



## **WOMBOURNE PARISH COUNCIL**

### **Minutes of the RECREATION AND AMENITIES COMMITTEE MEETING**

held on **Monday 22<sup>nd</sup> May 2023** at 7.00pm

This meeting was held in the Council Chamber, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

#### **Present – Committee Members-**

Councillors: Jason Cox, Mark Evans, Elizabeth Keeling, Dan Kinsey BEM, Martin Perry (Chairman), Daisy Tait

#### **Present – Non-Committee Members-**

Councillor(s): None

#### **Absent without apologies-**

Councillors: Andy Clay

Clerk: Rachael Wright

#### **15/23 – Apologies**

Apologies for absence were received from Councillors Ed Hughes and Vince Merrick.

#### **16/23 – Declarations of Interest**

Councillor Jason Cox declared an interest in matters relating to Brickbridge Playing Fields as a Member of Wombourne AllStars Football Club.

#### **17/23 – Appointment of a Vice-Chairman for 2023/2024**

Councillor Dan Kinsey BEM nominated Councillor Elizabeth Keeling for the position of Vice-Chairman. Councillor Mark Evans seconded the proposal, and all Members were in favour.

It was **RESOLVED** that Councillor Elizabeth Keeling be Vice-Chairman for 2023/2024.

#### **18/23 – Approval of last Committee Meeting minutes from 6<sup>th</sup> March 2023**

Members approved the minutes of the last meeting as being a true record of the meeting.

#### **19/23– Matters arising from the minutes of 6<sup>th</sup> March 2023**

None.

#### **20/23 – Tour of play areas / parks and facilities**

It was agreed all Members should receive a tour of Bratch Park, Poolhouse Play Area, Brickbridge Playing Fields, and the Public Conveniences, to ensure they were familiar with the facilities they were managing. They agreed to organise a date outside of the meeting to receive the tour.

#### **21/23 – S106 funding**

- a) Members noted the email from South Staffordshire Council setting out they had been successful in securing S106 funding (less £2,268.93) for improvements to the changing rooms at Brickbridge Playing Fields, drainage at Poolhouse Play Area, and new exercise equipment at Brickbridge Playing Fields.
- b) Members agreed to request Full Council release £2,268.93 from general reserves to enable the projects detailed in a) to go ahead.

- c) Members noted Carpvale had been informed of the successful bid, and were speaking to suppliers, so would have an update in due course. It was agreed to leave the installation of the new exercise equipment until the issues with the grass cutting had been resolved.

The Chairman asked for thanks to be recorded to the Clerk and Councillor Mike Davies for their work on this project.

19.08pm – Councillor Jason Cox left the room.

### **22/23 – Brickbridge Playing Fields lease**

The Chairman informed Members the lease was still with Solicitors, there were no current timelines for completion, but no issues had arisen.

### **23/23 – Working Group for liaison with Football Teams**

The Chairman noted the importance of a good working relationship with the football teams using Brickbridge Playing Fields. It was noted prior to the election earlier this month other Members had put themselves forward for this who were not part of the Committee.

It was agreed Councillors Mark Evans, Dan Kinsey BEM, and Martin Perry would meet with the teams to discuss their vision for the playing fields.

### **24/23 – Grass cutting arrangements at Brickbridge Playing Fields and Bratch Park**

- a) Members noted feedback in relation to the poor standard of cuts, especially at Brickbridge Playing Fields, which has resulted in football matches being cancelled.
- b) Members agreed to request quotations from alternative companies for grass cutting (currently the service is provided by South Staffordshire Council for circa £6,600 per annum), and to seek advice from South Staffordshire Council in relation to the purchase of a machine to cut the grass themselves.
- c) Item was deferred pending outcome of b) above.

Members agreed to bring forward items 12 and 13 whilst Councillor Jason Cox was outside of the room.

### **25/23 – Arrangements for locking up Brickbridge Playing Fields**

- a) Members noted that some children were locked in the playing fields on Monday 15<sup>th</sup> May 2023 and a fire brigade was called to let them out. The Park Warden reported that she checked the area which appeared clear so the children must have been hiding in the bushes and overgrowth.
- b) Members considered the current procedure for locking up, and the Lone Worker policy which was in place and found them to be adequate. It was noted the Neighbourhood Policing team had been asked to provide support when available. Councillors Martin Perry and Dan Kinsey asked the Clerk to pass on their numbers to the Park Warden in case of any issues out of hours so that she can contact them directly. Members asked for their thanks to be passed to the Park Warden for her hard work and dedication to the role.
- c) It was agreed no additional tools were required at this stage.

### **26/23 – Brickbridge Playing Fields**

It was noted the quotation for the renewal of defective cisterns and urinals was now not required following the successful bid for S106 funding to update the changing rooms.

19.30pm – Councillor Jason Cox re-entered the room.

**27/23 – Play Area Inspections**

Members noted the advice from the Clerk following a recent training course that a different company should be sourced to carry out the annual inspection, and that a suitably qualified person needed to complete the routine inspections for them to be valid should an incident occur, and they needed to be relied upon.

- a) Members agreed to appoint The Play Inspection Company, widely used by other Parish Councils in South Staffordshire to carry out the inspections.
- b) Members agreed their preference would be to out-source the inspections and asked the Clerk to seek quotations for this.

**28/23 – Bratch Park**

The Clerk informed Members that the contract with Proludic from 2018 for the new play equipment had included one top up of the bark pit, so she had requested this be done.

**29/23 – Poolhouse Play Area**

Members asked the Clerk to follow up on the S106 funding from the Giggetty Lane development which had been earmarked for Poolhouse Play Area.

**The meeting closed at 7.39pm.**

**Signed:** .....

**Dated:** .....