



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF OPEN SPACES AND PLAY AREAS SUB-COMMITTEE MEETING
held REMOTELY at 2pm on 31st August 2020**

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

Ref	Agenda Item	Action
	Declaration of any pecuniary interests relating to items in the agenda: None	
	Apologies: Cllr Ann Langridge	
	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 26th October 2020

Ref	Agenda Item	Action
1	<p>MINUTES OF THE MEETING ON 29th JUNE 2020</p> <p>The minutes for the 29th June 2020 were agreed.</p> <p>MATTERS ARISING FROM MEETING ON 29th June 2020</p> <p>John Holt Play Area</p> <ul style="list-style-type: none"> • The swings have been oiled and the bench has been repaired – action completed • Cllr JB attempted to carry out a stock check of current equipment without success. This was because the original supplier records of the purchase installation could not be found therefore, he could not find out who supplied them. He recommended that whatever value had been put on them in 2020 should rise by 5% in 2021 (at the next insurance renewal). The Clerk said that she would take this to the Finance and Funding sub-committee meeting to be convened on the 4th September 2020 for their agreement. • The Clerk had checked with the insurers and confirmed that the Parish Council bought an extra £1,000 of insurance cover (for approximately 2 benches). • Cllr AL was not at the meeting, so this has been rolled over: Cllr AL to place the goal mouth nets on Gumtree and request donation only <p>Howard Road Rewilding</p> <ul style="list-style-type: none"> • A copy of the artists impression was sent to councillors. Survey forms have now been produced (see below for update). <p>Council Storage Project</p> <ul style="list-style-type: none"> • Cllr AL to speak to Bothenhampton Village Hall Chair. Cllr JB confirmed that the filing cabinet has been moved to the ground floor of the Village Hall. No further action required. <p>SUMMARY OF ROLLED OVER ITEMS FROM MEETING ON 29th June 2020</p> <p>Play Area signage</p> <p>Cllrs discussed the size of the signs: whether to have A2 or A1. It was agreed that A2 would be adequate. The clerk to email Cllr AL to let her know.</p>	Clerk

Ref	Agenda Item	Action
2	<p>MAIN BUSINESS</p> <p>JELLYFIELDS NATURE RESERVE / BOTHENHAMPTON NATURE RESERVE</p> <p>Cllr JB provided an update on what has happened so far and confirmed that the 'management review' had been published and is out for consultation. He also confirmed that, so far, there has been limited comments to the review.</p> <p>The transfer of the ownership Deeds has not happened yet and therefore the land is still owned by Dorset Council. Cllr JB confirmed that the Forestry Commission has been asked to provide a report on the trees in the area, and Cllr JB and DD (BTC) will be meeting a geologist from Dorset's Important Geological Site's Group (DIGS)' on the 2nd September to discuss this at Bothenhampton Nature Reserve.</p> <p>Cllr JB said that the partnership between the Parish Council and BTC has already been formed but it has not been possible to convene working parties to carry out maintenance on the two areas until ownership of the land has been transferred. Cllr JB confirmed that he is a member of the management committee set up by BTC.</p>	
3	<p>JOHN HOLT PLAY AREA</p> <p>Cllr GS referred to the goal mouths within the play area and the fact that although the grass has grown back the ground has holes within it which could be hazardous. The Clerk agreed to write to the contractor and ask him to provide a date by which this work will be scheduled.</p>	Clerk
4	<p>JOHN GUNDRY PLAY AREA</p> <p>Cllr JB referred to the work completed by the Playdale contractors and said that the work had taken slightly longer due to the inclement weather. He said that work replacing the poles on the swings and to fit the new seats will be commenced next week and should be finished by the end of the week (by 4th September 2020)</p> <p>Cllr JB said that Playdale had informed him that the reason why the posts had rotted was because they had been subjected to prolonged exposure to damp around their edges due to the laying of bark adjacent to them. It was recommended by Playdale that the bark be moved away from the posts on a regular basis.</p>	

