

Thursday 14 September 2023

To Councillors – Cllr Helen Harrison (Chair), Cllr Chris Bloor, Cllr Danny Bonnett, Cllr Chris Davies, Cllr Fiona Deas, Cllr Simon Johnson, Cllr James Murray, Cllr Phil O'Rourke, Cllr John Reynolds

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 19 September 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.



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](#).

PLEASE NOTE – the lift in the Town Hall is temporarily and unavoidably out of order (until the end of September) and therefore the Council Chamber is currently only accessible via stairs.

AGENDA

1. To consider any apologies for absence
2. To receive any members' declarations of interest
3. To receive any representations from the public relating to items on the agenda
4. To approve and sign the minutes of the Open Spaces Committee meeting held on 25.07.23 (paper attached)
5. To consider matters relating to seating around the town (not on Town Council land)
 - 5.1 To consider suggestions from Committee members regarding potential locations for new seating
 - 5.2 To consider making a recommendation to the Finance and Policy Committee for funding for new seating, to come either from CIL or to be included as a new cost pressure in the 2024/2025 budget
 - 5.3 To agree that requests can be made to South Gloucestershire Council concerning permissions to site benches on their land

6. To consider matters relating to the Thornbury Biodiversity Ring passing through the Mundy Playing Fields (officer briefing attached)
 - 6.1 To consider recommendations from officers on a suitable route for the Biodiversity Ring to pass through the Mundy Playing Fields
 - 6.2 To delegate commitment of funding and purchase of trees and associated sundries to officers (Open Spaces/Tree Planting budget)
7. To consider a recommendation from the Climate and Nature Committee to cease the use of Glyphosates on Town Council land (officer briefing attached)
8. To consider a request to install beehives at Thornbury Cemetery (paper attached)
9. To consider matters relating to the installation of floodlights on Courts 3 & 4 by the Thornbury Lawn Tennis Club:
 - 9.1 To receive an update on conditions attached to the granting of permission for the installation of the floodlights
 - 9.2 To consider an addendum to the agreement with Thornbury Lawn Tennis Club for the use of Courts 3 & 4 to cover the ongoing maintenance of the floodlights (paper attached)
10. To consider matters relating to a proposal from Cllr James Murray to install hard surfacing around the basketball hoop in the Chantry Road Play Area (paper attached), including:
 - 10.1 To consider agreeing to the proposal
 - 10.2 To consider delegating authorisation to officers to proceed with the purchase of the surfacing up to a specified amount (with the source of funding to be determined by the Finance and Policy Committee – see 10.3 below)
 - 10.3 To consider making a recommendation to the Finance and Policy Committee for funding of the hard surfacing to come either from CIL or to be included as a new cost pressure in the 2024/2025 budget
11. To identify any additional cost pressures that should be considered for inclusion in the draft 2024/2025 budget (over and above existing provision/budget)
12. To note date of next meeting – Tuesday 21 November 2023

Minutes of the Meeting of the Open Spaces Committee
held on 25 July 2023 at 7:30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Danny Bonnett (Chair)
Cllr Chris Bloor
Cllr Fiona Deas
Cllr Phil O'Rourke
Cllr John Reynolds

Officers present: Wendy Sydenham (Deputy Clerk)

Non-Councillors present: None

1 member of the public attended

Absent: Cllr Simon Johnson
Cllr Helen Harrison
Cllr Chris Davies
Cllr James Murray

OS2324.16 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Simon Johnson, Helen Harrison, Chris Davies & James Murray

OS2324.17 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were no interests declared by members.

OS2324.18 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

There was one member of the public in attendance who wished to address the Committee in relation to item 14 of the agenda. It was agreed to bring this item forward.

OS2324.19 TO CONSIDER A REQUEST TO INSTALL A BEEHIVE AT ST MARYS CHURCHYARD

It was **RESOLVED** to agree to the request to install one beehive in St Marys Churchyard as per the details set out in the meeting paper.

OS2324.20 TO APPROVE AND SIGN THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD ON 23.05.23 AND TO NOTE THE CORRECTION MADE IN THE MINUTES RELATING TO ITEM OS2324.14

The Committee noted the amendment and it was **RESOLVED** to approve the minutes of the Open Spaces Committee meeting held on 23.05.23, which were then signed by the Chair.

