

**MINUTES OF THE RECREATION & OPEN SPACES COMMITTEE MEETING  
18<sup>th</sup> MAY 2026, THE COUNCIL CHAMBER, THE GALTRES CENTRE**

**Present:** Councillors C. Bilson (Chairman), K. Butcher, D. Bream, N. Madden, F. Johnston-Banks

**In attendance:** Councillor Barnes

**Clerk:** Mrs J F Bentley

1.	<p><b>Apologies</b> Apologies were received from Councillors Nottage, Varney and Stuart Hunter and reasons given approved.</p>
2.	No members of the public were present therefore the meeting was not adjourned.
3.	<p><b>Clerk's Progress Report</b></p> <ul style="list-style-type: none"> <li>• The Clerk has asked the Hesley Group to reinstate the grass, but no response has been received</li> <li>• Joe Tate has been asked to cut the blackthorn hedge in 2026</li> <li>• Forth Plant has been instructed to resurface the car park without diesel</li> <li>• The swing seat has been received from HAGS and will be installed in Longlands</li> </ul>
4.	<p><b>Action Plan</b></p> <p>4.1 The action plan was received and it was agreed to change the wording of M19 to 'other park users' and to move O5 into completed. It was <b>AGREED</b> that the Clerk should check the Willow Tree in Rowan Avenue with Top Cut Trees and to remove the completed projects from the list.</p> <p>4.2 Quotes were received from Leaf Groundcare and the hourly rate was <b>APPROVED</b>. It was <b>AGREED not</b> to proceed with Joe Tate's quote for work in Millfields. It was <b>AGREED</b> that the Chase Garth work should be undertaken by the Handyman, and it was <b>AGREED</b> to fund the brushcutting training and to pay half a day's rate for the training day. It was <b>AGREED</b> to change pump track to skills track. It was <b>AGREED</b> that the Clerk should determine which areas the Miscellaneous Works Contract sprays and to discuss equipment that the council owns. It was <b>AGREED</b> that the Clerk's office should liaise with Councillors Butcher and Bream regarding work required in Chase Garth.</p>
5.	<p><b>Millfields</b></p> <p>5.1 The Management Plan was received and reviewed.</p> <p>5.2 A quote was received for dredging the Wetlands and <b>APPROVED</b>. It was <b>AGREED</b> that the work should be undertaken in September/October weather permitting. It was <b>AGREED</b> that a site visit should take place with Councillors Butcher and Barnes.</p>
6.	<p><b>Memorial Park</b> An update was received from the Memorial Park Working Group.</p>
7.	<p><b>Chase Garth</b> An update was received from the Chase Garth Working Group.</p>
8.	<p><b>Management of Other Open Spaces</b> An update was received and no actions were required.</p>
9.	<p><b>Playgrounds</b> Updates were received and it was <b>AGREED</b> to continue with the programme of repairs.</p>
10.	<p><b>Trees</b></p> <p>10.1 A quote was received for the Blue Cedar VALID survey and <b>APPROVED</b>.</p> <p>10.2 An email was received from Top Cut Trees regarding tree work, and it was <b>RESOLVED</b> to stump grind the sycamore and the black poplar but to seek clarity from Top Cut if they think any other stumps need grinding. It was <b>AGREED</b> to ask Top Cut Trees for a quote to remove the trees from the Dawney allotments</p>

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	<p>10.3 An email was received from Top Cut Trees regarding tree work in the Memorial Park and it was <b>RESOLVED</b> that Councillor Butcher will make a recommendation following a site visit. It was <b>AGREED</b> that Arbor Environmental should quote for undertaking a VALID assessment on the oak tree in the Memorial Park at the same time as the Blue Cedar.</p> <p>10.4 Quotes for a 3-year cycle of surveys of trees were received, and it was <b>AGREED</b> to appoint Elliott consultancy for 3 years</p> <p>10.5 An email from a member of the public regarding trees in Chase Garth and it was <b>AGREED</b> that the Chase Garth Working Group will undertake the work required.</p> <p>10.6 Councillor Bilson provided an update on Mallison Hill Woods.</p>
11.0	<p><b>Risk Assessment</b> Progress on the Risk Assessment was reviewed and the template for the contractors was <b>APPROVED</b>.</p>
12.0	<p><b>Finance</b> The financial position as of 30<sup>th</sup> April 2026 was noted.</p>
13.0	<p><b>Date of the Next Meeting</b> 17<sup>th</sup> August 2026 at 7.30pm or on the rising of the Planning Committee.</p>

The meeting finished at 20.46