

RECREATION

TWYFORD PARISH COUNCIL MINUTES OF A MEETING OF THE RECREATION COMMITTEE

Held on Thursday 8th June 2023 at 6.45pm
at The Gilbert Room, Twyford Parish Hall

| Councillors present | In attendance |
|--------------------------------|---------------------|
| Cllr. S. Pullen (in the Chair) | Clerk |
| Cllr C Mitchell | Assistant Clerk |
| Cllr J Pain | 2 members of public |
| Cllr R Sellars | |
| Cllr C Hill | |
| Cllr S Cook | |
| Cllr S Hoad | |

| Item | Business Transacted |
|-------|--|
| R1/23 | Chairman's Announcements The Chair thanked everyone for attending the meeting at the earlier start time of 6.45pm and welcomed two members of public. |
| R2/23 | Apologies for Absence Apologies received from Cllr A Forder-Stent. |
| R3/23 | Dispensations under Section 33 of Localism Act 2011 No dispensation requests were received. |
| R4/23 | Declarations of Interest No declarations of personal interest received. |
| R5/23 | Approval of Minutes It was Resolved that minutes of the meeting of the Recreation Committee held on the 2 nd March 2023 be approved. |
| R6/23 | Public Representation Two representatives of Twyford Cricket Club were in attendance and addressed the Committee. They asked for information regarding an alternative location for the siting of the proposed new cricket clubs and the Chair advised that no formal plans had been made and that investigations were still in process. The club asked if a rental agreement could be made with the club in order to have guaranteed rights to the cricket facilities which could then unlock ECB grant funding for a new facility. The Clerk confirmed that the Parish Council had previously agreed in principle to lease an area of land for the cricket training nets, but this had not progressed due to complication with ensuring public access. The Council had since asserted its ownership of the existing cricket nets and agreed that it would take forward plans to replace this publicly accessible facility. |
| R7/23 | Assistant Clerk's Report The report was received and is attached in the appendices. The Assistant Clerk highlighted some items within the report: <ul style="list-style-type: none">• Thefts of terracotta chimneys from allotments were reported to the police, however, due to a lack of evidence no further action had been taken.• Allotment inspections had commenced and plots generally in good order, the season has seen two new tenancies. |

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| | <ul style="list-style-type: none"> • The memorial plaque had gone missing but was later found and is in storage until re-installation. • Portaloo installed with screening and appears to be a welcomed addition to the park. <p>The Chair asked if there was any update on the dog attack and the Clerk confirmed that the resident had reported the incident, however no action by the Dog Warden was taken as it was an isolated incident and the owners of the attacking dogs not identified.</p> |
| R8/23 | <p>Cricket Training Nets</p> <p>A report was received and is attached in the appendices. The Chair recapped that at the March meeting it was agreed the Council would take steps to gain further information to bring to the June meeting. The report updates on planning information, financial implications, design options and quotes. It was confirmed that no consultation had taken place as no formal plan had yet been produced.</p> <p>The Chair summarised that the Committee met recently at Hunter Park and looked at location possibilities. After lengthy debate Members discounted the original proposed location near the tennis courts and agreed to investigate an alternative location between the containers and the football pitch. The installation of a new artificial wicket within the cricket outfield would also be considered.</p> <p>It was Resolved not to proceed with plans to install new cricket nets in the location adjacent to the tennis courts.</p> <p>It was Resolved that the Clerk would produce proposals, including formal quotations for the work required to procure and install single/double training nets for the area between the containers and the football pitch indicated in Annex 3 of the report and for an artificial wicket on the outfield. The Clerk would liaise with the Cricket Club when producing the proposals.</p> <p><i>The 2 members of public left the meeting</i></p> |
| R9/23 | <p>Maintenance list</p> <p>A report was received and is attached in the appendices. The report lists outstanding and completed jobs since the last meeting. The Assistant Clerk said that the Caretaker was currently working on the drainage work in the car park. The Clerk advised that jobs that might take more than two days work would be better contracted out.</p> |
| R10/23 | <p>Legionella Assessment</p> <p>A report was received and is attached in the appendices. The report contains a quote received to carry out the necessary work to comply with the legionella assessment carried out by Dynamika Water Technology in February. The assessment report sent out separately to members.</p> <p>It was Resolved to recommend to Full Council that the work is carried out and the Assistant Clerk would endeavour to obtain further quotes.</p> |
| R11/23 | <p>Annual Play Inspection</p> <p>The annual play inspection reports for Northfields and Hunter Park were received.</p> <p>The Clerk advised that the annual report is a requirement like an MOT. It was noted that everything listed was of low risk. The Assistant Clerk added that some minor repair work had been added to the Caretaker's maintenance list.</p> |
| R12/23 | <p>Sensory Equipment at Hunter Park</p> <p>A report was received. Full Council had approved the purchase of two pieces of equipment; a finger maze and rainbow chimes. Members were asked to consider the location of the equipment and select a finger maze from options provided.</p> |

