

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 14th June 2022 at 7.30pm.

ATTENDANCE

MEMBERS: Councillors: R Hailstone (Chairman), S Heyes (Vice Chair), V Manro, E Baker Lee, R Ross, S McDermott and L Brown

OFFICERS: Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, Dave Hunt
Senior Administrator, Jill Sharp

POS 024 APOLOGIES

Apologies were received and accepted from Councillors D Rodgers (Personal Commitments), K Naik (Personal Commitments), Councillor J Jackson (Council Commitments) and Councillor A John (Council Commitments).

POS 025 DECLARATIONS OF INTEREST

None given.

POS 026 PUBLIC PARTICIPATION

There was one (1) member of the public present who is a plot holder and was approached by students from Bristol City University to ascertain who to contact to join in their study of honeybees to allow them to locate three hives on the Council's leisure garden sites. The plot holder agreed this would be worthwhile and would like to bring this to the Committee's attention for consideration. Unfortunately, it is too late to move the beehives in time for this season's studies but would be good to consider for next year.

The Chairman thanked him for his time and bringing this to the Committee's attention. Members thought that this is a beneficial request, but discussions reference site locations will have to be made. *Action: To ask the University and beekeeping experts for any information for a future presentation.*

19.36 The Member of Public left

POS 027 CHAIRMAN'S ANNOUNCEMENTS

None.

POS 028 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 10th May 2022 showing the amendment to POS 014 – location of three (3) fruit trees from Thamesdown Avenue to Zakopane/Torun Way and signed.

Proposed: Councillor S Heyes

Seconded: Councillor V Manro

Vote: Agreed (2) two abstentions.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 10th May 2022 showing the amendment to POS 014 – location of fruit trees from Thamesdown Avenue to Zakopane/Torun Way and minutes signed.

POS 029 SEVEN FIELDS

Members received a verbal update from Councillor E Baker Lee that the feedback from residents was that the Wildflower planting was very positive. On

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14th August 2022 TWIGS and Seven Fields Conservation are holding a summer event being held in the play park area, time will be confirmed at a later meeting. Would very much like the Parish Council to be represented and erect the Gazebo with as many volunteers as possible and will ask for support at the next Full Council meeting. There was a small incident at the last Seven Fields Park Run with an excessive drinker and the PCSO's have been advised.

POS 030 COUNCILLORS REPORTS

Councillor V Manro:

City Fibre, Open Reach & BT are presently installing cables in Taw Hill which is causing some disruptions. Pavements are being replaced but debris not cleared up. Head of POST to contact the Project Manager of City Fibre to discuss.

At approximately 15.30 today a child from Oakhurst Community Primary School was knocked down outside the gates by the school bus. Ambulance and air ambulance arrived together with police. Advised that the child's leg had been injured although this has not been confirmed. Nothing to be done at present as police have to interview and do all due diligence before the Council can discuss any possible issues which may arise.

Councillor S McDermott:

Nothing to report.

Councillor L Brown:

Would like any updates on pond locations for the Borough/Parish Deed Review. Members agreed that a list be created in order not to keep duplicating information.

Councillor R Ross:

Nothing to report.

Councillor S Heyes:

Was delighted to see some of the cleaning of lamp posts in the area from an external company, the lamp posts are probably due to the future adoption.

Councillor R Hailstone:

Thought the Orchids/Daisies coming up in the Council's wildflower areas locally is a pleasure to see. Good feedback being received.

Councillor E Baker Lee:

Attended the HWPC & Allstarz Youth Programme on Monday, Allstar has asked when the grass will be cut again? Head of POST confirmed it would be cut on 17/06/2022 and is cut fortnightly on a Friday.

Has an upcoming meeting with a resident who wishes to sponsor a bench at Seven Fields and will report back at next meeting.

POS 031 DEPUTY CLERK AND SERVICE MANAGER REPORT

Reported that a meeting with Head of POST had been held on how to ensure the welfare and health of the outside teams during excessive heat. It was agreed that staggering starting/finishing times are most efficient and ensuring that hydration and breaks are being maintained.

POS 032 PARKS & PROJECTS

Members received, discussed and noted the contents of the report, in particular that White Eagle Play Area has been refitted but experienced some graffiti which the team will monitor. The RoSPA Inspections have been completed and any recommendations or actions are being worked through accordingly.

POS 033 HEAD OF PARKS AND OPEN SPACES REPORT

Members received the Officer's report, discussed and noted the contents. In particular, that 10 of the mowing days to date out of 32 were unable to be

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completed due 90% to mechanical failure and 10% staffing levels. Two new members of staff now certificated for the ride on mowers. Also noted that the King George V Field and Haydonleigh Skate Park will remain open from 1st June 2022 until 9pm.

Members requested that a timescale for Hedge/Shrub Cutting schedule to be created to ensure that residents expectations are met. Deputy Clerk & Services Manager advised that there was a later agenda item which would cover this aspect. With regards to mower breakdown, this being year 4 of a 5 year contract, Councillor S Heyes requested that Councillor L Rhys-Jones investigate the contract as it may be financial cheaper to buy out of the contract than pay for breakdown or downtime.

POS 034 UPDATE ON CREATION OF WILDFLOWER AREAS

Members received an update from Councillor S McDermott on the success of Wildflower creations areas. However, now need to move forward and start to identify other area's for consideration and also how to regenerate already planted area's such as maybe hire of a mini digger for a day or two to scrape. Councillor S McDermott will organise a Wildflower Working Party meeting to discuss in conjunction with Head of POST. Also to ask on social media for resident requirements.

POS 035 COMMUNITY BULB PLANTING

Members noted the verbal report from Councillor S McDermott on the Community bulb planting initiative. To use social media to promote interaction with regards to locations for planting.

