Minutes of the Contractors Committee Meeting of Ockbrook and Borrowash Parish Council. Held at the Parish Hall, Ockbrook, on Thursday 05th August 2021 at 19.00.

## Present.

Councillors T Holbrook (Vice Chairman), A-M Stevenson, J White, C Millward.

## Also, Present

Councillor M White, S Kitchener (Clerk and RFO), Wayne Peapell (contractor), 9 members of public.

## 77/08/21 Apologies for Absence.

Councillor D Webster (Chairman).

## 78/08/21 Approve the Minutes of the meeting held on the 26th. January 2021.

Proposed by Councillor J White and all unanimously agreed that the minutes be approved as a true record and were signed by the Vice Chairman at the meeting.

## 79/08/21 Variation of the Order if Business.

None

## 80/08/21 Declaration of Members Interests.

None

## 81/08/21 Report From Wayne Peapell.

See appendix 1.

Councillor J White commented on the possibility of Erewash Borough Council to stop using chemical spraying.

## 82/08/21 Consider extending the Grounds Contract by the Proposed Two Years.

Councillor T Holbrook commented that this needs to go to full Council, with the proposal of putting this out for tender from June 2022.

Councillor C Millward commented on whether the contractor was good value for money.

## 83/08/21 Discuss the Additional Work Done in the Parish, Should this Continue?

All agreed that any extra works would be through a variation order.

## 84/08/21 Consider the Possibility of a Wildflower Area in Deans Drive.

Will need to talk to Erewash Borough Council as it is their land.

## 85/08/21 Date and Time of Next Meeting.

The next Contractors Committee meeting will be called when it is required.

There being no further business the meeting concluded at 19.34.

### **Appendix 1**

**Contractors meeting Thursday 5th August 2021**

Grass verge areas being mowed to improve the appearance of the Parish. These areas are predominately mown with a “Cut & Collect Stripe Finish” These are classed as **Extra** works and moving forward guidance and authorisation will be needed to undertake these areas again in the future. Exact measurements of below sites in m2 can be obtained for clarity if required.

**Borrowash**

Entrance sign into Borrowash from Draycott

Cole lane A52 Entrance & Exits x2

Conway Ave Corner Plots x2

Priorway Ave Green Space

Priorway Ave Corner Plots x2

Bains Drive Corner Plots

Draycott Road Corner plots x 3

Nottingham Road Green Space

Cumberland Cresent Corner Plots x 2

Borrowash entrance sign grass verge

Path side strimming from entrance into Borrowash

Victoria Ave Corner plots x 3 outside Drs Surgery.

**Ockbrook**

War Memorial area including Rose Beds and floral displays

Collier lane Corner Plots x 2

Hill Croft Corner plots x 2

Cole Lane A52 Entrance & Exits x 1

Flood Street Corner Plots including Floral Displays x 2

Bare lane Verges x 3 including Floral Displays

Green Lane Banked area and large verge opposite Walkers Lorry Yard

The Ridings Flag Pole grass verge and opposite grass area (Around Power Grid Station)

Entrance sign into Ockbrook approaching from Spondon down Moor Lane, and strimming around footpath stiles.

**Public Footpaths/Jitties/Access.**

**Removing surface debris and leaves, overhanging branches and waste/litter twice per year**

Behind All Saints Church and up to Church Street around the rear of All Saints Church

Bare Lane Park area behind Primary school and along full length of park and two large paths running alongside Primary school which both exit onto The Ridings

Path/Walkway next to Cumberland Cresent

Draycott Road Walkway/Path (Opposite Councillor Holbrooks residence)

Clearing out the small ditch that runs on Bare Lane Park to improve water run off and drainage (Winter Works)

**Chemical Use**

Chemical use within the Parish has been reduced significantly during the last 3 years. The only areas that are sprayed with weedkiller are in Balmoral Cemetery and All Saints Church Yard. This is conducted in a sensitive way by spraying on top of raised memorial plots where gravel and marble chippings are present also in tight areas where the mower and strimmers can’t practically undertake a safe procedure. The large gravel Ashes Plot is also sprayed on a monthly basis to control weeds (Although some occasions it’s been hand weeded) All other areas weeds are removed via a manual and mechanical method.

**Current Contractual Works within the Parish (15 days)**

Empty & Disinfect Bins and litter removal outside and around the COOP 3-4 per week

All Saints Church, Mowing, Strimming, Sweeping, Spraying

Maintaining the Hard Standing areas and car park within the Parish Hall, Sweeping, weed removal.

Balmoral Cemetery, Mowing, Strimming, Seeping, Maintaining Hedges, Paths, Floral Displays, Spraying, maintaining the perimeter and painting low level knee rails to entrance twice per year

Floral Displays around the War Memorial, Bare Lane, Flood Street, Outside Birds Confectionary, Watering Dead Heading & Feeding (Winter & Summer Displays)

Install, maintain floral hanging baskets outside the Parish Hall, Water, Dead Head, Feed.

High Quality Mowing around the War Memorial grass areas, dead heading roses, weeding, edging and sweeping

High Quality Mowing on Cumberland Crescent grass areas, strimming, edging, weed removal and sweeping.

