

**MINUTES OF THE RECREATION & OPEN SPACES COMMITTEE MEETING
18TH AUGUST 2025, THE COUNCIL CHAMBER, THE GALTRES CENTRE**

Present: Councillors C. Bilson (Chairman), R. Varney, F. Johnston-Banks, D. Bream, P. Nottage, K. Butcher

In attendance: Councillors C. Barnes, N. Madden

Clerk: Mrs J. Bentley

1.	Apologies Apologies were received from co-opted member Iain Buckle and reasons given approved.
2.	No members of the public were present therefore the meeting was not adjourned.
3.	Action Plan This item was taken after the Clerk's Progress Report. The action plan was received and updated. Councillor Varney agreed to continue to lead on the Memorial Park Working Group. It was RESOLVED to incorporate the Memorial Park and Chase Garth actions into the main Action Plan, thereby removing the need to provide separate action plans in each case.
4.	Clerk's Progress Report <ul style="list-style-type: none"> • Arrangements have been made for the summer watering of the town centre plants • The volunteer group has been carrying out work in Millfield • The memorial bench has been installed on the horseshoe path in Millfield • The entrance to Chase Garth has been completed by Forth Plant • GB Sport & Leisure has been appointed to carry out the Annual Inspections • The diseased sycamore tree in Drovers Court has been felled by Greg Milburn as emergency expenditure • The storm damaged silver birch by the container has been felled under emergency expenditure • The Lighting Project in Millfield is ongoing – it was AGREED that the posts should be painted black, and that Councillors Bream and Bilson will liaise with Colin Fletcher regarding the paint used. It was AGREED that thanks should be given to Colin Fletcher for managing the project and to John Roberts and Councillor Butcher for clearing the debris. • Forth Plant has completed the work to the surface of the Memorial Park • The Giant Hogweed in Mallison Hill Woods has been cordoned off and treated • The tree work identified in the survey in Chase Garth, the Memorial Park and the Town Centre has been completed by Top Cut Trees
5.	Millfield <p>5.1 An email was received from a member of the public regarding the blackthorn hedge, and it was RESOLVED to respond confirming that we will continue to maintain the hedge in its current form. The hedge will be cut annually.</p> <p>5.2 An email was received from a member of the public regarding the permissive route, and it was RESOLVED to respond confirming that we will not be re-routing the path but that we will reinstate the sign that has previously been vandalised. It was AGREED to consult Forth Plant to determine whether the link between the permissive route and Penny Lane can be improved.</p> <p>5.3 The management plan was received and progress reviewed. It was AGREED that the Clerk should contact Joe Tate to confirm a date in September to mow the meadows and remove the arisings. It was AGREED to remove the water quality item from the plan.</p> <p>5.4 The Millfield Meadow Management Plan was noted.</p> <p>5.5 An email was received from Councillor Bilson regarding sowing wildflowers in the North meadow and it was RESOLVED that, after it has been cut by Joe Tate, Councillor Bilson will organise the Millfield maintenance team to brush cut and strim the area on one day and then</p>

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	sow the seeds on another day. A quote for £700 was approved for the wildflower seeds. It was AGREED that the Clerk should arrange for Councillor Bream to have a container key. 5.6 Quotes were received for stoning of the path and Forth Plant's quote for £6006.00 excl. VAT was approved. Councillor Varney provided an update on the Memorial Park confirming that a meeting has taken place with HAGS. It was AGREED that the Clerk should follow up the delivery of the bollards and that the grass mats should be reviewed in a few months' time, however consideration should be given to replacing the broken grass mat sooner.
6.	Chase Garth Since Councillor Whiteside did not attend the meeting, it was agreed to receive an update from the Working Group at the full council meeting on 19 th August.
7.	Open Spaces Management 7.1 The Miscellaneous Open Space Management Plan was reviewed, and no action was considered necessary. 7.2 The arrangements for maintenance of Stonefield Garth were reviewed and it was RESOLVED to write to the member of public to confirm that the existing arrangements will continue and that the area will be cut twice a year
8.	Playgrounds The quarterly inspection of the Memorial Park was received and covered under agenda item 5.
9.	Trees 9.1 The tree survey report for Stonefield Garth, Drovers Court, the rest of Millfields, the allotments and Mallison Hill Woods was received, and it was AGREED that the Clerk should amalgamate the work required and obtain 3 quotes for the next meeting. 9.2 Quotes were received for cutting down the dogwood by the containers and removing the brash and it was agreed to investigate Tree & Conifer's quote to see if it covered stump grinding and if not award the work to Top Cut Trees. 9.3 The VALID report on the veteran oak was received and delegated to the Chase Garth working group to consider and make a proposal on future action required. 9.4 Quotes were received for work on the ash tree in Millfield and it was AGREED to award the the work to Top Cut Trees.
10.	Risk Assessment Progress on the Risk Assessment was noted, and it was RESOLVED that the Clerk and Councillor Bilson should amend a small number of risk assessments to make them more realistic.
11.	Finance The financial position as of 31 st July 2025 was noted.
12.	Date of the Next Meeting 17 th November 2025 at 7.30pm or on the rising of the Planning Committee

The Meeting closed at 9.00pm