



Thursday 16 March 2023

To Councillors – Cllr Guy Rawlinson (Chair), Cllr Chris Davies, Cllr Bob Griffin, Cllr James Murray, Cllr Clive Parkinson, Cllr Jayne Stansfield, Cllr Angela Symonds

Please take notice that a meeting of the **Open Spaces Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **Tuesday 21 March 2023 at 7.30pm**.

All above named Councillors are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

A handwritten signature in black ink, appearing to read 'W Sydenham'.

Wendy Sydenham, Deputy Town Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

Public participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

AGENDA

1. To consider any apologies for absence
2. To receive any members' declarations of interest
3. To receive any representations from the public
4. To approve and sign the minutes of the Open Spaces Committee meetings held on 17.01.23 and 20.02.23 and to receive an update on any operational issues or matters arising from the minutes not considered elsewhere on the agenda (papers attached)
5. To receive a general report on St Marys Closed Churchyard
6. To receive a general report from the Tree Warden and consider an interim proposal for tree planting (paper attached)
7. To consider for approval the Officers' Recommendations on the implementation of the Ecological Surveys (paper attached)
8. To consider a request by Thornbury Town Football Club (Youth) to use Chantry Playing Field for car parking during their annual tournament on 20/21 May 2023 and to consider delegating authority to the Clerk to grant permission in future years (paper attached)

9. To consider a request from the Carnival Committee to use the Mundy Playing Fields to hold the Thornbury Carnival on 30 June/1 July 2023 and to consider delegating authority to the Clerk to grant permission in future years (paper attached)
10. To consider replacing two benches outside the old Nat West building on The Plain (paper attached)
11. To consider options for locations of accessible seating/benches on the Mundy Playing Fields (paper attached)
12. To consider a proposal from Cllr Guy Rawlinson regarding contacting South Gloucestershire Council in relation to footpaths and pedestrian “gaps” between the Park Farm estate and Victoria Close (paper attached)
13. To consider a proposal from Cllr Jayne Stansfield to request a reduction from South Gloucestershire for charges for cutting grass verges (paper attached)
14. To receive an update on actions from the most recent RoSPA reports on Town Council’s play areas (paper attached)
15. To receive an update on the development of the Eastland Avenue Play Area including noting the award of the contract
16. To consider quotes for tree works identified in the most recent tree survey
17. To note date of next meeting – Tuesday 23 May 2023

Minutes of the Meeting of the Open Spaces Committee
held on 17 January 2023 at 7.30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Guy Rawlinson (Chair)
Cllr Chris Davies
Cllr Bob Griffin
Cllr Clive Parkinson
Cllr Angela Symonds
Cllr James Murray
Cllr Jayne Stansfield

Officers present: Wendy Sydenham (Deputy Clerk)

Non-Councillors present: None

Absent: Cllr Pam Shipp
Cllr Paul Le Riche

OS2223.67 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were received from Mike Elcock, representative of St Mary's Churchyard.

OS2223.68 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were none.

OS2223.69 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

A representative of Sustainable Thornbury addressed the Committee regarding a project to create a 'biodiversity ring' in Thornbury. This would include land on the Mundy Playing Fields. The Committee thanked the representative for attending and said it would welcome further information on this as it became available and that it could be useful in the Town Council's product of a Local Nature Action Plan.

OS2223.70 TO APPROVE THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD ON 15.11.22 AND TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM THE REPORT NOT CONSIDERED ELSEWHERE ON THE AGENDA

It was **RESOLVED** to approve the minutes. It was further **RESOLVED** that an addition should be made to item OS2223.49 as follows "It was **RESOLVED** that the option of installing brackets/baskets on individual properties was not feasible due to the costs involved *as well as potential insurance implications*".

OS2223.71 TO RECEIVE A GENERAL REPORT ON ST MARYS CLOSED CHURCHYARD

In Mike Elcock's absence, there was no report on the closed churchyard.

OS2223.72 TO RECEIVE A GENERAL REPORT FROM THE TREE WARDEN AND A PRESENTATION ON THE TREE DATABASE

The Tree Warden, Judith Hurford, provided an excellent presentation on the tree database which provides information on all new tree planting organised by her. The Committee thanked her for her presentation and continuing hard work on increasing the number of new trees planted in Thornbury.

OS2223.73 TO RECEIVE ECOLOGICAL SURVEY REPORTS ON TOWN COUNCIL'S GREEN SPACES AND CONSIDER THE NEXT STEPS.

The ecological surveys were noted. It was **RESOLVED** to accept the officer's recommended way forward, with the addition that draft management plans and draft policies would go to the Open Spaces Committee for approval.

OS2223.74 TO RECEIVE AN UPDATE ON PROPOSALS AROUND THE TENNIS COURTS AT THE MUNDY PLAYING FIELDS

The resolution agreed at the last Full Council meeting was confirmed and discussed. It was **RESOLVED** that a further meeting of the working group should be arranged to discuss the next steps.

OS2223.75 TO CONSIDER A REQUEST TO USE THE PUBLIC TENNIS COURTS AS PART OF THE AVON TENNIS SPRING TOURNAMENT, AND IF AGREED, DELEGATE AUTHORISATION TO AGREE APPROPRIATE FEE

The Deputy Clerk confirmed that since the issue of the agenda, Avon Tennis had confirmed that they would not be able to run the tournament at the Mundy Playing Fields as permission had not been given by Thornbury Lawn Tennis Club to use their courts. It was **RESOLVED** to write to Avon Tennis to confirm that the Committee would have been happy to give permission to use the two public courts had the tournament gone ahead. It was further **RESOLVED** to write to Thornbury Lawn Tennis Club to confirm that it was disappointment that the tournament could not go ahead because they had not given permission for their courts to be used.

OS2223.76 TO DISCUSS CONCERNS RAISED BY CLLR SYMONDS REGARDING THE USE OF FOOTPATHS BY HORSE RIDERS

The Committee noted email correspondence between the Deputy Clerk and the South Gloucestershire Council Public Rights of Way Officer.

OS2223.77 TO CONSIDER CORRESPONDENCE PREVIOUSLY RECEIVED REGARDING ADDITIONAL SEATING ON THE MUNDY PLAYING FIELDS

It was **RESOLVED** that additional benches should be installed in the Mundy Playing Fields, using the appropriate budget line and any earmarked reserves. These benches should be

located in areas not affected by any proposals in the ecological reports and tarmacked pathways should be provided to ensure the benches are accessible.

OS2223.78 TO CONSIDER A REQUEST TO INSTALL A NEW LITTER BIN BY A NEW BUS STOP ON THE JUNCTION OF PRIMROSE DRIVE AND MORTON WAY

It was **RESOVLED** to write to South Gloucestershire Council to confirm that they should provide the litter bin as an essential part of the installation of the bus stop, as they are doing with the new bus stop acceleration programme, and to suggest they approach the relevant developer to provide funding for this as part of CIL.

OS2223.79 TO RECEIVE AN UPDATE ON ACTIONS FROM THE MOST RECENT RoSPA REPORTS ON TOWN COUNCIL'S PLAY AREAS

Progress was noted by the Committee.

OS2223.80 TO RECEIVE AN UPDATE ON DEVELOPMENT OF THE EASTLAND AVENUE PLAY AREA AND AGREE A DATE FOR A CONSULTATION EVENT IN MARCH/APRIL

The Deputy Clerk outlined the timetable for the tender process and installation of the redeveloped play area. The Committee noted that due to Purdah it would not be possible for individual Councillors to assist with any public consultation events during late March/early April, and therefore these would be carried out by officers. The Deputy Clerk was asked to confirm whether Councillors who were not standing for re-election could participate.

OS2223.81 TO NOTE DATE OF NEXT MEETING – TUESDAY 21 MARCH 2023

The date was noted.

Minutes of the Meeting of the Open Spaces Committee
held on 20 February 2023 at 9:30am
in the Council Chamber, Town Hall

Councillors present: Cllr James Murray (Deputy Chair)
Cllr Chris Davies
Cllr Bob Griffin
Cllr Clive Parkinson
Cllr Angela Symonds

Officers present: Wendy Sydenham (Deputy Clerk)

Non-Councillors present: None

Absent: Cllr Pam Shipp
Cllr Paul Le Riche
Cllr Guy Rawlinson
Cllr Jayne Stansfield

OS2223.82 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were received from Cllr Guy Rawlinson.

OS2223.83 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were none.

OS2223.84 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

There were none present.

