



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF OPEN SPACES AND PLAY AREAS SUB-COMMITTEE MEETING
held at 108 CROCK LANE at 2pm on 30th DECEMBER 2019**

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

	Action
Declaration of any pecuniary interests relating to items in the agenda: None	
Apologies: None Note: Cllr Anne Loades resigned on 29 th November 2019	
MATTERS ARISING FROM MEETING ON 8TH NOVEMBER 2019 JOHN GUNDRY PLAY AREA <ul style="list-style-type: none"> • Contact details for Sutcliffe Play to be sent to Cllr AeL by the Clerk. Complete • Quote accepted for work on dead and overhanging tree. Complete • Quote for Goal Nets at John Gundry – A quotation had been received from Huck Nets for 60mm OD Fixed Side Frame Freestanding Five a Side Goals and Goal nets to suit (2 pairs). The total quote being £1260 + VAT. Complete – see page 5 NOTICEBOARDS <ul style="list-style-type: none"> • A quotation for noticeboard at Walditch Village Green has been obtained from Townsend Engineering and this has been actioned. Noticeboard for the Lower Walditch Play Area remains outstanding. Clerk wrote to Paul Townsend on 5th December and placed the order for the notice board, Clerk to chase to establish progress. LOWER WALDITCH PLAY AREA AND ORCHARD <ul style="list-style-type: none"> • The Clerk to send back for signing by BTC. Completed. 	TC

Minutes agreed: Chairman *Ann Langridge* on 13th January 2020

	Action
<p>MATTERS ARISING FROM MEETING ON 8TH NOVEMBER 2019 (cont)</p> <p>JOHN HOLT PLAY AREA</p> <ul style="list-style-type: none"> • The Clerk to ask David Landscapes for quote to sort out the holes and turf – March 2020 – Completed. Nick David contacted on 9th November 2019 and asked to diarise. <p>FOOTPATHS</p> <ul style="list-style-type: none"> • Advertise in the Bridge for a Footpaths Officer (Volunteer) Completed. C W-H contacted 21st December 2019 – advert to appear in February Bridge. 	
<p>MAIN BUSINESS</p> <p>1. JELLYFIELDS NATURE RESERVE & BOTHENHAMPTON NATURE RESERVE</p> <p>Bridport Town Council (Daryl C) to attend the main committee meeting on 13th January 2020 to update all Parish Councillors on current situation and to ask for support and funding. BTC to produce a medium/long term plan (10 years) which will set out the various stages in development of the two areas and the costs involved.</p> <p>IT WAS PROPOSED that a B&W Parish Councillor sit on a relevant BTC Management Committee and to feedback on progress to the main committee.</p> <p>IT WAS PROPOSED that we should contribute financially to the cost of producing the plan. An amount was not specified and could be discussed at the Finance and Funding Sub-committee meeting to be held on the 6th January. Any contribution would need to come out of this year's budget.</p> <p>Cllr GS said that she will not be able to attend the main committee meeting on the 13th January 2020 however, asked that her view that she is in favour of the Parish Council working with BTC on these projects be taken into account on the day.</p> <p>2. JOHN HOLT PLAY AREA</p> <p>A tree survey is being undertaken by DC (Nick Collins) to establish the health of the trees within the area.</p> <p>Cllr GS raised the condition of the dry-stone wall and there was much discussion on the problem. Whilst at the meeting Cllr AL contacted a local contractor living in West Bay (Charles Constable) and asked him to provide a quote for the repair and renovation of the dry-stone wall. The councillors are meeting the contractor on the 31st December 2019.</p> <p>ACTION: Engage contractor to repair and renovate dry-stone wall.</p>	

	Action
<p>JOHN HOLT PLAY AREA (cont)</p> <p>Cllr GS mentioned that the metal swing in the play area needs to be oiled. Lengthsman to be asked to oil swing mechanism.</p> <p>ACTION: Lengthsman to oil swing.</p> <p>There was discussion around the preservation of equipment within the play area. Picnic benches need sanding down and repainting. Play equipment wood parts need to be treated with preservative – ROLL OVER TO FEBRUARY.</p> <p>Cllr AL presented a document that outlined the legal position with regards Play Area notices and rules/regs. She also showed councillors an example 'Notice' that she said would be good to display at the entrance of play areas. Some discussion around what is needed and how to display at entrances.</p> <p>ACTION: take down sign with regulations on it. Replace existing signs with Notice similar to that presented by Cllr AL – ROLL OVER TO FEBRUARY.</p> <p>It was noted that there are no nets on goal posts in John Holt Play Area. These have been taken down and all agreed to leave the nets down and have the goal mouths open.</p> <p>David Landscapes to fill in goal mouth and make good with new turf, action has been diarised.</p>	TC