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| | It was Resolved to purchase the Woodland finger maze and for the Committee to look at location for both pieces of equipment at the familiarisation site visit scheduled for 28 th June. |
| R13/23 | Tree Request at Hunter Park A report was received containing a request from a resident to plant a Rowan tree at Hunter Park in memory of her late husband. It was Resolved to approve the request and the Assistant Clerk would reply to the resident. Location to be determined at the Recreation Committee's familiarisation site visit on 28 th June |
| R14/23 | Disabled Parking at Hunter Park Members debated whether Hunter Park would benefit from disabled parking. No conclusion was made, however, would be looked at during the site familiarisation visit on 28 th June. Cllr Cook agreed to speak with a resident with mobility issues to ascertain if disabled parking would be a useful addition. |
| R15/23 | Minutes of Allotment Tenants The minutes of a meeting of Allotment Tenants held on 19 th April 2023 were received and is attached in the appendices. |
| R16/23 | Chairman of Council The Chair invited the Chairman of the Council, Cllr Mitchell, to address the committee. Cllr. Mitchell advised that he had that day received an email from a resident congratulating the Council for the improvements at Hunter Park and thanking of all those involved. The resident said the park was magnificent and a testament to the hard work the council has put in to make some fantastic improvements. |
| | The meeting closed at 7.50pm. |
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ITEM 7

TWYFORD PARISH COUNCIL

RECREATION COMMITTEE

8th June 2023

Assistant Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact either of us in advance of the meeting.

General updates

- 1) Allotments:
 - Thefts of terracotta chimneys were reported by tenants, Assistant Clerk reported to police though no action taken due to lack of evidence.
 - Bimonthly inspections have commenced, most plots found to be tidy and cultivated.
 - A meeting of Allotment Tenants was held on 19th April, reported elsewhere on the agenda.
 - There has been a change of two tenancies, 12 residents remain on the waiting list.
 - One joint tenancy changed one tenant, accommodating a resident who requested to be added to the waiting list in 2020 but was missing from the list. The reasons are unknown as it was before the current officers of the council were in place.
 - The water butt taps have been replaced by a plumber, one had burst the other was dripping.
 - A skip had to be arranged due to fly tipping alongside one plot. Assistant Clerk circulated an email to tenants requesting not to dispose of unwanted items in this way.
- 2) Hunter Park:
 - The memorial plaque for the late Cllr Ian Wheeler was installed, however, was soon found to be pushed over and later went missing. The plaque was found 2 weeks later in amongst the surrounding trees and is now in storage until re-installation in due course.
 - Twyford Village games are due to take place 2nd July, offering games on the football pitch and food vans. Greensmile will arrange for running lines to be marked out.
 - A portaloo is in place alongside the Pavilion and screening has been installed by the Caretaker. It appears to be well received by residents and will be present until the end of October.
 - The cricket season got off to a slow start due to the wet weather conditions.
 - Maintenance has begun on the football pitch.
 - Reports with photographs have been received of 9 incidents of dog fouling in the park, also dog poo bags left in park.
 - A resident reported that her dog was attacked by two Pointers resulting in puncture wounds and a vet consultation. The incident was reported by the resident to the Police and the Dog Warden.
- 3) Northfields
 - Both football goalmouths have now been levelled and re-seeded.

Sue Nias, Assistant Clerk &
Jamie Matthews, Parish Clerk
24th May 2023



Item 8

Twyford Parish Council

Recreation Committee Meeting – 8th June 2023

Purpose

To provide the Recreation Committee with an update on the feasibility to replace the cricket training nets at Hunter Park in the location previously identified. The Committee is asked to consider the design options and agree the next steps.

Recommendation

That the Committee agrees to progress to a detailed design of the facility to enable a public consultation to be undertaken.

Executive Summary

The report provides an update on the progress of assessing the viability of installing new cricket nets into the location previously identified by the Recreation Committee. The report confirms that planning permission is required for the installation of a new cricket net training facility and provides an update on the availability of funding for the work and number of options for the design of a facility. Although no formal public consultation has taken place, some views from members of the public and users of the cricket and tennis facilities have been submitted to the Council.