OS2223.85 TO CONSIDER DELEGATING AUTHORISATIONS TO THE CLERK TO AWARD THE CONTRACT FOR THE REDEVELOPMENT OF THE EASTLAND AVENUE PLAY AREA IN LINE WITH PREVIOUSLY AGREED BUDGETS/FUNDING ARRANGEMENTS

The following was **RESOLVED**:

- A member of the Committee should be on the panel conducting the tenderer interviews on Thursday 23 February and it was **RESOLVED** that this would be Cllr James Murray.
- To delegate authorisation to the Clerk to award the contract for the redevelopment of Eastland Avenue play area in line with previously agreed budgets/funding arrangements

Tree Warden's report to the Open Spaces Committee

March 2023

Tree planting

Three Memorial trees are ready for planting in the Cemetery for the families of:
Linda Preston, Chris Prince and Christine Glassenbury. These were requests to the Town Council.

Three replacement trees are also ready for planting to replace those vandalised, they are for Clare Fardell, a Crabapple on the Mundy Fields, another Crabapple for Oakleaze Green and an Acer on the Chantry Fields.

All these trees need to be planted, if possible, by the end of March which is the end of the season for tree planting.

Elmdale Hedge

The saplings planted in January 2022 along Elmdale Crescent with Oakleaze Green were managed successfully and watered throughout the hot summer. I would like to thank members of the Tree Strategy Group, Thornbury in Bloom and the Town Council's Grounds team for their hard work with the watering – which took three days to complete on each occasion.

The vast majority of trees survived and during February and March the dead ones were taken out and replaced. Thornbury in Bloom also planted snowdrops along the hedge.

Judith Hurford
Thornbury Tree Warden
Chair Tree Strategy Group

Officer Briefing to Open Spaces Committee Meeting on 21.03.23 - Implementation of Ecology Surveys on Town Council Green Open Spaces

The Open Spaces Committee commissioned ecology surveys of all of its green open spaces. The surveys were carried out in Summer 2022 and included full proposals on how these areas should be managed. The reports were noted by the Open Spaces Committee at its meeting in January 2023. The Committee resolved that officers should review and action the recommendations in each report, taking into account any operational factors/constraints, and that progress should be reported back to the Committee. This work has been completed and the following reports have been produced, one for each green open space. In doing this officers have considered health and safety requirements, staffing practicalities and public expectations, for example, of recreation spaces and owned cemetery plots.

Structure of the Reports/How to Read Them

Each report sets out the recommendations with officer/outdoor staff comments against each of them. Often the outcome is that very little change is suggested to the recommendations and officers are happy to implement them. Where there are more operational concerns, an "Alternative Management Plan" has been suggested, with reasons for the changes explained. At the top of each report is a summary (in a green box) outlining officers recommendations for implementation. Where an "Alternative Management Plan" is recommended, a diagram is provided to illustrate.

Costings

More work is needed on costing the changes to management of the green spaces. By far the most significant cost is annual cutting and taking away as this cannot be carried out by our own staff and will need to be contracted out. We anticipate that this is likely to be in the region of £12,000-£15,000. However, these costs not will start to be incurred until April 2024 onwards and therefore they can be included in the budgeting process for 2024/2025.

Officer Recommended Way Forward

1. The Committee agree the officer recommendations for each open green space, with any amendments agreed at this meeting.
2. Officers will produce a full management plan for each green space, but these will remain live documents that are subject to change. In particular the newly formed Climate and Nature Committee can review them and make comments for consideration to the Open Spaces Committee.
3. Officers continue work on costing the changes and include these in the budgeting process for 2024/2025.

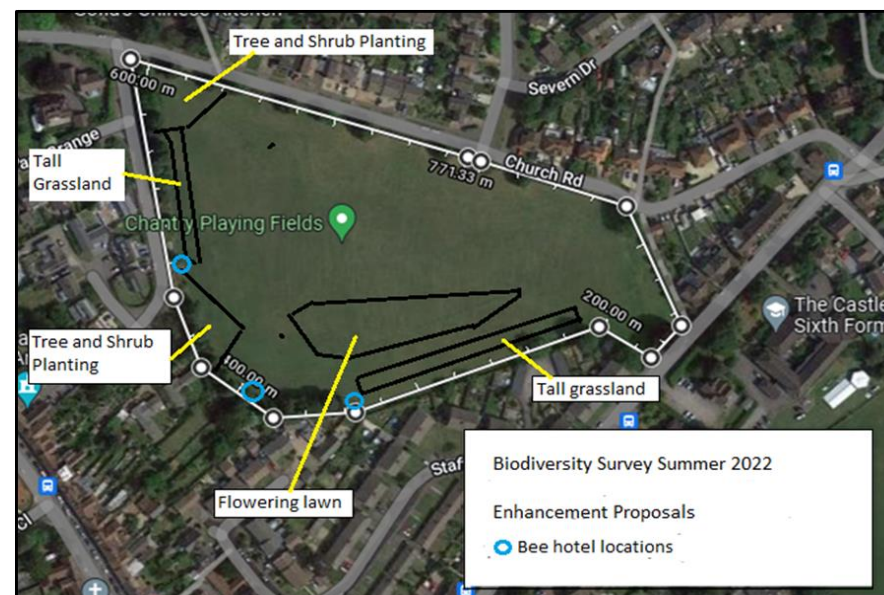
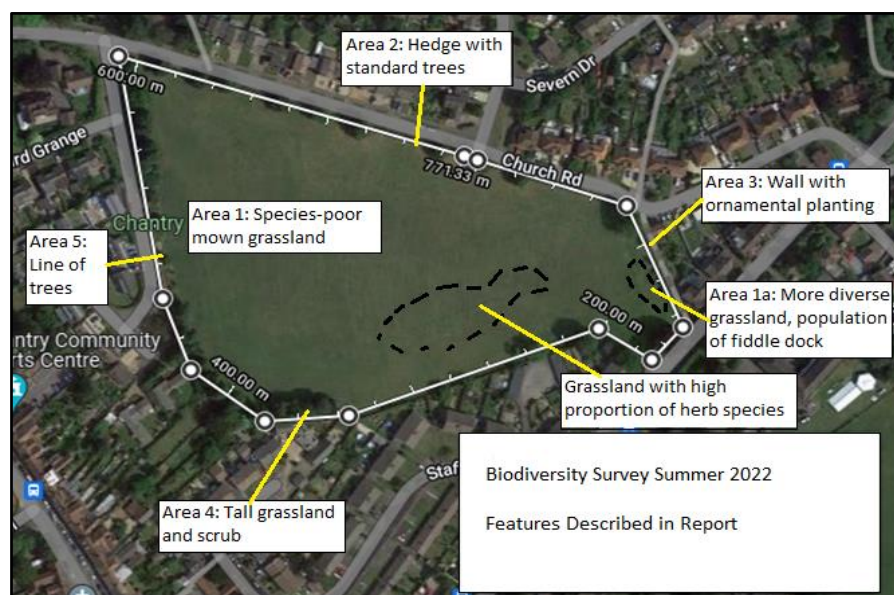
The Open Spaces Committee may therefore wish to consider resolving to:

Adopt the officer recommendations for the management of each open space as set out in this document.

Chantry Playing Fields - Officers' Recommendation

All recommendations are implemented, with the exception of:-

- A. We may need to slightly adjust the location and size of the flowering lawn area. The Rugby Club (and possibly Football Club) use this area for practice sessions and therefore we would need to agree an area that meets both of our needs. We will endeavour to make this as near to the ecologist's recommendation as possible.