OS2324.21 TO CONSIDER ISSUES RELATING TO SEATING ON TOWN COUNCIL OPEN GREEN SPACES:

- Agree locations for memorial benches on Mundy Playing Fields, Chantry Playing Field and Thornbury Cemetery

It was **RESOLVED** that the locations for memorial benches in the officer briefing, with the addition of two benches at the edge of the area that will become the hay meadow in the Mundy Playing Fields, would become the agreed locations that memorial bench customers could choose from, on Mundy Playing Fields, Chantry Playing Field and Thornbury Cemetery.

- To consider other seating on Mundy Playing Fields

It was **RESOLVED** to consider potential locations for more seating around Thornbury at the next Committee meeting in September and that Committee members would bring suggestions to the next meeting.

OS2324.22 TO CONSIDER QUOTES FOR INSTALLATION (IF AVAILABLE), AND LOCATION, OF A CIRCULAR COMMEMORATIVE BENCH AND TREE IN THE MUNDY PLAYING FIELDS

It was **RESOLVED** to agree to the officer recommendations as outlined in the officer briefing – to agree in principle to the purchase of a commemorative bench and tree and to installation of this in the Mundy Playing Fields; to agree that this would be located in the lower end of the hay meadow (with exact location to be determined by the contractor); to agree to delegate to the Clerk expenditure of £6000 from the Events and Innovations budget for this and the Clerk to select the cheapest appropriate quote from those obtained.

OS2324.23 TO CONSIDER RECOMMENDATIONS FROM THE CLIMATE AND NATURE COMMITTEE REGARDING SGC LOCALISM

It was **RESOLVED** to agree to the recommendation from the Climate and Nature Committee to cease to commission additional localism verge cuts by South Gloucestershire Council and that the savings should be earmarked for Town Council green projects.

OS2324.24 TO CONSIDER A REQUEST FROM SUSTAINABLE THORNBURY TO IDENTIFY A SUITABLE ROUTE FOR THE BIODIVERSITY RING TO PASS THROUGH THE MUNDY PLAYING FIELDS

It was **RESOLVED** to agree in principle to support the request from Sustainable Thornbury to identify a suitable route for the Biodiversity Ring to pass through the Mundy Playing Fields and to arrange an onsite meeting of the Vice Chair of the Committee, the Deputy Clerk and the Site Supervisor to discuss options for achieving this as well as operational issues, and that other Committee members be invited to attend this onsite meeting.

OS2324.25 TO CONSIDER RATIONALISING REGULATIONS AROUND ALLOWING DOGS ON TOWN COUNCIL OPEN GREEN SPACES

It was **RESOLVED** to not make any changes to existing regulations around dogs on Town Council green spaces (specifically to continue not to allow dogs on Chantry Playing Field),

and to install/improve signage on Thicket Walk and Oakleaze Green to encourage dog owners to pick up and dispose of dog waste responsibly.

OS2324.26 TO CONSIDER THE NEXT STEPS IN ADDRESSING WORKS IDENTIFIED IN THE CONDITION SURVEY OF ST MARYS CHURCHYARD

It was **RESOLVED** to agree to the officer recommendations as outlined in the officer briefing – to agree to proceed with all general urgent and necessary works, all boundary wall works and all general desirable works that involve the removal of ivy (totalling £75,240, from budget codes and EMRs outlined in the officer briefing); to agree to allow the Clerk to use the surveyor as the contractor providing that the Diocese give good and clear reasons for their preference for us to do this; to agree that should the reasons provided by the Diocese not be sufficient, that the Clerk proceed with the cheapest acceptable quote for the works (assuming it is possible to obtain more than one quote); to agree to deal with the works to the war memorial separately for the reasons outlined in the officer briefing. The Committee noted that the removal of ivy as part of these works related only to ivy that was affecting structures in the churchyard. All other ivy would be managed in line with the new grounds maintenance regime based on recommendations from the ecology survey, and this did not involve the routine removal of ivy.

OS2324.27 TO CONSIDER ADDITIONAL GROUNDS WORKS IN THORNBURY FOR SGC TO CARRY OUT

It was **RESOLVED** to agree to South Gloucestershire Council's offer to carry out additional works around Thornbury and that Committee members should provide exact details of works they were aware of to the Deputy Clerk outside of the meeting, which would be added to those identified by outdoor staff, and this list would be passed to SGC.