Background

Since its creation in 1963, Hunter Park, or Hunter's Sports Field as the site was then known, the sports of cricket and football have formed a core part of the park, with later additions of children's play areas and a golf pitch and putt area. The tennis courts replaced the old pitch and putt area in 1991.

All the sports facilities at Hunter Park are owned by the Parish Council. The Council manages, with contractors, the maintenance of football pitches and cricket facilities. These facilities are available to hire to clubs, organisations, and individuals. The published charges are available on the Parish Council's website at <http://twyfordhants.org.uk/our-village/hunter-park/>. The tennis courts are managed and maintained by the Hunter Park Tennis Court Association (HPTCA) who charge their members, and the public, fees to use the facility. There is no charge made by the Council to the HPTCA except for a peppercorn fee of £100 per annum towards general maintenance of the park.

Cricket Training Nets

In October 2022 the Recreation Committee agreed to take forward plans to provide replacement cricket nets at Hunter Park as the existing facilities, which were installed in approximately 2004 near the end of their useful life. The existing training nets are owned by the Parish Council and available to hire and are also available for informal use by members of the public.

To install a new facility which meets the design guidance of the English Cricket Board and offers a safe facility to operate, the proposal is to orientate the new nets on a north/south alignment which avoids the setting sun affecting the users of the facility. This cannot be done within the footprint of the existing training facility and so the Recreation Committee agreed to investigate a design for the new training nets to be located into an area which is in between the existing tennis courts and the cricket outfield. This location was included in the Hunter Park masterplan which was formally approved by Council in July 2022. At its October 2022 meeting the Recreation Committee agreed to take forward the work based on this location. One other alternative location had briefly been considered in the southern part of the park, but required extensive earthworks and so was discounted at that stage due to the additional cost that would be required. The committee may wish to revisit this option for more detailed assessment.

Planning Permission

A Pre-Application was submitted to the South Downs National Park Authority in late February 2023. A Planning Officer attended the site on 20th March and advice was provided back to the Parish Council on 13th April 2023. The dimensions provided in the Pre-Application were for a dual lane facility 24.1metres long, with the netted section occupying 18.3metres of the length, 7.32m wide and 4m in height.

The principle of the erection of the replacement cricket nets is likely to be supported but would require a full planning application to be submitted. The work is unlikely to fall under Permitted Development as the cubic capacity of the proposed nets exceeds the limits stated. This would even be the case of a single lane facility.

Public Feedback

There has not yet been a formal public consultation on these proposals since detailed scaled up drawings have not been produced. Therefore, a consultation, with specific designs, could not have been achieved. However, the HPTCA were invited to comment on the proposals in April 2022, prior to the masterplan being approved by the Council in July 2022. The HPTCA were also invited to attend the meeting of Recreation Committee to address the committee in order to explain their concerns of the proposed relocation of the cricket nets. The Twyford Cricket Club have expressed support for the proposed location.

However, since the Council published the Hunter Park masterplan on its website, and displayed boards in Hunter Park, several members of the public have provided their comments to the Council. The Council has encouraged the community to provide their feedback on the masterplan work by publishing further information on its website and communicating with the community through the TIS email updates.

The Council received 20 comments from members of the public relating to the masterplan and specifically the proposed relocation of the nets. These have been summarised:

- Distraction to users of tennis courts; too close to the courts.
- Obstructs access to tennis courts.
- Tennis club not aware of proposals.
- Inappropriate use of money.
- Council has not communicated the proposals.
- Unsafe to users of the tennis courts and other members of the public with 'cross-fire' of cricket balls
- Have other locations been considered.
- Spoils aesthetics / openness of the park.
- The setting sun is only a short-term nuisance.
- The existing cricket nets are hardly used. The majority of users of the park do not use the nets.
- The nets are a valuable facility and very much in need of replacement.
- Tennis balls sometimes stray from the court and could impact on users of the cricket nets.
- Affects the views from houses adjoining the park.
- Safe siting of the cricket nets, enabling safe cricket practice, is more important than views (aesthetics).

Financial Implications

In October 2022 a report to the Recreation Committee identified that the approximate cost of installation of new nets is between £23k to £30k, depending on the type of options selected. The report also confirmed that the Parish Council are not eligible for direct ECB grant funding. Since that time an updated quotation, to allow for budgetary considerations, has been provided, with several options in the range of £14.4k to £31.5k.

The Twyford Cricket Club has agreed to contribute £5,000 towards the work and the Parish Council has approved £10,000 in the 2023/24 budget.

