

**Minutes of the Playing Fields & Open Spaces Committee
Held on 7th November 2011 at 8.15 p.m. in the Bush Room**

Present: - Alison Peters (Chairman), John Cutland, Bernard Willcox, Phil Squires, Terry Hunt.
Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs Mike Webb, Kitty Davies

2. Evacuation Procedure

Evacuation procedures were noted.

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes of the meeting held on 1st August 2011 and Matters arising

Resolved: The minutes were agreed and signed by the chairman.

5.1. Matters Arising

None

5.2. Outstanding Actions

5.2.1. PF 100510-2 To obtain estimates for Power Washing the surfaces to remove the moss growth in the Lime Kiln Play Area **Action to Clerk**

It was agreed that the Clerk would continue to explore other ways of getting the surface cleaned including obtaining formal estimates from companies.
Ongoing 7/11/11

5.2.2. PF 100802-2 to establish the availability of free bicycle stands and the requirements that are attached to their provision. **Action to Kitty Davies**

Cllr Kitty Davies reported that "Life Cycle" (www.lifecycleuk.org.uk) provides **free** cycle parking stands under their **Take a Stand** scheme. Voluntary sector groups including the Youth Centre are welcome to apply. Good cycle parking tells the world that you're an environmentally-friendly organisation and it's a proven way of deterring cycle theft. 4 free cycle stands are available per applicant. Action originally closed but because the Clerk had been unable to confirm the offer was still available, Cllr Kitty Davies offered to re-check the detail.

Subsequently, Cllr Kitty Davies confirmed that the 2010/11 allocation of free stands had been used up and that we should check in June to see whether a further annual allocation for South Glos had been made.

~~Action Closed (9/5/11)~~

Although the action was closed on 9th May, recent update is that currently (28/7/11) funding from South Glos has not yet been established.
Awaiting response from South Glos 7/11/11

5.2.3. PF 101101-4 to meet and discuss at the Cemetery the continued maintenance of the shrub borders and any replanting necessary and to consider a three year plan.

Cllrs Alison Peters, Mike Webb and the Clerk

Ongoing 7/2/11

Ongoing 9/5/11

Ongoing 1/8/11

Ongoing 7/11/11

5.2.4. PF110509-1 To arrange for Mike York to complete the unfinished work installing the cement edge fillet at the Limekiln Play area.

Action to Clerk

Work complete – Action Closed 1/8/11

The gap between the two surfaces has been monitored for four months with no sign that further work is required. It was agreed that the action should now be closed/

Action Closed 7/11/11

5.2.5. PF110509-2 To arrange for Mike York/others to provide a quote to secure and repair the wooden meter cupboard in Limekiln field.

Action to Clerk

Cllr Terry Hunt suggested that as this was the cupboard containing the gas meter that supplies the Youth Centre and Jubilee Halls, the Council should look to the management committees of those two establishments to fund the task. This was generally agreed.

PF110801-1 To write to YCMC and JHMC asking that they fund the repair to their meter cupboard.

Action to Clerk

Both the JHMC and YCMC do not accept individual responsibility for the box and a simple, low cost solution will be sought. 7/11/11

Actions closed 7/11/11

PF111107-1 To arrange for a local handyman to carry out a repair to the meter box.

Action to Clerk

5.2.6. PF110509-3 To arrange a meeting of the Playbuilder sub-committee to investigate options for seating and picnic facilities.

Action to Cllr Alison Peters

AP explained that she had been waiting until the “dust had settled” after the major Playbuilder Project before embarking on further expenditure. With the committees support AP would now form a sub-committee to progress the action. 7/11/11

5.2.7. PF110509-4 To arrange new plants and remedial work in the rose bed at the Cemetery to a value of £200.00.

Action to Clerk

New rose stakes had been fitted and the majority of the lavender planting completed. The remaining lavender and ground cover roses will be purchased and planted as soon as the conditions are right. (1/8/11)

Further work will be carried out at the appropriate time.

Action closed 7/11/11

5.2.8. PF110801-2 To establish costs for replacing the litter bin in the corner of the Cross Hands play area and for the bin to be emptied by SG Streetcare and circulate to the committee.

Action to Clerk

Ongoing 7/11/11

5.2.9. PF110801-3 To urge the contractors return to paint the skatepark ramps.

Action to Clerk

The Clerk reported that after conversations with the SG Project Manager, he thought it most unlikely that we would be able to persuade the original contractors to return to carry out the

painting. It was proposed that we should seek a local handyman to take on the job and this would result in a new action to the Clerk.

Action Closed 7/11/11

PF111107-2 To arrange for a local handyman to paint the skateboard equipment

Action to Clerk

6. Playing Fields & Play Areas

6.1. Play Areas

Regular inspections have not identified any issues.

6.1.1. Cross Hands Play Area

The problems with dog waste being put in the open-top litter bin in the corner of the play area is still a problem. The Clerk was urged to make progress with action PF110801-2.

No other issues.

6.1.2. Limekiln Play Area

No issues

6.1.3. Limekiln Field Play Equipment

Play nets – The Clerk had re-erected the play nets in the original position. It is intended to remove them for the winter this week.

The timber poles and wood trail were showing some signs of splitting/rot. A regular check will be made and a report made at the next meeting.

The basket-swing had developed a fault. A small nut/bolt had come out in the basket. Fortunately, both items were found and replaced although a careful check will be maintained to ensure the lock-nut does not unfasten again.

6.1.4. Jubilee Skate Park

Signs – The signs had been erected.

Painting – See item 5.2.9

Graffiti - whilst graffiti would always be a problem, the Clerk reported that the only actions taken were to remove obscenity whenever it occurred.

6.2. Recreation Grounds

The junior football pitch had been laid out on the Jubilee field along Greenhill and although there were some initial issues with perceptions, the footballers have been regularly using it with no problems.

Junior Pitch Goalmouth repairs – the Grounds Contractor has been issued with a Purchase Order for the work but unfortunately this has been delayed due to illness. It is hoped the work will be completed in the next few weeks.

The Cricket nets have yet to be removed. Alveston CC will be urged to complete the task soon to allow for hedge trimming.

6.3. Field Users

Following a number of training sessions, both football clubs are well into their season with games being played most weekends.

6.4. Trees

Cllr John Cutland expressed some concerns that the large trees on the recreation grounds should be regularly checked by an arboriculturalist. Although our insurance does not require this to be done, there is concern about falling branches and the potential for injuries. It was agreed that before we have an inspection an estimate of the costs would be obtained.

PF111107-3 To obtain estimates for a Health & Safety survey and report for all substantial trees on the recreation grounds. Action to Clerk

7. Play-Builder Project

With all Play-Builder activity with the exception of the provision of the sign now completed, it was agreed that this item should be removed from the agenda.

8. Cemetery

The Cemetery continues to be well used with little trouble from litter or damage in the past few months. The long term strategy for re-planting is outstanding and should be progressed as soon as possible.

The mole problem has become unacceptable with damage now occurring to grave plots and around memorials. The Clerk proposed that we seek professional advice to deal with the problem.

PF111107-4 To obtain professional advice on dealing with the mole problem at the Cemetery. Action to Clerk

9. Grounds Maintenance Report

9.1. Despite a period of illness, the contractor has performed the contracted work satisfactorily although the contractor had needed to be reminded about length of grass and edge trimming.

10. Budget Review

10.1. Committee Budget Report 31 Oct 2011

The report was presented to the committee without comment.

11. Correspondence

None

12. Any other business

None

The meeting closed at 9.00 p.m.