

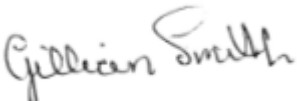


Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF OPEN SPACES AND PLAY AREAS SUB-COMMITTEE MEETING
held REMOTELY at 3pm on 7th April 2020**

Initials	Present
GS	Cllr Gill Smith (Chair)
JB	Cllr Jim Basker
AL	Cllr Ann Langridge
TC	Tan Cox (Clerk)

Ref	Agenda Item	Action
	Declaration of any pecuniary interests relating to items in the agenda: None	
	Apologies: None	
	CLERK'S NOTE Due to the COVID-19 virus and social distancing requirements this meeting was held remotely using video conferencing software. The L01-20 Local Authorities and Police and Crime Panels (coronavirus) (flexibility of local authority and police and crime panel meetings) (England and Wales) Regulations 2020, Regulation 5(2) require that all participants should be able to be seen and heard throughout the meeting and this condition was satisfied.	

Minutes agreed: Chairman  on 29th June 2020

Ref	Agenda Item	Action
1	<p>MATTERS ARISING FROM MEETING ON 21st February 2019</p> <p>John Gundry Play Area</p> <p>Ensure parish council views are known to the village group – a lot of work was done to ensure the parish council views were known including leafleting residential areas in Walditch and advertising the views both in the local magazine (Bridge) and at the John Gundry location. A ‘Friends of John Gundry Play Area’ group was formed by local residents who worked with the parish council to significantly improve the play area. An outstanding issue relates to the follow up visit by Dorset Council (Nick Collins) and for him to certify that the play area can now open to the public. Clerk to review paperwork and contact NC to establish date of follow up.</p> <p>Enquire as to the whereabouts of the finger post – Cllr JB confirmed that the finger post has been found and is now in place. Action completed.</p> <p>John Holt Play Area</p> <p>Slats in bench to be mended – this was meant to have been done during the ‘John Holt Clean Up’ which had been advertised for Saturday 28th March, but which had to be cancelled due to the COVID-19 outbreak and the ‘stay at home’ requirements. The John Holt Play Area has been closed and the Clean Up remains outstanding as does the mending of the slats in bench – roll over.</p> <p>Councillor to check that swings have been oiled – Cllr GS said she had checked and the swing still needs oiling. Cllr AL said that councillors could probably oil the swings themselves, it was decided that the swings need oiling at the top. Councillors to oil swings.</p> <p>Organise volunteer working party to tidy the whole site up – Cllr AL organized a Clean Up event for the 28th March which was cancelled due to COVID-19. Cllr JB has continued to work on removing the ivy from the play area wall and expressed his concern about the state of the wall and his concern that it may collapse into the lane.</p> <p>Lengthsman to take down signs – this has not been done. TC to get in touch again with the Lengthsman to ask him to do this. There was general consensus at the meeting that this was not an urgent matter and can be left until the play area is re-opened.</p>	<p>TC</p> <p>Cllrs</p> <p>TC</p>

Ref	Agenda Item	Action
1	<p>MATTERS ARISING FROM MEETING ON 21ST February 2019</p> <p>Lower Walditch Play Area</p> <p>Map of the area to show where the dog bin and the rubbish bin should be sited provided to Clerk to send to DarylC. Letter sent to DarylC on website/correspondence – Action Completed.</p> <p>Clerk to liaise with Daryl C to ensure these items are provided. Completed although Finance Sub-Committee recommended the dog bins be purchased in the new financial year - Action Completed.</p> <p>The Clerk highlighted that she had now received the first instalment of S106 monies from Dorset Council which should have been paid to PlayQuest as the deposit. She said that the money could be moved into the deposit account rather than sit in the current account until such time as PlayQuest are in a position to commence work. Councillors asked the Clerk to produce a letter to the Lower Walditch Play Area Group advising them that the money has been received and send a copy also to PlayQuest.</p> <p>Howard Road Rewilding</p> <p>Cllr JB to provide a map to Clerk for drafting of design of rewilded area. The Clerk has produced a basic coloured artists impression of the rewilded area and Cllr JB has drafted some commentary that could be put alongside it explaining to residents the parish council's ideas. The COVID-19 stay at home requirements has meant that work on this has been delayed – roll over.</p> <p>SUMMARY OF ROLLED OVER ITEMS FROM 21ST February 2020</p> <p>Play Areas - Signage</p> <p>Replace existing signs with updated wording. Playground Inspector (KH) provides examples of wording that is required – There was a lot of discussion around the various examples of wording and whether to include telephone numbers etc. The Clerk said that she would like to see the parish council logo and the website address on the sign. Cllr AL had completed some research on the types of signs being displayed in other play areas and their appeal to kiddies (colour and pictures). She shared an example of signage and guidelines that she had downloaded relating to the 1984 Act posted by Walsall Council. Cllr AL to email the example to Cllrs JB, GS and Clerk.</p>	<p>TC</p> <p>Cllr JB</p> <p>Cllr AL</p>