OS2324.28 TO CONSIDER STOPPING THE PROVISION OF GRAVE MAINTENANCE SERVICES AT THORNBURY CEMETERY

It was **RESOLVED** to discontinue the grave maintenance service at Thornbury Cemetery at the end of the 2024-2025 season of maintenance. It was further **RESOLVED** that removal of mound and grass seeding of plots become the standard procedure for all newly used plots and that this will also be carried out on plots of existing customers of the grave maintenance services, unless they indicate that they wish to maintain the plot themselves.

OS2324.29 TO CONSIDER A REQUEST FROM THORNBURY LAWN TENNIS CLUB FOR THEM TO INSTALL FLOODLIGHTS ONTO THE TWO PUBLIC COURTS UNDER LICENCE TO THEM

It was **RESOLVED** to recommend to the Mundy Playing Fields Trust that permission be given to Thornbury Lawn Tennis Club for them to install floodlights onto courts 5 and 6 (the public courts under agreement to the Club) on condition that planning permission is granted by South Gloucestershire Council, and that reasonable provision be made as part of the works to allow future floodlighting on courts 7 and 8 (details to be confirmed at the appropriate time before installation).

OS2324.30 TO NOTE PROGRESS WITH TREE WORKS IDENTIFIED IN THE MOST RECENT TREE SURVEY AND NOTE ADDITIONAL WORKS CARRIED OUT

The Committee noted progress with the tree works identified in the most recent tree survey and noted additional works carried out.

OS2324.31 TO NOTE PROGRESS WITH REMEDIAL WORKS IDENTIFIED IN THE MOST RECENT ROSPA SURVEY

The Committee noted progress with remedial works identified in the most recent RoSPA inspection of play areas. It further noted risks associated with the condition of the skatepark, that this would be added to the Town Council Risk Register and that options for replacement were being considered as part of the capital strategy planning process.

OS2324.32 TO NOTE OFFICER DECISIONS MADE UNDER DELEGATED POWERS

The Committee noted officer decisions made under delegated powers as per the meeting paper provided.

OS2324.33 TO CONSIDER QUOTES FOR NEW GOAL POSTS FOR THE TWO POULTERBROOK PITCHES

It was **RESOLVED** to accept the quote provided by GB Sport and Leisure for the supply and installation of two sets of new goalposts for Poulterbrook. The Committee noted that the cost of the new posts would be covered by the recently awarded s106 grant from South Gloucestershire Council.

OS2324.34 TO NOTE DATE OF NEXT MEETING – TUESDAY 19 SEPTEMBER 2023:

The date of the next meeting was noted to be Tuesday 19 September 2023.

OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 19.09.23

Thornbury Biodiversity Ring passing through the Mundy Playing Fields

At its last meeting in July, the Open Spaces Committee agreed to support the request from Sustainable Thornbury to identify a suitable route for the Biodiversity Ring to pass through the Mundy Playing Fields.

A site meeting has been held involving the Deputy Clerk, Site Supervisor and some Councillors. Options were discussed in light of operational considerations. Following this meeting, officers recommend the following planting in order to provide the necessary links between existing trees/hedges to create the required continual natural corridor.



YELLOW LINE Trees planted in the Autumn (advice will be sought from the Tree Warden regarding suitable species in terms of spread in order to create a canopy), planted far enough apart to allow easy vehicle access between them, event groups will be consulted/kept informed. Officers recommend that large, robust, established trees are planted to deter and protect against vandalism.

PINK LINES Trees planted in the Autumn and grass allowed to grow longer, tree species as per the recommendations in the recent ecology survey.

There are sufficient funds in the Open Spaces/Tree Planting budget to cover the purchase of the trees.

Officers recommend the Committee consider the following:

- ***Agree to the proposed planting route***
- ***Agree to delegate authority to officers to spend up to £4500 on appropriate trees from the Open Spaces/Tree Planting budget***

Wendy Sydenham

Deputy Clerk

14.09.23



OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 19.09.23

Ceasing Use of Glyphosates on Town Council Land

The Open Spaces Committee has received a recommendation from the Climate and Nature Committee regarding the use of glyphosates on Town Council land as follows:

The Climate and Nature Committee agrees in principle to quickly cease the use of glyphosates on Town Council land and recommends to the Open Spaces Committee that this should happen immediately. (Further information on current usage and suggested alternatives will be provided to the Open Spaces Committee for its next meeting.)

Officers have worked with the site team to identify where glyphosates are currently used and for what purpose. Alternatives have been discussed and suitable options identified – see over for details.

Officers will publicise this change to encourage other local organisations/individuals to consider doing the same.