Ref	Agenda Item	Action
5	<p>Future maintenance should be minimal however, as the new wooden posts do not need to be treated with preservative.</p> <p>Cllr JB suggested that a councillor should be responsible for each play area. It was agreed that Cllr JB would keep an eye on John Gundry (and deal with the bark issue), and Cllr GS would keep an eye on John Holt. Cllr JB said that he would ask members of the Lower Walditch Play Area Committee for a volunteer to make the inspection on the Parish Council's behalf.</p> <p>The Clerk confirmed that she had contacted the contractor in the last couple of days via email and asked for a start date to commence the felling of the remaining trees. Cllr JB suggested that the Clerk telephones in the coming week.</p> <p>Cllr JB referred to goal posts with integral nets for the play area and a resident is procuring similar nets on behalf of the Parish Council. There was discussion around the posts and integral nets and Cllr JB said that these could be installed at John Holt Play Area. The Clerk agreed to take this to the Finance and Funding sub-committee to be convened on the 4th September 2020.</p> <p>LOWER WALDITCH PLAY AREA</p> <p>Cllr JB confirmed that the play equipment has now been installed; a gate has been erected for disabled people, and he has asked BTC to repair the cemetery fence.</p> <p>The Lower Walditch Play Area Committee are busy raising more money and running a competition for a logo which will be different from our play area sign.</p> <p>Cllr JB said he has received all the documentation from PlayQuest relating to the maintenance of the play equipment and the guarantees for the play area equipment. Cllr JB pointed out that the PlayQuest guarantee has various clauses:</p> <ul style="list-style-type: none"> • According to the British Standard EN1176/77 the signage should include directions to the nearest public telephone and contact details of an emergency number. • An annual survey / inspection report should be undertaken. This can be performed by PlayQuest or by our play area inspector (Ken Hussey). If KH wishes to carry out the inspection he must obtain their authorisation to do so, if this does not happen the guarantee will be invalidated. <p>The Clerk to ensure that KH contacts PlayQuest with a request to become an authorised inspector. The Clerk to send KH a copy of the guarantee for his information.</p>	<p>Cllrs JB / GS</p> <p>Clerk</p> <p>Clerk</p>

Ref	Agenda Item	Action
	<ul style="list-style-type: none"> Maintenance should be carried out weekly with daily inspections of the play equipment. Cllr JB said he will speak to the Lower Walditch Play Area Committee about this. There is a maintenance leaflet available for 'playbond' which is the substance used on the 40 metre path that goes through the area. To ensure correct maintenance of the pathway, the leaflet needs to be obtained from PlayQuest. The Clerk agreed to ask PlayQuest for the leaflet. When contacting PlayQuest, the Clerk to ask what sort of preservative to use on the wood as the guarantee requires that the wood be treated annually / every 18 months. The guarantee requires that algae be removed using soap solution rather than chemicals. <p>The Clerk suggested the documentation be scanned and placed onto the 'councillors area' of the website. The originals can be stored in the filing cabinet.</p>	<p>Cllr JB</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
6	<p>ANY OTHER BUSINESS</p> <p>The venue for the next meeting was discussed it was agreed that the group may be able to meet in the Ivy House and spread around one of the long tables in the restaurant as long as face masks are not mandatory.</p>	
	<p>The meeting ended at 3.10pm. Date of next meeting 26th October 2020 at 2pm via Zoom video conference software / Ivy House.</p>	

SUMMARY OF AGREED ACTIONS – 31st August 2020

Action	Owner	Page
<p>Regarding John Holt Play Area</p> <p>Clerk to contact grasscutting contractor with a view to repairing goal mouths and filling in the holes.</p>	Clerk	3
<p>Regarding John Gundry Play Area</p> <p>Cllr JB to keep an eye on John Gundry Play Area (and deal with the bark issue)</p> <p>Cllr GS to keep an eye on John Holt Play Area</p>	Cllrs JB/GS	4

SUMMARY OF AGREED ACTIONS – 31st August 2020

Action	Owner	Page
Regarding Lower Walditch Play Area		
The Clerk to ensure that KH contacts PlayQuest with a request to become an authorised inspector. The Clerk to send KH a copy of the guarantee for his information.	Clerk	4
Maintenance should be carried out weekly with daily inspections of the play equipment. Cllr JB will speak to the Lower Walditch Play Area Committee about this.	Cllr JB	5
Clerk to obtain PlayBond leaflet for maintenance purposes, and the name of the wood preservative to use on the maintenance of wooden parts.	Clerk	5
The maintenance leaflets guarantees and other documents from PlayQuest to be scanned and uploaded to the ‘councillors area’ of the website. Originals to be kept in the filing cabinet.	Clerk	5

SUMMARY OF ROLLED OVER ITEMS – 31st August 2020

Item	Page
Regarding Goal Mouths and John Holt Play Area – progress report on the placing of the goal mouth nets on Gumtree and any donation received.	2

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE

Item	Page
None	

RECOMMENDATIONS REFERRED TO FINANCE & FUNDING COMMITTEE – 4th September 2020

Item	Page
IT IS RECOMMENDED that: Regarding the play equipment in John Gundry Play Area and John Holt Play Area, whatever value had been put on them in 2020 should rise by 5% in 2021 (at the next insurance renewal).	2
A sum is set aside from the 2021/22 budget to purchase goal posts with integral nets for John Holt Play Area. Costs to be ascertained.	3