POS 036 INSTALLATION OF A RAISED BED AT THE TOP OF THAMES AVENUE

Members received, discussed and approved the cost of installing two raised flower bed at the top of Thames Avenue, a main Haydon Wick gateway, at the cost of £310.00 including VAT to be met from 4309/307.

**Proposed: Councillor E Baker Lee Seconded: Councillor R Hailstone
Vote: Agreed Unanimously.**

RESOLVED: Members approved the cost of installing two raised flower bed at the top of Thames Avenue at the cost of £310.00 including VAT to be met from 4309/307.

POS 037 LEISURE GARDEN COMPETITION 2022

Members noted the verbal report from the Head of POST that all plot holders will be entered into the leisure garden competition which takes place as part of the monthly inspections in July. The Council has reached out to Manor Garden Centre for prizes. The judging will take place on 13th July 2022. The judging panel currently comprises of the Head of POST, Administration Assistant, Councillor R Hailstone and Councillor L Brown. If any other Councillors would like to attend please contact the Administration Assistant for details.

POS 038 OPERATIONAL BUDGET MONITORING

Members received, discussed and noted the Income and Expenditure for Month 2 (May 22).

POS 039 ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer in advance of the next meeting on 12th July 2022.

1. Further information on Beehives/ Beekeeping
2. Replacement costs and options for ride on mowers

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POS 040 EXCLUSION OF PUBLIC & PRESS

RESOLVED: To resolve in accordance with Standing Order 3 (d) that ‘in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw’. Reason: Contractual.

POS 041 INCREASE IN OPERATIONAL COSTS

Members received the report and discussed in depth as the increase is almost £1,000.00 per month. The reasons for the increase are due to the overall cost of fuel increasing and new legislation which advises that some aspects of horticultural work should be done using white diesel only. Members suggested the Head of POST investigate various legal interpretations to ensure compliance. The team will also be reminded of the responsibilities to ensure that consumption be kept to the minimum. Members therefore noted the Officer’s Recommendations as follows:

1. Members discussed and noted that the Parish Council has switched to white diesel only as per the recent legislation change and government advice.
2. Noted the increase in operational fuel costs and any budgetary impacts.
3. Noted that the increases will impact general reserves by the end of the financial year.

POS 042 EXTERNAL HIRE OF MINI COMPACT SWEEPER WITH OPERATIVE

Members received the report and fully discussed and agreed to the recommendations in principle subject to further information being received.

1. Considered hiring the mini compact sweeper and operative to third parties.
2. Agreed to the approximate chargeable day rate of £420.00 - £450.00 + VAT (Monday to Saturday).
3. To cap the number of external visits to four days per quarter (seasonally) so that this does not interrupt the Parish Council’s schedule.
4. Agreed not to offer the service on main spinal routes, for example, where roads exceed 30mph. This will be at the discretion of the Head of Parks & Open Spaces and agreed upon during initial site visits.

Action: Deputy Clerk and Head of POST will report back at a later meeting following investigations.

21.03 Councillor E Baker Lee left meeting and returned at 21.06

POS 043 HEDGE, TREE AND SHRUB BED MAINTENANCE

Members received a verbal update from Head of POST and confirmed that our current contractor has withdrawn its services for the winter flail cut. A tender document is due to go out on the 4th July 2022. The Head of POST is currently updating the transfer of services maps to demonstrate a better picture of the works required. Considerations of reviewing the grass cutting machines as there may be a hybrid system that could be of benefit. Further information will be gathered and brought back to a future meeting. The Committee suggested that the approximate tender budget of £60,000.00 should be increased given the inflation of fuel and other considerations.

POS 044 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

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Members received a verbal update and advised that the planning application at the request of SBC had been moved to 24th June 2022. Relocation of working units and staff will now be at the bottom area at Ventnor Close and when facility has been completed, this will become the car parking area. Quotes received have been received for the a) full design & structure surveys and b) grounds contamination surveys are in excess of previously thought sum but still within the overall budget. Therefore, the proposal is to take to Full Council delegated authority to the Parks & Open Spaces Committee to arrange payments of up to £55,000.00 from the original budget to enable to arrange but only following successful granting of planning permission has been confirmed which is now by 24th June 2022.

Proposed: Councillor S Heyes

Seconded: Councillor S McDermott

Vote: Agreed Unanimously

RESOLVED:

1. To recommend to Full Council that an amendment to the original £25,000.00 delegation is made to reflect the actual costs received of £55,000.00 (to allow for contingencies) to proceed with the Design & Site Survey.

2. To recommend to Full Council that the Committee proceed with Company A at a cost of £52,548.25. Contract to be awarded following the outcome of the planning application.

3. To request Full Council to authorise temporary use of Ventnor Close Allotments to place the shipping containers and vehicles on during the build stages. A plan to be drawn and submitted to SBC Planning Department. The cost of a planning application is £180.00.

Resolved to suspend Standing Orders 4X to enable the meeting to be extended for a further 15 minutes.

POS 045

AFC HAYDON VALE – TRENT ROAD FIELD ARRANGEMENTS

Members received the Head of Parks & Open Spaces report on requests received from AFC Haydon Vale. After discussion, the recommendations within the report were agreed.

Proposer: Councillor E Baker Lee

Seconder: Councillor R Ross

Vote: agreed Unanimously.

RESOLVED:

- 1. To install two second hand bins and one dog loo bin (cost neutral) at Trent Road Field.**
- 2. To not remove the shelter at Trent Road Field.**
- 3. To purchase and lend to AFC Haydon Vale a litter picking kit of 5 at a cost of £100.00 and be met from 4517/307.**

The meeting closed at 21.34

Chairman: _____

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