

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE OPEN SPACES & HIGHWAYS COMMITTEE HELD ON 27th JANUARY 2021 AT 6.00PM VIA ZOOM CALL

Present: Councillors Chris Jordan, Ann Mayling, Wendy Matthews, Chris Jordan, Peter Stanhope, Kevin Brown and Julie Cook

Apologies were received from Arun Gaur.

In attendance: Jeremy Day (Deputy Clerk) and Stephanie Bennett (Clerk)

OS&H.001/21

WELCOME

The Chair welcomed members and Jeremy Day, Deputy Clerk to the Parish Council and his first meeting of this committee.

OS&H.002/21

TERMS OF REFERENCE OF THE OPEN SPACES AND HIGHWAYS COMMITTEE

The Deputy Clerk circulated the Terms of Reference of the Open Spaces and Highways committee. The Terms of Reference were received and agreed at the Full Council meeting held on 11th January 2021.

OS&H.003/21

ELECTION OF THE CHAIR AND VICE CHAIR OF THE OPEN SPACES AND HIGHWAYS COMMITTEE

The Deputy Clerk called for nominations for Chair. Cllr Chris Jordan was proposed accepting the proposal. There were no other nominations.

RESOLVED that Cllr. Chris Jordan be elected as Chair for the remaining year.

The Deputy Clerk called for nominations for Vice Chair. Cllr Kevin Brown was proposed accepting the proposal. There were no other nominations.

RESOLVED that Cllr. Kevin Brown be elected as Vice Chair for the remaining year.

OS&H.004/21

APOLOGIES

Apologies for absence had been received from Cllr Aran Gaur.

- OS&H.005/21** **DECLARATIONS OF INTEREST**
Cllrs Julie Cook & Peter Stanhope declared interests in the Reserved Item.
- OS&H.006/21** **PUBLIC PARTICIPATION**
No members of the public were present and therefore no questions or addresses were received.
- OS&H.007/21** **MINUTES**
RESOLVED that the Minutes of the Highways & Infrastructure meeting held on 18th November 2020 be agreed and signed by the Chair.
- OS&H.008/21** **TRAFFIC MONITORING**
The committee received an update from the Traffic Monitoring group.
RESOLVED that the focus of the group remains on speeding across the Parish
RESOLVED that the Deputy Clerk arranges for a presentation from Thames Valley Police concerning the current enforcement policy in the Thames Valley area.
- OS&H.009/21** **STRATEGIC PLANNING**
RESOLVED that a Strategic Planning Group be set up to make recommendations to the committee on strategic planning and direction for Open Spaces and Highways. Group will have no more than 5 members but other members of the committee will become involved as knowledge and expertise are required.
RESOLVED that the group will consist initially of Councillors Chris Jordan, Wendy Matthews, Ann Mayling, Kevin Brown and Carol Gibson.
RESOLVED that the Deputy Clerk will facilitate this working Group and work with the Chair to define Terms of Reference.
RESOLVED that the working group will report to each meeting of the committee and make recommendations regarding future strategic activities and projects.
- OS&H.010/21** **CONDITION REPORTING**
The committee received a blank example of the report recommended by the Deputy Clerk to be presented to the committee in the future to update on the condition of the Parish in terms of Defects, Refurbishments and Improvements. Some

suggestions to enhance the report were give.

RESOLVED that the report be produced by the Deputy Clerk for review at each bi-monthly meeting and at the end of the month as an update between the meetings of this committee.

RESOLVED that relevant reports for the committee be distributed as received with an opportunity for members of the committee to address and questions to the Deputy Clerk.

OS&H.011/21

RoSPA REPORTS

The committee received the RoSPA reports for each recreation ground. The Deputy Clerk clarified that any play equipment, fitness equipment, associated signage and street furniture including bins and benches in any open space that is outside of a fenced play area becomes the responsibility of the Open Spaces and Highways committee. The Committee also received a report highlighting high risk issues and resolutions. The Deputy Clerk reported that he was going to take a detailed look at the condition of all equipment alongside the RoSPA reports within the committee's remit.

RESOLVED that the major risks should be addressed by the end of February.

RESOLVED that the Medium risks be identified by the March meeting of the committee with remedial action underway.

OS&H.012/21

NEIGHBOURHOOD PLAN

It was noted that members had received copies of the following policies: IV6, IV7, IV8, IV9, IV10, IV15.

RESOLVED that the Committee's endorsement of these policies should be shared with the Neighbourhood Plan Working Group.

OS&H.013/21

FINANCE

The committee received the current budget position, the final budget for 2021/22 and the ear-marked reserved movement report at 31 December 2021. It was noted that these are new format reports and the first time information in this format has been presented.

RESOLVED that:

- The current budget position report be noted.
- The final budget report for 2021/22 be noted.
- The Ear Marked reserves movement report be noted.

OS&H.014/21

WEBSITE / PRESS RELEASES

The Council wishes to inform the public of the setting up of the Open Spaces and Highways committee, a brief summary of its remit and a precis of the short and medium term activities to be undertaken.

OS&H.015/21

EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED to exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

OS&H.016/21

IVER HEATH ALLOTMENTS

The committee considered the issues at Iver Heath Allotments.

RESOLVED to continue to deliver the existing action plan

The meeting finished at 8.15pm

Signed Chair

Date