



Dodington Parish Council

MINUTES of the Meeting of the **Community Leisure & Environment Committee** held the Council Chambers adjacent to Dodington Parish Hall on **Monday 1st July 2024 at 7.30pm.**

PRESENT: Councillors Richard Evans, David Fitt, Christine Howard, Paul Hulbert, Jean Thomas and Chris Zapata (Chairing the meeting).

Also present: Hannah Saunders – Clerk to the Council – Clerking the Meeting & Pip Tymon – Deputy Clerk.

1. Election of Committee Chair

Clerk informed members that the outgoing vice chair – Cllr Adrian Hutton – had emailed in advance of meeting as was on holiday stating happy to stand as Chair / Vice Chair.....

Cllr David Fitt proposed Cllr Adrian Hutton and this was seconded by Cllr Richard Evans.

Cllr Christine Howard proposed Cllr Chris Zapata – this was seconded by Cllr Paul Hulbert. Cllr Chris Zapata confirmed happy to stand again.

Following vote – Cllr Chris Zapata was duly elected as Chair of Committee.

2. Apologies for absence and request for approval

Apologies for absence were received from Cllrs Adrian Hutton, Sandra Jee, Louise Harris, Sarah Hurley and Laura Pearson Tong

3. Election of Committee Vice Chair

Cllr Jean Thomas proposed Cllr Adrian Hutton – and this was seconded by Cllr David Fitt. There were no further nominations – so Cllr Adrian Hutton was duly elected as Vice Chair of Committee.

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

None

5. Public participation

There were no members of the public in attendance, however, Cllr Jean Thomas had been asked to bring matter to attention of council. This is regarding the grass surrounding the newly erected fence by the Tern Inn car park – and some soil that appears to have been left – and how uneven it is. Clerk said she would look into.

6. Approval of Minutes and matters arising from the previous meeting on 8th April 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:-

Clearing of wood at Wapley still hasn't been carried out. It is drier now so hopefully over the summer may be able to get this sorted (before next lot of tree work carried out).

Clerk confirmed that garden competition judging was taking place the next day.

Still awaiting Octopus to carry out switch over for the 3 phase electrics.

Cllr Paul Hulbert confirmed that he is still waiting for SGC to sort out the license for new notice board on Shireway (for conservation group).

7. Planning Matters

Clerk confirmed that there were 3 new applications to consider on the SGC Planning Portal – but given length of this agenda – would include them on Planning & Transportation Agenda for following week – as there is time before consultation expiry.

The one planning matter that Clerk did want to bring to members attention – to be covered off next under QEII.

8. QEII

P24/00759/F – application for circular exercise path at QEII. Clerk explained that PSA had been chasing the planning officer – as date for determination had passed (20th April 2024), and there didn't appear to be any movement.

Marie Bath from SGC Planning Dept (Development Manager) contacted Clerk to discuss (in Clerks absence PSA / Chair dealt with query). Marie was taking over the application – and was seeking to move it forward – she was conscious that date for determination had passed but was seeking an extension – so that some of the issues that had been raised by consultee's could be looked at and addressed.

An extension until 31st July 2024 was agreed. Marie informed PSA that there was a holding objection by Sport England.

PSA spoke with Andrew Sanders – landscape architect from SGC that had been working on this project with Dodington – and he very quickly went out to site – and came up with amended plans.

Members reviewed these plans – which took on board Sport Englands objection that there appeared to be a reduction in size of pitches....new plans showed 3 x full size pitches – with the circular path reduced in width in area's to allow for the 3m runoff area from pitches.

It was unanimously agreed that these amended plans be submitted to the planning officer – so that Marie could then go back to Sport England.

With regards the other comments – members felt that need for a full arboricultural report should be made a condition of planning – as they had already spent quite a bit of money on this project to date.

With regards the delay caused with this applications Members expressed considerable concern and upset at the disadvantage suffered by Dodington Parish Council both from a planning perspective and a financial point of view and would appreciate a response from SGC as to how this came about.

