

Report of the Meeting of the Playing Fields and Cemetery Committee  
held on Thursday 6 September 2018 at the Town Hall

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Present: Cllr Clive Parkinson (Chairman)  
Cllr Shirley Holloway  
Cllr Pam Shipp  
Cllr Angela Symonds  
Cllr Martin Trueman

Louise Powell (Town Clerk)  
Wendy Sydenham (Administrator)

(Cllr Lesley Tuck – absent)  
(Cllr Gail Whitehead – absent)

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*(Items were discussed in a different order to that stated on the agenda.)*

**1. TO RECEIVE ANY APOLOGIES FOR ABSENCE**

Cllr Vincent Costello (another commitment)  
Cllr Bob Griffin (out of Thornbury)  
Cllr Jayne Stansfield (another commitment)  
(Mr Jack Hainsworth's apologies were also noted.)

**2. TO RECEIVE ANY MEMBERS' DECLARATIONS OF INTEREST**

Cllr Martin Trueman declared an interest in matters relating to Thornbury Football Club as a member of the Club.

*(Angela Symonds arrived.)*

**3. TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC**

The Chairman welcomed a member of the public to the meeting and it was agreed to bring forward item 11 of the agenda.

**11. TO CONSIDER CORRESPONDENCE RECEIVED REGARDING THORBURY CEMETERY**

The Chairman referred to a letter that had been received from a member of the public regarding Thornbury Cemetery and its importance as a site for rare grassland fungi. The member of public, who was in attendance, addressed the Committee to emphasise the importance of Thornbury Town Council continuing to manage the area as it currently does, and specifically to always remove grass cuttings. This would allow the fungi to continue to thrive. The member of the public confirmed that he was in contact with Natural England with a view to the Cemetery being awarded the status of a "Site of Special Scientific Interest". The Chair thanked the member of public for bringing this issue to the Committee's attention and confirmed that in principle that Council would support these efforts. The Clerk confirmed that wherever possible the grass cuttings were removed, but that during times of staff shortages, this may not always be possible.

It was proposed by the Chairman that the Clerk would speak to the outdoor staff to produce an impact assessment on routinely removing the grass cuttings, and that the member of the public would continue to work with Natural England to pursue the SSSI status and explore any grants that may be available. The proposal was seconded by Cllr Shirley Holloway and unanimously agreed.

**4. TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM THE REPORT OF THE MEETING HELD ON 21.06.18 NOT CONSIDERED ELSEWHERE ON THE AGENDA**

The report of the meeting held on 21.06.18 was noted. There were no operational issues or matters arising from the report.

**5. TO RECEIVE A GENERAL REPORT ON ST MARY'S CLOSED CHURCHYARD**

In the absence of Mr Jack Hainsworth, the Clerk updated the Committee on issues relating to St Mary's Closed Churchyard. Planning permission would be sought by the Council to remove a tree that was growing on the north side of the Church. There are some gaps in the mortar on some of the walls surrounding the Church which will be discussed with the outdoor staff. A policy for the safe operation of the strimmers/mowers had been written and agreed with the Holy Mowers and laminated copies would be kept in the shed and a briefing is being arranged. The requirement to "topple test" in the graveyard would be prioritised for the outdoor staff. The Clerk confirmed that repairs had been needed recently to the mowers but this had not caused significant problems.

**6. TO RECEIVE AN UPDATE ON THE USE OF S106 FUNDS FROM THE GRACE LODGE DEVELOPMENT**

The Clerk confirmed that she would progress this with the relevant South Gloucestershire Council officer.

**7. TO RECEIVE AN UPDATE ON THE DEVELOPMENT OF FOOTBALL FACILITIES AT THE MUNDY PLAYING FIELDS**

The Clerk confirmed that the stand was now in place and that the lighting and fencing had been put in place and were very unobtrusive. The Committee thanked the Clerk and asked for their thanks to be passed on to Paul Le Riche and the rest of the outdoor staff for all of their efforts in progressing the works.

**8. TO CONSIDER THE INSTALLATION OF SOLAR PANELS TO THE PAVILION AS PER THE ENVIRONMENT COMMITTEE**

The Clerk reported that the Environment Committee was seeking the support of the Finance and Policy Committee to obtain quotes for the installation of solar panels to the pavilion. The Committee confirmed that it was happy to support the installation as long as the structure of the building was not adversely affected.

**9. TO RECEIVE AN UPDATE ON THE COUNCIL'S PLAY EQUIPMENT**

**(a) Progress on matters raised from the latest RoSPA Play Safety Inspections**

The Clerk tabled the schedule of actions from the latest RoSPA play safety inspections which had been updated with actions taken. The works at the Skatepark are out to tender and other actions at the Skatepark will be completed as part of the pathworks for which a contractor has been appointed. The "Rocket" has been temporarily removed from Osprey Park to allow repairs to be made.

- (b) A request to update the benches at the Mundy Playing Fields

Cllr Clive Parkinson confirmed that he would meet with the local resident who might be affected by changes to seating in the Mundy Playing Fields.

10. **TO RECEIVE AN UPDATE ON THE LEASE FOR VILNER LANE AND CONSIDER ANY ISSUES RELATING TO THE DEVELOPMENT PLANS FOR THE SKATEPARK**

The Clerk reported that after discussion of the options, it had been agreed that the best option may be for Krunch to have the Tenancy at Will or sub-lease and complete the works themselves. Krunch are currently taking this option back to their Trustees and we will wait for their feedback before progressing any further.

12. **TO CONSIDER A REQUEST FOR EXTRA PARKING FOR OSPREY PARK PLAY AREA**

Cllr Shirley Holloway reported that she had received a request to consider providing extra parking for the Osprey Park play area, possibly by utilising part of the park, although this would involve using South Gloucestershire Council land. The issue was discussed and it was agreed that it could be included in the future consultation on the play area to see if there was a real need and the Clerk would alert South Gloucestershire Council to the request as it would need their permission.

13. *It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

- (a) To consider actions for the PF&C areas from the Fire Risk Assessment

The Clerk tabled a Fire Safety Action Plan covering actions relating to PF&C areas, and in particular outlined work that was needed to improve fire-proofing between the boiler cupboard in the Pavilion and the flat, and requested approval to seek three quotes and proceed with the lowest quote. The Committee agreed that the Clerk could proceed as proposed.

- (b) To consider quotes for water supply to the Splash Pad

The Clerk confirmed that she was continuing to seek quotes and would bring these to the next Committee meeting if possible.

- (c) To consider quotes for replacement strimmer

The Clerk explained the requirement for a replacement strimmer and confirmed that she had obtained three quotes and requested approval to proceed with the lowest quote. The Committee agreed that the Clerk could proceed as proposed.

- (d) To consider quotes for a replacement path blower

The Clerk explained the requirement for a replacement path blower and confirmed that she had obtained three quotes and requested approval to proceed with the lowest quote. The Committee agreed that the Clerk could proceed as proposed.

**14. TO RECEIVE ANY URGENT CORRESPONDENCE**

- (a) The Clerk reported that the gangs used to attach the tractor to the mower had broken. The Clerk is putting together a business case to look at options for providing replacement equipment including a loader and backhoe which could also be used in the cemetery, and the possibility of selling other pieces of equipment in order to part-fund this. This issue will be included in future budget discussions.