

Didcot Town Council

Environment & Climate Committee
Monday 15th January 2024 at 7.30pm
All Saints Room, Civic Hall



DRAFT Minutes

Note: These minutes are subject to approval as a true and correct record by the next meeting of this committee.

PRESENT

Councillors:

Cllr G Roberts (Chair)
Cllr K Morrison (Deputy Chair)
Cllr A Hudson
Cllr A Jones
Cllr L Hislop
Cllr J Broadbent
Cllr D Aragao

Officers:

Mrs L Blake (Deputy Town Clerk [minutes])
Mr M Blake (Outdoor Services Manager - OSM)

53. To receive apologies

Apologies were tendered from the Town Clerk and Cllr S Cole. Cllr D Aragao attended as substitute.

54. To receive declarations of interest

No declarations of interest were received.

55. To agree the minutes of the meeting held on 13th November 2023 as a true and correct record

It was proposed by Cllr A Hudson, seconded by Cllr K Morrison, and **RESOLVED** to **APPROVE** the minutes as a true and accurate record of the meeting, and note them as such.

All members agreed.

56. Questions on the minutes and review the progress report

The Committee noted the progress report – shown on the next page.

Cllr A Hudson asked about the progress of investigating installed bollards in Stubbings Land. The Deputy Town Clerk informed members that the developer had been contacted to ask about financial contributions but had not yet responded. Construction companies had also been contacted for quotes, but no responses had been received. The Deputy Town Clerk would contact SODC and OCC to see what companies they used for this type of project – this would be added to the next agenda.

Cllr A Jones asked about tree work and what size of trees the outdoor team could safely work with. The OSM explained that certain members of the team are qualified to fell smaller trees but can crosscut any size tree if it had already fallen. The size depended on the width of the tree. No members of the outdoor team are qualified to work on ropes.

Cllr G Roberts asked for an update on the outdoor team's vehicle. The OSM explained that the Ford Ranger is no longer used by the team due to the lease expiring and a new Ford Transit 350 Leader and been leased for three years and would be delivered on 17th January 2024.

There were no other questions.

Action	Responsible	Rating	Meeting 13.11.2023	Meeting 15.01.2024
Tidying up of the noticeboards	Officers	Amber	Due to staffing issues and holidays, work on tidying up the boards had stalled.	Two new members had joined the team in January 2024 so work on this would start.
Smokefree play park signs	Officers	Amber	Awaiting on new Facilities Officer to be appointed.	OCC had been contacted again at the beginning of January 2024. Schools would be contacted again to see if there was any more interest.
'Sow & Grow' – Community Planting project at New Road allotments	Officers	Amber	Ground preparation would commence w/c 27 th November 2023.	The ground preparations had been delayed due to staffing issues. Two new members had now started working for DTC so the work would commence shortly.
Zip wire inspections	Officers	Green	Awaiting quotes for some remedial works.	Still awaiting quotes – this would be chased up.
Bus shelter cleaning	Officers	Green	Accepted quote to clean the 6 shelters, once before the end of 2023, and twice in 2024.	5 of the 6 Town Council owned shelters were cleaned on 27 th November 2023 – noted at agenda item 7.
Install two benches in Loyd Rec	Officers	Green	Resolved to install 2 benches along the fence line at Loyd Rec.	The benches were installed on 14 th November 2023.
Repair the roundabout in Smallbone Rec	Officers	Green	Resolved to accept the quote from Infinity Playgrounds for the work.	Completed.
Replace springy, repair safety surface, and dismantle and re-grease the basket swing – Ladygrove Park	Officers	Green	Resolved to accept quote from Infinity Playgrounds for these works.	Completed.
Investigate costs to install chicanes/bollards at Stubbings Land	Officers	Amber	Resolved to investigate costs to install chicanes/bollards at this location	The Developer was contacted on 30 th November 2023 to ask if they could financially contribute. No response had been received. Companies had been contacted to quote for this work.

57. To note the External Income and Expenditure to date for external works, as updated on 10th January 2024 – emailed to members 11th January 2024

The Committee noted the updated figures, as of 10th January 2024.

58. To consider the Outdoor Services Manager's report

The Committee noted the Outdoor Services Manager's report and considered the recommendations.

Edmonds Park

23. The Committee was asked to consider whether to accept the second quote of £2,016.00 (inc VAT) to repair the roundabout and rehang the basket swing.

24. The Committee was also asked to approve the £1,280 quote to 'lift' the trees at the proposed Splash Park location, prior to any work commencing.

It was proposed by Cllr A Hudson, seconded by Cllr K Morrison, and **RESOLVED** to accept the quote from Infinity Playgrounds Ltd to repair the roundabout and rehang the basket swing in Edmonds Park and to also 'lift' the trees in Edmonds. The tree work would be carried out by Scoffell Landscapes Ltd at a cost of £1,280 (ex VAT).

All members agreed.

Ladygrove Lakes

32. The Committee discussed the Willow trees at the lakes and the proposed works to manage them in the future.

It was proposed by Cllr J Broadbent, seconded by Cllr K Morrison, and **RESOLVED** to accept the quote of £1,940 (ex VAT) for the work to 'cut back' the trees over hanging the pathway at the lakes. This would be taken from cost centre 310/3158 'Trees' and the work carried out by Scoffell Landscapes Ltd.

All members agreed.

Events

Edmonds Park

32. Achieve Oxfordshire Community Event – Saturday 15th June 2024, 9am-5pm

- Free to attend family event for the community

33. Oxfordshire Play Association Family Fun Day – Saturday 22nd June 2024, 9am – 4pm

- Free to attend family fun day

It was proposed by Cllr G Roberts, seconded by Cllr K Morrison, and **RESOLVED** to approve the dates for these events. There would be no charge for these events.

All members agreed.

34. It was noted by the Committee that two new starters were joining the outdoor team in January 2024, bringing the team back to full capacity.

59. To note that the cleaning of the Town Council's owned bus shelters was carried out on 27th November 2023

The Committee noted the report and the fact that the shelter opposite the Civic could not be cleaned due to the road closure - this would be done in April 2024.

60. To consider the Teen Play Provision for Edmonds Park report and the recommendations to the Committee

The Committee considered the report and the recommendations.

It was proposed by Cllr A Hudson, seconded by Cllr K Morrison, and **RESOLVED** to allow Officers to draft an 'invite to tender' document to be circulated to members before adding to the Government's Contract Finders website. This would ask companies to quote to install teen provision in Edmonds Park. It was also **RESOLVED** to allow Officers to apply for s106 monies to cover this project.

The meeting closed at 8.00pm

Signed: _____ (Chair)

Date: _____