	Action
<p>3. JOHN GUNDRY PLAY AREA</p> <p>Dorset Council were asked to complete a tree survey of the trees inside and adjacent to the play area and this has now been completed, a detailed tree survey report and location map has been received. The tree survey highlighted a significant number of trees that are either dead or dying and consequently the play area has had to be closed.</p> <p>The Clerk outlined the action taken so far with regards this, explaining that a notice had been procured and displayed at the entrance to the play area advising users of the closure. The Parish Council's website has also been updated with the current position.</p> <p>The Clerk said that a volunteer (Mr Chris Trevett) had come forward and offered to fell many of the trees that had been highlighted as being dead or dying. The Clerk has obtained details of Mr Trevett's insurance documents and all is in order. The work is to start imminently.</p> <p>The Clerk also said that she had contacted Town & Country Tree Care, Forest and Tree Care Ltd and Dorset Council to provide a quote to fell the remaining trees.</p> <p>There was much discussions around this and councillors thought the play area is unlikely to open before the February (main committee meeting) scheduled for 10th February at the Walditch Village Hall.</p> <p>IT WAS AGREED that an A5 sized flyer would need to be sent to Walditch residents advising them of the closure and the need to replace the play equipment.</p> <p>There was a lot of discussion around the various options for replacement of the play equipment, including short-term fixes such as replacement of rotted posts.</p> <p>It was determined that the cost of replacing the wooden posts will be significant as the equipment needs to be dismantled, posts replaced and then put back together again. Cllr AL said she would like to replace equipment over a number of years, selecting one item per year thus replacing all gradually over time.</p> <p>Cllr AL said this situation has arisen because of the lack of maintenance plan over preceding years. Cllr GS agreed that the renewal of each piece of equipment one at a time is a good compromise so long as what is replaced is properly maintained in the future.</p>	AL

	Action
<p>JOHN GUNDRY PLAY AREA (cont)</p> <p>There was discussion around the various play equipment in particular, the Log Cabin, the top of which needs attention. The Play Area Inspector (Ken Hussey) has quoted to carry out repairs to the Log Cabin top – ROLL OVER UNTIL FEBRUARY.</p> <p>There was extensive reference to Ken Hussey's report which detailed the most urgent equipment to replace / renovate. Cllrs discussed the possibility of a second gate at the site, Cllr JB said that there is ample opportunity to escape the play area should this be necessary as the boundary on one side is very easy to cross as it is two strips of wire fastened to poles and wide enough for a child to pass through.</p> <p>The Huck Net Goal Quote documentation was reviewed and discussed. It was agreed that the matter was not urgent as the play area is closed, however, it was also agreed that rather than going directly to Hick Nets it would be more cost effective to go through Bridport Town Council who appear to be able to get better prices.</p>	
<p>4. LOWER WALDITCH PLAY AREA</p> <p>Cllr JB updated the group on the Lower Walditch Play Area; the LWPA have their own group of residents who have produced minutes of their meetings. They have been involved with BTC (Daryl C) who will draw up a sketch of the equipment in situ– they have decided on 5 wooden pieces. The sketch will be posted around the Lower Walditch Area to ensure all residents are informed and consulted – they will be asked for comments.</p> <p>The Clerk said that the equipment selected by the LWPA group is wooden and it will fall on the parish council to properly maintain this equipment year on year, and to eventually replace. A budget should be made available for this.</p> <p>5. AOB</p> <p>There was some discussion around the production of a Parish Council quarterly bulletin. This would consist of a regular parish update telling people in the area the headlines of what the parish council has done over the preceding quarter. The Bridge could be used to distribute this. Cllr GS agreed to write the quarterly bulletin.</p> <p>Cllr JB advised that he will be meeting with Nick Grey from the Dorset Wildlife Trust on the 8th January to discuss the re-wilding of the Howard Road area. There was brief discussion around the preparation of a proposal for the Howard Road open space which could be used as the basis for consulting the residents after the meeting with Nick Grey.</p>	GS
<p>Meeting ended at 4.20pm</p>	

SUMMARY OF AGREED ACTIONS – 30th December 2019

Action	Owner	Page
Regarding Walditch Notice Board– chase Paul Townsend to establish progress so far.	TC	1
Regarding John Holt Play Area / Swing – Lengthsman be asked to oil swing.	TC	3
Regarding John Gundry Play Area – an A5 sized flyer would be sent to Walditch residents advising them of the closure and the need to replace the play equipment	AL	4
Regarding Parish Council Quarterly Bulletin – write quarterly bulletin	GS	5

SUMMARY OF ROLLED OVER ITEMS – 30th December 2019

Item	Page
Regarding John Holt Play Area – preservation of equipment within the play area. Picnic benches need sanding down and repainting. Play equipment wood parts need to be treated with preservative – ROLL OVER TO FEBRUARY.	3
Regarding John Holt Play Area Cllr AL presented a document that outlined the legal position with regards Play Area notices and rules/regs. She also showed councillors an example 'Notice'.	3
ACTION: take down existing sign with regulations on it. Replace existing sign with Notice similar to that presented by Cllr AL – ROLL OVER TO FEBRUARY.	3
Regarding – John Gundry Play Area Log Cabin. The Play Area Inspector (Ken Hussey) has quoted to carry out repairs to the Log Cabin top – ROLL OVER UNTIL FEBRUARY.	3

RECOMMENDATIONS REFERRED TO MAIN COMMITTEE – 13th January 2020

Item	Page
IT IS RECOMMENDED that: <ul style="list-style-type: none"> None 	

RECOMMENDATIONS REFERRED TO FINANCE & FUNDING COMMITTEE – 6th January 2020

Item	Page
IT IS RECOMMENDED that: <ul style="list-style-type: none"> A contribution be made to BTC towards the cost of the 10 year plan for Jellyfields 	2