

WEST SWINDON PARISH COUNCIL

24 August 2017

Dear Councillor

You are invited to attend the
LEISURE AND AMENITIES COMMITTEE MEETING
to be held on **WEDNESDAY 06 SEPTEMBER 2017** at **6.00pm**
at **WEST SWINDON LIBRARY**

AGENDA



Joyce Holman
Parish Clerk

Public Questions, Comments or Representations (maximum of 10 minutes).

1. **Apologies**
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 18 May 2017.
3. **Noticeboards (Minute 101)**
To receive a draft licence agreement for notice boards.
Update from the Parish Manager.
4. **Review of Litter Bins (Minute 102)**
To receive final report recommendations for bins. Report circulated.
5. **Belsay Fencing Request (Minute 103)**
To consider quotes for fencing at Belsay. Update from the Parish Manager
6. **Planting (Minute 104)**
To agree final locations for spring bulb planting.
To consider options for wild flower planting in West Swindon.
7. **Play Areas (Minute 105)**
To receive a report outlining condition of play areas in West Swindon. To agree priority work programme for play area improvements.

Leisure & Amenities Committee

- Matthew Courtliff (Chair)
- Suresh Gattapur
- Nigel Gibbons
- Ellen Heavens
- Vinay Kumar
- Timothy Makofu
- Nick Martin
- Caryl Sydney Smith
- Matt Walker (Vice Chair)

WEST SWINDON PARISH COUNCIL

Minutes of the
LEISURE AND AMENITIES COMMITTEE
on **WEDNESDAY 02 AUGUST 2017** at **6.00pm** at **WEST SWINDON LIBRARY**

Present:

Cllr Matthew Courtliff (Chair)
Cllr Matt Walker (Vice Chair)
Cllr Nigel Gibbons
Cllr Timothy Makofu
Cllr Mary Martin
Cllr Nick Martin
Cllr Caryl Sydney Smith

Officers:

Paula Harrison (Parish Manager)

Public: Seven

PUBLIC SESSION:

A resident thanked the Councillors for the new automatic doors to the library and asked if similar doors could be installed at the entrance to the Link Centre. The Chair stated that this request would be reported to the Link Centre Manager.

A resident reported that bins on Tallis Walk were well used and had been reported for emptying. Bin no. W024 requires a larger bin receptacle. The Chair stated that this request was noted for the discussion on litter bins.

A resident reported that the bus stop on Wilmot Close for buses 1 and 1A are frequently used by visitors to Lydiard Park and have litter issues. The Chair stated that this request was noted.

A resident suggested that bins by schools and bus stops would be helpful. The Chair stated that this request was noted.

A resident reported that a coordinated work programme between litter/street cleaning teams and the grass cutting teams would produce a more effective result and avoid litter being shredded by the grass cutting vehicles. The Chair stated that this would be reported to the relevant team managers.

A resident requested a more visible presence at public meetings and forums of the local police team. The Chair asked the Parish Manager to report this request to the police team.

A resident reported that another Parish had experienced a threat from a member of the public and asked Councillors to consider security as part of the arrangements for the Parish Office. The Chair confirmed this was underway.

6.13 pm Cllr Gattapur joined the meeting.

98. Apologies

Cllr Ellen Heavens
Cllr Vinay Kumar
Cllr Tim Swinyard

99. Declarations of Interest & Applications for Dispensation

None

100. Logo Competition (Minute 73)

The Parish Manager reported to Councillors that there were a range of options for trophies and plaques. Councillors identified a number of options priced around £16-£20.

RESOLVED that the options for plaques and trophies are noted. Councillors to defer a decision until the competition is completed and a design is chosen.

101. Noticeboards (Minute 74)

The Parish Manager reported that Property Services had allocated an officer to review the Village centre sites.

RESOLVED that a meeting is set up with Property Services for Freshbrook Village Centre site and Shaw Village Centre. Cllrs Courtliff, Gibbons, N Martin and Sydney Smith be invited to attend the site visits.