Deans Drive Large Green Open Space, mowing, strimming, litter removal. edging & sweeping

Playground Inspection Checks on Gym Equipment and Play Equipment on Deans Drive (RoSPA)

Maintaining the Ashbrook Centre Grounds, Sweeping MUGA, emptying Bin on Site and conducting a Safety inspection check (RoSPA)

High Quality Mowing on Bare Lane Grass areas, Strimming, Edging, Sweeping, Maintaining Floral Displays

High Quality Mowing on Flood Street Corner, Strimming, Edging, Sweeping Maintaining Floral Displays

Priorway Play Area, Mowing, Strimming, Litter picking, removing waste and broken Glass and sweeping

Hedge cutting in Balmoral Cemetery, Elm Street Allotments, Shackclecross Allotments (Large Hedge Reductions) Maintaining trees on site

Advice & Guidance on visited sites

Mechanical sweeping where applicable

Seasonal Leaf removal off paths and public areas to prevent slippage and injury

**Extra Work Orders**

Clearing Overgrown allotment plots, strimming, rotavating and waste removal

Replacing Fence Panels

Clearing waste either fly tipped or loose

Cutting overgrown hedges trees & shrubs that overhang public footpaths and cause a general nuisance, inc waste removal (Chipping/Composting)

Topping Up collapsed graves

Creating a concrete area with fencing in Balmoral for the waste bins and storage

Reinstating and renovating Parish Notice Boards with new concrete bases

Installing and creating Memorial Bench bases in Balmoral Cemetery

Installing and delivering Christmas Trees throughout the Parish during the Pre-Christmas period, and removing from houses after the New Year and recycle trees and re-use chippings

Remove Plastic memorial poppies from lamp posts situated throughout the Parish

Undertake site visits where Japanese Knotweed is present, write a report on how to control this type of vegetation and treat accordingly with valid record keeping to support treatment

Installing a new concrete base for the Electric Car Charging Point at the Parish Hall

Visiting sites to inspect and investigate potential Vermin (Rats etc)

**Work Undertaken which is “Over & Above” regular contracted works and incurs no charge.**

Removal of Invasive Weeds such as Giant Hogweed and Wild Parsnip, monitor this type of vegetation in their individual habitat and remove safely from site.

Waste removal from site with no charge to the Parish (Other than conducting the works in allocated time) Substantial amounts of generated waste is created within land management duties in the Parish. Inert waste and fly tipping is collected and transferred to a Local Recycling Yard and 100% of green waste created is recycled and re-used on site as compost or chipped and used as mulch or woodland paths at the Ashbrook Centre.

Cleaning out drains/Power Jetting and removing detritus from all drains before the winter season along Collier Lane, Flood Street, Church Street & Cole Lane to prevent potential flooding. Attending site to place out flood defenses and help residents deal with flooding with sand bags and assistance, notably Christmas Eve 2019/20. Filling Sandbags to give to local residents in my own time, after hours.

Attending site during winter weather (Weekends) to place grit down around old people’s bungalows and street areas with high footfall to help prevent potential slippage.

Undertake and respond to Flood alerts as being on the Environment Agency Text Alerts (Attend site on Weekends Free of Charge)

Undertake emergency tree works within the parish at the same day rate, inclusive of all machinery & equipment (Woodchipper, Chainsaws, Ropes, Silky Saws inc of day rate) required to undertake the task safely. With advice and guidance given on respective trees before & after works are finished and started.

Planting Trees and Wildflower areas with no charge to the Parish. Supplying and planting fruit trees to create an Orchard in the Ashbrook Centre along with a developing vegetable garden to give back to the community (Borrow brook Home Link members were all given a bag of potatoes and broad beans to take home after a recent event) I shall be providing my time free of charge on Saturdays (Monthly) to create Flower & Gardening workshops for the Home Link members

Wildflower seed was supplied by my company free of charge for a developing area on Deans Drive.

Passing on my 20% discount from suppliers to the Parish Council (Where applicable)

Maintaining the Parish assets notably Machinery (Regular Servicing and minor repairs)

(The machines are now entering their 5th year of service and are in a very good working order and are still tangible assets)

Working with the Parish Council to conduct a safe clean site around the War Memorial prior to Remembrance Sunday being on site free of charge on the Sunday to help out.

Conducting Christmas Wreath making workshops for residents Free of Charge over a Saturday & Sunday during December (No workshops were conducted during 2020 because of Covid 19) Also delivering Hanging Basket making workshops on a Saturday in 2019 free of charge.

Stay after hours on the evening of the Christmas light switch on at the COOP site. Help with setting up the generators and monitoring their functionality throughout the evening. Litter picking and removing bagged waste after the event with no charge for extra time to the Parish.

Making and creating a “Santa Post Box” for the Parish (Made and delivered Free of Charge, materials paid for by Parish Council)

Undertaking Tree Inspections (No Canopy Climb, Visual Ground Level) and feeding back to respective elected members offering advice and guidance

Writing a Green Vision Policy for the Parish (No Charge)

Creating a planted shrub bed behind hard standing bin area at Balmoral (Shrubs Provided Free of Charge)

**Moving Forward**

Forward plan is to obtain awards within the Parish under the Green Flag or Britain in Bloom accreditation (Best Kept Village in Britain) and Best Kept Cemetery Award

Work to the Green Vision Plan over the next two years, working closely with EBC and volunteers to implement more Wildflower areas within the Parish to practically assist where applicable.

Volunteer my skills to local agencies free of charge. WI & Borrow brook Home Link, Ockbrook & Borrowash in Bloom and a potential Gardening Club.

Continue to work hard to improve the Parish as a whole and make it a safe (for the remaining 2 year) clean desirable area to live which potentially contributes to the increase in house prices.