Storage following on from receipt of email from St Nicks football team – regarding storage at QEII and if they could put a banner up – members agreed to delegate matter to officers – any storage would need to be at cost of club – and items stored at their own risk. With regards a banner – need to offer this facility to other clubs as well – and again would be at clubs risk – and if it starts looking tatty DPC will request it's removal.

Vandalism clerk informed members about recent spate of vandalism at the memorial garden – (snapping of tree branches and some of the younger tree's – lots of broken glass, etc). Matter of hedge was raised again – and it was agreed that it needs addressing – but not right time of year currently...When council go out to tender later in year for grounds maintenance – that part of hedge to be included as part of the contract. Issue is currently it isn't included and sometimes gets overlooked.

Football Fee's for 2024 – 25 – deputy clerk took members through current fee's – and proposal of increase across the board of 5.12% (which equates to an additional £4 for adults and £2 for juniors) and this was unanimously agreed.

9. **Brass on the Grass 2024**

Prior to discussing advertising, etc. Clerk wanted to establish who was going to be able to volunteer to help on the day (Sunday 21st July 2024) – as there appeared to be a lot of people away....(there would be 4 officers available but no scouts this year – although do have use of their marquee).

It became apparent that there weren't going to be enough volunteers – and initially it was suggested that the event be cancelled / postponed.

Clerk reminded members that event had been advertised since February (initially in Spring Newsletter and then in the Voice as well as online). Clerk was also aware that the band had been promoting event – so didn't feel it would be good to cancel.

As such after due discussion – it was agreed to go with wet weather plan – and hold the event in the hall – and change the advertising of it to let people know it would be in the Parish Hall.

This would make it easier to facilitate – although it wouldn't be quite the same....but if weather good – can have doors open – and when people want refreshments – they can take these outside.

10. **Summer Playscheme 2024**

Chair, Cllr Chris Zapata and clerk updated members on Summer Playscheme. All the spaces had been booked up very quickly – once booking open. Swift Sports had done a

thorough check – to see if everyone was eligible (using DPCs guidelines that those living in parish have priority).

Swift are operating a waiting list – and will operate this throughout the 2 weeks of the scheme, which starts on Monday 29th July 2024.

Clerk presented draft survey to members for approval – this would be handed out to everyone that attends – so that feedback can be taken into consideration in the autumn when making decisions for 2025.

Members were happy with the draft – and felt it gave both the children attending and their parents / carers ample opportunity to put thoughts and views down.

11. General Tree Surveys

Members reviewed the 3 quotes (presented anonymously) that had been received for Tree Survey work that needed to be carried out later in 2024 across all open spaces that Dodington are responsible for.

Clerk confirmed that some of the companies had an awareness and understanding of the tree's as they had worked for the council previously.

After due consideration it was unanimously agreed to award work to Company C – for a cost of £1425.

This was Wotton Tree Consultancy. It was agreed that Clerk / Project Support Assistant and Estates Officer would have a meeting with company beforehand to touch base – outline timescales for work (so that any issues raised could be budgeted for accordingly in 2025 – 26).

12. Wapley Bushes

Clerk presented quote for installation of footpath through the centenary wood / well being area (which made up part of the Jubilee Walks / Trails). This was something that had been highlighted previously and discussed when looking at budgets.

The quote was more than clerk was anticipating – as upon surveying the site – the length of footpath required was in excess of 120m. (It had previously been thought that approx. 50m was needed)

Given the cost – and inline with financial regulations it was agreed to defer this item – until a couple more quotes had been received and full details of work established.

Work to be carried out over the summer by Estates Officer was reviewed – and Clerk confirmed that all footpaths would be cleared in time for IYN judging on 16th July (and that Estates Officer was able to attend first part of judging).