Ref	Agenda Item	Action
1	<p>MATTERS ARISING FROM MEETING ON 21st February 2019</p> <p>She also referred to local signwriters within the area that could produce play area signs for the council and once wording has been agreed we could invite quotes.</p> <p>Cllr JB said that he thought PlayQuest had included in their quote a sign, although it is not clear what the sign would say.</p> <p>There was agreement that the Clerk shall contact Bridport Town Council and DAPTC to ask for their advice on what the recommended wording should be for play area signage.</p> <p>MATTERS ARISING FROM MAIN COMMITTEE MEETING ON 13TH JANUARY 2020</p> <p>The Clerk reminded councillors that this matter was raised during the Democratic Half Hour. There was discussion around the setting up of Community Interest Trust to raise money to buy unspecified property in the area. It was agreed to role this over.</p> <p>Regarding Community Interest Trust – to raise money to buy unspecified property in the area. There was a lot of discussion around this and what practically the council would be able to do. It was agreed to remove the item from the Agenda until such time in the future when land in the area becomes available.</p>	TC
	MAIN BUSINESS	
2	<p>JELLYFIELDS NATURE RESERVE / BOTHENHAMPTON NATURE RESERVE</p> <p>Partnership with Bridport Town Council. Cllr JB said that the next thing to do is to select a parish councillor to work alongside David Dixon of Bridport Town Council and attend the Steering Group meetings. There was some discussion around this and it was decided that Cllr JB would take on this role, however should he need to be relieved at some point to let the other councillors know who would relieve him.</p>	

Ref	Agenda Item	Action
3	<p>JOHN HOLT PLAY AREA</p> <p>Mostly covered in Matters Arising (page 2). However, agreement to engage independent contractor or professional to carry out a survey of the wall to specify what works need to be done and timescales. Clerk to refer to the Finance and Funding Sub-Committee Meeting.</p> <p>Turfing of goal mouth areas – Clerk updated the councillors on current situation - everything has been delayed because of the COVID-19 outbreak. Item to be rolled over until contractors can complete.</p>	TC
4	<p>JOHN GUNDRY PLAY AREA</p> <p>Playdale has been commissioned to replace / repair some of the play equipment, however this has been put on hold. There was some discussion around the status of the tree survey and whether the follow up survey by Nick Collins (to certify the play area as safe to open) has been completed.</p> <p>Clerk to look back and determine current situation and send follow up email to NC at Dorset Council to determine work schedule.</p>	TC
5	<p>LOWER WALDITCH PLAY AREA</p> <p>Mostly covered in Matters Arising (page 2). However, there was discussion around the dog bins that have appeared which have not been sited adjacent to the Lower Walditch Play Area.</p>	
6	<p>ANY OTHER BUSINESS</p> <p>Dog Bins</p> <p>There was lengthy discussion around the mysterious appearance of two dog bins; one on Bothen Hill on the right-hand side after Green Lane and Slades Green and another on Walditch Road as it comes out on to Crock Lane. There was concern about who installed them and who would pay for the emptying.</p> <p>There had been no indication from Bridport Town Council or Dorset Council that dog bins were to be installed, and in any case, the parish council had already approached BTC to ask for 3 further bins to be sited in the parish including one (a bin and dog bin combined) to be sited at the Lower Walditch Play Area. See website / correspondence.</p>	

Ref	Agenda Item	Action
	<p>Dog Bins</p> <p>On the recommendation of the Finance and Funding Sub-Committee the Clerk had advised BTC to wait until after the financial year to install.</p> <p>Clerk to enquire as to who installed the bins and find out who is going to pay for the emptying.</p>	TC
	The meeting ended at 3.59pm. Date of next meeting –29 th June at 2pm via Zoom video conference software.	

SUMMARY OF AGREED ACTIONS – 7th April 2020

Action	Owner	Page
Regarding John Gundry Play Area – Clerk to review paperwork and contact Dorset Council to establish follow up date for inspection of trees	TC	2 & 5
Regarding John Holt Play Area		
– Councillors to oil swings	Cllrs	2
– Clerk to contact lengthsman to take down signs	TC	2
– Engage contractor to inspect dry stone wall, Clerk to refer matter relating to F&F	TC	5
Regarding Lower Walditch Plan Area		
- first payment of S106 monies received. Clerk to contact LWPA Group and Playquest advising them that the money has been received	TC	3
Regarding Play Area Signage		
- Cllr AL to email example of signage to others	Cllr AL	3
- Clerk to contact BTC and DAPTC for advice on wording for play area signs	TC	4
Regarding Dog Bins		
Mystery dog bins appeared – Clerk to enquire who installed the bins and who is going to pay for the emptying	TC	6

SUMMARY OF ROLLED OVER ITEMS – 29th June 2020

Item	Page
Regarding Rewilding – delayed due to COVID-19.	3
Regarding John Holt Play Area – delayed due to COVID-19.	5

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE

Item	Page
None	

RECOMMENDATIONS REFERRED TO FINANCE & FUNDING COMMITTEE – 1st May 2020

Item	Page
IT IS RECOMMENDED that: Parish council engage independent contractor or professional to carry out a survey of the wall boundary to John Holt Play Area to specify what works need to be done and timescales.	5