

Notes of the Open Spaces and Play Parks Site Meeting
Held in Colburn Village Common land on Monday 4th August 2025 at 5.30 pm

Present

Chair: Cllr Andrea Crowe

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

In attendance: Barry & Nicky Robertson

Deputy Clerk: Angela Pickersgill

Work Plan before Winter

The side pathway along the ford needs cutting back, strimming and bushes facing up to prevent any one catching themselves on them. This will be completed as soon as the groundsman has the time in his schedule

The grassed area close to the Ford on the left-hand side near to the bench is to be cleared of nettles and briars and to form a picnic area for people to sit and enjoy the surroundings. This work will be carried out as soon as possible.

The grassed corner area to the front of the right-hand side, is to be cleared and cut down. This is to be done as soon as possible so that people may sit on the two grassed areas.

Winter Work Plan

The right-hand side of the bridge coming from the Hildyard Arms. The area is very green and great for nature. The area next to the Ford is to be left as it is for now natural habitat It will be very difficult for the groundsman to get his equipment into the area. The trees will be monitored in the future. The groundsman will alert the council if any work needs to be completed.

The residents of Ivy Cottage seem to be busy with some of the shrubs, they have piled up the cut off branches in front of the gate way to the right of way will check in a few weeks and make sure it has been removed once they have completed their work

The left-hand side wooded area before you reach the Ford. This area requires a path clearing through like at Colburn Sidings woods removing some nettles and briars etc. Making habitat piles with the branches cut from the trees and the branches which have fallen in the wooded area. Any trees which need attention to be dealt with as well. Groundsman to inform office if any tree surgery is required.

The Chair thanked everyone for attending. Meeting closed at 6.15pm



Minutes of the Open Spaces and Play Parks Committee Meeting
Held in Colburn Village Hall on Monday 1st September 2025 at 5.30 pm

Present

Chair: Cllr Andrea Crowe

Councillors: Paul Towers, Akuila Tutora & Maria Willetts

In attendance: Groundsman Barry Robertson & Nicki Robertson

Deputy Clerk: Angela Pickersgill

1. **APOLOGIES RECEIVED** Cllr Angie Dale
2. Cllr Janet Emmerson was unable to attend the meeting due to illness, but she will attend the next meeting.
3. **Councillor "DECLARATION OF INTERESTS"** – None
4. **Matters Arising** – Proludic have sent the invoice for the repairs to the zip wires at Albermarle & Piper hill. Albermarle was straight forward and only one new part required but Piper Hill needed several parts and we are waiting for the engineer to return to complete the repair. The cost of the repairs is £2,754.43.
The office also received a quote for servicing the zip wires in the future with a quote of £823.00 for each zip wire. The office will keep looking for a more local company to carry out the service in future.
5. **Groundsman report-** The groundsman reported that he has cut the three areas of grass in Colburn Village that were discussed at the site meeting on 4th October. Cllr Willetts reported that the grassed areas look much better.
The groundsman is using the new Time sheet and Inspection sheet system and Cllrs liked the new system. The Chair thanked the groundsman for all his hard work and said that the new system sheets were clear and precise.
6. **Plan of Winter Jobs-** The groundsman is happy with the winter plan. When down at the Village, the groundsman and the Chair noticed a tree that might need inspecting. A discussion took place, and it was **RESOLVED** that the tree needs to be checked by a qualified tree surgeon as it may need to be taken down. It is not a job that the groundsman would be able to carry out. The matter will go to full council for consideration and ratification.
7. **Site Visits** - The committee discussed this matter, and it was **RESOLVED** that site meetings are reinstated and the date for the next site meeting is 22nd September at 5.30pm, meeting at Albermarle play park.
8. **Christmas Star** -The office will continue to look for a suitable star for the Christmas tree
9. **Garden & Scarecrow feedback-** The committee had a long discussion as the Garden & Scarecrow competition needs modernising. The chair asked the committee for ideas for new categories etc. Some good ideas were suggested Tallest Sunflower, Best Hanging


15/09

baskets, patio/pot garden and more. This will be discussed further at the next meeting with Cllrs thinking of more ideas for the show.

10. Ivy removal- Date arranged for 7th September meeting at the woods 10am. Some Cllrs may go earlier to fit it into their day.

11. Litter picks dates – The litter picks will re-commence on Saturday 6th September, the next dates are 20th September followed by 4th & 18th October

12. Biodiversity Action Plan. This was updated on 14th August 2025 with the work will be taking place down in Colburn Village on the Common land.

13. Date of next meeting Monday 6th October 2025

14. Items for next Agenda

The chair thanked all for attending.

Meeting closed at 6.10 pm.



15/09