

Thursday 30 November 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 5 December 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 and therefore the Council Chamber is currently only accessible via stairs.

AGENDA

A minute's silence to mark the sad passing of ex-Councillor Bob Griffin, a long standing member of previous Open Spaces (and Playing Fields and Cemetery) Committees

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 19.09.23 (paper attached)
5. To consider communication regarding the route of the biodiversity ring through the Mundy Playing Fields and to consider an alternative route (officer briefing attached)
6. To consider communication regarding the grounds maintenance regime for Oakleaze Green and to consider possible changes (officer briefing attached)
7. To consider plans for hanging baskets in the High Street in 2024 and confirm details of any basket order

- 8. To consider a request from St Marys Church to locate temporary welfare facilities in the churchyard (paper attached)**
- 9. To consider authorising the Deputy Clerk to sign the Localism Agreement for 2024/2025 (paper attached)**
- 10. To note progress against actions from the RoSPA play areas inspection report (paper attached)**
- 11. To note the date of the next meeting – Tuesday 16 January 2024**

Minutes of the Meeting of the Open Spaces Committee
held on 19 September 2023 at 7:30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Helen Harrison (Chair)
Cllr Chris Bloor
Cllr Fiona Deas
Cllr Danny Bonnett
Cllr John Reynolds
Cllr Chris Davies
Cllr James Murray (arrived before item 9)

Officers present: Wendy Sydenham (Deputy Clerk)

Three members of the public attended

Absent: Cllr Simon Johnson
Cllr Phil O'Rourke

OS2324.35 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were received from Cllr Phil O'Rourke.

OS2324.36 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were no interests declared by members.

OS2324.37 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC RELATING TO ITEMS ON THE AGENDA

There were members of the public present who spoke to the Committee in relation to items 6 and 8.

OS2324.38 TO APPROVE AND SIGN THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD ON 25.07.23

It was **RESOLVED** to approve the minutes of the Open Spaces Committee meeting held on 25.07.23 and they were then signed by the Chair.

OS2324.39 TO CONSIDER MATTERS RELATING TO SEATING AROUND THE TOWN (NOT ON COUNCIL LAND)

- **To consider suggestions from Committee members regarding potential locations for new seating**
It was **RESOLVED** that further work would be carried out on the list of potential locations for seating around town and brought back to a future meeting for agreement.
- **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**
It was **RESOLVED** that a recommendation would be made to the Finance and General Purpose Committee for funding of up to £7,000 to cover the cost of additional seating

around town, to be taken either from CIL or as a new cost pressure in the 2024-2025 budget.

- **To agree that requests can be made to South Gloucestershire Council concerning permissions to site benches on their land**

It was **RESOLVED** that Officers be given delegated authority to make requests for licences to site benches on South Gloucestershire Council as needed, from those on the final list of potential locations for seating around town.

OS2324.40 TO CONSIDER MATTERS RELATING TO THE THORNBURY BIODIVERSITY RING PASSING THROUGH THE MUNDY PLAYING FIELDS

- **To consider recommendations from Officers on a suitable route for the Biodiversity Ring to pass through the Mundy Playing Fields**

It was **RESOLVED** to accept the Officer recommendations for the route for the Biodiversity Ring to pass through the Mundy Playing Fields

- **To delegate commitment of funding and purchase of trees and associated sundries to Officers**

It was **RESOLVED** to commit funding of up to £4,500 from the tree planting budget to purchase trees and associated sundries to implement the agreed Biodiversity Ring through the Mundy Playing Fields, and to delegate authorisation to Officers to make the purchases up to that amount.

OS2324.41 TO CONSIDER A RECOMMENDATION FROM THE CLIMATE AND NATURE COMMITTEE TO CEASE THE USE OF GLYPHOSATES ON TOWN COUNCIL LAND

It was **RESOLVED** by majority vote to agree to the recommendation from the Climate and Nature Committee to cease the use of glyphosates on Town Council land and to trial the alternatives stated in the supporting paper.

