

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF  
**CHILBOLTON PARISH COUNCIL'S OPEN SPACES COMMITTEE (COSC)**  
**To be held on Thursday 9 June 2022 at Poplar Dene, Cart Lane, Chilbolton; 18:30**  
**A G E N D A   P A C K**

1. Apologies
2. Declaration of Interests
3. Approval of Minutes – [Thursday 19 May 2022](#)
4. Matters Arising
5. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
  - A) [Finance](#) – Clerk ([9622 3](#))
  - B) Allotments – T. Gilmour – Nothing to report
  - C) Common – M. Grove to inc.
    - i) [Update on Wessex River Trust proposal](#)
    - ii) [Update on Common Information Boards](#)
    - iii) [Update on Common ladder boards](#)
    - iv) Update on Weevil release project for the control of Water Fern
    - v) [Update on redesign of the Common gravel area](#) - J Hudson
    - vi) Discuss and decide on recommendation to CPC on report from N Lawrence of Wild Trout Trust ([9622 1](#))
  - D) Machinery Maintenance
  - E) Parish Paths – Cllr Griffiths
  - F) Village Greens
  - G) War Memorial Playing Fields – N. Horne [report](#) to inc.
    - i) Update on WMPF Development Group
    - ii) Discussion and decision on recommendation to CPC re RoSPA Play Safety Annual play area inspection ([6622 3](#))
  - H) West Down – to inc.
    - i) Update on improvements to Permissive Bridleway
6. To discuss and decide on tasks for the [Lengthsman to be carried out in July](#) (inc. time to complete task/s)
7. [Safeguarding / DBS checks for Educational Access](#)
8. [Correspondence](#) – ([9622 2](#))
9. Questions from Public
10. Any Other Business – For information only
11. Items for the next agenda
12. Date of the next meeting – Scheduled date is Thursday 14 July 2022 at Poplar Dene, Village Street.

Mandy Denyer (Clerk)

5A – Finance Report from Clerk –

OVERVIEW SUMMARY	Ringfenced accounts					Other (i.e. precept funded)	VAT	TOTAL
	HSBC No.2 / Batty acc	HSBC Deposit/WMPF Capital acc	WMPF Capital (held in current account)	Common	West Down			
<b>Opening Balance as at 1/4/22</b>	<b>5099.75</b>	<b>3747.53</b>	<b>0.00</b>	<b>19165.59</b>	<b>10029.01</b>			<b>38041.88</b>
COSC related Receipts total to date	0.17	0.00	0.00	0.00	0.00	290.82		290.99
COSC related Expenditure to date	-958.00		-788.20	-1380.41	-1193.22	-1964.16	-1085.60	-7369.59
<b>Closing Balance as at 30/05/22</b>	<b>4141.92</b>	<b>3747.53</b>	<b>-788.20</b>	<b>17785.18</b>	<b>8835.79</b>	<b>-1673.34</b>	<b>-1085.60</b>	<b>30963.28</b>
<b>Notification of receipts from 12/5/22</b> inc. in above figures								
Allotment Rent						19.96		19.96
Green Canopy tree sponsorship						50.00		50.00
<b>Notification of payments from 12/5/22</b> (inc. in above figures): -								
Grass & Grounds (2x cuts in April)						240.00	48.00	<b>288.00</b>
Bawden Tree Care (2022 tree safety inspection)				1048.25	1048.25	898.50	599.00	<b>3594.00</b>
Playsafety Ltd (2022 annual play area inspection)						84.00	16.80	<b>100.80</b>
H Bradley - Registration of CPC owned land with Land Registry				216.67		433.33		<b>650.00</b>
<b>COSC related Community Projects Allocations/reconciliation -</b>	Budgeted	Expenditure	Receipt	Balance				
WMPF improvements to Play Area	10000.00			10000.00				
West Down Tree Planting (balance to be used for acquisition & planting of bigger trees in the autumn/Green Canopy)	2000.00	-244.72	550.00	2305.28				
Further enhancements to WMPF	5000.00			5000.00				
Common gravel area redesign	5000.00	-940.00		4060.00				
	22000.00	-1184.72	550.00	21365.28				

[COSC related receipts spreadsheet](#)

[COSC related expenditure spreadsheet](#)

[Back to agenda](#)

**5Ci – Wessex River Trust update** – CPC to discuss, on 6/6/22, COSC recommendation not to put plants into the shingle bank.

**Re project start date** – see correspondence [below](#).

[Back to Agenda](#)

**5Cii – Common Information Boards** – MG and Cllr Bradley revised information board text (NB: text in blue was added by Cllr Griffiths) – [6622 19](#) – To be discussed by CPC on 6/6/22.

