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23 March 2021

**To Members of the Open Spaces Committee:**

Councillors: J Archer (Vice Chairman), J Boyce, A. Dye, K Deffley, C harper, C. Hunt, J Kenyon, C Renwick, J Ridgway, P Wheelhouse (Chairman)

CC: To all Members of Eckington Parish Council

Dear Member,

You are hereby invited to attend an Open Spaces Meeting Committee Meeting, to be held remotely.

**Thursday 1<sup>st</sup> April 2021 at 6.30pm**

Rosalind Bullimore is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81268470505?pwd=MnNuMjFGdTdhand3U1JuVjZnRCtGUT09>

Meeting ID: 812 6847 0505

Passcode: 211461

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following agenda.

Yours sincerely

*Rosalind Bullimore*

Clerk

**AGENDA PART I – NON CONFIDENTIAL INFORMATION**

1. To receive apologies for absence.

2. Variation of order of business.
3. To receive Declaration of Members Interest.
  - a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time
  - b) To receive and approve request for dispensations from Members on matters of which they have a Disclosable Pecuniary Interest.
4. Public speaking
  - a) A maximum of three minutes or at the Chairman's discretion will be made for members of the public to address the meeting in relation to the business to be transacted.
5. To determine which items if any from part 1 of the agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-  
"In view of the confidential nature of item ... to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admissions to Meetings Act) 1960. S1. In order to discuss the item"
6. To receive and approve Minutes 149/21 – 172/21 of Open Spaces Committee Meeting held 11 February 2021.
7. Minutes, The Chair to sign and date the Minutes.
8. Cemetery
  - a) To consider cemetery action plan.
  - b) To consider cemetery report.
  - c) Update on volunteers.
  - d) Landscaping.
9. Allotments
  - a) To consider allotment report.
  - b) Councillor Wheelhouse to report on Ducksett allotments and allotment site wardens.
10. Play Areas
  - a) To consider upgrade of the play area at Golden Ball.
  - b) Ida's Road play area tidy up/sand.
11. Litter Picking
12. Stead Street
13. To consider a request for a bus shelter to be installed outside the Friendship Hall.
14. Funding.

## Exempt

1. To consider costs for hedge cutting.
2. To consider costs to maintain the war memorials.
3. To consider bringing allotment fees inline.

**Minutes of the Eckington Parish Council Open Spaces Committee meeting held remotely on 11th February 2021 at 6:30pm**

Attendance

Councillors- J Archer (left at 8:10pm), J Boyce, J Kenyon (left at 7pm), C Renwick (left at 8:10pm), P Wheelhouse (Chairman)

Others- R Bullimore (Clerk) R Hill (Assistant Clerk) 2 members of public

OS 149/21 Apologies for Absence

Councillors Ridgway and Deffley (work) Dye (internet connection issues)

OS 150/21 Variation of order of Business

Item 12, To consider the purchase and location of hanging baskets and floral displays for 2021 and Item 14, To consider creating public spaces maintained for the benefit of wildlife moved to discuss after the approval of the minutes.

OS 151/20 Minutes of Open Spaces Meeting held 12<sup>th</sup> November 2020

RESOLVED to approve Minutes 136/20-148/20 of an Open Spaces meeting held 12<sup>th</sup> November 2020.

The Chair duly signed the minutes.

OS 152/21 The Purchase and Location of Hanging Baskets

Members discussed the current locations of the hanging baskets, the Clerk informed members that there were 11 in Renishaw, 22 in Eckington, 7 in Marsh Lane, 3 in Spinkhill, 11 in Ridgeway and 5 at the Civic Centre. Members discussed the possibility of purchasing large planters for the precinct to improve the aesthetics of the area. RESOLVED Hanging baskets to stay in the current locations.

OS 153/21 Quotations for Watering Hanging Baskets

The Clerk informed members on the quotations she had received for watering the hanging baskets. Members discussed the costs of both hiring a company to water the hanging baskets and having Parish Council staff water them. Members agreed that the cost of hiring a company to water the baskets would be more cost effective. RECOMMEND accepting the quotation received from Hobsons Nursery to water the baskets. Quotation to include the watering of the planters on the precinct and the planters at the gateway of the villages.

OS 154/21 Public Spaces Maintained for Wildlife

Members discussed the idea of having wildflower areas around the Parish to support wildlife and bees. Members agreed there were lots of opportunities in areas of land such as the outer edges of the sports fields at Marsh Lane and Renishaw. Members also agreed it may benefit local schools as they can get involved as part of a forest school project. RESOLVED Councillor Kenyon to contact the District Council to ask which of the areas of interest are owned by the Parish Council and which were District owned land. Councillor Kenyon to also ask if the District Council have any wildflower seeds left over from their projects. Clerk to contact other councils who have successfully had wildflower areas, for advice and maintenance costs. Councillor Archer to contact Renishaw School to ask if they would like to be involved. Councillor Renwick to contact Marsh Lane school to ask if they would like to be involved.