The groups that had recently used Wapley for events (Fun Run and Sound Bath / Yoga) and emailed in their thanks to the council – both events had been well received and everyone was very complimentary of Wapley and what a great resource it was to have locally.

13. Play Area's and POS

Other than what had already been discussed – only area of concern was at Lilliput and the mess that one of the picnic benches was in. Clerk showed members photo's and gave details of how much it would cost to replace.

As per advice from Police – the replacement wasn't like for like but metal (so that it was less likely / more difficult to be vandalized).

Members queries whether a DDA enabled picnic bench would be a better option – but it was felt this wasn't the right space for it – access wise and being so close to the children's play area.

After due consideration – despite having money in budget – members requested that try and repair bench that was there – and then look at best spot for a DDA picnic bench for 2025.

Notice board by Love Lane entrance to Lilliput was mentioned – and Clerk reminded members that there had been one there previously that had sustained a lot of damage through vandalism and decision had been taken at that time not to replace. If they want this looked into again (as this was approximately 2 – 3 years ago) then Clerk will get some prices and pop on future agenda.

Only other matter to report was complaint against grass cutting contractor from local resident (issue occurred up at Woodchester mid June).

14. Allotment Association

Cllr Richard Evans reported that at the last committee meeting – they voted to ban CCTV on the allotments and also that installing toilets was currently prohibitive. These items will be discussed further at AGM in the autumn.

There is currently no waiting list for plots and they are busy shortlisting plots for awards later this year.

They are keeping the prize money at £100 as this seems to be more of an incentive to people to keep plots tidy.

Their new secretary, Paul, has settled in well and is getting to grips with the role.

Clerk had been looking into whether the allotments module could be added to the Parish Council's RBS system easily and how the treasurer would be able to access it. RBS have confirmed it can be added – or it can be used as a stand alone module (but then wouldn't be able to be integrated into Parish Council's system at a later date). The issue with adding to Dodington's system is access, and following discussions with RBS – it would seem that they are developing their own Cloud Based System (taking on board feedback from Towns and Parishes that their current offer is too expensive) so once this is launched – this may be the best way forward and something for both the Parish Council and Allotment Association to look into.

RBS are hoping to be able to launch this at the end of 2024 – so it is imminent. Clerk confirmed that she would report this back to treasurer accordingly.

15. Local Nature Action Plan

Deputy Clerk confirmed that Local Nature Action Plan meeting has been rescheduled for 19th August 2024, and she will be looking at agenda with Cllr Paul Hulbert early in July and reviewing comments that members have made.

Cllr Paul Hulbert asked for an update as to what the Estates Officer had been working on at Lilliput with Culverhill Students – so could see if anything could be ticked off from the management plan as achieved (and then updated on the LNAP).

Deputy Clerk and Cllr Jean Thomas are attending a Climate Workshop in Chipping Sodbury later in week – and will report back accordingly at Planning Meeting.

16. Finance Matters

Members reviewed spend YTD (month 3) against budget and also looked at EMR movement. All in order.

17. Items to report

1. Cllr Paul Hulbert informed members that Wapley Work Morning is scheduled for Saturday 6th July 2024, tidying up in readiness for IYN judging mid July.
2. Cllr Jean Thomas reported a couple of concerns at Lilliput Park (weeds growing through wetpour by outdoor gym equipment and the bank erosion by the bench by the equipment). Clerk knew about the weeds and it was on schedule to be looked at.
3. Clerk informed members that band had played on the Sunday at Chipping Sodbury Festival this year – and had received such positive feedback that the organisers have asked if they could swap to Sunday’s going forward....Band wanted to check that this was in order – as it is one of the events that Dodington sponsor them to do. Members didn’t see an issue with this.

The next meeting for the Community Leisure & Environment Committee **Monday 29th July 2024 (Chambers)**

As there was no further business – the meeting was closed at 9.20 pm with Chair thanking Everyone for their time.

Signed Committee Chair

Date 29th July 2024