[Back to Agenda](#)

**5Ciii – Common Ladder Boards** – To be discussed by CPC on 6/6/22 -  
MG informed Cllr Ewer of the following [*info in italics adding by Clerk*] -

'At COSC on Thursday we were asked to **agree the wording** for the ladder boards.

Context:

- COSC agreed we do not want to see the waste incurred by junking the current boards
- No up to date quote had been received from Andrew Hampson ( [Jan 22 the only one](#) ) [[requested quote info](#)]
- Clerk advised that keeping the number of letters the same would probably cost the same as the original quote [*this is incorrect – MD informed MG that A Hampson was informed of suggested wording to basis his revised quote on and that it is assumed that if the final agreed wording is of the same numbers of letters than the price probably to similar*]

COSC agreed:

- CPC should retain the existing boards and amend them.
- to keep the letter and space numbers the same as the existing
- to replace the words Chilbolton Parish Council ( not needed) and use that board for your suggestion re nesting times
- to delete the icons for no picnics and no dogs
- that the spacing of the icons be made equal if possible [*COSC agreed amendments attached [here](#)*]

COSC agreed

- that the CPC must make the final decisions having studied COSC recommendations and progress this with Andrew Hampson
- This may involve a comparison between the cost/feasibility of the suggested amendments and starting again.
- The wording ideally should be agreed with Natural England to prevent a recurrence of the complaints already received.
- the wording decisions are inline with the article for the Parish Magazine which has been checked by yourself and the Clerk. [*agreed article attached [here](#)*']

[Back to Agenda](#)

**5Cv –Gravel Area Redesign** – CPC to discuss, on 6/6/22,

COSC recommendation that only 2 parking areas are needed for disabled and only moving the gate to the Old Inn and not both gates.

[Back to Agenda](#)

**5G – Use of WMPF 2022/23 update from N Horne (9622 5)–**

As agreed at COSC on the 19 May, this is a formal request for use of the CWMPF facilities.

Nothing has changed since the last agreement was made by the club a year ago and I [attach a copy](#) of the submission to COSC which I made then. The club would like to start their weekly, Wednesday, training sessions as soon as possible and their season will run from early September to the end of April next year.

If COSC will endorse my recommendation that the club has use of the facilities for their 2022/23 season then I anticipate that recommendation should go forward to the next CPC meeting.

I have had no discussion on charges with the club as they are still slightly less than the TVBC pitches where the pitches are all marked out and nets put in place. The Wherwell Royals team do all of that and are responsible for keeping the pavilion tidy after their use.

As far as I am concerned, this represents an excellent sporting use of the facilities and the club have been respectful users of this facility. There is no reason not to agree their request.

[Back to Agenda](#)

**6. Lengthsman Tasks** – NB: Cllr Cockram has requested that the Lengthsman maintains hedging from the 20mph speed sign to the Coronation Green side of the crossing, to ensure visibility of the yellow post to traffic entering the village. Cllr Cockram has requested a cut in July.

The junction of Drove Rd and Coley Lane needs to be strimmed to make the Car Park for Cow Common visible. If agreed, half an hour to complete this task can be added to the July worksheet.

[Back to Agenda](#)

**7. Safeguarding / DBS Check** – This item was on the COSC agenda for March and it was minuted that MG would discuss the matter with NH, but no minute has been recorded with the outcome in the April or May COSC minutes.

[Back to Agenda](#)

#### **8. COSC related correspondence –**

18/5/22 - Resident email re conversation with TE re signs on Common ([6622 6](#))

17/5/22 - TVBC re Wardening Common ([6622 7](#))

25/5/22 – DG email to TVBC and TVBC response re meeting on Common ([6622 7a](#)).

30/5/22 – S Roberts, TVBC re antisocial behaviour ([6622 7b](#))

12-19/5/22 - emails to and from CPC re WRT start date ([6622 5](#)). 20/5/22 - emailed letter to WRT, Strutt and Parker, Test and Itchen society and Freelands, as agreed by TE and DG ([6622 5a](#)) 20/5/22 - WRT response ([6622 5b](#))

23/5/22 - Freelands response to emailed letter re WRT project ([6622 11](#))

27/5/22 – Response to Freelands ([6622 11a](#))

23/5/22 - N Lawrence of Wild Trout Trust report ([6622 9](#)) - to be discussed under item 5Cvi and decide on recommendation to CPC

23/5/22 - TE email to NH and JH re Dimensions of Playing field and Draft letter to D Saunders ([6622 12](#)) – NB: DG and JH agree to TE draft, NH has concerns.

TE revised draft letter to Strutt and Parker (CCE Agents) re fishing rights ([6622 24](#)) – CPC to discuss at 9/6/22 meeting