Two grants which the Parish Council applied in early 2023 for a total of £9k were unsuccessful. In general grant schemes are currently less prioritised for provision of sports facilities with their focus being on supporting other initiatives. However, with the recent reopening of the Winchester District and Hampshire County councils' small grants schemes it is possible that these may award a total of around £2k if a grant is successful.

Design Options

The installation of a dual lane training facility would require an area of 24.1 metres in length and 7.32metres in width. This includes the bowling lane. The caged/netted area is 18.3 metres long. A single lane training facility would be 3.7 metres wide. Both options have a height of 4.0 metres. A dual lane facility could be installed with between 10 and 15 metres distant from it and the tennis courts and a single lane facility between 14 and 19 metres distant from it and the tennis courts. By comparison, the existing cricket nets are located 25 metres from the tennis courts, although a tree provides some screening between the two facilities.

A new build single lane facility would have an estimated cost of £14.4k and a dual lane facility £23.4k. Additional options, for example joining the surface of the bowling and batting ends together with artificial surfacing, which may simplify maintenance, would increase the cost for a single lane facility to between £18.2k and £19.2k and for a dual lane facility to between £29.9k and £31.5k

By comparison the cost of refurbishment of the existing dual lane facility would be approximately £19.7k, however this work would not come with a guarantee for the subbase.

Consultation

No formal public consultation has taken place as detailed designs have not yet been produced.

Communication

Information and updates on the proposals will be published on the Council's website and through the Twyford Information System (TIS) email distribution list.

Equality Act implications

None identified.

Health & Safety implications

The Council has a general duty under the Health & Safety at Work Act 1974 towards employees and members of the public. In this instance the re-orientation of the cricket nets to a design as recommended in the English Cricket Board (ECB) Code of Practice and Technical Requirements demonstrates a pragmatic starting approach to the installation of replacement equipment which is in accordance with the advice of the professional subject matter experts.

The location of the proposed new cricket nets must consider all users of the park and employees of the Council.

Crime & Disorder implications

None identified.

Appendices

- Annex 1 – Photographs
- Annex 2 – Pre Application Planning Advice
- Annex 3 – Alternative options

Annex 1

Photographs

Existing Nets



Figure 1 - Existing nets east facing.



Figure 2 - Existing nets west facing.



Figure 3 - Existing nets, wider setting, west facing.



Figure 4 - Park setting showing existing tennis courts and cricket training nets.



Figure 5 - Area between tennis courts and outfield, proposed location for new cricket nets.

Annex 2 – Pre Application Advice.



Working in Partnership



Mr J. P. Matthews
The Pavilion
Park Lane
Twyford
Hampshire
SO21 1QS

Our Ref: SDNP/23/00841/PRE
Contact Officer: Nicola Van Wunnik
Tel. No: 01962 848233

13 April 2023

Dear Mr J. P. Matthews

PRE-APPLICATION ADVICE

Applicant Name: Mr J. P. Matthews
Proposal: Erection of cricket training nets facility and associated groundworks.
Site Address: Hunters Park, Park Lane, Twyford, Hampshire,

Thank you for your correspondence received 24 February 2023 seeking pre-application advice.

Executive Summary

In accordance with the advice of the planning officer below, the principle of the erection of cricket net facilities with associated groundworks is likely to be supported, subject to consideration of the points raised below.

Planning Policy

The main policies relevant to this proposal are SD4, SD5 and SD43.

Planning Assessment

Site Description and Proposal

Hunter Park is located in the village of Twyford within the South Downs National Park (SDNP). It is accessed via Park Lane and adjoins the Twyford conservation area to the north and west. A Public Right of Way, Twyford 24, runs through the park, north to south. The park includes a pavilion, cricket pitch, plays areas, football pitch and tennis courts.

The park does have two existing cricket practice nets, however upon inspection during the site visit, they appear to be in a very poor condition. This pre-application request seeks planning advice on the replacement of the existing cricket training nets and to relocate them into a new location within the park.

Principle of Development

Hunter Park is located outside of a defined settlement boundary. In these areas there is a general

principle of development constraint. Therefore, in accordance with the South Downs Local Plan (SDLP) policy SD25(2) development outside of a settlement boundary is only acceptable in exceptional circumstances and where it accords with the policy requirements identified under SD25(2).

The development is for the replacement of the existing cricket nets, albeit in a new location. In this instance the proposal is not considered to undermine the sustainability, form and character of the settlement within the landscape. In summary, there are material considerations that would warrant a decision other than in accordance with policy SD25 and in this instance, the principle of development is acceptable.