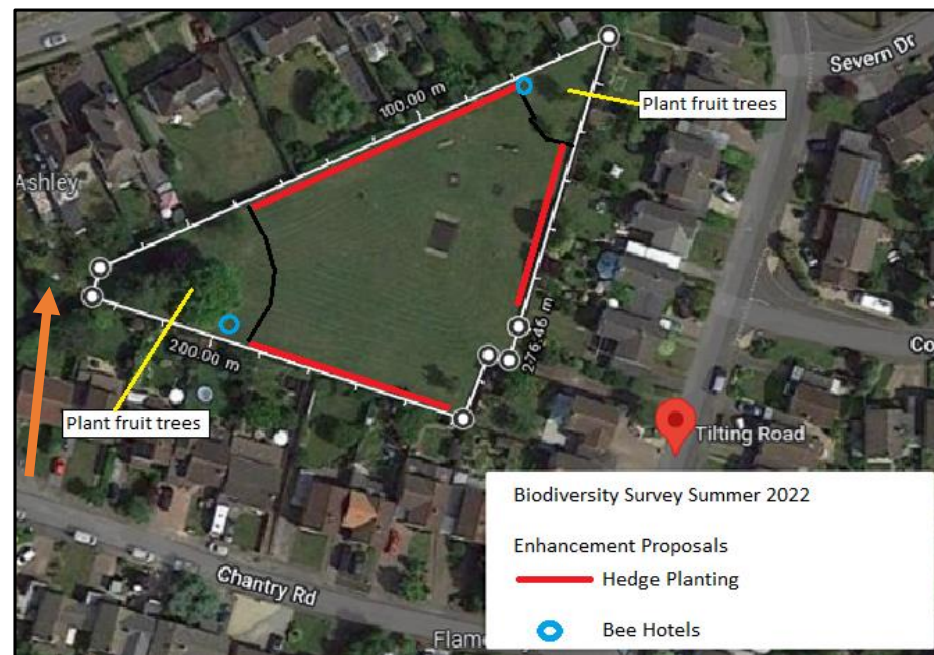
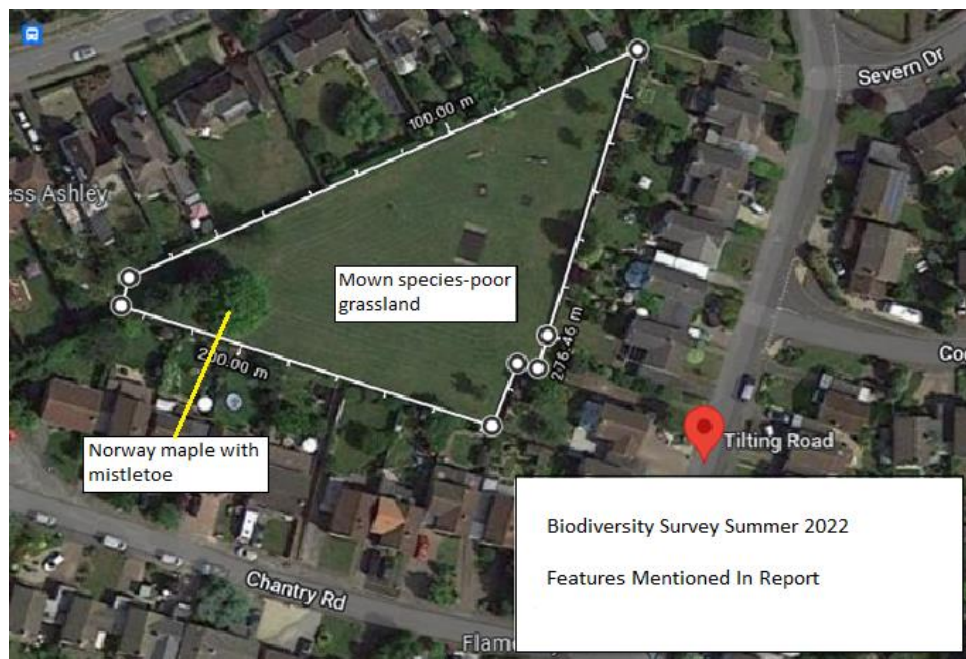
Item	Proposals	Area	Category	Cost (-/+)	Concerns/Comment	
					OFFICERS	OUTDOOR TEAM
1	Maintain management as at present over most site	Whole	Management	/	Recommendation agreed. Pitches usable, plenty of space left for general use/play.	Recommendation agreed.
2	Avoid fertiliser use on any area not within the rugby pitches	Partial	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed.
3a	Relax mowing regime, so grassland is cut once a month from May to September (as shown in the map as flowering lawn)	Partial	Grassland management	+ £	This area is used by the Rugby Club (and possibly the Football Club) for training. Decision needed on approach to this, perhaps negotiate a different/smaller section used by them.	Confirmed used for training. Aside from this, the suggested regime is fine. It would help if it were marked out initially in some way.

3b	Use mower blades set at 70 mm	-	Equipment	+ £	Recommendation agreed.	Recommendation agreed. Might need a new equipment depends on weather/actual condition.
4	Mow one-third of tall grassland strips on a rotation, so each area is cut once every three years (Sep) but otherwise leave uncut	Whole	Grassland management	+ £	Agree with outdoor team comment. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Existing equipment cannot do this and the arisings would need to be removed. This would need to be outsourced.
5	Plant shrubs (Oct-Feb) (as shown on the map)	Partial	Planting	+ £	Recommendation agreed. Need to ascertain costs.	Recommendation agreed.
6	Plant tree (as shown on the map)	Partial	Planting	+ £	A general decision is needed on whether we consult with neighbouring residents about tree planting. Also need to ascertain costs.	Recommendation agreed.
7a	Fit bird and bat boxes to trees (as shown on the map)	Area 5	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.
7b	Purchase boxes commercially or made by the local community or schools	Area 5	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
7c	Maintain bird and bat boxes (Jan)	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.
8a	Install bug hotels (Feb) (as shown on the map)	Partial	Installation	/	Recommendation agreed. Need to ascertain costs. Need to install in area where won't be vandalised.	Recommendation agreed.
8b	Purchase bug hotels commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of hotels.	Recommendation agreed.
8c	Maintain bug hotels	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.
9a	Retain any dead wood as a habitat feature	Whole	Tree management	- £	Recommendation agreed. Would need to ensure it is safe e.g. secured in some way?	Recommendation agreed.
9b	Place the dead wood in partial shade. Keep the logs in as large sections as possible because this makes them difficult to move and also provides optimal habitat for wildlife	Area 5	Tree management	/	As above - 9a.	Recommendation agreed.
9c	Keep the logs in as large sections as possible because this makes them difficult to move and also provides optimal habitat for wildlife	Area 5	Tree management	/	As above - 9a.	Recommendation agreed.

Chantry Road Play Area - Officers' Recommendation

All recommendations are implemented, with the exception of:-

- A. We will need to leave some gaps in proposed hedges to avoid blocking garden gates, access lane and drain cover.



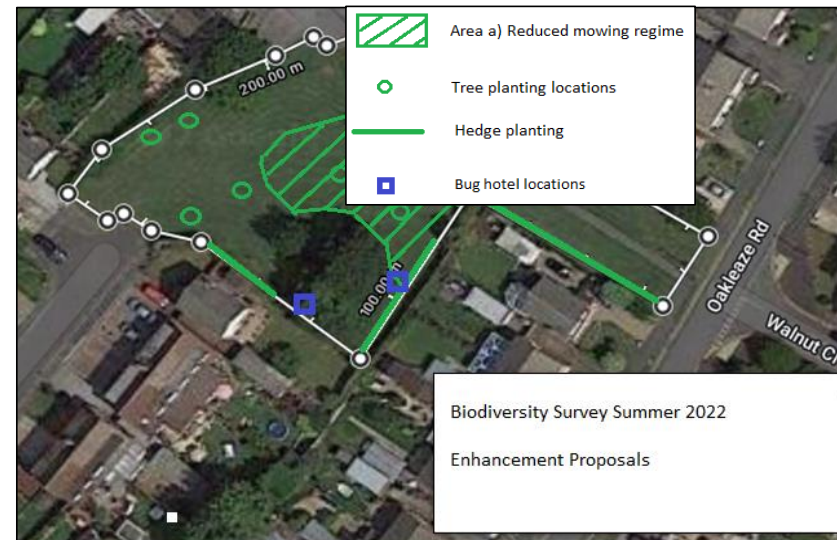
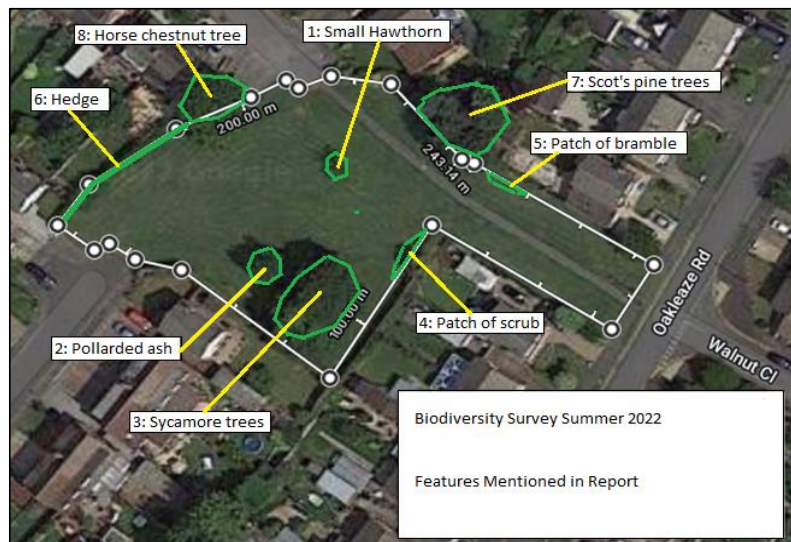
Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICERS	OUTDOOR TEAM
1	Maintain management of amenity grassland as at present over most site	Whole	Grassland management	/	Recommendations agreed. No significant concerns at all, aside from suggested compromises with hedges.	Recommendation agreed.
2	Avoid fertiliser use on the grassland	Whole	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed.

