

**RECREATION & OPEN SPACES COMMITTEE MEETING – 7.30PM OR ON THE  
RISING OF THE PLANNING COMMITTEE  
17<sup>TH</sup> FEBRUARY 2025, THE COUNCIL CHAMBER, THE GALTRES CENTRE**

**AGENDA**

1.	<b>Apologies</b> To note any apologies and reasons given
2.	To resolve to adjourn the meeting for up to 15 minutes to take questions or comments through the Chairman from members of the public.
3.	<b>Clerk's Progress Report</b> <ul style="list-style-type: none"> <li>• Playworks have completed the refurbishment work on Claypenny Park</li> <li>• Top Cut Tree Services have applied for planning permission from NYC for the recommended work required for the tree surveys in the Memorial Park, the Market Place and Chase Garth</li> <li>• The signage has been installed in the 3 parks</li> <li>• The Blue Cedar report has been sent to the residents and a note made on the action plan to reinspect it every 18 months</li> <li>• The Clerk has requested that NYC carry out an assessment of the Ash Tree in Millfield</li> <li>• The Clerk has contacted the member of the public and the dog warden regarding dogs on leads</li> <li>• The Clerk has contacted the primary school to confirm that Councillor Butcher and the Clerk's office would liaise with them regarding Environmental Ambassadors</li> </ul>
4.	<b>Millfield</b> 4.1 To receive an update and proposal on lighting in Millfield from Colin Fletcher and agree the way forward 4.2 To receive the management plan and review progress and required actions 4.3 To receive quotes for contractor work in Millfield for 2025 and resolve the way forward 4.4 To review the Millfield Meadow Management Plan and agree any actions
5.	<b>Action Plan</b> To receive the action plan and agree any actions required
6.	<b>Trees</b> 6.1 To receive an email from a member of the public regarding epicormic growth on the Uppleby trees and agree the way forward 6.2 To receive an email from a member of the public regarding trees at Barns Wray and to resolve the way forward 6.3 To receive a quote for tree work at Lime Tree Avenue from Top Cut Tree Services and resolve the way forward
7.	<b>Signage</b> To receive quotes for the finger posts and the street signs for Jacko's Way and resolve the way forward
8.	<b>Memorial Park</b> 8.1 To receive a quote for re-profiling the Memorial Park, following the meeting between Forth Plant and Councillor Butcher and to agree the way forward 8.2 To receive an email from a member of the public and agree the way forward
9.	<b>Grass Cutting</b> To receive quotes for the grass cutting season 2025 and resolve the way forward.
10.	<b>Chase Garth</b> To receive a quote from Forth Plant for resurfacing the Tiplady Close entrance to Chase Garth and to resolve the way forward.
11.	<b>Open Spaces Management</b> To receive the Miscellaneous Open Space Management Plan and resolve the way forward.

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12.	<b>Playgrounds</b> To receive the quarterly Playground Inspections and resolve the way forward.
13.	<b>Risk Assessment</b> To review progress on the Risk Assessment and agree any actions required.
14.	<b>Town Gardens &amp; Planters on Long Street</b> To receive a quote from Studio Gardens for maintenance of the town gardens for 2025/6 and to agree the way forward
15.	<b>Brushcutter quotes</b> To receive quotes for a new brush cutter and resolve the way forward
16.	<b>Finance</b> To note the financial position as of 31 <sup>st</sup> January 2025
17.	<b>Date of the Next Meeting</b> 19 <sup>th</sup> May 2025 at 7.30pm or on the rising of the Planning Committee.

10<sup>th</sup> February 2025

Mrs. J. Bentley

Town Clerk

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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.