

**Minutes of the Playing Fields & Open Spaces Committee  
Held on 4<sup>th</sup> September 2017 at 7.30 p.m. in the Bush Room**

**Present:** - Anne Curtis (AC) (Chairman), James Sumner (JS), Marcus Fry (MF), David Morgan (DM).

Graham Smith (Clerk)

**1. Apologies for Absence**

None

**2. Evacuation Procedure**

Evacuation procedures were noted.

**3. Public Participation**

Cllrs Paul Caddick (PC), Steve McMillan (SM), Steve Blick (SB), Martin Wistow (Secretary Alveston Cricket Club).

**4. Declaration of Interests**

None

**5. Minutes of the meeting held on 8<sup>th</sup> May 2017 and Matters arising**

5.1. **17.021 Resolved:** The minutes of the meeting held on 8<sup>th</sup> May 2017 are approved and accepted as accurate.

5.2. Matters Arising – None

5.3. Outstanding actions – (Clerk confirmed that outstanding actions were closed with the exception of PF170508-02: - (AC) requested that (Clerk) chase SGSW once again with regard to the condition of this footpath. PF170508-06: - (Clerk) recommended that the shrinkage issues be investigated at the next H & S inspection.

**6. Playing Fields & Open Spaces**

6.1. Recommendations – Play Equipment

Cllrs agreed that the priority for new play equipment is to replace the discarded log trail situated at the Lime Kiln field. (JS) suggested that the Parish council engage local children / community in the decision process and recommended that the young children of St Helens school and the pre-school at the Jubilee Hall become involved. (Clerk) would investigate what is on the market and obtain options and costs.

**PF170904-01:** - Investigate options and costs relating to a new log trail to be located at the wooded area of the Lime Kiln Field.

**Action to (Clerk)**

6.2. ACC - Martin Wistow (Secretary Alveston Cricket Club)

Mr Wistow briefed Cllrs on the developments of the Cricket Club for next season and requested that the Council and Cricket Club work together to help achieve their aims. A request was made that the Council consider flattening and improving the area adjacent to the store shed with the view that the cricket club look to erecting permanent nets and utilising this as a practice area. Mr Wistow emphasised that this would also be of community use and not solely for the benefit of the cricket club. (Clerk) raised concerns that once the football pitch is marked for the season there may be a conflict for space and dimensions should be measured accurately for H & S reasons. Mr Wistow agreed to forward to (Clerk) the dimensions required and (Clerk) agreed to discuss with the Grounds Maintenance contractor.

**PF170904-02:** - Investigate the issues involved in preparing a dedicated practice area on behalf of the cricket club.

**Action to (Clerk)**

## 7. Cemetery

There were no immediate issues to report relating to the Cemetery.

## 8. Grounds Maintenance

(Clerk) had conducted a neighbour consultation relating to how the hedge bordering the Jubilee Field and the Houses at Davids' Close should be cut. Of the 12 letters distributed 5 replies were received of which four requested that the hedge be marginally trimmed back and height to be trimmed to a level of 8ft. In light of the public response (JS) proposed that the hedge be trimmed as per the response from the consultation document. (AC) seconded the proposal and all Cllrs agreed.

**17.022 Resolved:** The hedge located at the fence of the Jubilee Field cricket pitch be marginally cut back and trimmed and cut to a height of approx. 8ft.

## 9. Correspondence

(Clerk) included within the agenda packs all correspondence relating to the traveller incursion on Down Road in August. Cllrs examined and discussed how to respond to the letters. (DM) brought to Cllrs attention the "Criminal Justice Act – New Guidance" whereupon (Clerk) requested information to be forwarded to him for investigation. (Clerk) also brought to the attention the parks and open space ground policy of Bristol City Council and the subsequent policy on travellers and vehicular incursions (as requested by a resident). (Clerk) emphasised however, that this had been brought up with South Gloucestershire Council by various other Town & Parish Councils (as well as the Clerk at Alveston Parish Council). It was emphasised at that time that SGC has its own policy on open space, travellers and incursions. (JS) recommended that the Parish Council consider every possible action remaining for the Parish Council and although options were limited the Parish Council could obtain a more accurate quotation for the C4 process and (JS) instructed (Clerk) to do this.

**PF170904-03:** - Forward to (Clerk) the guidance obtained relating to the "Criminal Justice Act".

**Action to (DM)**

**PF170904-04:** - Obtain from South Gloucestershire Council an accurate costing for the C4 process to investigate accurately the location of the underground utilities at Down Road.

**Action to (Clerk)**

## 10. Website / Helmet

None

## 11. Any other business

None

Meeting Concluded at 08.25 PM

**The next meeting of the Playing Fields and Open Spaces Committee is on  
Monday 6<sup>th</sup> Nov at 7.30pm.**