



EYNSHAM PARISH COUNCIL

Fishponds Committee meeting
in the Bartholomew Rooms at 7.30pm
on Tuesday 17 October 2017

MINUTES

Present: Cllr Sue Osborne (Committee Chairman), Cllr Richard Andrews and Cllr Andrew Bickley.
In attendance: Katherine Doughty, Clerk to the Council.

17/F83 Apologies for absence – Cllr Jane Baldwin, Cllr Gordon Beach, Cllr Sue Brown and Cllr Peter Emery.

17/F84 Declarations of Interest – None.

17/F85 To review the minutes of the last meeting of the 13 June 2017 – The minutes were reviewed.

17/F86 Public Participation – No members of the public were present.

17/F87 To review income, expenditure against budget – Financial information was reviewed. Clerk is to contact Martin Holland, WODC to ascertain what S106 funds available for community projects.

17/F88 To review RoSPA's Water Risk Assessment and prioritise actions as necessary –

RoSPA Recommendation	Committee Notes
1. The maintenance plan should include for safe working practices on steep side slopes by water. Also, include for regular checking of the drainpipes.	Information is to be added to the schedule for volunteer work.
2. Communicate with staff and visitors on the use and function of the water bodies and that they will have more water in at peak times, and that they are not play features. This can be included on an information board at the site entrances.	Water warning notices are already present. Clerk is to investigate additional 'deep water and steep banks' signs for display at the site entrances.
3. If life buoys are to be provided they should be checked regularly. Ensure they have instructions for use, emergency contact details (including address and postcode) and floating ropes to enable retrieval.	Query raised with RoSPA regarding the required provision of life buoys. Response awaited.
4. Maintain long dense grass on the pond banking and encourage additional marginal planting at the south edge of the pond to deter access to the water's edge	Iris was considered for planting around the pond edge. Committee is to consider alternative options.
5. Clear out drain, where culverted under footpath to east of site.	Task is to be undertaken by volunteers.
6. Undertake repairs to the two boardwalks to prevent injuries.	Quotes have been obtained for replacement of the bridge. The boardwalk is also to be repaired at the same time.
7. Plant up exposed edges of the brook, especially at top of steep drops into the brook and where the edge is within 1m of the bank.	To be assessed and considered.
8. Ensure annual monitoring and evaluation of the risk assessment and controls. Particularly consider the use of the pond during out of school times and after heavy rain events.	The risk assessment is regularly reviewed and monthly safety inspections are undertaken. Additional inspections will be undertaken as required.

17/F89 To discuss the work schedule for 2017/2018 (2016/2017 schedule attached), review UBICO's role and consider adding maintenance of the wildflower meadow to the schedule – The failure of the wildflower meadow was discussed which is largely due to lack of maintenance which has allowed nettles to grow. It was **RECOMMENDED** that (1) the wildflower meadow is cut by Ubico and the arisings collected at a cost of £70 and (2) the wildflower meadow is added to Ubico's grass cutting schedule for 3 cuts per year.

17/F90 To consider ad hoc work which may need doing on site – Assessment and clearance work is scheduled to be undertaken by volunteers. Cllr Osborne is to compile a list of volunteers' names and forward to the Clerk who is to ensure insurance cover extends to the volunteers. It was noted that a part of the vehicle barrier needs to be repaired. Clerk is to pursue.

17/F91 To consider quotes for bridge/boardwalk work and make recommendation to Full Council. It was **RECOMMENDED** that McCracken & Son's quote is accepted for the bridge replacement. They are also to be asked to replace 3 planks on the boardwalk.

17/F92 To discuss the treatment of duckweed on the pond – It was noted that the pond was dredged in 2007 and 2014. It was **RECOMMENDED** that James Gillies' fee of £100 is accepted to (1) survey the depth of silt, (2) assess the Management Plan for future maintenance (dredging in particular) and (3) assess the flow of water through the pond.

17/F93 To discuss the need/replacements for the flotation devices – It was unclear whether devices are required for the site and if they are, how many should be provided. Clerk is to pursue RoSPA for information and obtain quotes for replacements as necessary.

17/F94 To discuss the replacement of the picnic bench on Harvey's House Mound and amend the Risk Assessment form – The picnic bench on the north path is to be removed from assessment form. It was noted that a picnic bench has been vandalised beyond repair at Harvey's House Mound and needs to be replaced. It was **RECOMMENDED** that a heavy duty bench is purchased at £474 from Earth Anchors. The Fishponds Grounds Maintenance budget (£2744) is to be used for all the recommendations made.

17/F95 Date of next meeting – Tuesday 30 January 2018 at 6.30pm.

The meeting closed at 8.55pm