

MINUTES of the Shaw Play Area Working Party of Melksham Without Parish Council held on Monday 12th January 2014 at Crown Chambers at 7.00pm

Present: Cllrs. Richard Wood (Chair), John Glover (Vice-chair), Jan Chivers, Terry Chivers, Pat Nicol, Ian Tait, Greg Coombes.

Shaw Residents: Mark Ashkowski, Michelle Tattershall

- 323/14 **Welcome & Housekeeping:** The Chairman welcomed everyone to the meeting and explained the evacuation procedures in the case of an emergency.
- 324/14 **Apologies:** There were no apologies, however the Clerk did report that members of the Shaw Hall & Playing Field Management Committee had been invited to attend the meeting but had declined stating that they wished to see a proposal that their Committee could consider. It was noted that their next Committee Meeting would be held on Tuesday 20th January.
- 325/14 **Declarations of Interest:** The Clerk declared an interest in all items relating to the contractor, Andy Strange (her husband).
- 326/14 **Public Participation:** There were no members of the public present.
- 327/14 **Minutes of the Shaw Play Area Working Party meetings held on 20th October and 3rd November:** The minutes from these meetings were noted.
- 328/14 **Update on Recommendations of Minute 272/14:**
1. The Finance Assistant reported that 8 companies had been invited to advise and quote on the safety surfacing of the Play Area. 3 quotes had been received all recommending different surfaces with differing associated costs. The discussion that followed included: whether the Rhino mulch surface might help with the slippery nature of the area as it is textured; the need for critical fall heights to be appropriate to current and future play equipment; the potential risk of laying a surface on top of the existing one creating a 'step' which might make DDA compliance difficult in future. It was noted that Rhino mulch allowed for patching work to be completed at a later date if new equipment was installed however this was not an option for the wet pour proposal. There would be increased maintenance issues for the matting with grass option as the grass would need to be cut up to and around the equipment (involving strimming) rather than just up to and around safety surfacing.

The Finance Assistant advised that the deadline for any grant applications to the Area Board for 2014/15 was earlier that day, Mon 12th January. Therefore an application had been made to the Area Board for 50% funding of the replacement safety surfacing based on the specification for the Rhino Mulch from Vita Play; this could be retracted if the Council did not wish to proceed.

2. The Finance Assistant reported that 9 companies were asked to quote on repairs to the 2 climbing frames. 2 quotes had been received which included differing levels of repairs making them difficult to compare. One quote was from a company which also quoted for the resurfacing so could be made into one big job. This quote also included repairs to other pieces of equipment which the company felt necessary and had been highlighted by the recent annual ROSPA report. The other quote was simply to replace the timber (in line with the spec) and would require additional works by the Parish caretaker or approved contractor.
3. The Clerk outlined the Council's procedures with regard to recommendations from the working party and budget approval. The Finance Assistant reported that the proposed budget being reviewed by the Full Council on 19th January included £15,000 for significant repairs to the Play Area in 2015/16 as well as £20,000 being put into reserves for the Play Area in future years. There was also potential to add to the reserve in 2016/17 or seek extra grant funding.
4. The Finance Assistant reported that a grant application had been submitted to Melksham Area Board for 4 picnic benches and 3 seats. Three quotes had been sought, with the grant application based on the specification of the seat just installed at the open space at Hornchurch Road by BRAG.

Mark Ashkowski outlined the process undertaken in seeking the views of local people about the locations for this furniture. This included Facebook, leaflets, adverts in the village hall and shop, school & pre school letters / emails and talking to local people. 13 responses were received and the preferred locations indicated on a map. One respondent requested a defibrillator for the area and the Clerk was pleased to report that this was already underway. One respondent was concerned that further seating may increase the risk of anti social behaviour. The results indicated that as well as the 3 existing benches, 3 seats and 3 picnic benches were required. Cllr Glover commented about the risk of muddy puddles forming under the picnic benches and it was agreed that concrete plinths underneath the picnic tables would be needed to avoid this.

5. The Clerk reported that she had spoken to the 'Shed' project about repairing the 2 existing benches and they will visit the area soon to assess the level of works needed.

329/14

Further Recommendations to the Full Council meeting to be held on 19th January: In light of the updated information received and discussed, the following Recommendations were made.

