

Report of the Meeting of the Playing Fields and Cemetery Committee  
held on Thursday 22 February 2018 at the Town Hall

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Present: Cllr Gail Whitehead (acting as Chairman)  
Cllr Pam Shipp  
Cllr Jayne Stansfield  
Cllr Angela Symonds  
Cllr Lesley Tuck

Jack Hainsworth (St Mary's Church)  
Clare Nelmes (Town Clerk)  
Louise Powell (Town Clerk)

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

Cllr Helen Harrison (work commitments)  
Cllr Clive Parkinson (indisposed)  
Cllr Martin Trueman (indisposed)  
Cllr Bob Griffin (out of Thornbury)

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

No interests were declared.

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

The Chair welcomed John Branacombe and Brian Jordon from Thornbury Tennis Club to the meeting. They outlined the club's development plans and proposals to work in partnership with the Town Council to make improvements to both the public tennis courts and the club's facilities. This includes fencing and path improvements, floodlights and access controls to the public courts and either resurfacing or covering the club's facilities. This would potentially be funded by the LTA and the club are seeking in principle support from the Town Council to enable a joint project team to be established and for the Town Council to consider extending the current user agreement and installing access controls and an online booking system.

**4. TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM REPORT OF MEETING OF 18.01.18 NOT CONSIDERED ELSEWHERE ON THE AGENDA**

The report of the meeting of 18 January 2018 had been circulated and was noted. There were no operational issues to report or matters arising.

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

Jack Hainsworth updated the Committee on several issues. He had undertaken a walkabout of the site with the groundsman to identify any other outstanding issues from the winter works programme. An issue with two gravestones and the wall were found and Jack would

supply the Clerk with further information about these in order that this can be followed up. The staff were thanked for their efforts in clearing the wild area of the site which had allowed spring flowers to come through and the church is looking at poppy seed planting around the memorial. The Holy Mowers would be starting work soon as the new growing season approaches. The Clerk informed the Committee that the paperwork for submitting planning permission for the removal of the tree in the graveyard is in progress. The Chair thanked Mr Hainsworth for attending the meeting.

*(Jack Hainsworth left the meeting.)*

**6. TO RECEIVE AN UPDATE ON THE DEVELOPMENT OF FOOTBALL FACILITIES AT THE MUNDY PLAYING FIELDS AND CONSIDER ANY CHANGES RELATING TO THE REDEVELOPMENT WORKS THAT MAY NEED TO BE APPROVED**

The Clerk presented an update on football club developments to the Committee and the issues around timescales, granting of planning permission, the gas main and path works were discussed. The Clerk's recommendations outlined below were AGREED.

That approval is given to the following, subject to final confirmation of the Clerk and Chair of Committee that necessary conditions have been met:-

Electrical connection for floodlights - subject to provision of all information concerning the floodlights and their installation, confirmation that this does not impact tennis club operations or future aspirations, costs are met by the football club and appropriate notice/information given to Town Council about works and contractor.

Erection of temporary fencing for a week to allow for league inspection - it cannot be left up on site for more than a week, is the responsibility of club to ensure safety of public, costs are met by the club and appropriate notice/information given to Town Council about works and contractor.

Temporary stand – approval is given to try out the new location, however it cannot be left on site, and further information requested about location and specification and to check that there is space for maintenance vehicles/access.

Confirmation that the Town Council will NOT allow additional fencing affecting public access to facilities around the pavilion, toilets and dressing rooms.

Town Council will consider and approve quotations for the path works at the Finance and Policy Committee meeting on 8 March 2018.

**7. TO RECEIVE AN UPDATE FROM THE CLERK ON THE POTENTIAL DEVELOPMENT OF TENNIS FACILITIES AT THE MUNDY PLAYING FIELDS IN ASSOCIATION WITH THORNBURY TENNIS CLUB**

It was agreed to move this agenda item to the beginning of the meeting. Following the club's presentation on its future aspirations, the committee considered the proposals and asked a number of questions. It was AGREED that the Council supports the club's aspirations in principle and is willing to be a partner and to attend joint working group meetings to undertake further work in order to prepare a funding application to the LTA later in the year. The Town Council would be willing to consider extending the length of

the user agreement to provide security of tenure to satisfy the funding requirements and would explore using s106 funding to make the access improvements to the Council owned courts.

**8. TO RECEIVE AN UPDATE ON COUNCIL'S PLAY EQUIPMENT INCLUDING:**

- a) *To consider the draft contract from South Gloucestershire Council to release s106 funding for the Streamleaze Play Area and to authorise the Clerk to place the order for the new equipment.*

The draft funding agreement was discussed and approved and the Clerk authorised to sign it and place the order for the play equipment as soon as possible.

- b) *To consider tenders received for the replacement of the Mundy Playing Fields Play Area and to appoint a preferred contractor.*

The Clerk presented a summary of the tender submissions to the Committee and the timescales and process were discussed. The merits and scoring of the tenders was considered and it was agreed to interview the top two shortlisted tenders before approval at the next Policy and Finance Committee. The Clerk confirmed that time had been set aside for public consultation and that the works could be undertaken before the commencement of the summer holidays.

- c) *To consider options and quotations for the repair of the Splash Pad.*

The Clerk outlined issues surrounding the ongoing maintenance and repairs required for the Splash Pad to be operational for the forthcoming season. The merits of the two options and quotations were considered and the Committee AGREED to appoint Rio Pools to undertake the works necessary and that the Committee recommends to Council/Finance & Policy Committee that these works are funded from general reserves.

**9. TO RECEIVE AN UPDATE ON THE LEASE FOR VILNER LANE AND THE DEVELOPMENT PLANS FOR THE SKATEPARK**

The Clerk updated the Committee on recent correspondence with South Gloucestershire Council concerning the lease for the Vilner Lane site and landowner consent for the Skate Park Hub and expansion. South Gloucestershire Council have now informed us that they are no longer willing to enter into a whole site lease as they wish to reserve the right to retain the site for future football pitches. After 10 years of work, the Committee were frustrated that this change has come to light so late in the process and questions the suitability of this site and the need for additional football pitches in Thornbury. The Clerk was instructed to write to South Gloucestershire Council to complain of this lack of communication and notice regarding this, questioning the need for football at this location and to explore a way of progressing the Skate Park facilities without further delay. The South Gloucestershire Council planning department have advised that the works necessary for the Hub to progress can be undertaken by Thornbury Town Council under permitted development rights. Further work is ongoing with Krunch and Streetspace to take forward the development of the Hub and the appropriate governance model for this new facility.

**10. TO CONSIDER COUNCIL'S RESPONSE TO THE CONSULTATION ON SOUTH GLOUCESTERSHIRE DRAFT PLAYING PITCHES, INDOOR AND BUILT SPORTS FACILITIES STRATEGIES**

The Clerk outlined the consultation document and its importance in using this to challenge the SGC position regarding Vilner Lane. Due to its length and complexity, this would be referred to the next Playing Fields and Cemetery Committee for consideration prior to the closing date.

**11. TO CONSIDER HOSTING A 'HUMAN CIRCUS' ON THE MUNDY PLAYING FIELDS FOR 1 WEEK IN MAY**

The Clerk outlined a proposal for a circus to visit the Mundy Playing Fields in May. It was AGREED to give permission for this, subject to a site meeting and satisfying normal event conditions around insurance, risk assessments, site plan, waste management, security, access to utilities, payment of hire charge and damages bond.

**12. TO RECEIVE ANY URGENT CORRESPONDENCE**

None.