



# ***Dodington Parish Council***

**MINUTES** of the Meeting of the **Community Leisure & Environment Committee** held the Council Chambers adjacent to Dodington Parish Hall on **Monday 9<sup>th</sup> September 2024 at 7.30pm**.

**PRESENT:** Councillors Chris Zapata (Chair), Adrian Hutton, Paul Hulbert, Christine Howard, Jean Thomas, Richard Evans, David Fitt, Sandra Jee, Karl Tomasin and Louise Harris (from 7.45pm)

Also present: Hannah Saunders – Clerk to the Council – Clerking the Meeting, Pip Tymon Deputy Clerk to the Council and 2 members of public (1 from 7.45pm).

**1. Apologies for absence and request for approval**

Apologies for absence were received from Cllrs Sarah Hurley and Laura Pearson-Tong.

**2. Declarations of Interests Under Localism Act 2011 and Requests for Dispensations**

None

**3. Parishioners Questions**

There were 2 members of the public in attendance, 1 arrived at 7.45pm, Chair confirmed they could ask questions as required through the meeting.

**4. Approval of Minutes and matters arising from the previous meeting on 29<sup>th</sup> July 2024**

It was **RESOLVED** that the minutes, as printed and circulated, be confirmed as a true record. Cllr Chris Zapata signed a copy of the minutes.

Matters arising – not covered off during course of agenda: -

Issues with Y1 First bus ongoing.

Trophy and gift voucher has been presented to the winner of the garden competition.

Octopus have now carried out switch over for the 3 phase electrics.

Replacement dog bin and litter bin have been installed.

Groundsman has undertaken 1<sup>st</sup> cut of the grass around the Tern Inn carpark boundary fence.

**5. QEII to receive updates**

Circular Footpath – Clerk & Project Support Assistant had a meeting with Andrew Sanders SGC to discuss next steps. Andrew confirmed that a cell web assessment will be required (Cell web is a cellular confinement system specifically designed and independently tested for tree root protection). Clerk would ideally like tender to go on contract finder by October but would be dependent on above & all paperwork being available. Cllr Paul Hulbert asked if the office received a F.I.T survey – if not would forward.

*Cllr Louise Harris and 1 member of the public arrived.*

Hedge Cutting – CPS confirmed tractor with flail at QEII and Lilliput this week to work on the inside hedges. Quotes required for hedge cutting by the Memorial Garden – Members

confirmed ok to proceed with these – noted that nearby residents might need to be consulted regarding the hedge height.

Football Teams – email enquiry received from Yate United FC asking if we might be able to work together to supply 5 and 9 aside football pitches for local children in Yate. A meeting has been arranged with the club to obtain further information / discuss requirements (19/09/2024). (Note there was a previous enquiry made in 2018 by the same team – DPC was unable to commit to that requirement- this is a different requirement).

## **6. Wapley Bushes**

Memorial Bench - email received from a parishioner regarding installation of a memorial bench in Wapley. Cllr Paul Hulbert confirmed this will be discussed at the Wapley Bushes Conservation Group committee meeting which is currently scheduled to take place on Wednesday 25<sup>th</sup> September 2024. Clerk to provide some information for this meeting. The Memorial Bench Policy document will also require reviewing in particular with regards to vandalism of any installed benches.

Update on tree works – contractor has been at Wapley for Ash Dieback works 4 days during the week of 2<sup>nd</sup> September and are due back during the week of 16<sup>th</sup> September. Clerk met contractor on site and showed members photos of works to date. All going to plan and area has been left very tidy with logs to be removed from site stacked in one area.

Autumn plan for Wapley - Wapley Bushes Conservation Group volunteer work mornings: -

Sunday 15 September - plan is to dig out the bed of the seasonal stream down through the woods so it won't flood during heavy rain and cutting back some overgrowing vegetation in the Western Wood. Also litter picking / tidying up.

Saturday 24 November – plan is for general reserve management and possibly some early tree planting.

Cllr Paul Hulbert & Tim Fairhead also meeting Tuesday evening next week for bat detecting.

## **7. Play Area's & POS**

Lilliput update – contractor due onsite this week to complete internal hedge perimeter work (tractor with rotary flail hedge cutter). Clerk has raised issue with contractor regarding overgrown area by steps in front of the bungalows. Update requested on when this works will be completed.

**PMN** contractor been to site to assess work to area by steps. Scheduled to be completed from Monday 16<sup>th</sup> September, likely to take at least 2 days.

Goldcrest vandalism – reported at 1pm on 3rd September by local resident visiting park with toddler - panel from multi-play unit vandalised and left on park floor. A temporary repair has been made and play equipment now safe to use. Replacement panel approx. £600 plus fitting – approved by members. Clerk completing an insurance claim.

Request re Robin Way Stream

An email has been received from a resident asking if a working group could be set up to manage the stream between Robin Way and Kingfisher Road and offering their assistance. The area is overgrown and untidy. Following a discussion members confirmed this was SGC land which had been set aside for nature conservation. SGC to be contacted and asked for their Nature Conservation Management Plan for this area. Clerk to report back to resident.

