

PATCHWAY TOWN COUNCIL

**Minutes of a meeting of the Parks & Open Spaces Committee held on  
25 November 2010 at Callicroft House, Rodway Road, Patchway.**

Present: Cllrs. M. Grotzke (in the Chair)  
L. Gray  
Mrs L. Hodder  
Mrs E. Martin

In attendance: Mr. L and Mrs C. Richardson – Blakeney Road allotments  
Mr. C. Mills & Mr. L. McQuaid – Pretoria Road allotments

**1. Allotments Reports**

The Chairman welcomed the representatives of the allotments associations to the meeting and invited them to report on the past year.

Blakeney Road

Mrs. Richardson reported that the rent due to the Council was £485. There were 35 plots, many of which are let in halves so that there are 44 plot holders.. At present there was one half plot vacant. Mr. Richardson thanked the Council for the wheelbarrows and for repairing the boundary fencing.

In the next financial year, the Association would like another container for storage of tools – a half size would be sufficient. They would also like running water for hand washing as there were a number of families working on plots. The Committee suggested that the Blakeney Road committee met with the Pretoria Road committee to hear how they had managed to raise substantial funds to bring services into their hut to provide toilets, kitchen and washing facilities.

Pretoria Road

Mr. McQuaid reported that the rent due to the Council was £1,193.33. He presented the statement of accounts from 1.9.09 to 31.8.10. Mr. Mills reported that the site has 55 full plots of which 27 are split into half plots, giving a total of 82 plots. At present there are 6 half plots vacant. At the AGM held in October a new committee of 9 residents was elected. Mr. Mills thanked the Council for its generous support of the projects carried out during the year, the connection of the allotment shed with drainage, water and electricity and the provision of additional parking spaces. A group of allotment holders were now completing the building project and they had applied to Merlin Housing for a grant towards now power tools. The Committee would not be asking the Council for any funding for the next financial year and would no longer need the portable toilet as they would shortly be connecting the mains

toilets. It was noted that any waiting list would in future be restricted to Patchway residents at the request of the Council.

The Chairman thanked the representatives for their attendance and stated that the Council would continue to work in partnership with them to enhance both the allotment sites. The representatives then left the meeting.

## **2. Apologies**

Apologies for absence were received from Cllr. Gordon and J. Thomas.

## **3. Declarations of Interest**

The Chairman asked Councillors to declare any interests in items to be discussed at the meeting.

## **4. Minutes**

The Minutes of the meetings held on 30 September and 6 November were agreed as a correct record and signed by the Chairman.

## **5. Matters arising from the Minutes**

### **a) Pretoria Road Allotments**

It was agreed to send a letter of thanks to John Wightman and Norman Tudor for their hard work in keeping the allotments running for many years. Both men had now resigned from office. The Committee noted that, arising from the meeting held on 9 November the allotment society would be paying a total of £15,000 towards the cost of bringing services into the hut and the Council would be making up the balance of £7,234.

### **b) Outstanding Construction Work**

The Committee noted that the extension of the parking area at Pretoria Road allotments and installation of play equipment at Patchway Common would be carried out shortly, weather permitting.

### **c) Playbuilder Projects**

It was noted that both play areas were almost complete but that work to create an accessible toilet in the garage at Scott Park was in progress. The Committee was pleased to see a proof of a new sign for the Scott Park Play Area designed by SGC.

- d) Fencing in Scott Park  
The previously agreed work had now been carried out.
- e) Youth Development Group  
It was noted that this group had now been set up and had held its first meeting. The next meeting was on 14 December at 6.30 p.m.
- f) Dog bin on Tumps  
The Committee noted that the request by Cllr. Hodder for a dog waste Bin on The Tumps at the entrance from Elmore Road would be met through the Street Furniture budget. This had been agreed at the recent Planning & Transport Committee.

## **6. Play Policy for Patchway**

It was noted that the Council had agreed to hold a workshop led by Michael Follett to discuss drawing up a Play Policy for Patchway. A number of dates had been suggested by Michael and the Committee agreed that the most convenient date would be Monday 24 January at 3.30 p.m.

## **7. Groundsman's Reports**

The Committee noted the reports on the playing fields and open spaces submitted by the groundsman, which are attached to the minutes. Cllr. Martin reported that SGC had been working on the path leading to Bevington play area that day.

## **8. Scott Park Play Equipment**

The Chairman had inspected the play equipment in Scott Park that day and there was a discussion on the condition of the wooden equipment, which was at least 15 years old. This was looking particularly shabby now that SGC had extended the area with new equipment for ages 8-13 and the Committee agreed that they would like to replace the wooden equipment to provide attractive facilities for children under 8 years.