102. Review of Litter Bins (Minute 75)

Councillors discussed a range of locations that had been identified to potentially benefit from additional bins. Councillors agreed that larger bin receptacles such as the fixed standing dual purpose bins were a good design. Consideration was given to the potential of recycling options in busy locations.

RESOLVED that:

- a) The Parish Manager to collate the locations identified for new or replacement bins
- b) The Parish Manager to report on costs relating to new or replacement bins and the costs of servicing new bins
- c) The Parish Manager to investigate sponsorship options

103. Belsay Fencing Request (Minute 76)

The Parish Manager circulated two quotes, a copy of which appears as **Appendix A** in the Minute Book.

RESOLVED that the Parish Manager to seek two other comparative quotes and report an update to the next meeting.

104. Planting

The Parish Manager circulated a quote from Streetsmart for replacement bedding plants along the Wootton Bassett Road central reservation, a copy of which appears as **Appendix B** in the Minute Book.

Mr Martin Hambidge, Streetsmart joined the meeting. Mr Hambidge reported to Councillors on options for spring planting.

RESOLVED that

- a) The Parish Manager initiate requests to neighbouring Parishes to part fund Wootton Bassett Road planting.
- b) The Parish Manager works with Martin Hambidge, Streetsmart, to identify schemes within the budget allocated, and reports back to the next meeting.

RECOMMENDED that the Council approves expenditure of £10,000 (£5,000 from the Parish *New Planting* budget and £5,000 from *New Planters* budget) to spring bulb planting schemes as determined by the Leisure and Amenities Committee.

105. Play Areas

Mr Martin Hambidge, Streetsmart reported to Councillors that a third of play area stock was within the West Swindon Parish. The condition of each play area would vary depending on age and use. Mr Hambidge advised Councillors to consider whether sites gave good quality play value. Streetsmart undertake the weekly inspections and would highlight any significant concerns to the Parish. Tumpy Field would have been the next on the list for refurbishment in West if the Borough Council's refurbishment programme had continued. £75,000 would be a reasonable budget to do a good refurbishment. Mr Hambidge advised that each play area would need consideration in its own right and in some instances closure or changing the type of amenity may be the right course of action. Councillors considered the play area inspection reports. Mr Hambidge suggested speaking to other neighbouring parish councils about jointly commissioning annual inspections. Councillors discussed different types of play and recreation provision such as outdoor gym equipment.

RESOLVED that Mr Hambidge would circulate a definitive list of play areas and condition of assets for future discussion

Meeting closed at 7.22 pm.

Signed:
Chair, Leisure and Amenities Committee

Date:

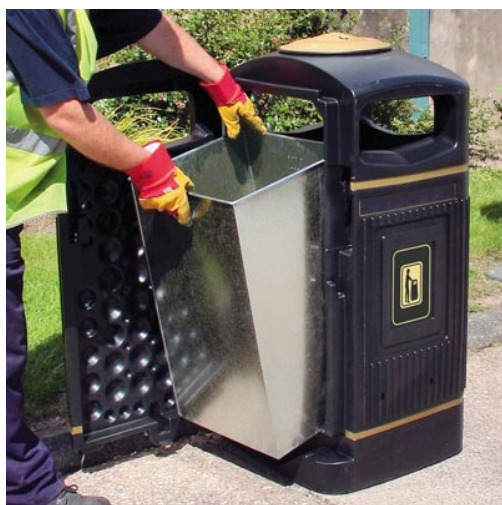
WEST SWINDON PARISH COUNCIL

Leisure & Amenities Committee

Litter Bins Report

1 Introduction:

- 1.1 Over the last month, Parish Councillors have been reviewing the condition and location of dog waste and litter bins across the Parish. Legislation has changed and dual purpose bins can now combine dog and litter waste in a single bin.
- 1.2 Parish Councillors have submitted comments to the Parish Manager which have been collated with feedback from members of the public via Streetsmart and a condition report undertaken by the Street Cleansing Team.
- 1.3 The dual purpose bin identified by the Leisure and Amenities Committee is a Glasdon Jubilee bin. The cost including installation is in the region of £400 per bin. It includes a dual purpose dog/litter sign, an A4 poster section to allow for sponsorship and a stubber on the roof of the bin.



