

**REPORT of the Meeting of the Playing Fields and
Cemetery Committee held 24 November 2016**

Present: Cllr: Clive Parkinson (Chairman)

Cllrs: Martin Trueman
Angela Symonds
Bob Griffin
Gail Whitehead
Pam Shipp

Jack Hainsworth (St. Mary's Church)

Clare Nelmes (Town Clerk)

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

Cllrs: Helen Harrison (Mayoral Engagement)
Lesley Tuck (Family Commitment)

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

Cllr Martin Trueman as a member of Thornbury Town Football Club

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

Representatives from the Carnival organisers outlined their concerns and the financial impact not charging/receiving gate income would have on the viability of the event. They also outlined the efforts involved in organising such a large event and the positive benefits it brings to the town. They outlined that they needed urgent clarification/resolution of the situation in order for them to make a decision about future event organisation and delivery. They requested information about the advice provided in writing and were seeking the council to address and resolve the situation.

The Chairman of the Carnival Organising Committee announced that he would like to officially present a framed copy of the painting of the Thornbury Locomotive to Council.

4. **TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM REPORT OF MEETING OF 13.10.16 NOT CONSIDERED ELSEWHERE ON THE AGENDA**

There were no operational issues or matters arising that required an update.

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

Jack Hainsworth thanked council for completing the maintenance works to the war memorial ahead of Remembrance Sunday.

He also thanked town council for their support during the year and requested that he meet with grounds staff and the Clerk to discuss the winter works programme and tree works.

Jack Hainsworth asked for information about the annual maintenance checks of memorials and tombs in the closed churchyard and requested to see copies of the inspections and for the Church to be consulted and informed about any future works.

He also asked about ownership, responsibility and liability for the various boundary walls.

6. **TO RECEIVE AN UPDATE FROM THE CLERK ON THE PROGRESS OF DEVELOPING PITCHES AT POULTERBROOK.**

The Clerk reported that management and maintenance of the Poulterbrook pitches have now been transferred back to the council from the contractor. Council staff were now undertaking the recommended maintenance regime and have undertaken works to improve the entrances and access to the site by installing new gates and widening the bridge over the ditch. Signage would be going up to specify that no dogs would be allowed on the Poulterbrook field to deter dog fouling on the pitches.

7. **TO RECEIVE AN UPDATE ON PROGRESS REGARDING FOOTBALL FACILITIES AT THE MUNDY PLAYING FIELDS**

The Clerk reported that she was continuing discussions with the football club about the contents of the Club's proposed planning application and it was hoped that this would be submitted before Christmas. It was anticipated that a revised user agreement would be discussed at Playing Fields & Cemetery in January.

8. **TO REVIEW THE FEES AND CHARGES FOR 2017/18 FOR PLAYING FIELDS AND THE CEMETERY**

The Clerk presented tables comparing fees and charges for sports pitches and cemeteries from other local authorities to those currently charged by the Council. Following a discussion it was agreed to implement revised fees and charges from April 2017 and notify users accordingly. (Copy of revised fees and charges attached)

9. **TO CONSIDER ISSUES REGARDING LICENSING AND CHARGING FOR LARGE SCALE EVENTS AT THE MUNDY PLAYING FIELDS**

It was agreed to consider this agenda item immediately after public representations due to the members of the public in attendance for this agenda item.

The Chairman outlined Council's full support for the Carnival and thanked the Carnival Committee for their hard work and efforts and the contribution and community benefit that the Carnival has made over the years and continues to make. He asked that the painting be formally presented to full council in January.

The Clerk outlined the issues regarding licensing of events on the Mundy Playing Fields that mean that Temporary Event Notices (TENs) can no longer be used and for the larger events Premises Licences would be required.

The Clerk then reported back on the discussions she has had with South Gloucestershire Council about charging for access to events on the Mundy Playing Fields that require access to the Public Rights of Way (PROW). She confirmed that the Mundy bequest of the field

allowed for charging but that this was a matter specifically about access to the PROW. Members of the committee outlined that blocking a PROW is a criminal offence and that the issues identified would need careful consideration. It was felt that the business model and charging policy was a matter for the Carnival organisers. Councillors also suggested that a donation model be explored and that better publicity and information about why the events charged entry and the benefits that the events bring to the community may help to address the issues.

It was agreed that the Clerk convene a meeting between the Town Council, South Gloucestershire Council and affected user groups to clarify understanding of the issue and advice given to date and seek resolution of the issue.

10. **TO CONSIDER A REPORT FROM GLOUCESTERSHIRE PLAYING FIELDS ASSOCIATION ON THE CONDITION OF PLAY AREAS AND PLAYING FIELDS AND TO CONSIDER RECOMMENDATIONS AND OPTIONS FOR REPLACING AND UPGRADING PLAY FACILITIES.**

The report was noted and it was agreed to defer consideration of this matter until the January Playing Fields and Cemetery Committee when the budget for 2017/18 would be known.

11. **TO CONSIDER OPTIONS FOR RECRUITING A NEW PLAYING FIELDS OPERATIVE**

Following discussion of the different options, staff workloads and capacity it was agreed that the position be advertised on a full time basis once the budget for 2017/18 has been agreed in January.

12. **TO CONSIDER OPTIONS FOR FUTURE VEHICLE LEASING, PURCHASE AND OR REPLACEMENT**

Following discussion of the different options and the budgetary implications it was agreed to purchase the currently leased vehicle outright when the current lease agreement ends in February and that an amount of £2500 is included in the 2017/18 budget for its ongoing maintenance, tax and servicing.

13. **TO RECEIVE ANY URGENT CORRESPONDENCE**

None