OS2324.42 TO CONSIDER A REQUEST TO INSTALL BEEHIVES AT THORNBURY CEMETERY

It was **RESOLVED** to agree to the request to install beehives at Thornbury Cemetery in line with the details given in the supporting paper.

OS2324.43 TO CONSIDER MATTERS RELATING TO THE INSTALLATION OF FLOODLIGHTS ON COURTS 3 & 4 BY THE THORNBURY LAWN TENNIS CLUB

- **To receive an update on conditions attached to the granting of permission for the installation of the floodlights**

The Committee received an update on conditions attached to the granting of permission for the installation of floodlights by Thornbury Lawn Tennis Club on Courts 3 & 4.

- **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**

It was **RESOLVED** to agree in principle to the draft addendum to the existing agreement with Thornbury Lawn Tennis Club covering the use of Courts 3 & 4, with the addendum covering the ongoing maintenance of the floodlights once installed, assuming Thornbury Lawn Tennis Club confirm their agreement to the conditions mentioned above.

OS2324.44 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 INCLUDING

- **To consider agreeing to the proposal**

It was **RESOLVED** to agree to install hard surfacing around the basketball hoop in the Chantry Road Play Area.

- **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 & Policy Committee)**

It was **RESOLVED** to delegate authorisation to officers to purchase the surfacing up to the value of £5,000 (from source agreed by the Finance and General Purpose Committee – see item below).

- **To consider making a recommendation to the Finance and General Purpose 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**

It was **RESOLVED** to recommend to the Finance and General Purpose Committee that funding be made available to cover the cost of the hard surfacing up to £5,000, to be taken either from CIL or as a new cost pressure in the 2024/2025 budget.

OS2324.45 TO IDENTIFY ANY ADDITIONAL COST PRESSURES THAT SHOULD BE CONSIDERED FOR INCLUSION IN THE DRAFT 2024/2025 BUDGET (OVER AND ABOVE EXISTING PROVISION/BUDGET)

It was **RESOLVED** to ask for some form of covered seating on Town Council open spaces to be considered during the budgeting process for 2024/2025.

OS2324.46 TO NOTE DATE OF NEXT MEETING – TUESDAY 21 NOVEMBER 2023

The date of the next meeting was noted to be Tuesday 21 November 2023 at 7:30pm.

OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 05.12.23

To consider communication regarding the previously agreed route of the Biodiversity Ring through the Mundy Playing Fields and to consider an alternative route

(Note - the Committee can reconsider its previous resolution on this issue as “new information has come to light which significantly changes the circumstances” – TTC Standing Orders.)

At its meeting in September, the Open Spaces Committee agreed a route for the Biodiversity Ring through the Mundy Playing Fields. See below – trees to be planted along the yellow and pink lines.



Prior to the Committee meeting, this route had been discussed on site with a representative from the organisers of the fireworks event who had confirmed that they could work around these changes. Since then, presumably following further consideration, the event organisers have expressed a number of concerns regarding the route as follows (*italics*):

Thanks for sending the map of the proposed planting location for the trees. I think that the proposed location of the trees might put an end to the bonfire at the fireworks event possibly from as early as next year after the trees are planted (I read that large, mature trees will be planted to protect against vandalism). There are three reasons for my conclusion.

- 1. The risk of damage to the trees from the heat and sparks from the bonfire. The typical wind at the site in November blows across the top of the fire and into the treeline. This might not be a problem once the trees are fully established and large, but there might be a risk while they are establishing.*
- 2. Once the canopy is formed the public might have an obstructed view of the bonfire and quite possibly the Fireworks. This would be in only a few years if large, mature trees are planted.*

Granted the trees might not have leaves in November. The level of obstruction would depend on the species of tree chosen.