## **8. General Tree Surveys**

Report not yet received – item deferred to next CL&E meeting.

## **9. Grounds Maintenance Tender Process**

Clerk confirmed the current 4-year contract ends on 31<sup>st</sup> March 2025 and provided members with an update on this contract and the other grounds maintenance contracts currently covering the parish.

A working group was needed to assess the full requirements going forward and set up the tender, ideally required to go live on contract finder by 1<sup>st</sup> November 2024. 1<sup>st</sup> working group meeting to be arranged for the week of 23<sup>rd</sup> September 2024.

The following members agreed to be on the working group – Councillors Chris Zapata, Adrian Hutton, Christine Howard, Sandra Jee and Richard Evans.

**PMN** – 1<sup>st</sup> working group meeting arranged for 30<sup>th</sup> September 2024 at 6pm in the Council Chamber

## **10. Summer Playscheme 2024**

The Council needs to decide who is to manage the Playscheme next year. To aid in the decision-making process the following presentations have been set up: -

Swift Sports, who managed the playscheme this year, will provide an update on this year's playscheme at the Full Council meeting on the 14<sup>th</sup> October 2024. Clerk requested that any questions are sent in ahead of this meeting.

Nigel Ball, the previous main playscheme leader, will provide an update on past playschemes run by Dodington Parish Council at the CL&E meeting on 21<sup>st</sup> October 2024.

Members will also receive the results from a survey handed out to this year's attendees at the CL&E meeting on 21<sup>st</sup> October 2024 and Clerk will share report from earlier in year again.

## **11. Allotment Association**

Cllr Richard Evans reported the following from the committee meeting on 3<sup>rd</sup> September 2024: -

Currently have 148 plots, half plots are also available. 3 on the waiting list, which has dropped from 50 over the past few years.

Strong digital locks to be installed on both external gates for security (1 has already been done cost £240 per lock).

Revised Terms and Conditions to be sent to all plot holders prior to the next rent review.

AGM is on the 27<sup>th</sup> September 2024 – prizes / trophy's to be presented. Noted that a grant application had yet to be received.

Monitoring situation with the water leak, now seems to be fixed, with regular water meter readings & photos being taken for both sites. Clerk confirmed completion of Compensation Allowance Form.

## **12. Local Nature Action Plan / Climate Emergency**

Deputy Clerk reported that the working group met on 19<sup>th</sup> August 2024 and revised the current L NAP following receipt of comments from members.

Information detailing the mapping of wildlife corridors and a document detailing the nature opportunities were both deemed appropriate to be included within the revision. Cllr Laura Pearson-Tong agreed to fully draft the revisions which will be reviewed at the next meeting of

the working group, scheduled for 11<sup>th</sup> November 2024. Draft revision, meeting minutes and comments made to be sent to members once available.

At the next meeting, members will be discussing priorities for the LNAP and agreeing a way forward to implement them. The Management Plan for Lilliput will also be reviewed together with comments regarding the plan made at the meeting by Tim Fairhead.

### **13. Finance Matters**

Members reviewed CL&E Budget YTD and EMR funds – confirmed all in order at end of August 2024 – 45.8% spent.

Deputy Clerk to chase Yate TC for meeting regarding the Armadillo following the grant awarded earlier this year.

### **14. Items to Report**

Cllr Louise Harris reported that residents had asked questions regarding car parking spaces and who can park where when the Co-Op opens Friday 13<sup>th</sup> September – confirmed notices will be placed on DPC car spaces in time for opening. **PMN** notices now in place.

Cllr Paul Hulbert requested an agenda item for the next CL&E meeting on National Rail policy on graffiti clearance following an email reply received confirming they can't spend public money on recently found graffiti as it isn't deemed offensive enough.

Cllr Richard Evans reported an issue regarding dropped kerbs around Kestrel Close and Merlin Way with cars parked blocking access to footpaths – item on Planning & Transport Agenda 16<sup>th</sup> September 2024.

Cllr Jean Thomas reported residents affected by ongoing bus issues – vital to get full information and report in full to Cllr Chris Willmore.

Clerk to the Council reported the following: -

Rev Ian Wallace retirement event – Saturday 28<sup>th</sup> September 2024 at St Nicholas Church.  
Members to let Clerk know if they would like to attend.

Cotswold Edge District Scout Council AGM being held at 7pm on Thursday 12<sup>th</sup> September at the Mafeking Hall & Campsite in Coalpit Heath. Cllr Paul Hulbert and Deputy Clerk Pip Tymon confirmed they will attend on behalf of the Council.

The next meeting for the Community Leisure & Environment Committee Monday 21<sup>st</sup> October 2024 (Council Chamber) – starting at 7pm with a presentation from Nigel Ball.

As there was no further business – the meeting was closed at 9.23pm with Chair thanking everyone for their time.

Signed ..... Committee Chair

Date ..... 21<sup>st</sup> October 2024