3	Plant hedges (Oct-Feb) along the boundaries of the site (as shown on the map)	Partial	Planting	+ £	Agree with outdoor team comment. Need to ascertain costs.	Agreed in general. Suggest to leave gaps along the proposed hedges to avoid blocking garden gates on the perimeter. Also, make sure the proposed hedges do not block the access lane and drain cover (orange arrow).
4	Plant fruit trees (Oct-Feb) (as shown on the map)	Partial	Planting	+ £	A general decision is needed on whether we consult with neighbouring residents about tree planting. Also need to ascertain costs.	Recommendation agreed.
5	Plant shrubs (Oct-Feb) (as shown on the map)	Partial	Planting	+ £	Recommendation agreed. Need to ascertain costs.	Recommendation agreed.
6a	Install bug hotels (Feb) (as shown on the map)	Partial	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.
6b	Purchase bug hotels (Feb) commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
6c	Maintain bug hotels	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.

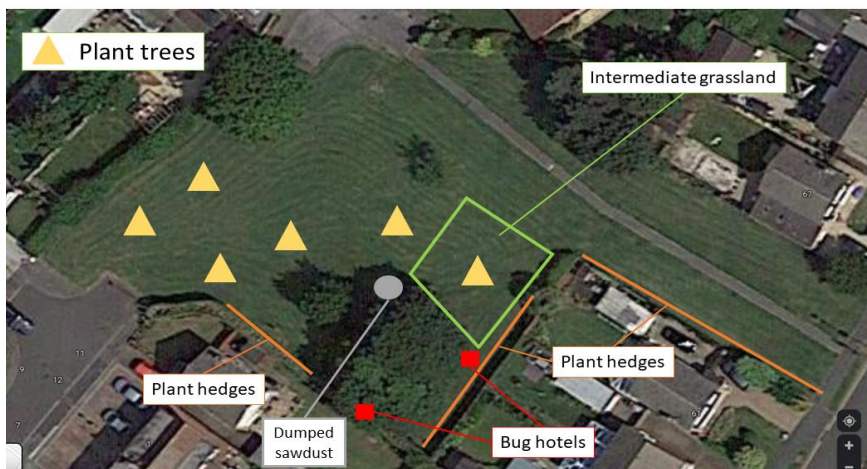
Thicket Walk - Officers' Recommendation

Almost all recommendations are implemented, but an "Alternative Management Plan" is proposed (see below), for the following reasons:-

- A. The area with a reduced mowing regime is made smaller (approx 50%) as (1) there is a drainage issue in one section where the grass is unlikely to grow, and (2) this leaves a larger usable area for ball games, which are commonly played there.
- B. The location of trees to be planted is brought inwards slightly to allow access to hedges for maintenance.



ALTERNATIVE MANAGEMENT PLAN

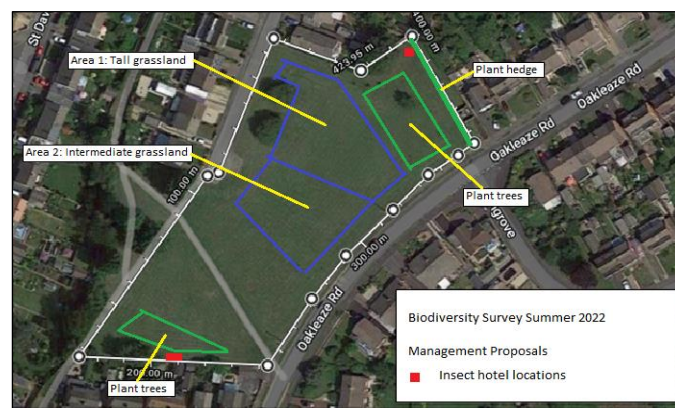
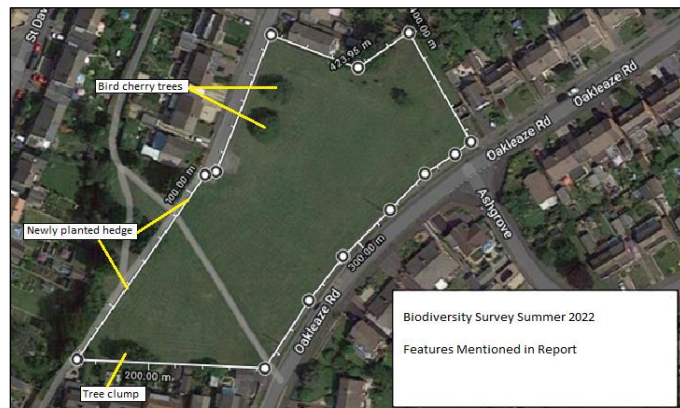


Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICERS	OUTDOOR TEAM
1	Avoid fertiliser use on any grassland	Whole	Use of chemicals	/	Recommendation agreed.	Recommendation agreed.
2	Cut the grass once a month over the growing season (Apr-Sep), in order to create a sward of a height intermediate between the present short turf and tall grassland (as shown on the map)	Partial	Grassland management	+ £	Take into account that the area is for public leisure use and a damp spot (as shown in the revised proposal) located within the proposed tall grassland, we suggest to keep the tall grass in the area shown in the revised map instead.	Agree in general. A reminder that there is a damp spot as shown in the revised proposal. Need more information on the height of grass. <i>[The intermediate sward would be between 20cm and 50cm tall ideally-From WessexEco]</i>
3	Manage the remainder of the grassland using an amenity cut, as at present	Partial	Grassland management	/	Recommendation agreed.	Recommendation agreed.
4	Plant hedges (Oct-Feb) along the boundaries of the site (as shown on the map)	Partial	Planting	+ £	Recommendation agreed.	Recommendation agreed.
5	Plant fruit trees (Oct-Feb) (as shown on the map)	Partial	Planting	+ £	Recommendation agreed.	Agree in general. Need to make sure the newly planed trees (orange circle) are at least 2.5m away from the hedge to allow enough room for hedge cutting.
6a	Install bug hotels (Feb) (as shown on the map)	Partial	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.
6b	Purchase bug hotels (Feb) commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
6c	Maintain bug hotels	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.

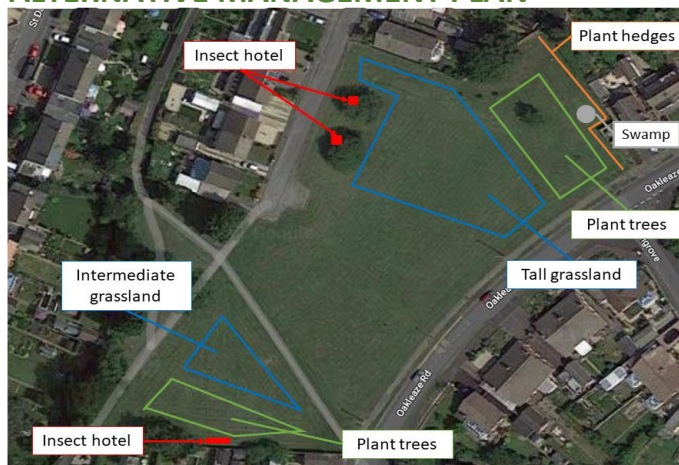
Oakleaze Green - Officers' Recommendation

Almost all recommendations are implemented, but an "Alternative Management Plan" is proposed (see below), for the following reasons:-

- A. Oakleaze Green is an extremely well used area for ball games. It is suggested that we do not implement the large area of intermediate grassland as this will significantly reduce the area usable for ball games. A smaller area of intermediate grassland could be implemented on the other side of the path to compensate. The large area of tall grassland would be implemented.
- B. Some adjustments are made to the suggested area for hedge planting, which would allow for easier maintenance and avoid a swampy area. The end result is likely to be a more hedging overall.