OS 155/21 Open Spaces Action Plan

Members discussed the current action plan. Councillor Wheelhouse has obtained a quotation for the grass cutting of Marsh Lane playing field. Members discussed how often the field would need to be cut. RECOMMEND Councillor Wheelhouse obtain a further quotation for grass cutting 12 times per year rather than 16.

Members discussed the quotation provided for cutting the hedge on School Lane, Marsh Lane. RECOMMEND Councillor Wheelhouse to ask what work is covered by the cost, Councillor Wheelhouse be given delegated powers with the Clerk to go ahead with the hedge cutting if they find the work adequate.

Councillor Wheelhouse informed members that he had been in touch with Eckington Junior School regarding grass cutting the playing field near Ida's Road play area. The school have a contract with a professional company to cut the grass. Members discussed the option of having a wildflower meadow around the edges of the pitch. RECOMMEND Asking for a perimeter strip to be cut around the field for dog walkers to use to try and keep dogs off the park. Dog waste signs to be installed around the field.

The Clerk updated members that the District Council was still being chased regarding the painting of Play Areas.

OS 156/21 Cemetery Report

RESOLVED to note the cemetery report.

OS 157/21 Cemetery Action plan

RESOLVED to note the cemetery action plan. RESOLVED Assistant Clerk to advertise the porta cabin on various sites.

OS 158/21 Cemetery Repairs and Costs

RESOLVED to note the Cemetery Repairs and Costs spreadsheet. The Assistant Clerk updated members on the servicing of equipment.

OS 159/21 Memorial Plaque Policy

Members discussed the amended memorial plaque policy and how this information can be delivered to the public. RESOLVED to adopt the policy and add to the Parish Council website.

OS 160/21 Cemetery Volunteers Update

Councillor Archer updated members that she had been in contact with another volunteer group to obtain information about how best to proceed with setting up a Friends of Eckington Cemetery Group. Councillor Archer also updated members that the current volunteers are happy to start work, logging the old section of the Cemetery once Councillor Kenyon has finished his database of graves. RESOLVED Clerk to research public liability insurance and Health and Safety of having volunteers completing the work in the Cemetery. Assistant Clerk to create a Risk Assessment for the volunteer work.

OS 161/21 Automatic Gates

RESOLVED Councillor Renwick and the Assistant Clerk to meet a company to discuss what is required for automatic gates in the Cemetery, so the correct quotations can be obtained.

- OS 162/21 Digger Hire for Cemetery  
Members consider the quotation for the hire of a digger in the cemetery as an option for staff to dig graves. RESOLVED to keep the information for future use.
- OS 163/21 Cemetery Fees and Ashes Complaints  
The Assistant Clerk updated members on complaints received about the letter sent to some ashes plots owners. RESOLVED an Open Spaces site visit to be arranged to look at the Ashes Plots.
- OS 164/21 Allotment Report  
Members considered the allotment report. The Assistant Clerk informed members of difficulty in access and growing produce on some of the Ducksett Lane plots. RESOLVED Councillor Wheelhouse to visit the site and report his finding back to Council.
- OS 165/21 Allotment income and Expenditure  
Members considered the income and expenditure information provided by the treasurer. Councillor Wheelhouse informed members about his own research on other Allotment sites and how they are charged for plots and water usage. Members discussed the previous options of having allotment wardens on each site. RECOMMEND asking a tenant from each site if they would consider being a site warden and be the point of contact between the Council and the allotment tenants.
- OS 166/21 Allotment Fees  
Members considered the allotments fees and the noticeable difference between the site fees. Members discussed different options of how to bring the fees in line with each site. RECOMMEND measuring the sites to potentially charge per square foot in future.
- OS 167/21 Flooding on Setcup Lane  
The Clerk informed members that the flooding issue on Setcup Lane had been an ongoing issue for several years. The culvert which acts as drainage for the area becomes blocked, with heavy rain, washing mud and silt down the lane from the fields. RECOMMEND contacting the District Council's Highways department about the issue.
- OS 168/21 Eckington War Memorial  
Members discussed the ongoing issues with cars driving over the grass verge at the War Memorial. Councillor Renwick informed members that she had made enquiries with the Highways department to ask what fencing the Parish Council were authorised to install. Members agreed that whatever fencing was used, it must be in keeping with the local area and did not necessarily need to cover all four sides of the memorial, just the offending corner. RESOLVED Clerk to look into the insurance for the site as the Parish Council will be liable for any fencing installed.
- OS 169/21 Blue Grit Scheme  
Members discussed the Councils Blue Grit scheme which provides grit to vulnerable Parish residents. Members considered selling bags of grit to anyone who may need it within the Parish. RECOMMEND continuing issuing bags of grit to vulnerable residents and allowing all other residents to purchase the 25kg bags for £3 each.

OS 170/21 Street Furniture Policy  
RECOMMEND adopting the street furniture policy.