Policy SD43 of South Downs Local Plan (SDLP) allows for any development to expand existing community facilities where there is a need, the scale is appropriate, there has been prior local engagement. The purpose of this policy is to support new facilities and protect existing community facilities that serve the local communities of the National Park.

The replacement of the existing cricket nets forms part of the Hunter Park masterplan which identifies a series of enhancements for the park. As previously alluded to, the existing cricket nets have come to the end of their useful life and the replacement nets would be viewed as a positive addition to the park. The existing and proposed cricket nets are available for public use and it is considered that the proposal would comply with policy SD43 and its criteria's.

Design and Visual Appearance

The South Downs National Park Local Plan is landscape led.

Policy SD4 of the SDLP states that development proposals will only be permitted where they conserve and enhance landscape character. Policy SD5 of the SDLP, seeks to ensure that development makes a positive contribution to the overall character and appearance of the area. Proposals should integrate with the landscape, and should be sympathetic to the setting in terms of height, massing, roof form and materials.

The cricket training facility would sit alongside the existing tennis courts and would consist of two lanes, 24.1m long and 2.74m wide. The caged section would enclose part of each lane and measures 18.3m long, 7.3m wide with a height of 4m. A sub base of up to 400mm deep below ground level would form the base underneath the lanes.

The proposal is considered acceptable in terms of design and appearance. Visually, the practice nets are considered minimal additions that would be seen in context with other established sports facilities in the park and as such would have a minimal impact on the appearance of the park and wider landscape.

Impact on Neighbours

South Downs Local Plan policy SD5 requires proposals to have regard for the amenity of neighbouring properties. It is acknowledged that residential properties adjoin the park, and that the cricket nets would be positioned approx. 28m away from the nearest dwelling (measured from the northern side of the practice sets). However, it is not considered to lead to a detrimental impact on neighbouring amenity over and above the existing situation.

Other Matters

Biodiversity and Ecology

SDLP policies SD2 and SD9 outline that development proposals will be permitted where they have an overall positive impact on the ability of the natural environment to contribute goods and services and conserve and enhance biodiversity and geodiversity.

A planning application needs to demonstrate that it would have a positive impact on the natural environment. The applicant is advised to consult the Ecosystem Services Technical Advice note for advice on how to do this, available on the South Downs National Park website at www.southdowns.gov.uk/planning-policy/supplementary-planning-documents/technical-advice-notes-tans/

Permitted Development

It was discussed during the site visit whether the works could be achieved under permitted development.

The erection of a small ancillary building, works or equipment on land belonging to or maintained by a Local Authority can be achieved under Permitted Development Rights, without the need for planning permission. This is subject to the limits and conditions stated under Schedule 2, Part 12, Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), which must be met to benefit from permitted development rights.

Applying the criteria to the proposal put forward, the cricket practice nets would have cubic capacity of approx. 534 cubic meters and would therefore exceed the limits stated under Part 12, Class A, A.2 of the General Permitted Development Order.

For formal confirmation as to whether planning permission is required, you would need to submit a Certificate of Proposed Lawful Development.

Dark Night Skies

The South Downs National Park has been designated an International Dark Skies reserve. As such, it is sought to reduce any light pollution associated with new development. Particular care will be taken where sites are within sensitive areas, for example where located in one of the three core zones of the Dark Night Skies Reserve.

The site is located within Dark Night Skies E1b - Transition Zone. External lighting has not been proposed, however should it be required in the future, this would require planning permission in order to ensure that the external lighting is acceptable in order to protect the Dark Night Skies.

Trees

Policy SD11 covers Trees, Woodland and Hedgerows. There are trees located close to the application site that could be impacted by the proposal. Should you proceed with an application, the Trees Officer would be formally consulted to review the proposal and would be able to advise whether additional information in the form of a tree survey, Arboricultural Impact Assessment, Method Statement or tree protection plan is required.

Conclusion

The principle of the replacement cricket nets in the proposed location is likely to be considered acceptable, however this is subject to further consideration through the course of a Full Planning application where the full details of the proposed development would be submitted, included but not limited to the impact to trees and ecology.

Consultations

Landscape

The proposed cricket nets appear to be similar to the existing ones and the application is to relocate the existing ones i.e. the existing nets and paving will be removed. The new location will be next to the tennis courts and the visual effects assessed not to be significant. No objection is raised on landscape grounds.

If you pursue a formal planning application please note that the requirements of the South Downs National Park Authority Local Validation List will apply with regard to the information required to be submitted. Further information is available at <https://www.southdowns.gov.uk/planning/making-an-application/local-validation-list/>.

