



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

LEISURE & RECREATION COMMITTEE MEETING MINUTES

Wednesday 06 July 2023 19.00

Present:	
Councillors:	Cllr John Ballman (Chair) Cllr Ray Ballman (Vice Chair) Cllr Marilyn Beale Cllr Ian Edwards Cllr Mick Lucas Cllr James Yeowell
Clerk:	Mr Andrew Briggs (Parish Estates Manager)
Officers:	Mr Andy Reeves (Parish Manager)
Member of the Public Present: Cllr Dave Patey	
Apologies	None

Min Ref	Minutes	Action
LR272	Declarations of Interest Cllr J Ballman declared a non-pecuniary interest in the Hreod Burna Urban Forest (HBuF), the Royal Society for the Protection of Birds (RSPB) and The Leisure & Library Trust. Cllr M Beale declared an interest in The Leisure & Library Trust & The Penhill Orchard. Cllr I Edwards declared an interest in The Leisure & Library Trust	

LR273	AG2 - Public Questions & Public Correspondence	
	None	
LR274	AG3 - Oasis Skate Park, Location Feasibility Work A Briggs provided a verbal update on the project and presented Members with a draft report. It was noted that the report was not yet in circulation due to it being still in progress. A Briggs informed Members that a number of criteria elements were outstanding. These included responses from Wiltshire Police and completion of a noise impact assessment. Members were informed that Seven Capital would not contribute towards the hardstanding needed to site the skate facilities. Estimated cost of hardstanding £30,000.00 Cllr M Beale expressed concern over the need for additional funds to support the project. A Briggs discussed an available funding opportunity (Youth Investment Fund) that could be used to support development of the Penhill Bowls Club as a youth provision. It was explained that the available funding could include the building refurbishment, grounds and including hardstanding for the skatepark. Members were informed that an expression of interest had been submitted to the funder for this project. Members held detailed discussion on elements of the feasibility study. Including flood mitigation and planning. Cllr R Ballman queried whether the skatepark had to be moved within a certain timeframe. A Reeves advised Seven Capital were commencing planning applications early Autumn 23 and the Parish should capitalise on the gesture of good will at the earliest opportunity. A Briggs expressed the possible need for an Extraordinary L&R Meeting in August to discuss the finalised draft of the report. RESOLVED - Members noted the item.	
LR275	AG4 – Allotments Members were reminded that the Allotment income remained ringfenced for use on Allotments for the 23/24 financial year. Annual Allotment income confirmed as £25,000.	

	It was explained that the budget included revenue expenses to cover water - £2,800 , Waste & Recycling - £6,000 and an agreed 23/24 budget for maintenance and project work of £15,000. A Briggs presented the notes from the Allotment Working Group meeting held on 29th June 2023. A copy of which can be found in Appendix A. Cllr J Ballman queried what projects would be undertaken in 23/24. A Briggs advised the Allotment Working group were reviewing a number of projects, including; site aesthetic improvements, increase in water provision, repairs to roads and paths, improvements to security. RESOLVED - Members noted the item.	
LR276	AG5 – Play Areas Members were informed that the 23/24 budget for Play Areas was £37,000. Which included £17,500 from the budget and £22,500 from an EMR. A Briggs presented the notes from the Play Area Group meeting held on 22nd June 2023. A copy of which can be found in Appendix B. Members were presented with the recommendations from the Play Area Working group. Recommendations included, completing a painting program for 2 or 3 play areas identified as highest priority and supporting 3 play areas projects that had existing EMRs attributed. These included Barnum Court, Alanbrooke and Pembroke Gardens. Members were updated on early concept designs for the Pembroke Garden (Rodbourne Cheney) Play Area. A Briggs provided Members with information about the Community Ownership Fund. It was explained the funding opportunity was available to refurbish an existing asset that is at risk of being closed or lost. The Penhill Splash Park project had been considered. However, it was advised that due to the requirement for match funding, the project was not viable at the present time. A Briggs commented that the funding could be applied to support the Rodbourne Cheney Play Area, as the project already had an existing EMR to support as match funding. Members were informed that officers were looking to submit an expression of interest for the Play Area project.	Officers to commence program of play area painting. Officers to submit expression of interest to Community Ownership Fund for the Rodbourne Cheney Play Area.

