



EYNSHAM PARISH COUNCIL

Fishponds Committee meeting
in the Bartholomew Room at 7.30pm
on Tuesday 19 June 2018

MINUTES

Present: Cllr Sue Osborne (Committee Chairman), Cllr Andrew Bickley, Cllr Sue Brown, Cllr Peter Emery and Cllr Carl Rylett.

In attendance: Katherine Doughty, Clerk to the Council. There were no members of public.

18/F16 To appoint a Committee Chairman for the Council year 2018/19 – Cllr Sue Osborne was nominated as Chairman for the 2018/19 Council year.

18/F17 Apologies for absence – Cllr Gordon Beach. Cllr Jane Baldwin was not present.

18/F18 Declarations of Interest – None.

18/F19 To review the minutes of the last meeting of the 30 January 2018 – The minutes were reviewed.

18/F20 Public Participation – None.

18/F21 To review income, expenditure against budget – Financial information was reviewed. It was noted that grass cutting hasn't been invoiced and it was felt that Ubico haven't cut Fishponds recently. Clerk is to investigate and report back.

18/F22 To consider installation of a new litter bin for Harvey's House Mound at £395.61 + VAT plus emptying costs by Ubico Ltd – It was **RECOMMENDED** that the cost is approved.

18/F23 To consider a report/advice (and costings if appropriate) from James Gillies and agree actions in the following areas:-

- (a) Fishpond and ditch work – The Clerk reported that she had meet with James Gillies who was pleased to report that the pond water had improved. The water was clear and nature was present. Duckweed remains a problem and after discussion, it was felt that Eynsham Fire Service could be asked for their assistance in clearing the weed and depositing it on to the bank. Cllr Brown is to make enquiries. It was noted that the Duckweed can be controlled by using water Lilies and grass carp (for consideration in the future).
- (b) Improvements to the Wildflower meadow – Area (considered to be 950m²) is currently covered with weeds and a few flowers. James recommends killing off the present growth, cut and clear the dead vegetation and wait to see if there is any growth of desired plants. This should be undertaken as soon as possible. If nettles continue to re-grow, the cycle should be undertaken (possibly up to 3 or 4 times) in order to create a stale seedbed. Seed* is to be sown in Spring 2019 if spraying can be started soon.

* Seed will consist of suitable varieties (based on soil analysis), but expected to include Oxeye Daisy, Knapweed, Meadowsweet, Autumn Hawkbit, Teasel, Red Campion and Self-Heal plus others with fine grasses. James' estimate of cost is £2851.50 plus VAT.

Clerk is to contact the Wychwood Project to enquire whether they would be interested in quoting for the work. Clerk is to also contact Ubico for a quote as above.

18/F24 To consider maintenance work to Shirley's Spinney – It was noted that the area (triangle located near the access to the playing field) has become very overgrown with nettles. Clerk is to check the Compound to see if we have a strimmer that can be used at the Fishponds. Once the area is cleared, likely to be in November, a layer of bark/mulch is to be considered to keep weeds at bay.

18/F25 To review the work schedule and agree actions – Clerk is to update the work schedule. Overhanging branches and undergrowth clearance work is required which will be undertaken by volunteers.

18/F26 To consider tasks and dates for volunteer work parties and note insurance arrangements – Cllr Osborne is to circulate a date for the next work party. The Clerk advised that confirmation had been received from the Council’s insurers advising that volunteers are covered under its policy. Cllr Osborne is to forward the Council’s Privacy Notice to volunteers and ask that they agree to their details being held for Fishponds related purposes.

18/F27 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.	A monthly Risk Assessment is undertaken at the Fishponds which documents all appropriate concerns. No further action is required in this respect.
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 obtain artwork and costs for 2 replacement ‘warning - 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.	Cllr Osborne is to pursue.
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 and Lilies will be considered after clearance of the Duckweed.
5. Clear out drain, where culverted under footpath to east of site.	Complete.
6. Undertake repairs to the two boardwalks to prevent injuries.	Complete.
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.	It was felt that the warning signs are sufficient. Complete.
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.	See item 1. Complete.

18/F28 Date of next meeting – 16 October 2018 at 7.30pm. An Extra Committee meeting may be arranged to consider Wildflower Meadow quotes, if required. Councillors and residents are to refer to the published meeting agendas for confirmed times.

The meeting closed at 8.30pm