OS 171/21 Request for Information about Footpath crossing River Rother  
The Clerk informed members of a request received from a member of public to supply evidence that the footpath which crosses the footbridge over the River Rother at the end of adopted highway Pipworth Lane Eckington, is used by members of the public. As it may be closed if evidence of its use is not provided. RECOMMEND adding the item to social media for witness statements, Parish Council to send letter of support for the footpath to remain open.

OS 172/21 Litter Issue Options  
Members discussed the ongoing litter issues around the Parish. Councillor Archer informed members of the calendar of events created for Community Litter Picks which runs through April and May 2021. RECOMMEND advertising the full list of dates and provide photographs of the successful litter pick held previously in Renishaw. Parish Council to purchase and provide all litter picking equipment.

## Cemetery Action Log

<u>Action</u>	<u>Details</u>	<u>Responsibility</u>	<u>Progress</u>
Records	A review of all paperwork stored at the cemetery. Historical Society to be asked to help make digital copies of the data. Historical items to be stored in the records office at Matlock.	Councillor Archer	Waiting on volunteers finishing collating headstone info
Records part 2	Volunteers to check the information on the headstones and this information is to be used to update the records.	Councillors Archer & Kenyon	New section completed, Volunteers recommencing with Old Section after Easter
Consecrated ground	Assistant Clerk to find out what areas in the cemetery are consecrated.	Assistant Clerk	Nobody seems to know
Online records	Create an online records system	Assistant Clerk & Councillor Kenyon	PDF on current website, Councillor Kenyon to Show AC how to update the records.
Improvements to the Garden of Remembrance areas and a possible new area.			Mulch and Membrane removed from flower beds and GOR, Part of an overall landscaping project.
Builder to look at outside toilet		Assistant Clerk	Called local builder to come and look
Look at converting handyman shed into a shower room		Assistant Clerk	Shower is now broken in the outside unit, perfect time to relocate, currently getting quotes for the work
Compost area to be moved		<u>Assistant Clerk</u>	Cleared and currently being reassembled in the new location
Contact tree surgeon		Assistant Clerk	Received a report, two further companies do not agree with the report provided.
Topping up of the graves		Assistant Clerk	Ongoing, staff are given lists of numbers to top up
Topple testing		Assistant Clerk	New section completed, memorial fixing has been started, Old Section will be completed once New Section Memorials have been fixed.
Renovation of the Chapel of Ease			



## Cemetery report April 2021

Burials in New graves since last meeting- 0

Burials in New Ashes plots since last meeting- 0

Re-open graves- 4

Re-open ashes plots- 0

This chart shows you the numbers for interment over the past 5 years and a rolling tally for the current year.

YEAR	NEW GRAVE	RE-OPEN	NEW ASHES	RE-OPEN ASHES
2015	24	24	15	5
2016	16	31	17	3
2017	17	24	4	1
2018	18	24	11	1
2019	21	30	4	6
2020 to 17/12/20	16	35	7	5
01/01/21 to 01/04/21	3	8	2	0

### Action Plan

The cabin has been sold and moved off site, the compost area has been moved and the area has been cleared, raked, and is being seeded.

I have met with a gardener to discuss planting options, it was suggested that as we have so much animal damage in the flowerbeds, bulbs are not an option and we would need hardy plants. A full quotation and list of suitable plants will be sent to me. The mulch and membrane also cause more work than it does adding to the aesthetics to the cemetery as animals continuously dig through these, I have instructed staff to remove the mulch and membrane and top the beds up with fresh topsoil, the mulch can be used elsewhere.

Three tree inspection companies have been to visit the cemetery, one provided a full report which the council viewed at the last meeting. One of the other companies did not agree with the report provided and the third also had some concerns about the report provided.

The plyboard on the windows of the chapel tower has started to split and fall off, I am keeping a close eye on this, but I would suggest this is replaced before the next winter.

### Equipment

All of the handheld equipment has now been serviced and we are now onto the last larger items which are the ride on mower, this does need a repair to the hydraulic fluid pipe, it had a temporary fix on site last year as it was being used on a daily basis. The tractor will also be sent in for the welding repair to the back actor and the mower deck will be serviced.

I have purchased a tamper for the staff to use during filling in of graves, the staff have said this seems to be working ok.

No further equipment issues.

## Allotment Report April 2021

LOCATION	NO FULL PLOTS	NO HALF PLOTS	NO OF TENANTS	VACANCIES	FEES
SCHOOL STREET	6	24	30	0	£474.50
LANSBURY	25	2	21	0	£706.00
DUCKETT	27	12	24	7	£921.00
MARSH LANE	12	4	14	0	£235.50
TOTAL	70	42	89	7	£1912.50

Councillor Wheelhouse visited the Duckett lane site to view the problematic plots. The area has very poor-quality soil and is such a long distance from the entrance I feel the only option for these plots are advertising them for keeping chickens and ducks on.



### Wardens

We have 4 potential wardens for the sites, these are happy to report between the tenants and Council.

### Numbers on waiting list

- 0 live out of the parish
- 7 would like Marsh Lane
- 5 would like Lansbury
- 2 would like Ducksett Lane
- 6 would like School Street
- 5 have no preference to sites