

Report of the meeting of the Playing Fields and Cemetery Committee
held on 2 March 2021 at 7.00pm via video conference

Present: Cllr Clive Parkinson (Chair)
Cllr Martin Trueman (Vice Chair)
Cllr Chris Davies
Cllr Bob Griffin
Cllr Pam Shipp
Cllr Jayne Stansfield
Cllr Angela Symonds

Mr Mike Elcock – St Mary’s Churchyard
Wendy Sydenham (Deputy Clerk)

1. TO RECEIVE ANY APOLOGIES FOR ABSENCE

Cllr Helen Harrison – work commitments

2. TO RECEIVE ANY MEMBERS’ DECLARATIONS OF INTEREST

Cllr Martin Trueman declared an interest in issues relating to Thornbury Town Football Club as a member of the Club.

3. TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

A representative from Thornbury Rotary Club was in attendance in relation to item 8 of the agenda and it was agreed to bring this item forward (minuted below).

A representative from Thornbury Town Football Club was in attendance to request permission to carry out works to the main pitch to improve drainage. The Chair proposed that permission be granted to carry out these works subject to the Football Club agreeing the details with Council staff and supplying the appropriate documentation. The proposal was seconded by Cllr Bob Griffin and unanimously agreed. The representative left the meeting.

8. TO CONSIDER A REQUEST TO HOLD A SPONSORED WALK AT THE MUNDY PLAYING FIELDS

An email from Thornbury Rotary Club requesting permission to hold a sponsored walk at the Mundy Playing Fields had been circulated. The representative from the Club outlined further details of the walk. The Committee considered the request and it was proposed by the Chair that permission be given subject to relevant documentation being provided to Council staff and consideration being given to the strain that this may put on the car park. The proposal was seconded by Cllr Chris Davis and unanimously agreed. The representative left the meeting.

4. **TO APPROVE THE REPORT OF THE MEETING HELD ON 19.01.21 AND TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM THE REPORT NOT CONSIDERED ELSEWHERE ON THE AGENDA**

Cllr Chris Davis proposed that the report of the last meeting be approved. The proposal was seconded by Cllr Bob Griffin and unanimously agreed.

5. **TO RECEIVE A GENERAL REPORT ON ST MARYS CLOSED CHURCHYARD**

Mr Mike Elcock updated the Committee on issues relating to St Mary's closed churchyard. He thanked the outdoor staff for servicing the mowers used by the Holy Mowers. The mowing rota had started and the mowers were being used. An outside contractor was being organised to help with some cutting back and general maintenance in the Churchyard. Mr Elcock asked about trimmer training for some of the Holy Mower volunteers. The Deputy Clerk confirmed that this would be arranged and would take as soon as possible. The Chair thanked Mr Elcock for joining the meeting and for providing an update. Mr Elcock left the meeting.

6. **TO CONSIDER MATTERS RELATING TO COUNCIL'S PLAY AREAS**

6.1 To note progress on actions from the latest RoSPA Play Safety Inspection Report and to receive an update on planned RoSPA inspections in 2021

The schedule of actions had been circulated prior to the meeting. The Deputy Clerk reported that no progress had been possible since the last meeting due to staff shortages, including one senior member of staff currently self-isolating. It was noted that none of the outstanding actions are urgent or high risk.

The Deputy Clerk also reported that RoSPA had confirmed that the annual inspections would take place in April and this year would include the additional green spaces (Oakleaze Green, Chantry Playing Fields and Thicket Walk). The Deputy Clerk reported that she had been unable to make contact with Gloucestershire Playing Fields Association to seek a second quote for these additional inspections, and therefore the Chair had approved proceeding with RoSPA outside of the meeting. This was noted by Committee.

6.2 To consider issues relating to the skatepark

(a) *To further consider a request to install floodlighting in the skatepark*

This request was considered by Committee. The Chair proposed that the request be noted, but that unfortunately it would not be appropriate to spend a large sum of money on providing floodlighting at this point when the aim would be to replace the skatepark within the next five years or so. Floodlighting of the area could be considered again at that point. The proposal was seconded by Cllr Martin Trueman and unanimously agreed.

(b) *To note information received regarding a replacement skatepark and to discuss the next steps*

Information from skatepark suppliers had been circulated and was noted. Options for taking this forward were discussed and it was agreed that the Deputy Clerk should meet with a representative from Krunch South West to talk through the potential stages of the project, including how the users could be involved in the design of any new skatepark.

7. TO CONSIDER PROPOSED FEES AND CHARGES FOR 2021/2022 FOR SPORTS FACILITY HIRING AND THORNBURY CEMETERY

Draft fees and charges for 2021/2022 for Sports Facility Hiring had been circulated. These were based on an approximate 2% increase on the previous year's fees and charges. Cllr Martin Trueman proposed that these be accepted. The proposal was seconded by Cllr Bob Griffin and unanimously agreed.

Draft fees and charges for 2021/2022 for Thornbury Cemetery had been circulated. These were also based on an approximate 2% increase on the previous year's fees and charges. The Chair highlighted that new equipment that had been purchased recently for the Cemetery which would have a lifespan of around 5-7 years approximately. It would be necessary to ensure that our fees and charges are increased to a level that would allow income to be generated to fund replacement equipment at the end of its life. The Chair proposed that the Committee agree in principle that the draft fees and charges be recalculated to take this into account and that he and the Deputy Clerk be given delegated responsibility outside of the meeting to agree the final figures before the start of the next financial year. This proposal was seconded by Cllr Bob Griffin and unanimously agreed.

9. TO FURTHER CONSIDER THE INSTALLATION OF MORE BOLLARDS ON OUR GREEN SPACES

Discussion of this item was deferred to the next meeting.

10. TO CONSIDER THE EFFECTS OF THE COVID-19 SITUATION ON THE COMMITTEE'S BUDGET

There were no issues to consider under this standing item.

11. TO CONSIDER ANY MATTERS ARISING FROM COUNCILLOR SURGERIES

It was noted that Councillor Surgeries were not currently taking place due to COVID-19 restrictions and therefore there were no issues to consider under this standing item.

12. TO RECEIVE ANY MATTERS ON THE GROUNDS OF URGENCY

The Deputy Clerk reported that additional items of shoring equipment were needed in order to ensure that all sizes of grave spaces could be safely shored. These were medium sized hydraulic cylinders totalling £1596 plus VAT. The machine tools and workwear budget had sufficient funds to cover this purchase. The Chair proposed that we proceed with this purchase. The proposal was seconded by Cllr Bob Griffin and unanimously agreed.

The Deputy Clerk reported that there had been some recent issues with cars being left in the Mundy Playing Fields car park after the closing time which meant the cars

needed to be locked in the car park. This had caused some problems for some members of the outdoor staff. Steps were being taken to address this issue. The Committee asked for an update at its next meeting.

13. **TO RESOLVE UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS AS PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE NATURE OF THE BUSINESS TO BE TRANSACTED**

Resolved.

14. **TO CONSIDER QUOTES FOR REMEDIAL WORKS AT THE SKATEPARK (IDENTIFIED IN THE 2020 ROSPA REPORT)**

The Deputy Clerk provided details of three quotes received for these works. The Chair proposed that we proceed with the lowest quote subject to references being obtained. The Deputy Clerk confirmed that there were sufficient funds in the 2021/2022 skatepark maintenance budget to cover the lowest quote.