Recommendations:

1. Safety Surfacing: *The Council proceed with the quotation received from Vita Play for Rhynomulch safety surfacing at Shaw Play Area as per quotation A00621 dated 18th December 2014.*

To prepare all perimeter edging, supply and install geo-textile weed suppressing membrane, supply and install Vita Play Limited "Rhyno Mulch" safer surfacing for:

- i) Surface surrounding large multiplay unit covering an area of 62.82m² at an approx depth of 40mm and Surface under junior swings covering an area of 22.4m² at an approx depth of 40mm at £4,857.65 + VAT.
- ii) Surface under infant cradle swings covering an area of 22.75m² at an approx depth of 40mm at £1,296.75 + VAT.
- iii) Surface under junior multiplay unit covering an area of 39m² at an approx depth of 40mm at £2,223.00 + VAT
- iv) Surface under 2 x spring unit covering an area of 8m² at an approx depth of 40mm at £456.00 + VAT.

The quotation includes for cleaning site and removing all waste/debris arising from works. The total cost of safety surfacing in Recommendations i) to iv) is £8,833.29 + VAT.

2. Area Board grant application for Safety Surfacing: The Council proceed with the grant application made to the Area Board for 50% of the safety surfacing, namely grant funding of £4,416.64 as a 50% contribution to the total cost of £8,833.29.

3. Repair and refurbishment works to the Play Area equipment: The Council proceed with the quotation received from Vita Play for repair and refurbish the existing equipment as detailed:

- i) **Climbing Net for Large Multiplay unit:** To remove and dispose of existing metal climbing net and ground mount, to supply and install new climbing net (700 x 2000mm) compliant to BSEN: 1176, to anchor new net at below ground level at £450.00 + VAT.
- ii) **Refurbish Large Multiplay unit:** To supply and install new decking comprising of 12 x timbers (100 x 120 x 1080mm), to rub down and paint/treat wood and metalwork at £595.00 + VAT.
- iii) **Refurbish Junior Multiplay unit:** To supply and install new roof comprising of 15 x timbers (100 x 55 x 600mm), to remove old/damaged play panels, to rub down and paint/treat wood and metalwork at £380.00 + VAT.
- iv) **Swing chain set:** To supply and fit 1 x new chain set to Junior swing at £90.00 + VAT.
- v) **Kompan 4 seat rocker:** To rub down and paint rocker @ £150.00 + VAT. It is noted that this quoted price is subject to additional inspection.

Total cost of all repairs and refurbishment works to be: £1,665.00 + VAT

4. Bird Spikes: The Council erect “bird spikes” on the cross bars of the two sets of swings to prevent the birds’ mess on the swing seats.

5. Seats and picnic benches (Area Board grant application & Location): The Council proceed with the Area Board grant application for 50% funding towards the supply and installation of 3 seats and 3 picnic benches at Shaw Playing Field, with the picnic benches to be installed to a concrete plinth; namely grant funding of £2,002.75 as a 50% contribution to total project cost of £4,005.50.

Location of the items to be as per the residents’ preference as indicated by the survey undertaken relating to the grid referenced map.

Seats at location A8, D1 and A4.

Picnic benches at location E9, A4 and G7.

The Area Board to be contacted the following morning to advise on the slight specification change further to the recommendations of this meeting due to tight timelines on the grant application process (being reviewed at an Area Board Chair's meeting the following day).

6. Existing benches in Play Area: *The Council move one of the existing benches in the Play Area to be sited in the shade, once refurbished.*

(Cllr Greg Coombes left the meeting at 8.08pm.)

330/14 **“Seat” constructed from off cut trunk of horsechestnut tree:** The Clerk reported that both the Parish Caretaker and the Chair of the Shaw Hall & Playing Field Committee had expressed concerns about the off cut trunk as its condition was deteriorating. It was noted that both Vitaplay and contractor Andy Strange had confirmed that they would remove the log at no charge. **Recommendation:** *The Council request Vita Play to remove the log at no cost to the Council.*

331/14 **Consultation with Shaw Hall & Management Committee:** The Council noted the correspondence received from the Chair of the Committee, Mr Peter Davis stating that any proposals for the Playing Field, excluding the Play Area, were under their jurisdiction.

For the benefit of the members of the working party the Clerk explained that the Hall and Playing Field were leased to the Management Committee who in turn paid a peppercorn rent. The Council provided an annual grant to the Committee for the day to day running of the Hall and Field on the Council's behalf.

This was discussed and it was felt that it would be useful to have some terms of reference or guidelines as to whom responsibility fell for a variety of items and services as over the last few months the Parish Council have been asked to fund tree works, fund relocation of gas meter, sort out deteriorated man hole cover in car park, removal of abandoned vehicle for example. The Clerk agreed to research the Lease provision.

Recommendation: *The Council consult the Shaw Hall & Playing Field Committee on the proposals to supply and install 3 seats and 3 picnic benches (with concrete plinths) at the locations detailed above (location map to be provided).*

Meeting closed at 8.20pm

Chairman, 19th January 2015