

## PATCHWAY TOWN COUNCIL

### The minutes of the Parks and Open Spaces Committee on Tuesday 19<sup>th</sup> March 2019 at 7:30pm.

**Councillors:** Cllr Loveridge (in the chair), Cllr Cottrell, Cllr Dando, Cllr Martin, Cllr Orpen

**In Attendance:** J Thomas, Mr J Franklin and Mr P Thompson (Patchway and Charlton Hayes Community Sports Association)

L Squire Clerk

#### **Members of the public: 3**

**1. 2019-03.** Members of the public were asked to sign the visitor's book and the Clerk advised every one of the fire exits and the mustering location at the far end of the side car park.

**2. Apologies for absence**

Apologies were received from Cllrs Butler, Gordon, Walker and Messenger.

**3. 2019-03. Declarations of Interest**

The chairman asked any members having an interest in a matter to be discussed in the meeting to declare it at the appropriate time.

**4. 2019-03. A presentation by Mark Bryant 3d Print Shop on installing a time capsule in the war memorial at Scott Park**

Mark outlined his proposal to the Committee to install a time capsule at the War memorial site with the intention that it will be opened in 100 years' time, and for it to be formally put in place at the annual Patchway Festival. Ideally local children should be involved and hopefully include relatives of the fallen who are named on the memorial wall.

The capsule size will be 6" diameter cylinder by 10" long. Some ideas for items to be enclosed are a small flask with whisky with an inscription 'toast to the fallen', coins minted in 2018 and/or coins commemorating the 1<sup>st</sup> world war, which should be available from the Royal Mint and a local newspaper. Other ideas need to be considered.

The outer seal plaque to be in bronze the same as the memorial and 2 glass poppies, it will be cemented in place with tamper proof bolt fixings and the whole unit will be fire proofed.

If the Council agree Mark will attend a future Council meeting with the proposed design so it can be approved. The indicative costs are: -

	£
Cover	225
Canister	115
2 glass poppies	90
Fitting	290
Design fee	100
Nominal fee- flask & engraving	<u>30</u>
Total	<u>850</u>

Timescales outlined if agreed at the April Council meeting, the design can be prepared and agreed at the following Council meeting, the pattern can be cast, and it will then take a couple of weeks after that. Publication will then be required for the capsule insertion.

**5. 2019-03 To confirm the minutes of the meeting held on 19<sup>th</sup> February 2019 and to note any issues**

The minutes were agreed as an accurate record of the meeting.

**6. 2019-03. To decide upon quotations for a zip wire at Gorse Covert for recommendation to the full council.**

The 2 quotes were considered, it was agreed that another quotation should be obtained, and that the Committee recommends to the Finance Committee that the replacement should be purchased.

**7. 2019-03 To note any update on the Sports Development in Scott Park**

The Committee were advised that the acoustic survey investigation has commenced with the contractor attending the site late afternoon today and that a resident has given permission for the acoustic monitoring equipment to be in his garden to ensure it is secure.

**8. 2019-03. To consider allowing sheds to be installed on both allotment sites**

The Chair advised that this has previously been requested and refused in March 2016 and all allotment sites he knows have sheds on the individual plots. After discussion it was agreed that the Committee recommends that Council agree that sheds can be installed on the individual plots, with specific criteria: -

- being placed on a slab area;
- set size maybe 6 x 4;
- be made of robust material and secured firmly;
- they need to be secure and the plot holders should be responsible for their own insurance for the shed and contents against vandalism or theft.

Action: -Clarification to be obtained from South Glos on whether the sheds can be installed, although they are in place on allotments sites throughout Bristol and Thornbury.

**9. 2019-03 To note the update on the repairs to the Pretoria allotments gate and posts and the request for tarmac**

Cllrs Loveridge and Butler advised they had visited the site and established what was required to repair the gate and posts. The Clerk advised that she has contacted the company who had installed them and was waiting for a response. The tarmac request is also being investigated.

**10. 2019-03 To note the approval of the grant supplication from the Woodland Trust**

The Committee were advised that the grant approved included 340 trees that will be delivered in November 2019 and a decision is required on where they can be planted. One suggestion was to use some of these by the side of the new pre-school, although a different location will be required until the building work has been completed.

**11. 2019-03 To note the installation of repurposed equipment around Patchway**

This is also included in the groundsman's report, which includes repurposing 2 benches at Scott Park between the pavilion and the war memorial, installing wooden stepping stones (from the old zip wire), a bench and a bin at Callicroft Road.

**12. 2019-03 To note the timescale of the new ability slide at Scott Park**

The committee were advised that the slide should be in place in time for Easter and may be a couple of weeks before.

**13. 2019-03 To provide an update on the signage at the parks**

The committee were advised that the draft wording for signage has been sent to the insurance company for approval. There was a query whether these signs should be in more than one language, maybe polish.

Action: Clerk to check with South Glos on language requirements.

**14. 2019-03. To note the Groundsman's Report**

The committee noted the groundsman's report. The goal posts at Gorse Covert have been removed due to health and safety issues. Work continues on the cricket square in preparation for the next season.

Action: -Clerk to clarify the situation with the fuel tank.

- Clerk and P Thompson to raise with the grounds staff whether the side screens for the cricket can be left out for the whole season.

-Clerk to chase up Bromford about the fencing by the Coniston Bungalows, copy to be provided to Cllr Dando to take to the Executive.

**15. 2019-03 Date of next meeting**

The committee noted that the next meeting will take place on Tuesday 16<sup>th</sup> April 2019 at 7:30pm.

The meeting closed at 8.25pm.