ALTERNATIVE MANAGEMENT PLAN



Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICER	OUTDOOR TEAM
1	Avoid fertiliser use on any grassland	Whole	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed.
2a	Leave the grass unmown until August (as shown on the map)	Area 1	Grassland management	- £	Recommendation agreed.	Recommendation agreed.
2b	Mow in Aug	Area 1	Grassland management	/	Agree with outdoor team comment. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Existing equipment cannot do this and the arisings would need to be removed. This would need to be outsourced.
2c	Remove the arisings	Area 1	Grassland management	+ £	As above - 2b.	As above - 2b.
3	Cut the grass once a month over the growing season (Apr-Sep) in order to create a sward of intermediate height (as shown on the map)	Area 2	Grassland management	+ £	Taking into account that the public use this area for ball games, suggest to maintain as at present. And agree with outdoor team comment. Need to ascertain costs.	Suggest to grow intermediate on the other side of the footpath as indicated in the revised proposal.
4	Manage the remainder of the grassland using an amenity cut, as at present	Partial	Grassland management	/	Recommendation agreed. Changing decks in mower will be necessary and is two person, 30 minute task, but is achievable.	Recommendation agreed.
5	Plant hedges (Oct-Feb) along the boundaries of the site (as shown on the map)	Partial	Planting	+ £	Agree with outdoor team comment. Need to ascertain costs. Might need to consult with neighbouring residents about hedge planting.	Reminded that there is a swamp next to the electric box (grey dot). Suggest to plant the hedges close to the edge (orange line in the revised proposal) rather than leaving a gap which would be difficult to manage.
6	Plant fruit trees (Oct-Feb) (as shown on the map)	Partial	Planting	+ £	A general decision is needed on whether we consult with neighbouring residents about tree planting. Also need to ascertain costs.	Recommendation agreed.
7a	Install bug hotels (Feb) (as shown on the map)	Partial	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed. Suggest alternate locations for the proposed bug hotels to prevent vandalism.
7b	Purchase bug hotels (Feb) commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
7c	Maintain bug hotels	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.

Mundy Playing Fields - Officers' Recommendation

- The majority of recommendations are implemented, but an "Alternative Management Plan" is proposed (see below), for the following reasons:-
- A. Agree that the all suggested areas of tall grassland and the hay meadow are implemented. However there are concerns regarding some of the areas suggested for wildflower lawn - the gradient would make it hard to maintain as recommended and it may affect the operations of the carnival and fireworks events. Suggest an alternative wildflower area in Poulterbrook field.
 - B. The area suggested for a hay meadow is often used for picnicking, so suggest putting some additional picnic tables on the other side of the path.
 - C. The suggestion to allow the hedge by the main football pitch to grow taller would make the drainage issues on that pitch even worse than they are now. Suggest allowing the hedge by the car park to grow taller instead.



ALTERNATIVE MANAGEMENT PLAN



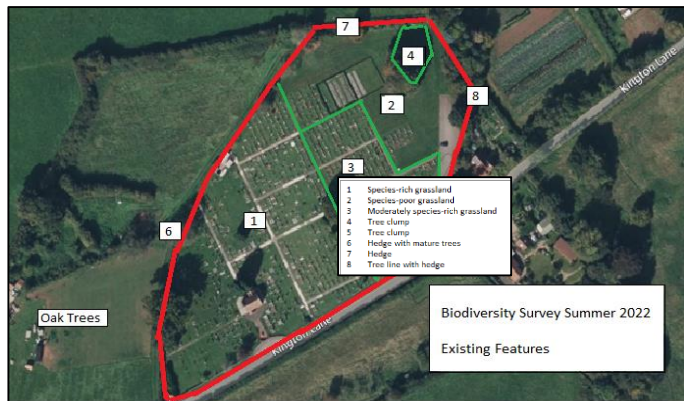
Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICERS	OUTDOOR TEAM
1	No fertilisers or herbicides of any kind should be used on any area of grassland	Whole	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed. Currently, apply only on the football pitch and around the building. The chemicals used are plant-based and not harmful to humans or wildlife.
2	Continue grassland mowing as at present across the most of site	Whole	Grassland management	/	Recommendation agreed. Pitches usable, plenty of space left for general use/play.	Recommendation agreed.

3a	Allow low-growing plants to flower, whilst maintaining a formal appearance (as shown on the map)	Area B,Av	Grassland management	- £	This area is used by Thornbury Carnival, Firework (and possibly Park Run). Decision needed on approach to this, perhaps negotiate a different/smaller section used by them.	Suggest to have the wildflower lawn in another spot as shown in the revised proposal.	
3b	Mow once a month (Apr-Sep)	Area B,Av	Grassland management	- £	Agree with outdoor team comment. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Reminded that there is a slope which would become unsafe to cut long grasses. Also, existing equipment cannot do this cutting and the arisings would need to be removed. This would need to be outsourced.	
3c	Set mower blades to 100mm	-	Equipment	+ £	As above - 3b.	As above - 3b.	
3d	Remove arisings as possible	Area B,Av	Grassland management	+ £	As above - 3b.	As above - 3b.	
4a	Manage the areas as hay meadow. (as shown on the map)	Area Aiv	Grassland management	- £	This area is used by Thornbury Carnival, Firework (and possibly Park Run). Decision needed on approach to this, perhaps negotiate a different/smaller section used by them. Taken into account that the public use this place often for picnic, we suggest to install more chairs (blue dotted area) to provide alternate places.	Reminded that people like to have picnic in that area.	- From Libby (a member of Sustainable Thornbury): wall and wall edges in Area Aiv and Aiii have more ecological value than mentioned in the report
4b	Mow once a year (Aug)	Area Aiv	Grassland management	+ £	Agree with outdoor team comment. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Existing equipment cannot do this cutting and the arisings would need to be removed. This would need to be outsourced.	
4c	Cut and remove arisings	Area Aiv	Grassland management	+ £	As above - 4b.	As above - 4b.	
5a	Allow tall grassland to develop (as shown on the map)	Area 10,9,5,6	Grassland management	- £	This area is used by Park Run. Decision needed on approach to this, perhaps negotiate a different section used by them.	Safety concerns, e.g. littering such as hidden broken glasses	
5b	Keep clear of encroaching scrub (Feb) as necessary	Area 10,9,5,6	Grassland management	/	Recommendation agreed.	Recommendation agreed.	
6	Allow the hedges to grow taller (as shown on the map)	Area 5	Hedge management	- £	Agree with outdoor team comment. Need to ascertain costs.	Reminded that the hedges were kept at current manageable height due to drainage issue. Suggest to allow the hedges on the edge to grow taller and wider as an alternative (as shown in the revised proposal). And need a contractor to do the hedge cutting when necessary.	- From Libby (a member of Sustainable Thornbury): many different species have been identified over a yearly cycle Suggestion: trim every other year
7	Plant trees alongside hedges (as shown on the map)	Area 7	Planting	+ £	Need to ascertain costs.	Recommendation agreed.	
8a	Remove vegetation and silt from ditch (Aug)	Area 2,5,12	Ditch management	+ £	Recommendation agreed.	Recommendation agreed.	
8b	Leave undisturbed patches of vegetation as refuge areas	Area 2,5,12	Ditch management	- £	Recommendation agreed.	Recommendation agreed.	
9	Leave sections of stream at area 13 unmanaged	Area 13	Stream management	- £	Recommendation agreed.	Safety concerns: people might trip into the stream.	
10a	Fit bird and bat boxes to trees (Jan) (as shown on the map)	Partial	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.	
10b	Purchase boxes commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.	
10c	Maintain bird and bat boxes (Jan)	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.	
11a	Retain any dead wood as a habitat feature	Whole	Tree management	- £	Recommendation agreed. Would need to ensure it is safe e.g. secured in some way?	Recommendation agreed.	
11b	Place in partial shade on the eastern boundary of the cemetery.	Area 8	Tree management	/	As above - 11a.	Recommendation agreed.	
11c	Keep the logs as large sections as possible, because this makes them difficult for the public to move and also provides optimal habitat for wildlife.	Area 8	Tree management	/	As above - 11a.	Recommendation agreed.	

Thornbury Cemetery - Officers' Recommendation

The majority of recommendations are implemented, but an "Alternative Management Plan" is proposed (see below), for the following reasons:-

- A. Part of the area recommended for grassland (with annual mowing in August) is actually to be used for burial (which the ecologist would not have been aware of) - it will therefore be necessary to restrict this to just the section that is not planned for burial use.
- B. With regard to the substantial area for which monthly mowing through the summer is recommended, officers and staff do not believe this is operationally practical. This contains many plots where plot holders have paid for maintenance of the plot including regular grass cutting/edging/planting. This area also contains many memorial stones which have been laid flat following memorial testing which will constitute a trip hazard. Maintenance of such a large area in this way would also necessitate a significant increase in the amount of strimming by staff which constitutes a health and safety issue (use of strimmers has to be time limited). Instead it is suggested that only the "old church" section is maintained in this way, and the remaining area is maintained as we currently do. There are also likely to be significant areas within the adjacent meadow that can be managed to more than compensate for this suggested change.