2. Detail:

- 2.1 The Street Cleansing Team have identified five bins in need of replacement. It has been agreed to replace these bins with the new dual purpose bin. The locations for the replacement bins are
 - Two post mounted bins on Hay Lane
 - Post mounted bin at Whitecastle, Toothill
 - Westlea Drive at Watercreek Mews
 - Oliver Tomkins Whitehill play area
- 2.2 In terms of other existing stock, the bin review has concluded the following
 - Dog bins alongside Westlea Drive to be replaced with a dual purpose bin
 - Dog bin at Brookhouse Farm pub replaced with dual purpose bin
 - Seven bins in the vicinity of Freshbrook village centre could be rationalised or

relocated e.g. to the path to Elsie Hazell Court, to the otherside of the car park on the path alongside Millbrook School

2.3 Combining customer and parish councillor feedback, the sites for new bins are proposed as follows:

- Underpass from Toothill Park to Mannington Retail park
- Dunwich Drive footpath to Markenfield
- Westlea Drive at the foot of the path to Toothill beside Park Springs
- Cartwright Drive at junction to footpath to Old Shaw Lane
- Cartwright Drive at junction to footpath adjacent to Jersey Park bus stops
- Harptree Close off Sandacre Road to link with footpath
- Swinley Drive adjacent to footpath to Peatmoor Copse (opposite Roughmoor Social Hall)
- Wilmot Close junction to Tregoze Way
- Stonefield Close adjacent to footpath
- Rivermead Drive adjacent to skate park area
- Walkway from the Prinnels to Shaw Village Centre (Percheron Close and Castillian Mews)

2.4 An overall budget to undertake this work should be in the region of £5,000 and could be identified against the parish budget heading *Village Maintenance* allocation, combining the budget set aside for

- 4870 Street Furniture/Art £1,000
- 4880 Seats £2,000
- 4890 Litter/Dog Bins £1,000

In addition to the above, funding is identified against budget heading *General Maintenance* - 4820 General Maintenance £2,854. It would be prudent to allow a further £500 for the relocation costs and other contingencies.

3. Recommendations

3.1 Councillors to consider the report and confirm exact locations for new bins.

3.2 Councillors to make recommendations for final expenditure to Full Council.

Paula Harrison
Parish Manager

WEST SWINDON PARISH COUNCIL

Leisure & Amenities Committee

Fencing Report

1 Background:

1.1 At Belsay in Toothill, a fence was installed to prevent children running from the play area on to the road. The fence faces Idovers which is main road route through Toothill. Quotes have been requested for a wooden closeboard fence and a galvanised metal fence. It is an area of approximately 24 metres.

1.2 Quotes received to date are as follows:

- Swindon Borough Council Streetsmart:
Close board fencing would be £65.00 per metre @ £1,560.00
Galvanised fencing would be £143.00 per metre @ £3,342.00
- Kudos Fencing Swindon
Close board fencing @ £1,427.00
Galvanised fencing @ £2,478.00
- LWBC Building Services
Close board fencing – no quote
Galvanised fencing @ £2570.00



2. Recommendations

2.1 Councillors to consider whether to commit to undertake the work and identify a preferred Contractor.

Paula Harrison
Parish Manager

WEST SWINDON PARISH COUNCIL

Leisure & Amenities Committee

Play Area Report – Martin Hambidge Streetsmart

Playground Refurbishment – West Swindon Parish

1. Introduction

The following describes the processes and criteria that would have been considered in the past by Swindon Borough Council (SBC) Officers when determining whether a playground would be considered for improvement, refurbishment or closure and is provided as a guide for the Parish Council in determining any future provision.