	A Briggs presented a cost to replace the broken cantilever mechanism on the St Marks basket swing. Cllr Ray Ballman queried why the item hasn't been ordered given the available budget and officers delegated authority. A Briggs advised that due to the limited available budget for the 23/24 financial year. A greater level of due diligence had been applied to ensure robust budget control. Cllr J Ballman proposed that the item be repaired as per the quotation. All Members voted in favour. RESOLVED – Members approved the cost of £2,779.17 to replace the broken cantilever on the St Marks basket swing. RESOLVED – Members resolved to agree with the recommendations of the Play Area Working Group.	
LR277	AG6 – Parks Members were informed that the 23/24 budget for Parks was £7,000. A Briggs presented the notes from the Parks Working Group meeting held on 23rd June 2023. A copy of which can be found in Appendix C. Members were requested to consider a revision to the existing method of grass cutting at St Marks Park and Penhill Park. The revision included use of a cylinder mower and a cutting schedule of bi weekly. The anticipated cost to complete the works was an additional £1,500. Members were content for the additional works being costed to the available Parks budget. Members were informed that a stand was being placed at upcoming St Marks event to publicise the 'Friends of' group. A Briggs working with Idverde grounds manager for floral bedding program for both parks. Members were updated on the opportunity to seek assistance and funding from SBC with regard to tree planting schemes. Members were asked to email the Estates Manager with areas they would like considered for planting, including street scene and verge planting.	Officers to instruct Idverde to commence revised grass cutting schedule to St Marks and Penhill Parks. Officers to draft concept designs for floral planting in the parks. Officers to engage with SBC around future tree planting opportunities.

	Discussion took place around parking restrictions at St Marks Park. A Briggs suggested the parking measures were reviewed again due to persistent misuse of the facility. A Reeves confirmed the parking measures were last discussed 11 months ago. Allowing for the item to return to Council for consideration. It was commented on the need for a wider parking policy to be considered. Members held discussion around different types of parking measures, including high barriers, machines, lockable gates and electric bollard. Cllr J Ballman proposed that the parking measures for St Marks be brought to a future committee for consideration. All Members voted in favour. RESOLVED – Members approved the associated costs to commence cylinder cutting on the grassed areas within Penhill Park and St Marks Park. RESOLVED – Members approved the resurrection of the Parish Managers St Marks parking measures report. That the report is brought back to a future committee for consideration.	
LR278	AG7 – Sports Pitches Members were presented with the associated documentation. It was explained that the documents were the assessment results of the pitch conditions for Mannington, Southbrook and Penhill. The assessments take place as a requirement of the football foundation. Members were reminded that sliding scale funding received for pitch improvement works, was obtained through the Football Foundation in 2020. The funding was provided directly to the leagues to support enhancement of the grass turf pitches over a 10 year period. A Briggs advised that the 100% funding would reduce as of 2024 and the Parish would need to consider increasing the available budget to continue delivery of the enhancement works. Current Parish maintenance budget advised as £3,000. Members were updated on recent pitch maintenance works completed in Spring 2023 and advised of the further recommendations highlighted within the reports.	

	Members queried the what work were already undertaking within the existing Idverde Schedule. A Briggs provided a detailed response. Cllr J Ballman asked what the users of the facilities feedback had been following the improvement works. A Briggs provided positive response to the works completed to date. Members considered the recommendation of the Estates Manager to retain the existing pricing for sport pitch hire for the 23/24 football season. It was explained that following benchmarking, CNSPC pitch hire was inline with many other operators charges. Cllr J Ballman proposed that pitch hire remain the same for the 23/24 season, with a view to review ahead of the following season. All Members voted in favour. RESOLVED – that football pitch hire costs remain unchanged for the 23/24 football season.	
	Meeting Closed 20.00 (24 hr Clock)	

Signed.....

Chair of L&R

Date.....