

REPORT of the Meeting of the Playing Fields and Cemetery Committee  
held on Thursday 29 June 2017

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Present: Cllr Clive Parkinson (Chairman)  
Cllr Bob Griffin (Vice Chairman)  
Cllr Pam Shipp  
Cllr Jayne Stansfield  
Cllr Angela Symonds  
Cllr Lesley Tuck

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

(Cllr Helen Harrison – absent)  
(Cllr Martin Truman – absent)  
(Cllr Gail Whitehead – absent)

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

Cllr Lesley Tuck (family commitment)

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

None.

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

None.

**4. TO RECEIVE A PRESENTATION FROM PENNY BAKER & DAN POTTER CONCERNING FUTURE PLANS AND PROGRESS ON THE PROJECT TO REDEVELOP THE SKATEPARK**

Penny Baker, Dan Potter, Toby Jefferies (Architect), Theo Parkes and Simran Sond attended the meeting to update the Committee on plans for Skatepark, in particular the plans for the Cafe Hub, and tabled a draft Business Plan. They outlined the vision for the Hub, the potential Hub design, the options for the Hub location, provisional costs and funding. The Clerk asked the Committee to confirm whether they were happy to proceed to pre-planning application and to confirm that the funds already allocated to the project could be used for items such as connection to services. The Clerk reported that a Memorandum of Understanding would be drawn up to set out the roles and responsibilities of all involved parties, including the Town Council being the eventual asset owner.

The Committee thanked the group for their presentation and their hard work in bringing the project to this stage. It emphasised its full support for the project and confirmed that they

could proceed to pre-application and that the funds would be available to them as and when needed. The options for the location of the Hub were discussed and it was felt that Option 1 would be preferred as it made the Hub seem more accessible to all potential users. The group confirmed that the costs involved in proceeding with Option 1 were not significant.

5. **TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM REPORT OF MEETING OF 11.05.17 NOT CONSIDERED ELSEWHERE ON THE AGENDA**

The Clerk briefly updated the Committee on final arrangements for the Carnival.

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

Jack Hainsworth reported that there were no major works ongoing or outstanding. The tombstone was back in place and all maintenance work completed. The Clerk reported that there were no outstanding issues.

*(Jack Hainsworth left the meeting)*

7. **TO CONSIDER A REQUEST FROM SOUTH GLOUCESTERSHIRE COUNCIL TO INSTALL A QR CODE ON THE WAR MEMORIAL**

The Clerk reported that South Gloucestershire Council wished to meet with representatives from the Council to discuss the installation of a QR code near the Thornbury War Memorial located at St Marys Church. The Committee agreed in principle that it was happy with a QR code being installed, but the placement would need to be carefully considered. It was agreed that Cllr Bob Griffin and Cllr Clive Parkinson would represent the Committee at the meeting, that Jack Hainsworth would check whether anyone from the Church would wish to attend, and that we would also ask whether anyone from the Museum would wish to attend. Wendy Sydenham agreed to clarify the possible dates and times of the meeting and email round the details.

8. **TO CONSIDER THE FOLLOWING MATTERS RELATING TO COUNCIL'S PLAY EQUIPMENT**

(a) **To consider the outcome of the Annual ROSPA Safety Inspections and any matters that need to be addressed**

The Clerk reported that all matters identified as high risk had been attended to with the exception of the zip wire which was currently out of action and would be repaired as soon as possible. Another key finding of the inspections was that the age of the play equipment and the condition of some of the safety surfacing made it difficult to inspect.

(b) **To consider and approve the plans for upgrading the play area at Streamleaze and the results of the consultation (plans attached, consultation responses will follow) and to authorise the Clerk to apply for the release of the s106 funding from South Gloucestershire Council**

The Clerk tabled a summary of responses to the consultation which mainly supported and welcomed the proposed changes to the play area. The Committee agreed that the Clerk could apply for s106 funds from South Gloucestershire

Council and could go ahead with ordering and installing to ensure the equipment is in place as soon as possible. The Clerk reported that there was a 10 week lead time and it was hoped therefore that the equipment could be in place by October.

(c) **To receive an update on play facilities at the Mundy Playing Fields and consider the arrangements for the consultation taking place at Thornbury Carnival on 1 July 2017**

The Clerk reported that the new slides had been ordered and would hopefully be in place by the end of July. The plans for the whole play area would be consulted on at the Carnival and this would feed into the specification which would need to go through a formal tender process. The aim is for a final design to be ready by Christmas and installed by March/April 2018.

9. **TO CONSIDER AND REVIEW COUNCIL'S POLICY REGARDING THE USE OF PUBLIC OPEN SPACE TO FLY MODEL AIRCRAFT AND DRONES**

The Clerk asked for clarification on the Council's policy with regard to the use of model aircraft and drones. The Committee emphasised that the safety of users of public open spaces was the priority in this matter. It was agreed that we should not allow any take off or landing or over-flying within 50m of any public open spaces, and that this should include all types of drones and model aircraft.

10. **TO RECEIVE AN UPDATE ON USING THE MUNDY PLAYING FIELDS AS A BASE FOR PARKRUN**

The Clerk reported that the organisers of Park Run had provided an outline route (three laps of the Mundy Playing Fields) and had met with Paul Le Riche to walk through the route and discuss options for mitigating damage from the run e.g. alternate routes. The relevant paperwork (insurance, risk assessments, etc) was being finalised and would be sent to us shortly. We are also discussing options for the serving of refreshments with the organisers.

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

The Clerk reported that South Gloucestershire Council were happy with the revised wording and that she would be meeting with the Leisure Centre to look proposals for their overflow car park. The finalised lease will come back to the Committee for agreement.

12. **TO RECEIVE ANY URGENT CORRESPONDENCE**

- (a) Following the recent "walkabout" of the Mundy Playing Fields and Cemetery, Cllr Clive Parkinson wished to record the thanks of the Committee to the Clerk and outside staff for keeping the grounds in such good order. The Clerk reported that the loose branches of the oak tree in the Cemetery had been removed and the tree had been assessed as safe.
- (b) The Clerk reported that there had been no damage to graves or memorials during the recent incident where cows had got into the Cemetery. There was some damage to saplings/plants which would be replaced, and the farmer had paid some compensation.

- (c) The Clerk reported that there had been a complaint made regarding the Mundy Playing Fields toilets and some repairs to dryers and taps would be made shortly.
- (d) The Clerk reported that another “buggy fitness class” had requested to use the Mundy Playing Fields.
- (e) The Clerk reported that she had had a pre-season meeting with the football club to ensure all arrangements were in order.