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To: - Councillors T Bridgeman, M Colliver, D Garlick, H Howson, A Lyons, P McSherry,  
A Meaton, C Mitchard and B Stevens.

You are summoned to attend a meeting of the **Parks and Amenities Committee** to be held in the Village Hall, Paulton on **Tuesday 25<sup>th</sup> June 2019 at 6.00pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Jo Swift".

Jo Swift, Parish Clerk

#### **EVACUATION PROCEDURE**

When the continuous alarm sounds, you must evacuate the building by the exit and proceed downstairs to the tennis courts.

#### **THIS MEETING MAY BE FILMED OR RECORDED**

#### **AGENDA**

1. ELECTION OF CHAIRMAN 2019/20  
To elect a Chairman for the ensuing municipal year.
2. ELECTION OF VICE- CHAIRMAN 2019/20  
To elect a Vice-Chairman for the ensuing municipal year.  
(The Committee *may* appoint a Vice-Chairman but does not have to do so.)
3. APOLOGIES FOR ABSENCE  
To receive and consider acceptance of apologies.

4. PUBLIC PARTICIPATION

In accordance with Standing Order 3, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

5. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Paulton Parish Council's Code of Conduct (adopted on 16<sup>th</sup> October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

6. CONFIRMATION OF MINUTES

That the minutes of the Parks and Amenities committee meeting held on 23<sup>rd</sup> April 2019 are approved as a correct record and signed by the Chairman.

7. HEDGING AT ALLOTMENT

At the last meeting the following was agreed - *that the matter is to be deferred for the new committee to consider following completion of the tree Management Report and that a site visit to the allotments is arranged and the allotment holders are to be invited.*

A tree management report has been booked and will take place in July or August 2019.

8. DOG FOULING

At the last meeting it was agreed to promote the fact that dog owners can use normal bins for dog faeces, and it was agreed to promote this more to inform dog users of this fact.

- (i) To approve the leaflet (emailed with the agenda).
- (ii) To discuss the initiative undertaken by another Parish Council (emailed with the agenda).

9. MATTERS RAISED BY GROUNDSMAN

The Groundsman will be present to discuss the following matters:

- (i) Area by CCTV camera in Memorial Park
- (ii) Replacement seating required on the concrete slab by the BMX track
- (iii) Youth shelter issues
- (iv) Wildlife area issues

10. SIGNAGE FOR THE PLAY AREA IN THE MEMORIAL PARK

It has been suggested that additional signage is required for the children's play area in the Memorial park.

Advice obtained from the Councils insurance company is that it is recommended speaking to the company who performs the annual playground inspection as they would be able to provide guidance on what should be done and if any signs need to be put into place.

The Councils H&S specialists have suggested that that a permanent sign (metal or similar) is erected to indicate that the shelter should not be climbed on, and to mulch or mat the base so there's some protection if they do continue to climb on the structure. They also recommended communicating with the inspector, as they are experts in this area, and are likely to have seen similar issues elsewhere.

An annual inspection of the play area is due in June/July.

11. WALLENGE OPEN SPACE

A handrail was put in during the last financial year but there were not enough funds to surface the access to the area. An increased amount has been put into the budget for 2019/20 to re-consider the options.

*Nb £4,000 is in the budget but this is the total amount to be spent on Wallenge Open Space for 2019/2020.*

Members need to decide if they still want to proceed with the surfacing to Wallenge Open Space and due to rubber matting/grass mesh options being too expensive to consider the alternatives.

12. GREEN FLAG

Following on from the Neighbourhood Awards, it was suggested that the Memorial Park is entered into the Green Flag initiative. This was discussed at a previous Parks and Amenities meeting and it was agreed to revisit after May 2019.

A fair amount of work and forward planning is involved, and it would therefore require a working party to work alongside a member of the admin team. It is recommended that a working party of no less than 3 Councillors is set up. A member of the public has expressed an interest in getting involved.

For further details see the website [www.greenflagaward.org.uk](http://www.greenflagaward.org.uk) for information and where a guidance manual can be downloaded.

Members need to decide whether to pursue entering the Memorial Park into the Green Flag initiative and if agreed to do so set up a working party of a minimum of 3 Councillors.

13. NEW TREES

Through the Woodland Trust, 15 native trees have been obtained (5 x crab apples, 5 x Rowan and 5 x Hazel) and it needs to be decided where they are to be planted.

14. USING THE CHAPEL FOR STORAGE

To consider the request from the Hub working party to store furniture purchased for the Hub (photo attached) in the Chapel.

15. DATE OF NEXT MEETING

The next meeting of the committee is scheduled to take place on **20<sup>th</sup> August 2019**