ALTERNATIVE MANAGEMENT PLAN





Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICER	OUTDOOR TEAM
1	No fertilisers or herbicides of any kind should be used on any area of grassland	Whole	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed. Currently, only spray around the chapel. The chemicals used are plant-based and not harmful to humans or wildlife.
2a	Mow once a month from April to September across the cemetery to allow low-growing plants to flower, whilst maintaining a formal appearance and protecting graves (as shown on the map)	Partial	Grassland management	- £	Agreed with the alternatives. Can adjust further.	Partially agreed due to safety concerns, e.g. trip over stone when grass get too long. Suggested alternatives as indicated in the revised proposal.
2b	Set mower blades to 100mm	-	Equipment	+ £	Agreed with the alternatives.	Current equipment is not capable for the original proposal. Can use the strimmer for the revised proposal.
2c	Gather and remove arisings from at least the more species-rich parts of the cemetery	Area 1	Grassland management	+ £	Recommendation agreed. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Recommendation agreed.
3a	Mow north-eastern part of cemetery annually in August	Area 2	Grassland management	- £	Agreed with the alternatives.	Partially agreed due to new burial area. Suggested alternatives as indicated in the revised proposal.
3b	Gather and remove arisings	Area 2	Grassland management	+ £	Recommendation agreed. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Recommendation agreed.
4a	Allow tall grassland to develop (as shown on the map)	Partial	Grassland management	- £	Recommendation agreed.	Recommendation agreed. Need to keep the footpath clear.
4b	Keep clear of encroaching scrub as necessary	Partial	Grassland management	/	Recommendation agreed.	Recommendation agreed.
5	Allow the hedges on the north-western and northern boundaries of the cemetery to grow taller (as shown on the map)	Partial	Hedge management	- £	Recommendation agreed.	Partially agreed. There are memorial trees lined on the northern boundary. Suggested to keep the hedges there at present until those trees get established.
6	Plant trees alongside hedges (as shown on the map)	Partial	Planting	+ £	Recommendation agreed.	Recommendation agreed.
7a	Fit bird and bat boxes to trees (Jan) (as shown on the map)	Partial	Stream management	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.
7b	Purchase boxes commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
7c	Maintain bird and bat boxes (Jan)	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.
8a	Retain any dead wood as a habitat feature	Whole	Tree management	- £	Recommendation agreed. Would need to ensure it is safe e.g. secured in some way?	Recommendation agreed.
8b	Place in partial shade on the eastern boundary of the cemetery (as shown on the map)	Partial	Tree management	/	As above - 8a.	Recommendation agreed.
8c	Keep the logs as large sections as possible, because this makes them difficult for the public to move and also provides optimal habitat for wildlife.	Partial	Tree management	/	As above - 8a.	Recommendation agreed.

St Marys Churchyard - Officers' Recommendation

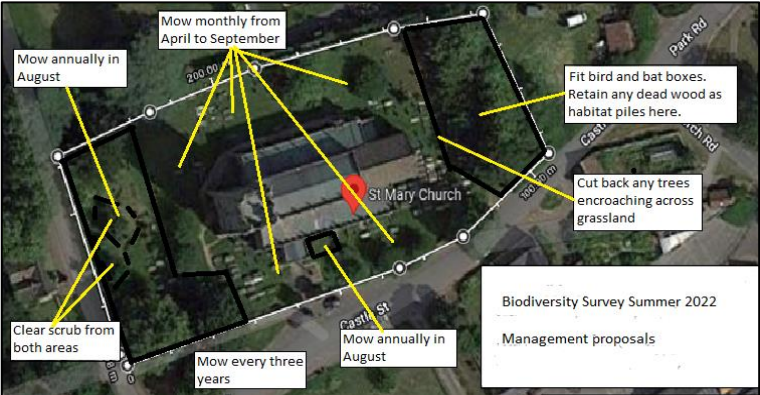
Almost all recommendations are implemented, with some slight simplifications/changes. An "Alternative Management Plan" is proposed (see below):-

A. The whole of the area marked in green will be mown annually (by the Town Council) with the exception of the scrub area which will be cut every three years.

B. The Holy Mowers will continue to cut all other areas, although the blades of the mowers will be raised so that the grass is not cut too close. No Mow May will be observed.

With regard to any recommendations that relate to structures within the churchyard e.g. walls, tombs, stones, etc, these will need to be managed in line with the recommendations from the structural survey, the results of which are awaited.

All of the above has been agreed with the lead Holy Mower.



ALTERNATIVE MANAGEMENT PLAN



Item	Proposals	Area	Category	Cost	Concerns/Comment	
					OFFICER	OUTDOOR TEAM

1	No fertilisers or herbicides of any kind should be used on any area of grassland	Whole	Use of chemicals	- £	Recommendation agreed.	Recommendation agreed. Currently, only spray to clear a path for the public. The chemicals used are plant-based and not harmful to humans or wildlife. Scraping is possible.
2	Mow once a month (Apr-Sep) in order to allow low-growing plants to flower, whilst maintaining a formal appearance and protecting graves (as shown on the map)	Area 1	Grassland management	- £	Recommendation agreed. Holy mower agreed to mow as proposed.	Agreed in general. Grasses need to be cut lower for safety concerns, e.g. trip on graves. Flower patches scattered in the area which will possibly obstruct the mowing.
3	Continue to keep monuments clear of scrub and ivy	Partial	Grassland management	/	Subject to structural survey report.	Raised concerns that peeling off the ivy may cause further damages to the monuments.
4a	Mow once a year in Aug (as shown on the map)	Area 2	Grassland management	- £	Recommendation agreed. Holy mower agreed to mow as proposed.	Recommendation agreed. Possible to do the mowing with the strimmer.
4b	Gather and remove arisings	Area 2	Grassland management	+ £	Recommendation agreed. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Recommendation agreed.
5	Clear bramble and other scrub (as shown on the map)	Area 3	Grassland management	/	Subject to structural survey report. Need to clarify with Rupert on what exactly need to be done for the dotted area. <i>[Ideally you would remove those trees, to reduce shading of the grassland and to make future management easier.-From WessexEco]</i>	Raised concerns that it may cause further damages.
6a	Mow the more diverse part of area 3 annually in August (dotted area as shown on the map)	Area 3	Grassland management	- £	Recommendation agreed. Holy mowers agreed with the arrangement.	Recommendation agreed. Possible to strim/mow. Flower patches scattered in the area which will possibly obstruct the mowing.
6b	Mow the remainder of area 3 every three years in August (as shown on the map except the dotted area)	Area 3	Grassland management	- £	Recommendation agreed by staff. Holy mowers concerned that the tall grass would inhibit the growth of wildflower and suggested to mow annually in August.	Recommendation agreed. Possible to strim/mow. Flower patches scattered in the area which will possibly obstruct the mowing.
6c	Gather and remove arisings	Area 3	Grassland management	+ £	Recommendation agreed. Need to ascertain costs. Cost of removal of arisings likely to be significant.	Recommendation agreed.
7	Trim back trees on the edge of area 4 where these are encroaching across grassland and tombs (as shown on the map)	Area 4	Tree management	+ £	Recommendation agreed. Probably need to be outsourced. Need to ascertain costs.	Recommendation agreed. However, no suitable equipment to do the trimming and has to be outsourced.
8a	Fit bird and bat boxes to trees (Jan) (as shown on the map)	Area 4	Installation	/	Recommendation agreed. Need to ascertain costs. Need to establish ideal height for fitting these, to avoid vandalism. May need to outsource fitting depending on height.	Recommendation agreed.
8b	Purchase boxes commercially or made by the local community or schools	-	Equipment	+ £	We can explore options for supply of boxes - possible community involvement versus quality/adequacy of boxes.	Recommendation agreed.
8c	Maintain bird and bat boxes (Jan)	Partial	Habitat management	+ £	Recommendation agreed. We need to investigate what is involved with this - presume achievable by our staff.	Recommendation agreed. Need more information on what this involves.
9a	Retain any dead wood as a habitat feature	Whole	Tree management	- £	Recommendation agreed. Would need to ensure it is safe e.g. secured in some way?	Recommendation agreed.
9b	Place in partial shade in area 4	Area 4	Tree management	/	As above - 9a.	Recommendation agreed.
9c	Keep the logs as large sections as possible, because this makes them difficult for the public to move and also provides optimal habitat for wildlife.	Area 4	Tree management	/	As above - 9a.	Recommendation agreed.

From: Pam Howard <Pam.Howard@southglos.gov.uk>

Sent: Thursday, February 16, 2023 1:57 PM

To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>

Subject: [External] Car parking for annual 6 a side tournament - Chantry playing field

Hi Wendy ,

We are again holding our annual 6 a side football tournament on the Castle School 6th form site on 20 & 21 May 2023.

We would like to arrange to use the chantry field for the 20/21 May as we have in the past for parking, avoiding the rugby pitches as usual.

I have attached the risk assessment for this and our public liability insurance for this year , do you require anything else to be completed?

