

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the 23rd of March 2021 at 19:00 by video link (Go to Meeting Application)

Due to Government Advice on COVID-19, this meeting was held in exceptional circumstances via conference call.

Councillors: R Loveridge (in the chair), P Cottrell, K Dando, J Butler, E Martin and T Scott.

In attendance: L Squire (Town Clerk), J Turner (Deputy Town Clerk and RFO)
Tina Brice (Patchway Community Association), John Thomas, Paul
Andy England (Patchway Town Football Club), Peter Knight (ReACH).

Absent: None

Members of the Public: Five

Cllr R Loveridge reminded all participants that the meeting will be recorded in line with Patchway Town Council's Protocol on the Filming and Recording of Town Council, Committee and Sub-Committee Meetings.

23/03/2021 - No 1 To receive any apologies for absence.

None received.

23/03/2021 - No 2 Declarations of Interest.

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

23/03/2021 - No 3 To consider and approve any dispensations for this meeting.

None received.

23/03/2021 - No 4 To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee meeting held on 23rd February 2021 and to note any issues.

RESOLVED: It was unanimously agreed to approve the minutes.

Matters Pertaining to Parks and Open Spaces

23/03/2021- No 5 To consider the quotations for installing Patchway Town Council equipment in various locations across the Town.

RESOLVED: It was unanimously agreed to approve the quotation of £5700 from KT Properties LTD.

23/03/2021 - No 6 To consider the quotations for work to be carried out at Pretoria Road Allotments, to create more space on the site.

The RFO advised the committee that the Allotment Association were happy for this work to be carried out and visual checks for wildlife would be done throughout the process. The Chairman reaffirmed that there would be no machinery on site and the contractors would only use hand tools.

RESOLVED: It was unanimously agreed to approve the quotation of £320 from preferred supplier N Brock.

23/03/2021 - No 7 To consider the quotations for a new slide unit at Blakeney Road play area, to replace the existing timber one, which is now at the end of its useful life.

RESOLVED: It was unanimously agreed to defer this item to the next meeting to allow for all quotes to be received.

23/03/2021 - No 8 To consider the quotation from preferred supplier GB Sports and Leisure, for a small goal post to be installed in Scott Park, adjacent to the Jason Franklin 3G Facility.

Concerns were raised over whether the net should be left up and it was agreed to review this in line with the weather conditions.

RESOLVED: It was unanimously agreed approve the quote for one goal post and net for £316.40.

23/03/2021 - No 9 To consider the quotation from preferred supplier, CR Fencing, to install palisade fencing around the hardstanding at Pretoria Road Allotments.

RESOLVED: It was unanimously agreed to defer this item so advice on any permissions needed could be obtained.

23/03/2021 - No 10 To consider the quotation for removing two shipping containers at Pretoria Road Allotments.

RESOLVED: It was unanimously agreed to approve the quotation from Iron Man Metal Recycling for £1340.

23/03/2021 - No 11 To consider the designs for the Open Spaces signage, make any amendments necessary and agree to commission the artwork for printing.

RESOLVED: It was unanimously agreed to include the following on the design:

- No dog signs for Scott Park.
- Dog welcome key for other areas.
- Add in key road names (birds and trees and Charlton Hayes).
- Further road names to be added on the online version.

It was **further resolved** unanimously to commission the artwork for printing with the above amendments.

23/03/2021 - No 12 To consider the details of the lease agreement for the path at Blakeney Road playing field and agree a way forward for the maintenance of the areas that Patchway Town Council are responsible for.

The Deputy Clerk provided an update. The Council were still waiting to hear back from South Gloucestershire Council's legal team on the matter.

23/03/2021 - No 13 To consider the fortnightly play area inspection report compiled by Gordon Playground Inspections LTD.

The committee noted the report and were informed that steps to correct the high or medium risk equipment were underway.

23/03/2021 - No 14 To consider extending the play area in Scott Park with new equipment instead of the sensory garden, which has now been removed.

Chairman talked on this item. He stated that the sensory garden had to be removed and that himself and the Deputy Clerk spoke to some residents on what they would like to see.

RESOLVED: It was unanimously agreed to hold a working party meeting of Cllrs R Loveridge, E Martin, T Scott and co-opted member T Brice along with the Council's Officers to plan a proposal to put forward.

23/03/2021 - No 15 To consider the 'Sunflower Challenge' project and how the Town Council can involve residents.

The Deputy Clerk spoke on this item. There was a project happening throughout the spring whereby people were being invited to plant a sunflower in memory of someone they have lost due to COVID-19. The Deputy Clerk provided an alternative for the Easter half term whereby residents can come and plant a flower or seed in the Scott Park planters in their own time as a memorial.

RESOLVED: It was unanimously agreed to go ahead with this project and the Deputy Clerk would ensure the communication is put out as well as the work to get a sign and prepare the flower beds.

23/03/2021 - No 16 To review the play area strategy for 2021 and re-adopt this as a working document to be reviewed bi-yearly.

RESOLVED: It was unanimously agreed to adopt this as a working document to be reviewed in September 2021 and March 2022.

23/03/2021 - No 17 To receive an update from the Parks, Open Spaces, Planning and Transport working group.

The Chairman provided an update. The working group had looked at locations for the COVID-19 Memorial Bench as well as the VE Day bench in Scott Park.

RESOLVED: It was unanimously agreed to install the benches subject to a site plan being circulated to all members via email from the Deputy Clerk.

23/03/2021 - No 18 To receive an update from the meeting with South Gloucestershire Council conservation officer.

The Deputy Clerk provided an update. An initial meeting had been held to discuss the draft management plan for Gorse Covert and a further site visit is planned for April.

Matters Pertaining to Planning and Transport.

23/03/2021 - No 19 To consider Patchway Town Council's response to fly tipping in the back lanes and to consider options to eradicate this issue in the future.

The Full Council agreed to have this as a standing item on the agenda. It was noted that an amnesty day was to be planned.

23/03/2021 - No 20 To consider the update on community led housing from Southern Brooks Community Partnerships.

There was no update received.

Updates and Reports.

23/03/2021 - No 21 To receive an update on the wildlife photography competition.

The Deputy Clerk provided an update. The working group would need to meet to discuss the judging of the first round.

23/03/2021 - No 22 To receive an update on the 3G and Cricket Nets Project.

The Committee were advised that this would be the last update. The surface tests had been carried out and the Council should carry this out every two years to remain complaint. The contractors were on site to pick all of the stones out of the grass they had laid.

23/03/2021 - No 23 To receive an update on The Pavilion project.

The committee were pleased to note the project was moving ahead well. The contractors to remove the asbestos were putting forward quotes to the project manager.

23/03/2021 - No 24 To note that the date of the next meeting will be on Tuesday 27th April 2021, the time to be conformed due to the intended Annual Assembly meeting on the same day.

RESOLVED: It was unanimously agreed to hold the meeting at 7:30pm.

The meeting was closed by the Chairman at 19:46.