

**REPORT of the Meeting of the Playing Fields and Cemetery Committee held on Thursday 11 May 2017**

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Present: Cllr Clive Parkinson (Chairman)  
Cllr Angela Symonds  
Cllr Pam Shipp  
Cllr Helen Harrison  
Cllr Bob Griffin  
Cllr Lesley Tuck

Jack Hainsworth (St Mary's Church)  
Clare Nelmes (Town Clerk)  
Wendy Sydenham (Administrator)

(Martin Truman - Absent)

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

Cllr Jayne Stansfield (out of Thornbury)  
Cllr Gail Whitehead (work commitment)

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

None

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

Ian Shepherd, volunteer for Park Run and Thornbury resident  
Craig Carscadden, Chair of Thornbury Running Club and Thornbury resident

*(Agenda items 13 and 14 were moved to earlier in the meeting and discussed at this point due to the presence of members of the public who had attended to make representations in regard to these items.)*

*(Cllr Helen Harrison arrived)*

4. **TO ELECT A VICE CHAIRMAN OF THE PLAYING FIELDS AND CEMETERY COMMITTEE**

Cllr Clive Parkinson proposed that Cllr Bob Griffin be elected Vice Chairman of the Playing Fields and Cemetery Committee. This was seconded by Cllr Helen Harrison, and it was unanimously agreed that Cllr Bob Griffin be duly elected.

5. **TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM REPORT OF MEETING OF 30.03.17 NOT CONSIDERED ELSEWHERE ON THE AGENDA**

The Clerk reported that the site signage would be ordered shortly, and that we were just

waiting for a graphic for the skate park which should be ready by next week. The Clerk also reported that arrangements had been sorted out for Thornbury Town Football Club to use the Chantry Field for car parking on 13 and 14 May 2017.

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

Jack Hainsworth reported that all of the outstanding works in the churchyard had been completed. The war memorial cover had been removed, grass cutting had been done, the floodlights bulb had been replaced, and the trees/shrubs had been cut back, including the large tree by the entrance which has needed permission from South Gloucestershire Council. The gravestone that had been removed was being put back tomorrow or Monday. The Clerk reported that she had received the Quinquennial Report and would be setting up a meeting to discuss this in due course.

*(Jack Hainsworth left the meeting)*

7. **TO RECEIVE AN UPDATE ON APPLYING FOR A PREMISES LICENCE FOR THE MUNDY PLAYING FIELDS**

The Clerk confirmed that the application had been submitted on Monday, and any objections would need to be made by 5 June 2017. If there are objections these will be heard by South Gloucestershire Council Licensing Committee on 9 June 2017. Meetings will be arranged with the event organisers to ensure that they would comply with the licence conditions.

8. **TO RECEIVE AN UPDATE ON THE MAINTENANCE OF PLAY FACILITIES AND FUTURE IMPROVEMENTS AND TO CONSIDER ANY QUOTATIONS FOR PLAY EQUIPMENT**

*Streamleaze Play Area*

The Clerk confirmed that s106 funds were available for the play equipment in that area and that suitable equipment had been identified and costed at £16,000 which was within budget. It was agreed that the Clerk would finalise an overall scheme for the area and consult with local residents on this. This would be conducted as quickly as possible to allow for the equipment to be installed as soon as possible. Local schools would also be informed of the plans, and any comments and ideas about play equipment in Thornbury would be fed into the consultation and planning for the Mundy Playing Fields play area which had a longer lead time. The remaining funds from s106 were discussed, but the Clerk confirmed that she was still trying to source equipment for the disabled swing.

*Mundy Playing Fields Play Area*

The Clerk reported that she had sought three quotes on a replacement slide. The provision of two wide, double slides was discussed at the cost of £12,200 and in the interests of getting the equipment fitted in time for the school summer holidays, Cllr Clive Parkinson proposed going ahead with the purchase of this equipment. The proposal was seconded by Cllr Lesley Tuck, and unanimously agreed. The Committee asked the Clerk to request that the supplier commit to an eight week lead time as quoted by them.

The Clerk reported that an overall scheme for the refurbishment of the whole play area would need to go out to tender. Initial consultation could take place over the summer, with

tenders sought in the Autumn with the intention of placing an order in the new year and the aim of having the work completed by Easter 2018.

The Clerk reported that further repairs were needed to the surfacing around the play tower and rocket but that this could be met from the maintenance budget, and as it was a safety issue this would be progressed as soon as possible.