3. *A few years ago, we used to do the bonfire up in the field near the tennis club. This is no longer possible due to the number of people that attend the event. The current location is the safest option we have for keeping the bonfire away from the public, buildings and vegetation.*

In the map below I've mapped the typical setup for Fireworks. I can only identify one other possible location for the bonfire, but this has not been risk assessed. My fear is that it may be too close to the allotments and other buildings. It would also require relocating the concessions.

I've included a map below of the typical location of the bonfire and the general wind direction below



Could you please confirm if the trees will be planted before the Fireworks event this year?

Also, do you have any ideas about the dilemma we face for future years? Perhaps an onsite meeting with the tree warden to assess the situation and his/her plans would help allay my fears.

We had also received the following email from the Carnival organisers, prior to the September meeting (italics):

I reviewed the papers for tonight's meeting last night and noted the proposal for a new tree line in the Mundys. I know we are meeting next week to talk about the changes but given the Council are meeting tonight, I thought I would flag that the tree line would reduce the available footprint for the Carnival.

I have also flagged the proposal to Thornbury Round Table as the tree line would directly affect the layout for the Fireworks and Bonfire. I anticipate Casey will review and let you know directly of any concerns.

Sharing for reference as I know you are very supportive and these concerns may not have been readily apparent.

In light of the above, officers and outdoor staff met with Cllr Bonnett on site to discuss alternative routes for the Biodiversity Ring through the Mundy Playing Fields. The following alternative route is proposed:-



RED LINES

Tree planting to plug gaps between existing trees, but leaving space for vehicles to pass between trees where necessary.

YELLOW LINES

Hedge planting (mixed varieties) parallel to existing Laurel hedge (with an approximate 2-3 metre gap in between the two hedges), but leaving enough space next to the football pitch for spectators and vehicle access.

The Committee has previously resolved to commit funding of up to £4500 from the tree planting budget and this funding would be sufficient for the alternative route.

Officers recommend the Committee consider the following:

- ***Agree to the proposed alternative route***
- ***Agree that officers should inform the fireworks and carnival organisers of the alternative route which should alleviate the concerns they have raised***

Wendy Sydenham
Deputy Clerk
30.11.23

OFFICER BRIEFING FOR OPEN SPACES COMMITTEE ON 05.12.23

To consider comments regarding the grounds maintenance regime for Oakleaze Green and to consider possible changes

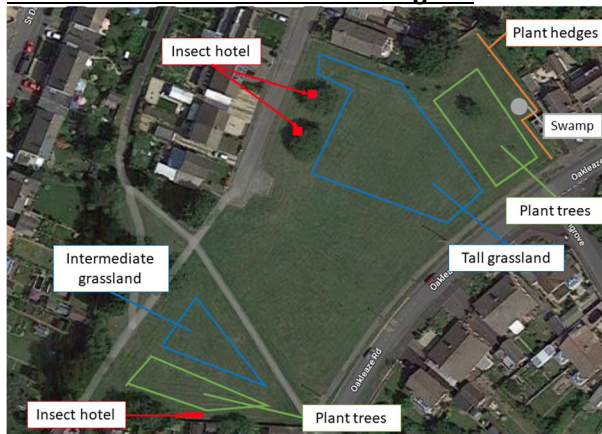
Councillors have reported receiving comments about the new grounds maintenance regime at Oakleaze Green, specifically that the main area that has been left uncut to develop into tall grassland has reduced the overall area that can be used for ball games. Officers have received some similar comments in the Town Hall (perhaps two or three people).

The original ecology survey actually recommended a far larger area be left to develop into tall grassland, but when finalising the grounds maintenance regimes, the Committee decided to reduce this in order to allow space for ball games. The comments that have been received since are asking for it to be further reduced. We have also, however, received a letter which sets out an opposing view (see bottom of Officer Briefing).

Officers have met on site with the outdoor staff to map out a possible alternative which would allow the same overall amount of green space to be allocated to develop into tall grassland, but increase the area that could be used for ball games. See below for the current regime and suggested alternative.