Officers recommend that the Open Spaces Committee agree to immediately cease the use of glyphosates on Town Council land and use suggested alternatives instead.

Wendy Sydenham
Deputy Clerk
14.09.23

Name of Building/Land		Use of Pesticide	Brand	Freq (approx.)	Applying method	Reasons	Alternatives
Mundy Playing Fields	Pavilion	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Playing Fields Store	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Playing Fields Pump House	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Playing Fields Toilet Block	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Football pitches	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Play areas	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
	Bins	Y	Gallup NL	Every 2 months	spray	weeding	Manual weeding +/- Acetic acid
Thornbury Cemetery	Car park	Y	Gallup NL	Every 2 months	spray	weeding	Acetic acid +/- Manual weeding
	Chapel	Y	Gallup NL	Every 2 months	spray	weeding	Acetic acid +/- Manual weeding
	Cemetery area (path)	Y	Gallup NL	Every 2 months	spray	weeding	Acetic acid +/- Manual weeding
St Mary's Closed Churchyard	Path	Y	Gallup NL	Every 2 months	spray	weeding	Acetic acid +/- Manual weeding

From: XXX

Sent: Tuesday, August 1, 2023 9:01 PM

To: Kath MacConnachie <clerk@thornburytowncouncil.gov.uk>; Thornbury TC - Info <info@thornburytowncouncil.gov.uk>; Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>

Subject: [External] Beekeeping enquiry

Hi,

We are contacting you to ask whether it would be possible to keep honey bees either at Thornbury Cemetery or the on field next to the cemetery (the meadow). Ideally the bees would be sited somewhere where there isn't too much human traffic, facing South/East and the attached screenshot shows a possible position but we would be very willing to discuss this position with Council, the Clerk and the Cemetery Supervisor. Ideally, we'd like to have 2 hives which will sit on a low bench. (2 hives would allow us to monitor the health of the bees – you always have a hive for comparison.)

Although we are novice beekeepers ourselves (these will be our first hives), we have both attended a comprehensive 2 day course with Chris of Cotswold Bees (<https://www.cotswoldbees.co.uk>), and have joined the South Glos Beekeepers Association (<https://sgbka.org.uk>) as social members. There is a wealth of experience in the club, and we've joined one of the teams that maintain the club apiary at Old Down. We'll be gaining experience for the rest of this year, visiting the hives, monitoring the bees and collecting honey. We would aim to set up our own hives in Mar/Apr next year. Once we have our own bees, we would continue to belong to the South Glos Beekeepers Association but change our membership to a full membership which includes 3rd party liability insurance.

We'll most likely purchase the bee colonies through the club, these will be from a known stock therefore, and we'll choose a docile strain (most likely Buckfast or Carniolan). The hive position shown on the screen shot is at least 50m from the public footpath and cemetery field, so the bees are very unlikely to cause any issue. We believe bees have been kept in the grounds of the churchyard at St Mary's before without issue and so we don't foresee any issue with ours.