It would be advisable to contact the Building Control department at your Local Authority to check if building regulation approval is required.

Please note that the advice contained within this letter constitutes an informal Officer's opinion and does not prejudice, nor is binding upon, any future decision taken by the South Downs National Park Authority.



Annex 3 – Alternative Options

Locations

The map from report to Recreation Committee in October 2022, indicates two locations, in red, which could accommodate a suitably orientated 2 lane training facility. The location to the south requires significant groundworks to provide a level surface and thus additional cost of the total project and was discounted at that time.



Facilities

The blue line on the map indicates where an artificial non turf pitch could be installed on the edge of the existing square. A mobile cage can be moved on and off the area when training is required. Budgetary costs are approximately £8.5k for creating the artificial non turf pitch and approximately £2.2k for the cage.

An example of such a facility is shown below:





Maintenance List

Outstanding work:

| JOB NO | LOCATION | DATE OF ISSUE | ISSUE/IOB | RESPONSIBILITY | ACTION | DATE SCHEDULED |
|--------|-----------------------------|---------------|-----------------------------------|--------------------|---|------------------------|
| 1 | Hunter Park Pavilion | 17.05.2021 | Legionella temperature checks | Carotaker | ONGOING monthly checks | ONGOING - once a month |
| 2 | Hunter Park Pavilion | 23.12.2021 | Inside lights | Carotaker | Could we have either a main switch which would switch all lights off, or possibly a motion sensor to be installed? Lights often left on by hirers | |
| 3 | Hunter Park Allotments | 17.05.2022 | Fencing | Carotaker | NE corner of allotments require a small amount of fence posts and rails | |
| 4 | Hunter Park | 24.04.2022 | Newly installed bench too low | Carotaker | Raise bench in front of pavilion - insert a 100 to raise? | |
| 5 | Hunter Park Pavilion | 09.11.2022 | Cladding | Carotaker | Replacement cladding | |
| 6 | Hunter Park | 08.02.2023 | Juliette plaque | Carotaker | Reinstall Juliette plaque in wildflower area | |
| 7 | Hunter Park Pavilion | 16.02.2023 | Recessed lock | Carotaker/Clerk | Install new recessed lock to Pavilion | |
| 8 | Hunter Park Pavilion | 16.02.2023 | CCTV | Carotaker/Clerk | Install CCTV to Pavilion | |
| 9 | Hunter Park Pavilion | 22.05.2023 | Gents toilet fan | Carotaker | Order and install new controller | |
| 10 | Hunter Park | 04.04.2023 | Gully/drainage | Carotaker | Between path and car park - install gully/drainage | Work commenced |
| 11 | Hunter Park | 16.04.2023 | Old Pavilion electric | Carotaker | Install board to rewire electrics | |
| 12 | Northfields telephone kiosk | 26.04.2023 | Repairs to door | Carotaker | Clamp and glue | |
| 13 | Hunter Park | 04.05.2023 | Signage on footpath/handrail area | Carotaker | Remove the old (no access) signage (don't remove the posts) (steep slope signs to be ordered) | |
| 14 | Hunter Park play area | 04.05.2023 | Inclusive swing too high | Carotaker | Adjust seat height (400-500mm is recommended) | |
| 15 | Hunter Park play area | 04.05.2023 | Slide | Carotaker | Replace corroded fixings. Replace missing/damaged bolt cap covers. | |
| 16 | Hunter Park play area | 04.05.2023 | Junior swings | Carotaker | Replace worn chains. Tighten swing seat connectors. | |
| 17 | Hunter Park play area | 04.05.2023 | Bucket swing | Carotaker | Replace missing/damaged bolt cap covers. | |
| 18 | Northfields | 04.05.2023 | Post fencing | Carotaker | Post fencing at top of park - remove rough/sharp edges | |
| 19 | Northfields | 04.05.2023 | Activity frame | Carotaker | Replace all corroded fixings, replace missing inserts | |
| 20 | Northfields | 04.05.2023 | Spring see-saw | Carotaker | Secure spring to prevent rotation, tighten loose fixings | |
| 21 | Northfields | 04.05.2023 | Bucket swing | Carotaker | Replace rotten timber, remove rough/sharp edges. Adjust seat - minimum 400mm required. Remove moss from surface. | |
| 22 | Northfields | 04.05.2023 | Cradle swings | Carotaker | Replace all corroded fixings. | |
| 23 | Hunter Park | 05.05.2023 | New trees top field | Carotaker | 4 trees planted last year - trim vertical posts to about 6" above cross members | |
| 24 | Hunter Park | 24.05.2023 | Climbing wall jet wash | Carotaker/Clr Cook | Set up jet washer for Clr Cook to hose down the climbing wall. Assess and consider painting at later date | 07.06.2023 |
| 25 | Hunter Park car park | 24.05.2023 | Manhole cover in car park | Carotaker | Requires surrounding surface to be levelled to manhole cover | |