Officers are not making a recommendation in relation to this issue.

Current Grounds Maintenance Regime



Possible Alternative Grounds Maintenance Regime (just showing aspects that will be altered)



Letter Received from Member of the Public

Ref Oakleaze Green

Dear Open Spaces Committee,

I absolutely support the Council initiatives on climate change, biodiversity, more tree planting and less grass cutting.

My house faces Oakleaze Green and I have been working with Judith Hurford (ex-tree warden) and Kristina (TTC, sorry I don't know her surname) in planting trees and maintaining the hedge planted last year.

I am very keen that the tall grass area currently opposite my house is retained and if possible extended. It encourages the ball games further away from the driveways and cars, we have not (to my knowledge) had any footballs in our drive since it has been uncut.

I also support the proposed fruit tree planting. I funded some of the trees on the Green though sadly, several have been damaged/killed by vandalism. This might be less likely to happen if the tree planted area towards the substation was also left uncut as the trees and their stakes tend to be used as goalposts and coat hangers. This area is extremely boggy after rain.

To conclude, please retain the tall grassland area currently in place and if possible, increase it to surround the trees.

Many thanks,
Yours faithfully,

Wendy Sydenham
Deputy Clerk
30.11.23

From: XXX

Sent: Friday, November 10, 2023 11:21 AM

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

Subject: [External] St Mary's Church, Thornbury

Dear Wendy

I trust all is well with you.

The reason for this email is that we shall be doing some major work at the back of St Mary's Church next year. This work will take about 4 to 5 months starting, hopefully, after Easter.

The whole of the back of the Church will be out of action, whilst we replace the existing (not fully compliant) disabled toilet, create a new second toilet, a new food / servery area and a new storage area.

The idea behind this major reordering is to make the Church more useable for events other than just worship. For example, u3a and Thornbury Choral Society, amongst others, are now using the Church as a venue, especially with the current demise of the Armstrong Hall. In addition, St Mary's Primary School frequently use the Church as a venue for plays and concerts, and the Castle School are using the Church for a concert in December.

In order to do this work, we need to temporarily store everything from the back of the Church and also the Contractor will need a small cabin for use as an office and store.

Therefore, we are asking if we would be allowed to temporarily place two Portacabin type building on the grass area just outside the Churchyard wall. Of course, we would make good any damage to the area afterwards.

If this request is feasible, I imagine that you, or someone from the Council, would wish to come and look at the area in question with us before any decision can be made.

I look forward to hearing from you.

Best wishes,

Robin
Churchwarden

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

Sent: Friday, November 10, 2023 12:22 PM

To: XXX

Subject: RE: [External] St Mary's Church, Thornbury

Hi Robin,

I am very well, thanks – hope you are too.

Can I just confirm that the temporary buildings would definitely be outside of the churchyard i.e. somewhere in the area marked in red below?

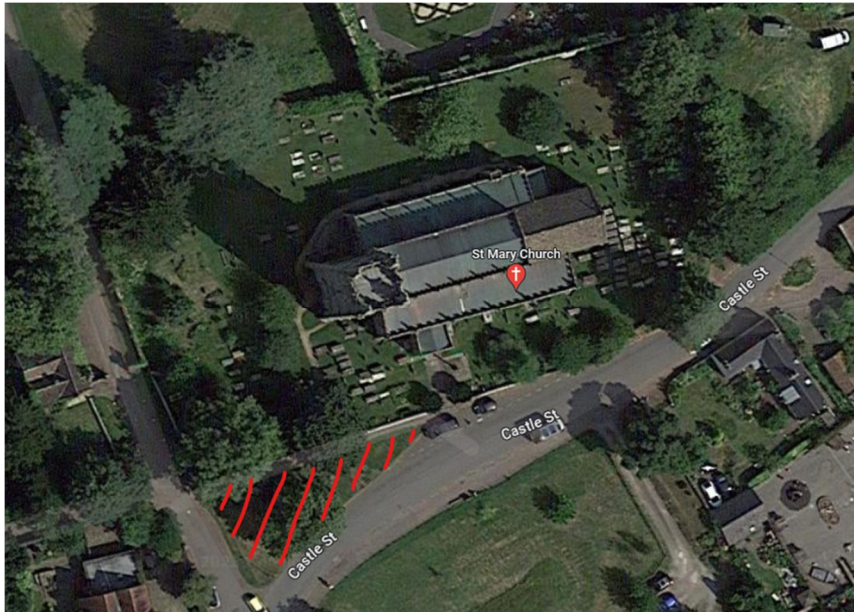
If so, then we don't need to give formal permission, but are very grateful to you for keeping us informed. I will let the staff know.

