

OPEN SPACES AND ENVIRONMENT COMMITTEE

Minutes of the virtual **OPEN SPACES AND ENVIRONMENT COMMITTEE** meeting held on Tuesday 9th March 2021 at 7.00 p.m.

MEMBERS PRESENT: Cllrs Hill (Chair), Cllr Lewis (Deputy Chair), Bullion, Elliott, Munn, Lane (joined at 7.06 p.m.) and Wharton.

ALSO PRESENT: Cllr Harris

OFFICERS PRESENT: Carolyn Ripley (Deputy Town Clerk) Tracy Kelly (Town Clerk)

1. **APOLOGIES AND REASON FOR ABSENCE** – Cllrs Kinghorn (Prior Meeting) and Mrs Kinghorn (Ill Health).
2. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – Cllr Harris, though not a member of this committee with voting powers, declared an interest as Treasurer of the Southborough Allotment Holders' Association (SAHA).
3. **PUBLIC OPEN SESSION** – Two members of the public were present, and one member spoke on item 6. No press were present.
4. **MINUTES OF THE MEETINGS**

Members **NOTED** that the minutes of the meeting held on Tuesday 9th February 2021 were approved by Full Council at its meeting on 25th February 2021.

5. **ACCOUNTS**

- a) **Financial Statements** – Members **NOTED** the income and expenditure reports from 1st January 2021 to 31st January 2021.

6. **ALLOTMENT TERMS AND CONDITIONS**

Bonfires/BBQs/Wood Ovens

Members **AGREED** to ban the use of BBQs and Wood Ovens by individual allotment tenants but further **AGREED** that Southborough Town Council will consider applications to have a BBQ as part of an organised event e.g. SAHA event. Members **AGREED** to continue to permit bonfires as currently set out in the Allotment Terms and Conditions, but further **AGREED** that from 1st April allotment renewals, Southborough Town Council will make public liability insurance cover an obligatory element of being an allotment tenant. The Deputy Clerk will liaise with SAHA about the renewal pack to make sure public liability insurance cover is explained clearly and that allotment tenants understand that it can be obtained through being part of SAHA or joining the NSALG as an individual member. Members **AGREED** to allow a set time period from 1st April for allotment tenants to get insurance cover in place e.g. 3-6 months.

Bonfires, Waste Disposal & Composting Leaflet

Members **APPROVED** the leaflet, which will go out in the allotment renewals pack and to all new plot holders from now on.

Allotment Terms and Conditions

Members **APPROVED** the updated Allotment Terms and Conditions, subject to the addition of a public liability insurance cover clause, a clause prohibiting BBQs and Wood Ovens, and a clause covering the upkeep of bonfire incinerator equipment.

7. DAVID SALOMONS HORSE TROUGH REPLACEMENT

Members **AGREED** that the replacement horse trough should remain a community asset rather than an individual commemorative piece. Members asked the Deputy Clerk to thank the resident for his kind offer.

8. MEMORIAL TREES REQUEST ON SOUTHBOROUGH COMMON

Members discussed the proposed request. Members **AGREED** to put this item back on a future agenda to allow more time for further research.

10. CONFIDENTIAL MATTERS

a) Allotments – Tenancy Issues

Members **AGREED** that the Allotment Terms and Conditions are binding and gave their support to the Administrative Team to enforce them on behalf of the Town Council accordingly. It was **AGREED** that only issues outside the remit of the Terms and Conditions should be referred to Committee for Council Member discussion in future.

There being no further business the Chairman thanked everyone for their attendance and closed the meeting at 8.21 p.m.

CHAIRMAN