to ask them to bring the areas to which they had laid rubber matting up to standard and to arrange with a handyman for the stones to be removed as a matter of urgency.</p>
9.	<p><b>Chase Garth</b></p> <p>An update was received from the Chase Garth working group and It was <b>AGREED</b> they should investigate options for a basketball facility.</p>
10.	<p><b>Playgrounds</b></p> <p>10.1 The quarterly Playground Inspections were received, and it was <b>RESOLVED</b> that the Clerk’s office would review the inspections in order to remove some of the minor, constantly repeated issues from the list. It was <b>AGREED</b> to check the status of the gate and the spring.</p> <p>10.2 A proposal for the refreshment of Claypenny Park was received, this item was dealt with under agenda item 5. The Action Plan</p> <p>10.3 An email was received from a member of the public regarding Longlands Play Area and it was <b>RESOLVED</b> to create a new sign and to include Longlands in the CCTV walkabout.</p>
11.	<p><b>Vision</b></p> <p>The new Vision was considered, and it was <b>AGREED</b> that Councillor Bilson would distil any sections pertinent to the RECOS committee and put them on the agenda for the November Committee meeting.</p>
12.	<p><b>Budget</b></p> <p>The financial position as of 31<sup>st</sup> July 2024 was noted. It was noted that, considering the reduced contribution of volunteers, to undertake necessary and desirable works this year, a significant overspend is likely, but this is not a cause for concern.</p>
13.	<p><b>Date of the Next Meeting</b></p> <p>18<sup>th</sup> November 2024 at 7.30pm or on the rising of the Planning Committee.</p>

The meeting closed at 21.07

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**NOTES FOR MEMBERS; Declarations of Interests**

Members are reminded that they will need to consider whether they have a personal or prejudicial interest to declare on any items on this agenda. **Declarations of interest should be made at the start of the relevant agenda item**, but members may also declare an interest as soon as it becomes apparent during discussion. Members need to specify whether it is a personal or prejudicial interest and the nature of the interest when making a declaration. If you have any doubts, please contact the Clerk or NYC Monitoring Officer, in sufficient time to allow any issues which arise to be researched adequately.