It was noted that the Committee had £12,500 in the budget for replacement of play equipment at Scott Park and £30,000 for new equipment at Patchway Common. In view of the fact that the donation of equipment by Burger King would obviate the need to purchase new equipment for Patchway Common, the Committee agreed to transfer part of the budget for Patchway Common to Scott Park in order that the wooden equipment could be replaced in this financial year as the supplier had items on special offer until 31 December.

The work agreed for Scott Park was as follows:

To remove the hanging chains/tyres and replace with a trailblazer trim trail costing £3,900. Removal and installation £1,200.

To remove the timber climber and install a Whirly Playpod costing £6,400 with removal, safety surfacing and installation at £3862.

To remove the timber bridge and install a trail for age 2-6 years costing £7,364 with removal, safety surfacing and installation at £5,495.

To repair the seesaw at £195.

Carriage on all equipment £750. Total cost £29,166.

This work was unanimously agreed by the Committee.

The Clerk was asked to ensure that the value of this equipment was added to the insurance policy.

## **9. Patchway Community Sports Association**

It was noted that the next meeting of this Association would be on Wednesday 8 December at 7 p.m. in the office.

At the last meeting it had been noted that South Glos. Leisure Trust was now managing Patchway Sports Centre. New activities at the Sports Centre included new baseball and softball clubs.

The Association had decided to nominate Richard Ashley, Secretary of Patchway Town Sports Association, to the SGC Sports Awards Evening.

The Committee noted that Kevin Horsman had returned as Manager of Patchway Town FC, with Shaun Mullen as Chairman.

## **10. Budget for 2011-12**

The Committee agreed to make provision in the budget for a second-hand aerator and modification to the McCormick tractor to operate this machine which would increase the drainage of the four football pitches. A cost of £10,000 could be accommodated in the equipment budget.

After discussion the following budget was agreed:

### **Parks & Playing Fields**

	<b>Budget 2010-11</b>	Spent to Date	<b>Budget 2011-12</b>
<b>Patchway Common:</b>			
Rates	<b>2,500</b>	1,635	<b>2,500</b>
Cleaning Materials	<b>350</b>	269	<b>550</b>
Electricity	<b>2,500</b>	416	<b>2,000</b>
Gas	<b>2,500</b>	562	<b>2,000</b>

C/F 2010-11

Water	400	195	400	
Skateboard Park ( & Scott Park )	700	100	100	600
Play Equipment: Repairs	15,000	3,000	5,000	Will be spent by end
Play Equipment: Repairs	15,000	0	0	of financial year
Outside Lighting (Skateboard & Teenshelter)	500	0	0	500
<b>Scott Park:</b>				
Cleaning Materials	350	197	400	
Electricity	2,000	-832	1,500	
Gas	2,000	1,023	2,000	
Water	700	271	500	
Rates	3,000	2,111	3,000	
Petrol, etc.	4,000	1,942	4,500	
Play Equipment: New & Repairs	12,500	12,500	10,000	
Maintenance of Machinery	12,000	2,133	12,000	
Maintenance of Grounds	12,000	8,307	12,000	
Insurance machinery	3,500	3,500	3,500	
Machinery and Tools Replacement	18,000	880	5,000	17,120
Supplies for Pitches	15,000	8,546	10,000	5,000
Seats	500	0	500	500
Litter Bins	1,700	0	0	1,700
Tree Planting & Landscaping	500	0	0	500
Water Supply	1,000	0	0	1,000
Lighting	4,000	217	0	3,500
Fencing	10,000	10,000	10,000	
Hire of Garages	1,000	1,000	1,200	
Rebuilding garages	0	0	25,000	
	143,200	57,972	113,650	

#### Allotments

		Budget 2010-11	Spent to Date	Budget 2011-12	c/f
<b>Pretoria Road</b>	Contingency	50	7,500	500	
	Hardstanding	0	2,500	0	
<b>Blakeney Road</b>	Maintenance of Shed	50	0	2,000	
	Machinery	200	59	0	
<b>Toilets</b>		4,000	1,327	2,000	
<b>Total Budget Allotments</b>		4,300	11,386	4,500	

#### Open Spaces

		Budget 2010-11	Spent to Date	Budget 2011-12	c/f
<b>Tumps</b>	Rent	200	200	200	
	Fencing & Maintenance	2,300	115	0	2,300
<b>Play Areas</b>	Repairs	1,000	0	2,000	1,000
	New Equipment	12,000	3,819	0	8,000
	Trim Trail maintenance	7,000	0	0	7,000
	Areas for Young People	2,805	50	0	2,750
<b>Other</b>	Christmas Decorations	3,500	476	4,000	
	Street Planting	500	0	0	500
	Maintenance of WCs	5,000	1,938	0	500
<b>Total Budget Open Spaces</b>		34,305	6,598	6,200	

**11. Date of next meeting**

It was noted that the date of the next meeting of the Committee was Thursday 27 January at 8 p.m. , preceded by the Advisory Committees at 7 p.m.