Many thanks

Pam Howard

Thornbury Town FC Youth Chair

Mobile: 07584 030 707



Liam Williams
Thornbury Carnival Community Interest Company
chair@thornburycarnival.co.uk
Mobile: [REDACTED]

14th March 2023

Dear Wendy,

Re. Thornbury Carnival 2023

I am writing to request Thornbury Town Council's permission for the Thornbury Carnival event to go ahead on Mundy Playing Fields.

We are planning to hold two separate events on Mundy Playing Fields:

1. Thornbury Carnival Presents 'Swing in the Park'

This will be a concert on the main stage with food and drink concessions running on Friday 30th June from 6pm until 10pm.

2. Thornbury Carnival 'The Main Event'

This will comprise of a wide range of children's activities, a limited number of fair-ground rides, a stage with professional musical acts performing throughout the day and evening, community stalls and a vintage/sports car 'Show and Shine'. This will take place on Saturday 1st July from 11am until 11pm

As you will be aware, in order to secure the use of the Mundy Playing Fields, Thornbury Town Council have required us to acquire our own licence to hold the event. We have completed a tender to identify a preferred Prime Contractor for the bar and food concessions and, as part of this process, the Prime Contractor is required to hold a licence. As ever we will submit an event notification to the South Gloucestershire Council Safety Advisory Committee and will identify any additional Temporary Event Notices that may be required as a part of the planning process.

To enable the event to occur this year, we would need access to the Mundy Playing Fields from the morning of Wednesday 28th June until the afternoon of Sunday 3rd July, to enable the set-up and breakdown of the event. We would like to request exclusive access to the carpark and playing fields for the period 17.00 - 22.00hrs on Friday 1st July and from 06.00 - 23.59hrs on Saturday 2nd July. On both evenings, we expect the site to be clear by midnight if not sooner, and we will take all reasonable steps to ensure that event attendees leave the site in a neighbourly manner.

On behalf of the committee, I would like to thank you in advance for your continued support to this really important event in the community calendar.. If you have any questions about the Thornbury Carnival this year, please do not hesitate to contact me, and if you would like me to attend the Open Spaces Committee please do let me know.

Kind regards

Liam Williams

Chair of Thornbury Carnival

From: Kath MacConnachie <clerk@thornburytowncouncil.gov.uk>
Sent: Wednesday, March 15, 2023 9:10 AM
To: Thornbury Carnival <chairthornburycarnival@gmail.com>
Cc: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Subject: RE: [External] Thornbury Carnival

Dear Liam

Thank you for your letter, which will be considered at the next Open Spaces Committee in terms of granting permission for the annual event.

Re. the licences required for selling alcohol, I believe that a Temporary Entertainments Licence is only an option where the event caters for 500 or fewer people. Therefore, a full premises licence will be required for the carnival. This is in addition to the personal licence that the bar provider will be required to hold. The premises licence requires a Designated Premises Supervisor to be appointed, and this person must also be a personal licence holder. There is also a requirement to advertise the application for a premises licence for 28 days, so the process is not a quick one.

The Carnival Committee will need to ensure that it liaises with South Gloucestershire Council licensing department at the earliest opportunity to ensure that all licencing requirements are in place if alcohol is to be served at the carnival.

Kind regards,

Kath



THORNBURY TOWN COUNCIL

OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 21.03.23

Replacement of Two Benches Outside the Old Nat West Building



Two benches (pictured above) have been removed from outside the old Nat West building on The Plain. We have been advised by longstanding members of staff that these benches were originally purchased and installed by Thornbury Town Council. The benches were wooden and were deteriorating, but since they were boarded over have rotted completely and have now been removed. It has been proposed that we consider providing replacements, as they were well used benches. There are two potential options for this.

Option 1

We replace the two benches with a similar style bench in composite plastic/metal. They would be approximately £700-£900 each and this could be financed from the Street Furniture budget for 2023/2024 (£3500).



c£700



c£900

Option 2

We have approached South Gloucestershire Council with regard to using two of the benches that will be removed as part of the planned changes to the High Street. More information on this options will be provided to the Committee at the meeting. We are awaiting a response from SGC to this request.



Officer Recommendation

The Committee agrees to replace the two benches. Should Option 2 be possible, this will be pursued. Should this not be possible, the two benches will be purchased from the Street Furniture budget at £1800 or less for both benches.



THORNBURY TOWN COUNCIL

OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 21.03.23

Options for Location of Accessible Seating in the Mundy Playing Fields

Thornbury Town Council holds £6300 in an ear marked reserve from a grant given to provide additional accessible seating in the Mundy Playing Fields. The Open Spaces Committee requested that the Deputy Clerk proceed with ordering and installing the seating.

There are many potential locations for the seating, but these have been narrowed down to two main options which the Open Spaces Committee are asked to consider:

Option 1



Path works and a fully accessible picnic table are installed above the main play area, a short distance off the main path through the field. This option is likely to use up all of the funds as a length of new tarmac path will be needed from the existing path to the new picnic table.

Option 2



A roundabout which is reaching the end of its life is removed and a fully accessible picnic table is installed in its place. The roundabout which will be removed with this option is repeatedly failing RoSPA checks due to debris building up under the roundabout, possibly obsolete parts being needed and deteriorating surfacing around it.

There is already a path leading to the area which means that little in the way of expensive path works will be needed. This will free up funds for the purchase of a second bench which could be placed in one of two locations (a) or (b), both of which are just off an existing path.

(a)



(b)



Correspondence – Footpaths and Pedestrian “Gaps” between Park Farm Estate and Victoria Close

From: XXX
Date: 14 Mar 2023 10:18
Subject: Blocked Right of Way
To: g.rawlinson@thornbuycouncil.gov.uk
Cc:

Dear Mr Rawlinson,

Re: THORNBURY FOCUS ISSUE 150 - New Footpath Success

Following my telephone discussion with you this morning, I set out my concerns as follows:-

Whilst I am in agreement with the proposed new footpath, as the public have already forged one through the grass and mud. I totally disagree with the closure of the blocked footpath, next to 40 Victoria Close .

I have lived in Park Road for over 40 years, and this now blocked access has always been a public right of way, giving direct access to the open countryside beyond.

Blocked access.

I consider that only about 5 metres of new footpath here would solve the issue, which I believe to be "The Forgotten Link" between the Victoria Road estate and the new Park Farm Development. Meaning that the planners and developers ignored the need to link access to these two areas, not only for the new Park Farm residents but also for all the existing residents in the surrounding area. The tree root problem is of course not insurmountable and could easily be resolved.

One of the main issues is that the new footpath coming down Barley Fields road, has been designed as a combined cycle way/footpath, and as such is around 3 metres wide. This new footpath terminates at the blocked access and entrance to the Castle School field. Before the access was blocked, children would come down this path on their scooters, with mums pushing their pushchairs etc. As their best route to both the Manorbrook and Castle schools. Now more people have been forced to use the Castle School footpath instead, which in wet weather becomes a quagmire .

This footpath access has been in continuous use for at least 30 to 40 years, in that time it has had various wooden gates , including a metal kissing gate. I consider that there is enough local support for it to be unblocked , or moved slightly to avoid the tree roots.

Regards,



Reduction in Charges from SGC for Cutting Grass Verges

From: Jayne Stansfield <J.Stansfield@thornburytowncouncil.gov.uk>

Sent: Thursday, March 16, 2023 7:16 AM

To: Kath MacConnachie <clerk@thornburytowncouncil.gov.uk>; Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>

Subject: grass verges that we pay to mow

Hi Wendy

Maggie and I have been having discussions with SGC about the amount of tarmac being laid along Morton way replacing green verges.

We have been trying to stop it but to no avail.

It has now struck me that we pay for mowing the verges and as there is now significantly less to mow we should pay significantly less.

I would like this on the open spaces meeting.

I am proposing that the town council writes to SGC telling them how much we are reducing our payments by due to the lack of grass.