If it is in the area marked in red, you may need SGC permission?

The changes sound very exciting – I hope everything goes well.

Kind regards.

Wendy



Wendy Sydenham

Deputy Clerk – Thornbury Town Council

Tel: 01454 412103

From: XXX

Sent: Friday, November 10, 2023 2:17 PM

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

Subject: [External] St Mary's Church, Thornbury

Hi Wendy

Thank you for your speed reply!

Yes, it is the area in red which you have marked which we are hoping to use.

So do you think we need SGC permission? If so, please could you tell me who or which department I have to approach. However, if they say no, we are then stuck!

We are also wishing to site a temporary toilet just inside the Churchyard. This would be just over the wall and near the small side gate, where there are no graves. Would this be OK?

Thanks again for your helpful reply.

Robin

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

Sent: Friday, November 10, 2023 3:07 PM

To: XXX

Subject: RE: [External] St Mary's Church, Thornbury

Hi Robin,

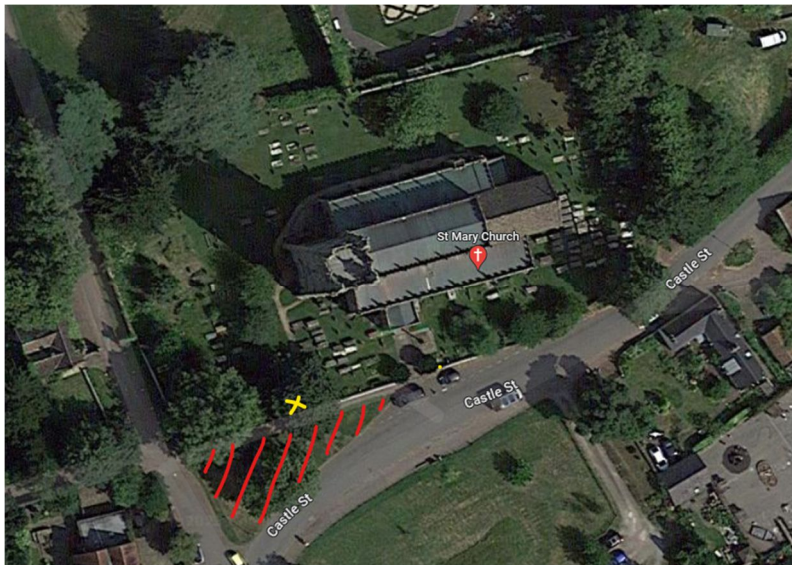
No problem at all!

I am assuming that the area marked in red is SGC land (it is definitely not ours), and therefore they should be approached to give permission. In terms of who to contact, I would start with the Planning Department – telephone 01454 868004. It may be that permission is not needed, but it would definitely be worth checking to save you problems further down the line. I cannot imagine they will say no.

Regarding the temporary toilet which will be placed inside the churchyard, from an operational point of view I cannot see a problem with this. However, I will need to take it to the Open Spaces Committee to get formal approval. The next meeting is in early December, so leave it with me for now and I will be in touch after the meeting. Can I double check that the location is roughly where I have put a yellow cross below?