Completed work:

Hot water signage for Pavilion

Allotments - tap replaced on 2 x water butts

Lay hoggins behind containers to create a path through the wooded area

Newly installed Pavilion post painted

Portaloos screening installed and painted

Posts around trees in wildflower area reinstalled

No parking signage installed on knee rail fencing

Moss on surface of bucket swing area removed

New sandpit signage installed

Memorial plaque for the late Clr Ian Wheeler has been installed in wildflower area

Dog waste sack dispenser installed at Park Lane entrance of allotments.

6 monthly emergency light testing completed

Extractor fan in gents toilets disconnected, only comes on with lights

Junior swing seats - links removed to bring seats higher since installation of replacement surfacing

Rubbish removed from edge of allotment plot 6

Hunter Park play area jet washed

Sue Nias, Assistant Clerk

25th May 2023



ITEM 10

TWYFORD PARISH COUNCIL

RECREATION COMMITTEE

8th June 2023

Legionella Assessment

An assessment was carried out in February 2023 to assess the risk of exposure to legionella bacteria in the water systems at the Pavilion, Hunter Park. Assessments are required every 2 years.

The full report is attached which contains recommendations for improvements to reduce the risk of legionella, also recommendations to protect against scalding to children. Members are asked to consider implementing the recommendations and a quote has been received with costings below.

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|---|---------------------------------|
| Job 1 – Home changing room toilet - remove tap and dead leg. 15mm chrome couplers & tap blank required. | £70 |
| OR Replace tap (they come as a pair so would have one spare tap) | (£90) |
| Job 2 - men's toilets - supply and fit thermostatic mixing valve to supply 3 taps. Replace/clean pipe if necessary | £220 |
| Job 3 – Disabled toilet – supply and fit thermostatic mixing valve under basin | £175 |
| OR Replace tap for thermostatic mixer tap | (£225) |
| Job 4 - women's toilet – supply and fit thermostatic mixing valve under basin | £175 |
| Job 5 - referee room 1 – supply and fit thermostatic mixing valve in cupboard behind basin and lag | £185 |
| Job 6 - referee room 2 – supply and fit thermostatic mixing valve in cupboard behind basin and lag | £185 |
| Job 7 - kitchen - turn expansion vessel round so it's not upside down, supply and fit anti legionella valve on expansion vessel | £220 |
| Job 8 - outside taps - replace single check valve for double check valve | £70 |
| Job 9 - fit single check valve on disabled toilets, men's toilets, and referee rooms | £135 |
| Job 10 - stop cock - fit double check valve on incoming main 28mm (may need pipework alteration and lagging) | £250 |
| TOTAL | £1,685 OR £1,755 |

In addition, it is also advised that a sample of water is tested to check for legionella bacteria at a cost of approximately £45.

Sue Nias
Assistant Clerk
25th May 2023



ITEM 12

TWYFORD PARISH COUNCIL

RECREATION COMMITTEE

8th June 2023

Sensory equipment at Hunter Park

Finger Maze and Rainbow Chimes - Location

At the last meeting of the Recreation Committee it was resolved to recommend to full council the purchase of a finger maze (£635+VAT) and rainbow chimes (£1,375 + VAT) for the play area at Hunter Park. Full Council approved these purchases at its meeting on 30th March 2023.

Members are asked firstly to consider the location of both pieces of equipment which would be installed by the Caretaker on posts concreted into the ground.





Finger Maze

There are several options of finger maze, members are asked to select the option of preference:

Beehive



Heathland



Wildlife:



Ocean



Woodland



Harvest



Tree



Sue Nias, Assistant Clerk
25th May 2023



ITEM 13

TWYFORD PARISH COUNCIL

RECREATION COMMITTEE

8th June 2023

Tree Request – Hunter Park

Members are asked to consider a request received from resident to plant a Rowan tree at Hunter Park in memory of her late husband, David Eaton. He walked the park daily with his dog and was a great bird twitcher; the Rowan tree provides food for birds in the winter months.