Jayne

**Jayne Stansfield
Councillor - North East ward
Thornbury Town Council
01454 416693**

ROSPA – Play Safety Inspection Reports – April 2002
Summary of Findings/Remedial Actions Required

High Risk
Medium Risk
Low Risk

THERE ARE NO HIGH RISK FINDINGS IN ANY OF THE 2022 REPORTS

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Mundy Playing Fields Play Area (18 Very Low Risk)	Cableway – dismantle and inspect supporting components.	Contractors have dismantled and completed inspection.	COMPLETE
	Climber/Pyramid – dismantle and inspect supporting components.	Contractors have dismantled and completed inspection.	COMPLETE
	Seating – replace missing cap and repair worn areas where ground erosion present.		
	Signage in fitness area – repair damaged sign and update existing signage.	New signage ordered and fitted.	COMPLETE
	Carousel/Accessible – monitor insufficient protective surfacing.		MONITOR
	Carousel/Whirl Bird – refit surfacing tiles – gaps have opened up between tiles causing trip hazard. Repair damaged tile.	Advice/quote being sought regarding new surfacing – contractor has attended site/awaiting advice/quote.	
	Splash Pad fencing – cut off/file down projecting bolt thread or use correct length of bolt, tighten bolts, minor repairs needed to fencing.	Parts ordered to replace all bolts – staff working through the replacements.	
	Slide/Embankment – repair worn areas due to ground erosion.	Contractor has laid new surfacing.	COMPLETE
	Multiplay/Toddler – ground erosion, consider adding grass matting to prevent wear.		
	Swing/Accessible – dismantle supporting components and check for wear, tighten connecting nuts on swing seat eye-bolts.	Note – the unit has been dismantled and checked, but the nuts have not been fully tightened as they should not be.	COMPLETE
	Carousel/Flush – replace worn bearings.	Worn bearings replaced.	COMPLETE
	Trampoline – make good uneven surface, monitor insufficient protective surfacing.		
	Rocker/Gyro Spiral – repair area of worn surfacing.	Very small area, will need to be combined with other work.	
	Fitness/Power Push – ground erosion present, consider adding grass matting to prevent wear.		

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Skate Park (3 Very Low Risk)	Half Pipe – plates lifting, repair.	Contractor has finished onsite works, but plates are still showing some lifting – as noted previously, the equipment is warped in many areas and the tarmac is uneven. A truly effective repair is probably not possible. Next RoSPA check in April – we have asked for an opinion regarding lifespan of current equipment.	ISSUE REMAINS
	Litter Bin – replace missing cap.		COMPLETE
	Half Pipe – item has corrosion, treat and repair.		COMPLETE
	Quarter Pipe/Flat Bank – item has corrosion, treat and repair.		COMPLETE
	Quarter Pipe/Flat Bank – plates lifting, repair.	As above.	ISSUE REMAINS
	Quarter Pipe/900mm – plates lifting, repair.	As above.	ISSUE REMAINS
	Quarter Pipe/900mm – there is significant corrosion on this item, repair.		COMPLETE

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL TASK	ACTION TAKEN/PLANNED	COMPLETE
Streamleaze Play Area (5 Very Low Risk)	Swing/Junior – remove shackle bolt and check bush and shackle pin wear on supporting components.	Completed – new seat/chains have been ordered as a result of the inspection and will be fitted asap.	COMPLETE
	Gates – loose in ground, reset.	NEED NEW GATE.	
	Gates – make level trip points on surface, make good worn ground areas.	NEED NEW SURFACING.	
	Seating – make good worn ground areas.	NEED NEW SURFACING.	
	Signage – replace damaged sign.	Sign replaced.	COMPLETE
	Basketball Post – treat and repair corrosion, fit appropriate warning sign.	Warning sign fitted.	COMPLETE
	Swing/Junior – replace worn links and shackles on swing seat.	New seat ordered – to be fitted asap.	COMPLETE
	Swing/Junior – repair worn surfacing.	NEED NEW SURFACING.	
	Trampoline – make good worn ground areas.	NEED NEW SURFACING.	
	Swing/Basket – repair worn surface.	NEED NEW SURFACING.	

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Osprey Play Area (2 Very Low Risk)	Slide/Embankment – two areas of ground erosion/one with rock exposed, consider adding grass matting to prevent wear and repair area of existing surfacing.		

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Eastland Play Area (6 Very Low Risk)	Boulders – should be removed from site or arranged and installed as natural play boulders.	Some boulders have been removed, where they can be used on another site. Remaining boulders will be removed as part of the redevelopment of the play area.	PARTIALLY REMOVED
	Gate – repair damage.	Planned replacement in 2023 – low risk actions.	
	Pathways – moderate repairs needed.	“ “	
	Gate – cut off and file down projecting bolt thread or use correct length of bolt.	“ “	
	Slides/Embankment – tighten/replace loose/missing bolts.	“ “	
	Slides/Embankment – drill holes present in run out, monitor to ensure items aren't placed in holes.	“ “	
	Slides/Embankment – replace decaying timber.	“ “	

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Chantry Play Area* (0 Very Low Risk)	Multiplay – barrier top rail has dislodged.	The play equipment provider has now fixed this.	COMPLETE
	Multiplay – finger entrapment.	The play equipment provider has now fixed this.	COMPLETE
	Multiplay – there are crushing points for the user between moving and/or stationary parts of the equipment during use.	The play equipment provider has now fixed this.	COMPLETE

* Inspected later due to asbestos situation – inspection carried out in September 2022

The following areas need only to be surveyed every four years – the findings/actions below are from the 2021 survey and are carried forward onto this report so that they can continue to be monitored by the Committee.

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Oakleaze Green (1 Very Low Risk)	Pathways/Internal – repair cracked surface.	Small job, needs including with other works.	
	Signage – treat and repair corrosion.		

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Thicket Walk (0 Very Low Risk)	Dog Waste Bin – treat and repair corrosion.	New bin needed – will order in 2023/2024.	
	General Surface/Grass – remove tree stump.	Will be left for wildlife (considered low risk).	NO ACTION
	Fencing/Chain Link – clear debris by area of wooden fencing. Minor repairs needed to chain link.	Investigating ownership of fencing, may belong to neighbour.	

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Area by Stream, Mundy Playing Fields (2 Very Low Risk)	Stream – ground erosion present, repair worn areas.	Will be monitored, await advice at next inspection.	NO ACTION
	Stone Foot Bridge – repair trip points on surface.		
	Footpath – remove damaged fencing. Remove fallen vegetation. Replace dog waste bin.	Vegetation and damaged fencing removed, new dog bin installed.	COMPLETE

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Chantry Playing Fields (0 Very Low Risk)	Rugby Posts – dismantle and inspect to check condition of in-ground fixings.	Annual post inspection (separate to RoSPA) has indicated that the posts need to be replaced. In light of RoSPA identifying this as high risk, immediate removal of posts arranged.	COMPLETE
	General Surface/Grass – remove fallen tree.	Tree made safe, branches removed, placed across bund as barrier/home for wildlife.	COMPLETE
	Fencing/Chain Link – loose in ground, reset. Moderate repairs needed.	Needs new fencing – rusty and lots of broken sections,	
	Kissing Gates – surface is uneven, make good.	Assessed – purchase chippings/keep under review.	
	Boot Brushes – at end of serviceable life, remove or make good.	Removed.	COMPLETE
	Gates – minor repairs are needed. Surface is uneven, make good.	Purchasing fencing panel for repair. Purchasing chippings for surface/keep under review.	

Eastland Avenue Play Area

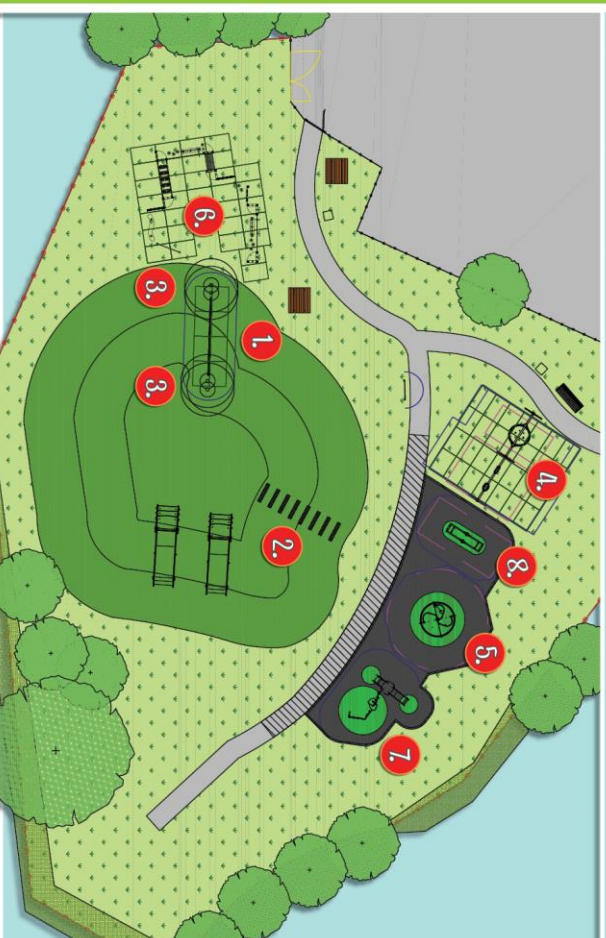
Metal Balance Beam!



Stepping Sleepers!



Plan of Eastland Avenue Play Area



Rubber Steppers!



Combination Swings!



Inclusive Roundabout!



Double Perch!



Playhouse!



Balance Trail!

