

Minutes of the Open Spaces and Play Parks Committee Meeting
Held in Colburn Village Hall on Monday 30th June 2025 at 5.30 pm

Present

Chair: Cllr Andrea Crowe

Councillors: Angie Dale, Paul Towers, Akuila Tutora, & Maria Willetts

In attendance: Groundsman

Deputy Clerk: Angela Pickersgill

1. **Apologies for absence.** Cllr Jag Sharma
2. **To receive Councillor "Declaration of Interests – none**
3. **Matters Arising** from the Minutes of 2nd June – Zip Wire update. Quote of £2,754.43 has been accepted. The office has informed Proludic and the current lead time is approximately 15 – 25 working days on the parts and will update me when the works have been scheduled.
4. To put **any question to the Groundsman** on any matter not on the agenda. Cllr Crowe asked the groundsman about his weed spraying programme. The grounds man reported that he spot sprays every 2 mths or more if required. The Cllrs requested that the groundsman gives a more detailed time sheet of works completed in a month. The groundsman was asked to remove the tent pegs in the grass matting and replace with zip ties for safety reasons. The grass matting is the last item to be addressed on the **RoSPA** report and is been looked into by the office. Updates addressing yellow issues are being sent to the office when completed.
5. **Zip Wire servicing** – we have received a quote from Proludic regarding the annual servicing at a cost of £975 per zip wire. The office has been looking for more quotes for this and will report back at the next meeting.
6. **Winter Jobs plan** - the committee discussed with the groundsman the trees at Colburn Village. It was **RESOLVED** that a site meeting takes place on Monday 4th August to see what works need to be carried out during the winter months.
7. **Inspection Sheets** - the Cllrs discussed the re-introduction of the inspection sheets for the play parks. The office had made a draft of a new sheet and the committee discussed the new sheets. It was **RESOLVED** that the Deputy Clerk to work with the groundsman to move this forward. The groundsman was happy with the decision. Cllr Willets volunteered to go round with the groundsman on the monthly inspections.
8. **VE day commemorative bed & raised beds & blue tub planting** - All of the blue tubs have now been filled with planting and fed with miracle grow. The groundsman is watering the tubs regularly. A discussion took place regarding the VE memorial garden and the planting of it and it was **RESOLVED** that it is left until later in the year and then filled with some hardy planting.



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9. Christmas Lights - A new star for the Christmas lights needs to be purchased the office will look into this and report back to the committee.

10. Garden & Scarecrow competition - Not many entries to date. The office will continue to advertise and Cllr Willets will speak to the school to encourage more entries.

11. Ivy Removal - 16th & 17th August are the planned days for ivy removal, Cllr Willets will add reminder to the what's app chat. Any councils welcome to come along to help.


12. Biodiversity Action Plan

To note any opportunities in future plans. Plan updated and reviewed from 9th January meeting. Once the Colburn Village woods plan is created it will be added to the biodiversity action plan

13. Date of next meeting - Site visit on Monday 4th August to Colburn Village Woods commencing at 5.30 pm. Next Open Spaces committee meeting Monday 1st September at 5.30 pm.

14. Items for next Agenda

The Chair thanked everyone for attending. Meeting closed at 6.30 pm.


2/10/25