Thanks.

Wendy



Wendy Sydenham

Deputy Clerk – Thornbury Town Council

Tel: 01454 412103

From: XXX
Sent: Friday, November 10, 2023 3:23 PM
To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Subject: [External] St Mary's Church, Thornbury

Hi Wendy

Thank you for your help and this information.

Yes – you have the yellow cross in the right place. Of course, we would reinstate any damaged grass, etc.

Best wishes,

Robin

From: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Sent: Friday, November 10, 2023 3:34 PM
To: XXX
Subject: RE: [External] St Mary's Church, Thornbury

Thanks Robin. I'll be in touch after the December meeting.
Wendy

Wendy Sydenham
Deputy Clerk – Thornbury Town Council
Tel: 01454 412103

**Department for Environment
and Community Services**

Kath MacConnachie
Thornbury Town Council
Town Hall
Old Police Station
High Street
Thornbury, South Gloucestershire
BS35 2AR

Date: 28/11/2023
Your Ref:
Our Ref: ECS/SC/LOCAL24
Enquiries to Gary Meddick
Section: StreetCare Design & Operations
Tel: 01454863696
Fax:
E-mail: gary.meddick@southglos.gov.uk

Dear Kath
Ref: Localism 2024/25

Please find below localism maintenance charges for the period 2024/25 based on the current service level. The annual uplift calculated from the BCIS GM87 indices between August 2022 up to August 2023 has risen by 4.19%.

Below is a breakdown of service costs for your council for the period 2024/25.

FEATURE TYPE	UNITS	MEASURE	Total
Cut and Collect Meadow Grass Cutting-GROVESEND & MORTON WAY TO HACKETT ROAD	m ²	6,583.36	£2,538.85
PERENNIAL PLANTING - Grovesend & Moreton Way	NUM	1.00	£2,985.18
DOG BINS	NUM	35.00	£6,872.86
		TOTAL	£12,396.89

We will be implementing 3-year contracts for localism services, therefore the 2024/25 contract I have attached alongside this document will run until the end of 2026/27 financial year, more information regarding general terms and conditions can be found within the contract. Please do not hesitate to contact me or one of my team if you have any questions or wish to review your service level.

Yours sincerely



Gary Meddick
StreetCare Operations Manager

ROSPA – Play Safety Inspection Reports – May 2023
Summary of Findings/Remedial Actions Required

High Risk
Medium Risk
Low Risk

THERE ARE NO HIGH RISK FINDINGS IN ANY OF THE 2023 REPORTS

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Mundy Playing Fields Play Area (17 Very Low Risk)	Cableway – some chain wear, replace worn link.	Contractor will action when inspecting components – see below.	COMPLETE
	Cableway – dismantle and inspect supporting components.	External contractor sought (our staff cannot complete as involves working at height).	COMPLETE
	Climber/Pyramid – dismantle and inspect supporting components.	External contractor sought (our staff cannot complete as involves working at height).	COMPLETE
	Accessible swing – dismantle and inspect supporting components.		COMPLETE
	Rocker/sweeping seesaw – excessive movement in	Parts have been ordered, staff to fit asap.	COMPLETE
	Seating – ground erosion present, repair the worn areas.		
	Adult fitness signage – signage must include warnings, restrictions and instructions – update existing signage.	New sign installed.	COMPLETE
	Cableway – ground erosion present, repair the worn areas.		
	Carousel/accessible – monitor insufficient protective surfacing extent.	Carousel is being removed and replaced with seating, new surfacing will be installed as part of this.	COMPLETE
	Carousel/whirl-bird – gaps have opened up between tiles, refit the tiles – repair damaged tiles.		
	Splash pad – projecting bolt thread, cut off/file down or use correct length of bolt.	Bolt changed.	COMPLETE
	Rocker/seal – repair separating wet pour surface.		
	Accessible swing – tighten loose swing set eye bolts.		COMPLETE
	Carousel/flush – replace worn bearings.	Greased, keep under review.	MONITOR
	Trampoline – monitor insufficient protecting surfacing extent.		MONITOR
	Rocker/sweeping seesaw – repair worn surface.		
	Carousel/rotator – replace worn bearings.	Bearings replaced.	COMPLETE