The provision of playgrounds has always been a high priority for Swindon Borough Council and West Swindon has a relatively high number of sites due to its expansion over the years. Unfortunately a number of these sites are now at a stage where appropriate action is now required.

2. Detail

There are currently 20 equipped playgrounds along with a number of ball game courts and a skate park within the West Swindon Parish boundary. All these playgrounds are regularly inspected and maintained in a safe condition by Streetsmart on behalf of the Parish Council. As part of this inspection regime, an annual independent inspection and risk assessment is carried out on all the playgrounds. This independent inspection identifies the playgrounds overall condition, potential hazards and risks.

In our experience, a modern playground is expected to have a life expectancy of around 15 years (will vary depending on a number of factors) with an average capital expenditure of around £70,000 (again this amount will depend on a number of factors). The Parish Council may wish to consider establishing an on-going programme of playground refurbishment with planned capital expenditure to undertake this work depending on the financial resources available.

Based on all available information, SBC Officers used to compile a list of sites that may have potentially significant safety concerns or low play value or where equipment may have just come to the end of its practical life. In addition, sites may lose play value due to the loss of individual pieces of equipment over a period of time and no longer serve any useful purpose other than pose a risk to users or be a drain on limited revenue resources.

SBC Officers would also take into account prioritising playgrounds where significant improvements in play value can be achieved with minimal expenditure or in areas of the Parish where there are no alternative sites nearby, hence closure of a playground would mean a serious loss of play facilities in that area. In addition, there may be a need to take into account local changes in the demographic mix of an area or where there is an existing under provision of playgrounds.

Unfortunately, it is likely that the list of playgrounds potentially in need of refurbishment may exceed the available resources for refurbishment, so there will be an element of subjectivity to ensure a fair and equitable provision across the parish.

There may also be sites whereby if a refurbishment is not carried out within a reasonable timeframe, it may become necessary that the playground will need to be closed on grounds of safety or that the lack of play equipment results in an increase in anti-social behaviour.

When closure is considered, the treatment of that area afterwards needs to be carefully considered to avoid creating a further problem for local residents ie poor maintenance or anti-social behaviour.

It is also important to bear in mind that children's playgrounds are often a very emotive issue for the local community and can stir strong feelings amongst local residents so public consultation from an early stage is strongly recommended.

Options that the Parish Council may wish to consider with any funded programme include:

- Major refurbishment (complete site replacement)
- Minor refurbishment (replacing a few items to maintain play value, individual high value items of equipment or due to changes in the local demographic of the area)
- Closure (age, poor location, lack of use, alternative provision near-by etc)
- Provision of a new facility (where demand can be established)

Table of Playground Sites in West Swindon

The following table is based on the last refurbishment programme developed by SBC a few years ago and is provided to assist the Parish Council in determining any future refurbishment programme.

Name	Refurb	Priority	Close	Comment
Clayhill Copse	Yes	3		
Elm Ridge			Yes	Remove at end of life
Sparcells				
Nine Elms	Yes	4		Junior area in poor condition
Shaw Ridge				
Middleleaze	Yes			
Clay Pits	Yes	2		
Eastleaze Field				
Tumpy Field	Yes	1		
Oliver Close			Yes	Remove at end of life

Bess Road				
The Holbeins	Yes	5		Limited Play Value
Camden Close	Yes	7		Junior area in poor condition
Bloomsbury Close				
Mead Park				
Uxbridge Road			Yes	Remove at end of life
The Chesters				
Westlea Park				
Shelfinch	Yes	6		Junior area in poor condition
Whitehill Park				
Rivermead Skate Park				

Martin Hambidge

Streetsmart, Swindon Borough Council.