

**Minutes of Stoke Holy Cross Playing Field Committee meeting held remotely
on 24th September 2020 at 7.30 pm**

Present: Cllrs. G Jinkerson (Chair), S Hull, S Collins, L Cozens.
A Rose ~ Parish Clerk

G Jinkerson notified all members that B Taylor the Parish Council Caretaker for the Village and a member of the Playing Field Committee is stepping down from his role. The Playing Field Committee thanked B Taylor for his many years commitment to the village and wishes him well. B Taylor had kindly offered to continue his role as Caretaker till November. An advert will be circulated shortly to find a replacement.

1. Apologies for absence;

There were none.

2. Minutes of the Meeting held on 16th July 2020: these had previously been circulated and were unanimously approved as a true record of the meeting.

3. Matters Arising.

There were no matters arising.

4. To receive a report from Stoke United Football Club.

No report received.

5. To review and discuss the ROSPA inspection reports:

The clerk circulated the ROSPA inspection reports to all members for their review. Following the excel spreadsheet created by the Clerk, sorting the areas by risk, it was unanimously agreed to currently work through the medium risks and then work through the low/medium risks at our next meeting in February. After an in-depth discussion the following actions were agreed;

Long Lane Playing Area;

- G Jinkerson will remove any large stones from the five a side goal posts and weight test the 2 bay 4 flat seat swings whilst carrying out the weekly inspections.
- G Jinkerson and S Collins had offered to check the top bar of the 2 bay 4 flat seat swing for corrosion and then to re-check again in six months' time.
- Clerk to liaise with D Bracey to identify the rotten timber on the climber and to ask D Morley to replace.
- Clerk to liaise with D Morley regarding the protruding timbers to the climber frame to arrange for them to be cut back and to soften the edges.
- Clerk to notify grass contractors to not spray weed killer around play equipment.

Carol Close Playing Area;

- Clerk to arrange an estimate to replace the 1 bay 2 cradle seat swing to add to next year's budget. The item will remain taped off as recommended by the Play Inspector in his report.
- Clerk to notify grass contractors to not spray weed killer around play equipment.

6. To discuss the grass maintenance proposal for Long Lane playing field.

L Cozens a passionate conservationist explained in depth the proposals to increase the biodiversity of the public green spaces within the playing field / area. To create refuges for pollinators, birds, small mammals, reptiles and amphibians. To help people of Stoke Holy Cross learn more about wildlife. All members of the committee were really excited by the idea and were grateful to L Cozens in taking the time in putting the proposal together, which was unanimously agreed by all.

The following actions were agreed;

- L Cozens to lead a village task force to manage the areas proposed.

Signed _____

Date _____

- L Cozens to circulate quotations for professional wild life / meadow signs.
- Clerk to email the current grass maintenance quote to L Cozens for amendments / changes.
- Clerk to liaise with L Cozens when arranging site visits with Grass Contractors to walk around to explain and adopt the changes.
- S Hull had kindly offered to produce a bimonthly newsletter which will update parishioners with recent events / activities within the village.
- Hedges were agreed to be cut in February as opposed to October / November. G Jinkerson will notify the Allotment Association of these changes.

7. To receive an update to the tree risk assessment to the poplar trees at Long Lane Playing Field.

G Jinkerson and S Collins provided an update following the recent visit from Mr C Kelly, a tree specialist. We are awaiting quotations from Mr C Kelly to remove the Poplar tree on the left-hand side adjacent to the Allotments. Next to this tree was another Poplar tree that appears to have some sort of fungus on it, Mr C Kelly had taken photos to investigate the type of fungus and will report back. We had also asked if he could provide a quote to remove the trees and shrubs to the left-hand side adjacent to the zip wire.

We asked Mr C Kelly if he would look at the leaning tree which is situated at the entrance to the pavilion park on the left-hand side. His advice was to monitor it closely and to re-evaluate in Spring, around March to assess the colour of leaves. If the leaves turn yellow, this would give a good indication that it may need investigating further.

8. To receive an update on the signage and dog fouling notice for Long Lane Playing Field.

G Jinkerson explained in detail the Public Spaces Protection Order and circulated the dog fouling text that could be shared on the Parish Council's Website / Notice boards and social media sites to explain the responsibilities as a dog owner and that it is an offence for any person in control of a dog to not clear up after them.

After an in-depth discussion it was unanimously agreed to look at some large, bold and bright new signs. G Jinkerson will look into how many are required, where to put them, what context to have on them and size. S Hull reported that she had seen some really good signs in Watford and will take a picture of them to circulate.

9. To receive an update on the New Play Equipment Project at Long Lane:

G Jinkerson reported that we missed the deadline to apply for the Geoffrey Watlin Grant, however we can re-apply in December. G Jinkerson also confirmed that we could apply for grants to Lafarge and Biffa (landfill company).

G Jinkerson reported that we had received two quotes for the Embankment slide however they are not like for like and confirmed we are waiting for two further quotes.

The under 11's play area is quoted at £47,000, however the area on the plan is bigger than what we have at present. The clerk circulated a cad drawing detailing the items of play equipment to give a general picture of what it would look like.

G Jinkerson reported that we are still waiting from various companies for quotations / drawings for the over 12's area. It was also agreed by all that the over 12's area would be a good starting point due to the current plans regarding the New Pavilion.

It was discussed in detail that to replace the whole playing area at Long Lane the Parish Council would be looking at a circa figure of £250,000 to £300,000.

Gill Jinkerson will draw up a schedule of works, detailing the phases and continue to chase the companies for the additional quotes and provide an update to the Parish Council. All members thanked G Jinkerson for all her hard work into this project.

10. Date of the next Meeting: 18th February 2021

Signed _____

Date _____

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There being no other business the Chairman closed the meeting at 21:34pm and thanked everyone for attending.

Following Actions below;

1. GJ - remove stones from the five a side goal posts and weight test the 2 bay 4 flat seat swings whilst carrying out the weekly inspections.
2. GJ & SC - check top bar of the 2 bay 4 flat seat swing for corrosion.
3. GJ - Look into dog fouling signage.
4. GJ - Draw up schedule of works, detailing phases.
5. Clerk - Clerk to liaise with D Bracey and D Morley regarding Climber Frame.
6. Clerk - Ask contractors to not spray weed killer around the play equipment.
7. Clerk - Quotation to replace the 1 bay 2 cradle seat swing at Carol Close.
8. Clerk - Clerk to email current quotation from grass contractors to L Cozens.
9. LC - To gather a village task force.
10. LC - Quotations for wild life / meadow areas.
11. SH - Bi monthly newsletter updating parishioners to recent events (happy to include all committees).

Signed _____

Date _____