

WORKING GROUP:

OPEN SPACES

TEAM:

E.Bell, A. Marr, S Rimmington, D. Parris

DELEGATED RESPONSIBILITIES: To meet, monitor and report on the following:

Recreation Ground - Play and sports equipment, Concrete roundels,
 Area behind Medway Inn, CCTV area
 Wouldham Common - Fly Tipping, Litter Picking
 Grass Cutting - Ensure contract is adhered to.
 Develop and progress any special projects identified in the precept
 To develop, support and monitor Risk Assessments in liaison with H&S

Naval Green - Maintenance of Furniture.
 Village Green - Maintenance of Furniture.
 Allotments - Liaise with Allotment Association

ISSUE RAISED	LEAD	ACTION TAKEN	PROGRESS	NEXT STEPS/ COMPLETE/RESULT
Roundels in Rec	TM	Meeting held with Graham West.	Roundels moved. Grounds Maint Contractor will fill with soil by mid October. Graham West has kindly offered to donate a iron arch to go into the roundels.	
Wouldham Common	TM	Fire pit complete	Signage ordered. Need to be installed when arrived.	
New play equipment	EB	Estimate received for £5010 +vat and installation	3 quotes now received in line with financial regs. Report to be written for BCllr re use of S106	
Report of Horse field fencing being broken/rotting	AM	EB/SR visited site	Lease for the Horse field checked and confirmed with Allotment Association that it is the responsibility of the user.	Complete. No further action.
grass cutting areas	EB	Contract update	Instruction given for one complete round of works. Invoice due to see if additional works can be added.	monitor
Vandalised benches	EB	how much can be spent	Agreed to put on hold until works on the park have been completed. SB to find out prices of metal benches similar to those on the esplanade	On Hold
Gate at area behind church	DP	Clerk contacted Savilles who look after the site for Tarmac	Clerk chased progress	Savilles have completed repair. No further action
Naval Estate	DP	Bench etc okay	Clerk has spoken to owner of bench. He has arranged for it to be sanded and revarnished	TMBC have confirmed they have taken responsibility of the bench and will schedule it for refurbishment.
Naval Estate	DP	Dangerous trees	DP met TMBC on site. Dead tree to be removed and others cut back. Full survey due by the end of the year.	Monitor
Signage on Rec	DP	AB and SR to re-site car park rules sign	3 'rules' signs purchased	Needs installation once received
Free Trees	EB	To acquire free trees from KCC	Email received from KCC saying that we are not in the KCC area so do not qualify.	Query sent to KCC/BCllr and MP
Cuxton FC using the Rec	TM	Enquiry from Cuxton FC to use the Rec	FC Committee meeting next week to discuss the need for the new season.	

SUPPORT NEEDED:

RECOMMENDATIONS:

RESOLUTIONS TO FULL COUNCIL: