

DRAYTON PARISH COUNCIL OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

Minutes of the meeting of the Open Spaces & Property Committee held on **Thursday 22nd June 2023**, 7:00pm at Drayton Parish Council, Pavilion King George V Playing Field, Drayton Highroad, Drayton, Norwich, NR8 6AW

Committee Members: Cllrs J. Anderson, C. Brown, A. Crotch (Chair), K. Morgan, N. Quinsey.

In attendance: A Gallant, Assistant Clerk & RFO. 2 members of the public.

Meeting Opened: 7:02pm

1. Apologies and consideration of acceptance for absence

Apologies received and accepted for Cllr. G. Everett.

2. Members' declaration of interest and requests for dispensations

None declared.

3. To note minutes of Committee meeting held 24th May 2023 to be deferred for approval at the September meeting.

Noted.

4. To allow public participation in accordance with Standing Orders

That an update on the proposed new build at King George V Playing Field would be helpful to understand the impact, if any, on the football pitches. It was noted that the view over the grounds from the current pavilion was good for Cricket and that the potential to facilitate four teams would be a welcome alteration.

5. To receive updates on Committee matters arising from previous meetings

5.1. To note update on Norfolk FA pitch maintenance

Ian Grange from Norfolk FA was scheduled to complete an onsite assessment of the pitches at Longdale on Thursday 29th June at 9:30am. Cllr. Anderson agreed to attend the onsite visit with the Clerk and an update on the site visit would be provided at the next meeting.

It was the view of Garden Guardian that remedial work on the pitches, if any, should be carried out in the Autumn.

6. To consider ROSPA Play Safety annual inspection reports and remedial tasks for:

6.1. Florence Carter Memorial Park

Overall Site: The Committee **AGREED** to purchase Dog Ban and Park Ownership signs as recommended in the report.

General Surface: In response to the raised drain cover identified in the report, the Committee considered quotes received for repairs and **AGREED** to instruct Ali Deeba to complete the necessary works. Cllr. Morgan abstained from the vote and requested the abstention was recorded. The Committee considered if the hole could be made deeper to further support the Christmas Tree installation and **AGREED** to include this work in the instruction to Ali Deeba if required.

It was noted a number of weeds were growing through the mulch and the Committee considered if the guarantee from installation was still valid in order to address the issue and **AGREED** to investigate with Wicksteed.

ACTION: Clerk

DRAYTON PARISH COUNCIL OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

6.2. King George V Playing Field

Swing – Basket (Field Side): It was believed that the chains had been installed incorrectly and the Committee **AGREED** to request action by Sutcliffe Play to address.

ACTION: Clerk

6.3. Longdale Park

Gates: The Committee **AGREED** to consider quotes for replacement gates at the next meeting in the same style as those installed at Longdale and KGV Play parks.

ACTION: Clerk

It was noted that the preference, if possible, would be for the gate to open inwards from the playground to aid safety for young children leaving the park.

Surfer & Toddler Swing: The Committee **AGREED** to action through the Maintenance Operative.

7. To note update on Florence Carter Memorial Park maintenance works

The Committee expressed its thanks and appreciation for the recent works completed by Team Challenge and it was hoped that the Committee could continue to engage the services of the charity to improve and maintain the flowerbeds. Cllr. Quinsey agreed to enquire with Team Challenge on behalf of the Committee.

ACTION: Cllr. Quinsey.

It was reported that the shrubbery and grass around the fence lines required trimming and the memorial required maintenance and the Committee **AGREED** to action through the Maintenance Operative.

ACTION: Clerk

The Committee noted the concrete around the tree at FCMP was damaged and **AGREED** to consider quotes for repairs/removal at the next meeting. The Committee considered if Team Challenge could be considered for the works and Cllr. Quinsey agreed to enquire on behalf of the Committee.

ACTION: Cllr. Quinsey

A tree at FCMP had symptoms of compaction and dehydration and was believed to be included within the remit of the recent improvement works at FCMP and that an update was required.

ACTION: Clerk

8. To consider matters for discussion and decision concerning Longdale Park:

8.1. To consider quotes received for kick wall

The Committee **AGREED** to recommend CIL expenditure for one Penalty Shootout Kick Wall to Council for approval.

ACTION: Clerk

8.2. To consider cleaning arrangements for play equipment and notice board

It was noted there was no current cleaning schedule in place and that the play equipment required professional cleaning. The Committee **AGREED** to consider quotes for professional cleaners including initial and ongoing cleans.

ACTION: Clerk

8.3. To consider repainting schedule for play equipment

DRAYTON PARISH COUNCIL OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

The Committee **AGREED** to contact Premier Playgrounds to repaint those items already painted. Cllr. Brown agreed to contact Noel at the organisation on behalf of the Committee.

ACTION: Cllr. Brown.

8.4. To consider action required for overgrown hedging and overhanging trees

It was reported that the hedge had been cut but that the overhanging tree still required trimming.

ACTION: Clerk

9. To consider matters for discussion and decision concerning King George V Playing Field:

9.1. To consider additional/replacement picnic benches and seating

It was noted that a member of the public had requested bike racks near the play area and the Committee **AGREED** to consider quotes for bike racks similar to those installed at FCMP at the next meeting.

ACTION: Clerk

It was noted that the bench by the pavilion was used infrequently and the Committee **AGREED** to relocate the bench to a shaded area by the zip wire.

ACTION: Clerk

The Committee **AGREED** to purchase a long picnic bench from Realise Futures for installation in the play area.

ACTION: Clerk

9.2. To consider additional/replacement litter bins

The Committee **AGREED** to consider quotes for new a new bin at the next meeting.

ACTION: Clerk

9.3. To consider user guidance for zip wire

The Committee **AGREED** to contact Sutcliffe Play for a pull sign and arrow for the seat on the zip wire and to provide guidance on Facebook.

ACTION: Clerk

9.4. To consider use of wheeled goals

The Committee considered the use of wheeled goals at KGV instead of re-concreting and **AGREED** to obtain quotes for consideration at the next meeting. It was noted any quotes obtained would need to comply with FA Regulations.

ACTION: Clerk

9.5. To consider monthly checklist of maintenance instructions

It was noted that Sutcliffe were expected to supply an operation and manual pack for the KGV Play Park pending receipt of the post installation inspection report from the inspector.

10. Matters to consider for next Agenda

None.

11. Date and time of next committee meeting 28th September 2023

Meeting closed 8:43pm.