9. **TO RECEIVE AN UPDATE ON THE SKATEPARK PROJECT**

The Clerk reported that trees/shrubs had been laid/removed near the skatepark, the new path into the area completed and the ramps repainted. The users were very pleased with the changes and the improvements had made the area much more visible from the leisure centre. The Clerk had met with Penny Baker and Dan Potter who were putting together an overall site master plan including the option of a shipping container unit. A consultant was also working with them to develop the business planning, fundraising and Memorandum of Understanding between Street Space, Krunch, Town Council and Skatepark Users Group. It was hoped that the groups would present to the Committee at their next meeting to seek their approval to move the project forward and to apply for planning permission.

10. **TO RECEIVE AN UPDATE ON A LEASE FOR THE VILNER LANE SITE**

The Clerk reported that the comments on the draft lease had been accepted by South Gloucestershire Council. The next step would be meeting with Circadian Trust and the allotments group as they will effectively have a sub-licence of our lease.

11. **TO CONSIDER QUOTATIONS FOR A NOTICE BOARD FOR THE CEMETERY**

The Clerk reported that the notice board would allow us to display the cemetery regulations in a prominent position by the car park entrance. The best quote was for £1269 for a wood/glass lockable unit and could be covered by the general maintenance budget. Cllr Clive Parkinson proposed we proceed with this. Cllr Helen Harrison seconded and the Committee unanimously agreed.

12. **TO CONSIDER QUOTATIONS FOR VARIOUS TARMACING AND RESURFACING WORKS INCLUDING THE MUNDY PLAYING FIELDS CARPARK**

The Clerk reported that quotations have been received for tarmac and resurfacing works and included various options for tarmac in the Mundy Playing Fields. The best quote was for £56,000 which included repairs to Wellfield Lane and resurfacing works to the car park, access to the pavilion and around the pavilion area. The budget for the work was £51,000, so the additional £5000 would need to be met from general reserves which would need approval from the Finance and Policy Committee. Cllr Clive Parkinson proposed we proceed with the work. Cllr Lesley Tuck seconded and the Committee unanimously agreed. The Clerk reported that the quotations also included prices for Oakleaze Green (£2333) and Thicket Walk (£3535) and it was agreed that this should be put in the budget next year, although it was noted that we would have seek permission from the Environment Committee to take over this work.

13. **TO CONSIDER COUNCIL'S RESPONSE TO THE GOVERNMENT CONSULTATION ON "RUNNING FREE"**

The Clerk talked through the Government's Running Free Consultation on "preserving the

free use of public parks” and asked what response the Committee would like to make. The Consultation was discussed in detail and it was agreed that the Committee would wish to respond that they felt it was not appropriate for Government to legislate on these matters, and that it should be an issue for local determination. The Clerk will feed back the Committee’s response.

14. **TO CONSIDER A REQUEST TO USE THE MUNDY PLAYING FIELDS FOR PARK RUN**

Ian Shepherd, volunteer for Park Run and Thornbury resident, and Craig Carscadden, Chair of Thornbury Running Club and Thornbury resident, spoke to the Committee in support of the request to use the Mundy Playing Fields for “Park Run”. They highlighted that there has been increasing interest shown in having a Park Run in Thornbury, and the Mundy Playing Fields had been identified as the only venue that met the criteria for the run. They highlighted the health benefits of the event for local people, the benefits to local traders, the parking arrangements, the route, the event timings, the commitment by Park Run to ensure that all litter is removed, and their commitment to ensuring that in general they return the venue to the state in which they found it. The arrangements for bad weather conditions were also discussed, including alternative routes, and the methods for communicating cancelled runs, as well as the need to cancel the run during Carnival weekend. The proposal was discussed in detail by the Committee and they agreed in principle to the Park Run taking place, with a review after six months and again at twelve months. It was thought likely that it would be at least September before it would begin. It was agreed that Ian Shepherd would liaise between the Clerk and the Park Run Regional Ambassador to start the process.

15. **TO RECEIVE ANY URGENT CORRESPONDENCE**

The Clerk reported that Alveston Football Club would be using the Chantry Field over the summer for training.

The Clerk also reported that following recent training, we would need to look at the Cemetery rules, regulations and procedures to ensure that we are compliant.

Cllr Bob Griffin highlighted an issue with branches from trees in the Chantry Fields falling into properties in Stafford Crescent. The Clerk agreed to look into this issue.