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Skate Park (5 Very Low Risk)	The Overall Site – client requested an estimate on the life expectancy of the skate ramps. <i>Providing...all maintenance requirements identified on inspections are addressed as they arise</i> , the ramps should be serviceable for 8-10 years.	The contractor who carried out some repairs in 2022/2023 could not complete all repairs identified in previous RoSPA reports due to general state of ramps and tarmac surfacing. Other contractors were either very expensive or would not guarantee their work because of the age of the ramps. Some basic repairs to lifting plates will be carried out in-house to mitigate the risk as much as possible and the skatepark condition will be added to the Council Risk Register.	MONITOR, ON RISK REGISTER
	Half pipe – repair lifting plates.	See above.	MONITOR
	Manual pad – some deterioration in wooden top, monitor.		MONITOR
	Quarter pipe/flat bank – repair dented plate and repair lifting plates.	See above.	MONITOR
	Quarter pipe/900mm – repair lifting plate, treat significant corrosion, improve poor drainage on surfacing.	Corrosion can be treated. See above for remaining works.	

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Osprey Play Area (1 Very Low Risk)	Seating/bench – minor repairs needed.	Spare slats on order.	
	Slide/embankment – ground erosion, repair worn areas and surfacing needs repair.		

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Chantry Play Area (3 Very Low Risk)	Multiplay – there are crushing points for the user between moving and/or stationary parts of the equipment during use – adjust.	Referred back to supplier as items are relatively new. Supplier has put additional measures in place to remove/prevent crushing points – will be monitored.	COMPLETE (MONITOR)

High Risk
Medium Risk
Low Risk

AREA	FINDING/REMEDIAL TASK	ACTION TAKEN/PLANNED	COMPLETE
Streamleaze Play Area (7 Very Low Risk)	Swing/junior – dismantle and inspect supporting components, remove shackle bolt and check bush and shackle pin wear, replacing as necessary.		COMPLETE
	Gate – tighten loose fixture, reset gate (loose in ground), level surface (trip points), make good areas of worn ground.	Fixed gate with new spring and stopper. Need to decide on gate post.	
	Seating – make good worn ground areas.		
	Basketball post – treat and repair corrosion.		
	Rocker/seesaw – treat and repair corrosion.		
	Swing/junior – repair worn surface.		
	Trampoline – make good worn ground areas.		
	Basket swing – repair worn surfacing.		
	Carousel/flush – tighten loose handrails and rectify rocking platform.		

AREA	FINDING/REMEDIAL ACTION	ACTION TAKEN/PLANNED	COMPLETE
Eastland Play Area (5 Very Low Risk)	Boulders – should be removed from site or arranged and installed as natural play boulders.	Play area has been refurbished.	COMPLETE
	Fencing – repair damage.	Play area has been refurbished.	COMPLETE
	Gates – repair damage.	Play area has been refurbished.	COMPLETE
	Internal pathways – minor repairs needed.	Play area has been refurbished.	COMPLETE
	Large gate – project bolt thread, cut off and file down to size or use correct length of bolt.	Play area has been refurbished.	COMPLETE
	Slides/embankment – replace top fixings (missing and slide can be lifted slightly), repair drill holes in main slide, monitor worn areas at bottom of slide and replace decaying timber.	Play area has been refurbished. Drill holes have been repaired. Top fixings and decaying timber is currently being addressed.	COMPLETE

The following areas need only 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.	Gaps filled with cement.	COMPLETE
	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.	