Sue Nias
Assistant Clerk
4th May 2023

Minutes of a meeting of Allotment Users
19th April 2023
7.30pm at the Pavilion, Hunter Park, Twyford

| Allotment users present | Councillors present | In attendance |
|-------------------------|---------------------|---------------------------|
| Elaine Holt | Cllr Steve Pullen | Sue Nias, Assistant Clerk |
| Steve Holt | Cllr Jade Pain | |
| Susie James | | |
| Ingrid Percival | | |
| David Lea | | |
| Cat Molesworth | | |
| Dan Wilden | | |
| Paul Green | | |
| David Cook | | |
| Hannah De Merode | | |

Apologies

Apologies were received from Andy Parker, Roger Walker, Laura Ancell, Julia Steward, Mary Timms, Jane White, Martin Locke.

Welcome

Cllr Steve Pullen, Chairman of the Recreation Committee, welcomed everyone to the meeting.

Maintenance Levy

The Assistant Clerk reported on available funds in the voluntary maintenance levy:

| | |
|---------------------------------|------|
| Funds carried over from 2022/23 | £160 |
| Estimated funds for 2023/24 | £290 |
| Total available | £450 |

This figure is estimated until all invoices have been paid.

Greensmile, the grounds maintenance contractor, commenced strimming the main paths week commencing 10th April and would carry out a trim every 4 weeks thereafter, so is estimated 7-8 strims this year. The cost per trim last year was £30, there may be a slight increase in fees for this year, so after an estimated £33 per trim at 8 strims there would be a remainder of £186 of available maintenance funds.

Kat Molesworth raised an issue with the border of her plot (plot 5). She requested that a border of grass of 1 meter in width be placed between the plot and the bonfire area, to try and reduce the amount of nettles growing up through the plot. This was discussed at length, other tenants felt that laying grass on the area would not stop weeds and nettles from growing. Cllr Steve Pullen suggested that Greensmile use a brushcutter on the area and the situation would be monitored. Assistant Clerk to make arrangements.

Hannah De Merode raised a suggestion from a fellow tenant of a communal wheelbarrow. This suggestion was thought to not be practical, especially given the recent thefts.

New Tenants

Elaine Holt introduced herself and her husband, Steve, as the new tenants of Plot 24b. She took up the tenancy on 1st April and has already dug the whole plot and maintenance of the shed had taken place. They are looking forward to a good season and meeting fellow plot holders.

The Assistant Clerk advised that another plot has a new tenant and that two more residents have joined the waiting list leaving a total of 12 residents on the waiting list, current wait time being around 2 years.

General maintenance matters outside of the maintenance levy

Steve Pullen said the edges between the allotments and the lane into Hunter Park were being looked at including an amount of allotment waste left on the edge of plot 6 which was in the process of being removed.

Verbal report received from David Lea

David thanked the Parish Council for the new path leading from Park Lane through the allotments to Hunter Park. He had noticed an increased number of dogs being kept on a lead through the allotments which was very much welcomed. He also thanked the council for the newly installed dog bag dispenser at the Park Lane entrance to the allotments.

One water butt tap had been replaced and another repaired, David reported that the one nearest to the Park Lane entrance was still dripping. The Assistant Clerk would contact the plumber to rectify.

Thefts – unfortunately 7 terracotta chimneys and a rhubarb forcer had been stolen from the allotments. The Assistant Clerk reported to 101, who advised that without any suspects, CCTV or witnesses, they would not be actively investigating the crime. David suggested that anything of value is not left at the allotments, and that people could purchase ultraviolet pens to mark anything, and further suggested signs could be put on sheds stating that items are marked with ultraviolet pens.

The portaloo was also a welcome addition which would enable tenants to spend more time on their allotments. Assistant Clerk advised it would be present until the end of October.

Bonfire

David said a bonfire would be planned in the next month and an email would be sent out. Help from fellow tenants would be appreciated.

Suggestion for surplus vegetables

Hannah De Merode raised an idea of a collection of surplus fruit/vegetables for donation to food banks etc. This was generally thought to be a good idea given the current financial climate, and Steve and Jade suggested Hannah liaise with Cllr Sue Cook who has involvement with a local food bank.

Sheds

Ingrid Percival raised a question about sheds. Where some plots have been split to create smaller plots, it was felt that installing a shed on the plot should be done in consultation with the

neighbouring plotholder. Assistant Clerk advised that it is already stated in the tenancy agreements that permission should be requested from the Council prior to installing a shed in any case, however, agreed that when a request is received to install a shed that the council would contact the neighbour(s) to gain their views before giving approval.

Inspections

Steve advised that the first inspection was carried out last week and was happy that most plots were looking good for the coming year.

No other concerns were raised and the meeting closed at 8.10pm.