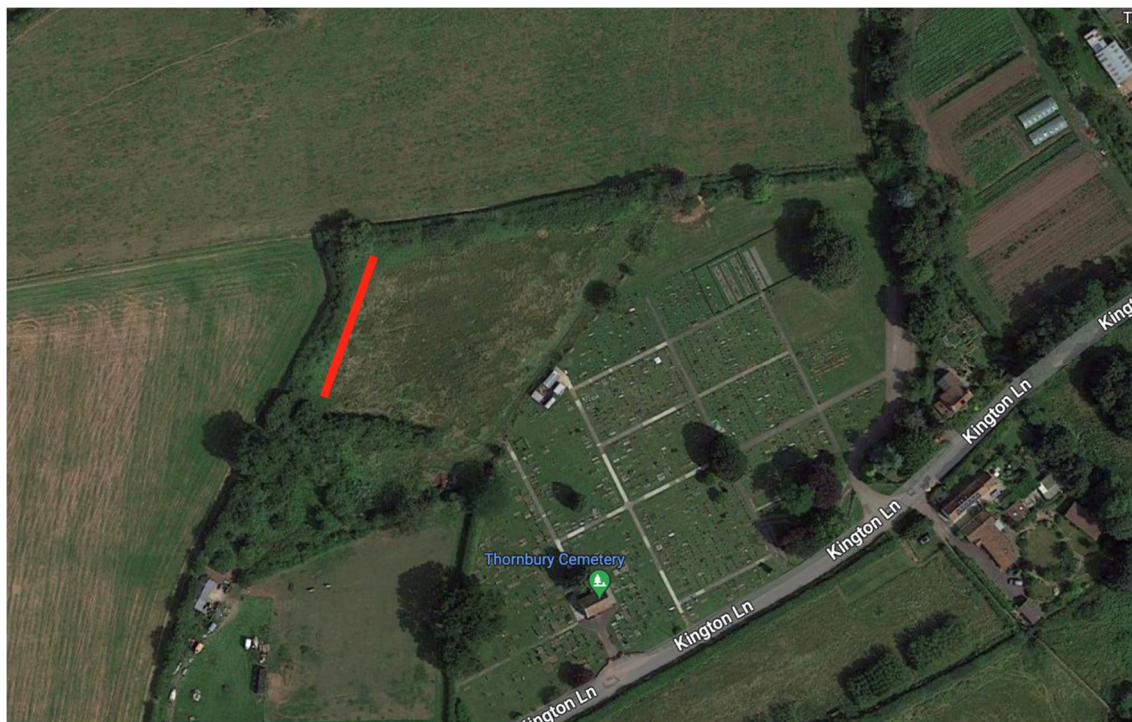
Once everything is set up, through the spring and summer we'll have to visit once a week for 20/30 mins or so to inspect the hives. The hives are opened on these visits, so we'll aim to do these when the cemetery is quiet, always outside the hours when any interments take place but most probably at the weekend. We would always check to ensure no large parties of mourners were present before checking the bees, being local we can pop back and forth. We understand the cemetery must take priority. Additional visits are likely required in Aug to harvest honey, and in Sep to

prepare for wintering. Through the winter the visits are less frequent, maybe monthly to just check that everything is intact. The hives are generally not opened through the winter.

Our pollinators are struggling, and we would like to help by offering some 60 000 bees a home (30 000 in each hive). If you allow us to locate them in your Cemetery/meadow, the benefit will be felt throughout Thornbury including the new hay and flower meadows, Thornbury Town Council are creating in their green spaces and mentioned in the Local Climate and Nature Action Plan!

Thanks in advance for any reply, and don't hesitate to get in touch if you have any further questions. If you would like us to come to a meeting to discuss this proposal further, we would be more than happy to do so.

Best regards,





ADDENDUM to Agreement between Thornbury Town Council (hereinafter referred to as “The Council”) and Thornbury Lawn Tennis Club (hereinafter referred to as “The Club”). The Agreement relates to Courts 3 and 4 (referred to by the Club as Courts 5 and 6) at the Mundy Playing Fields

Original Agreement dated 6 September 2022.

Addendum to Agreement is made on this day of 20.....

ADDENDUM is as follows:

For the duration of the Agreement, The Club is responsible for keeping the floodlights on Courts 3 and 4 in good repair, including all servicing, general maintenance, repairs and parts for the lights themselves and for all electronics and cabling relating to the lights, including the control box. All other conditions included in the Agreement such as insurance, health and safety provisions, etc, shall also apply to the floodlights.

In witness whereof The Council acting by its Town Clerk and Proper Officer has set its hand and The Club acting by its Chair has set its hand the day and year first before written.

SIGNED ON BEHALF OF
THORNBURY TOWN COUNCIL

.....
(Town Clerk and Proper Officer)

In the presence of:

.....

SIGNED ON BEHALF OF
THORNBURY LAWN
TENNIS CLUB

.....
(Chair)

In the presence of:

.....

From: James Murray <j.murray@thornburytowncouncil.gov.uk>
Sent: Monday, August 7, 2023 7:12 PM
To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Cc: Helen Harrison <H.Harrison@thornburytowncouncil.gov.uk>; Kath MacConnachie <clerk@thornburytowncouncil.gov.uk>
Subject: Chantry play area basketball

Evening,

I spend a lot of time over at the Chantry play area and the little kids love it.

However, I feel we made a mistake by not putting a hard surface down where the basketball net is. Teens really lack for much to do in the park and it would be a great facility if it could be used properly. Playing basketball/netball on grass is not much fun.

I think we roughly have space to put a surface stretching out to a '3 point zone' radius.

Could we look at getting a quote to get the work done before finding an appropriate fund pot and taking to open spaces to look at? Or do we have to resolve to look at procuring quotes first in open spaces and then go from there?

Let me know which way round to go about it please Wendy,

Thanks,
James



