



STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke
Bristol, BS34 6HR
Tel: 01454 865202
Email: clerk@stokegifford.org.uk
Web: www.stokegifford.org.uk

STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE RECREATION & LEISURE MEETING

Held on Tuesday, 16th January 2024

EMERGENCY PROCEDURE:

In the event of a fire all those present should leave the building calmly, breaking a fire alarm panel on the way out, and assemble on the far side of the car park at the assembly point.

Attendees are reminded to either switch off or make silent their mobile phones.

PRESENT:

S Bandcroft, M Brown, T Hyde, K Marsden, P Richardson and A Shore.

Also in attendance were J Rendell [Parish Clerk], SGPC grounds staff, SGPC Caretaker and five local residents.

1	Welcome and apologies for absence. The Chair welcomed all present to the meeting. Apologies received from Head Groundsman Colin Kenyon.	ACTION
2	To receive notification of any member's personal or prejudicial interest. None.	
3	To approve the last Recreation & Leisure minutes dated 17th October 2023. Councillor Tony Hyde proposed acceptance of the minutes of the last Recreation & Leisure Committee meeting held on 17 th October 2023, seconded by Councillor Sue Bandcroft, proposal carried.	

<p>4</p>	<p>PUBLIC SESSION [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] – five residents were in attendance.</p> <p>A local resident who is a keen cyclist is unhappy about the alterations made to the car park at Meade Park. The resident has been using the route for many years and due to a fence being added for safety of residents within the car parking area, the diversion route (new pathway) takes residents around the perimeter of the newly laid car parking area and not through the car park. The resident would like to see the fencing removed.</p> <p>The Chair, Councillor Mike Brown thanked the resident for attending and his comments ensuring him the design works well for the site, and the Parish office have received many positive comments regarding the car park extension. The new pathway is in place for residents/ buggies/ bikes to navigate the car park safely catering for residents to visit the site whether by foot, by car or on a bike.</p> <p>Members will check the car park and continue to monitor the usage ensuring the safety is paramount to the residents.</p>	
<p>5</p>	<p>Update from Head Groundsman.</p> <p>In the absence of the Head Groundsman who is on annual leave, the Clerk presented members with the update.</p> <p>Parks. <i>The parks are in reasonable shape considering the weather, a long wet warm period has made it virtually impossible to do any regular pitch maintenance or to be able to get vehicles onto the parks to help with tree cutting etc. Zip wire installation is ongoing and delayed due to excessive rainfall. Contractors are expected in the coming weeks. We would like to get the tractor and flail into Little Stoke Park to do some cutting back of brambles alongside the cycle path. And at some point, look at the ditch in the car park which hasn't been dug out for a while and I think needs looking at.</i></p> <p>Play areas. <i>Always an ongoing problem always jobs to do but in the main most of them are ok but the areas I would be looking to replace at some point are the older wooden play items at the poplar rooms. We do need to order play bark for the areas at Meade Park and Little Stoke Park when the ground conditions allow and the tractor is back from its winter service. Some of the wet pour has shrunk back and will need infilling.</i></p> <p>Machinery. <i>All items that are being serviced are in for the winter service although we are not doing everything in order to save money. Councillor Shore still has the broken triple wheel unit, it was removed from site a couple of months ago.</i></p>	

	<p>Trees. <i>Andy and Martyn continue to remove dead or fallen trees around the parish which saves getting contractors in for these important works. The bigger contractor work has been held up by the weather it's been too wet to gain access to the sites.</i></p> <p>Staff. <i>We seem to have a settled well balanced and good team in place and the lads have more than proved their worth this past year especially trying to repair the damage done by the Foodies Festival, and get pitches repaired in time for the Stoke Lane football tournament which probably took 2 people out for a month overall something to remember if they come back.</i> <i>I would just like to add that some of unfair and petty comments made by certain people at the previous couple of meetings are unhelpful to staff morale, and in my opinion Martyn and Andy are top quality workers who are a great asset for the council going forward.</i></p> <p>Councillor Andrew Shore has carried out extensive research on the vehicles maintenance and after reading the manufacturers recommendations offered some feedback to the Clerk. This has saved money on the winter service and hopefully shouldn't impact on the vehicle's performance.</p> <p>Councillor Penny Richardson mentioned she is unhappy with the constant personal attacks on staff from a member of the public at recent Council meetings. The resident was not present at the Recreation & Leisure meeting, but Councillor Richardson feels the constant scrutiny of staff is unjust & should be addressed by Councillors and stopped by the Chair. The Parish Council has an excellent workforce and continue to provide a very good value of service to the local residents.</p>	
6	<p>Update from Grounds Team & Caretaker.</p> <p><u>Grounds Team</u></p> <p>Groundsmen Andy Slade and Martyn Rendell were present and informed members of the work schedule being carried out and various jobs around the Parish.</p> <ul style="list-style-type: none"> - Football pitches are playing well despite the weather, only one Saturday cancelled to date. - Tree and hedge cutting ongoing through winter programme. - Continue to replenish safety play bark at all parks (much needed). - Continue to replace old damaged general waste bins around Parish. - Edging pathways ongoing. - Continue to verti-drain sports pitches when weather allows. - Oil and diesel concerns in the brook at 40 Acres. - Continue to follow the work schedule, daily/ weekly/ monthly duties. 	

	<p><u>Caretaker</u></p> <p>The Caretaker Paul Passaway informed members he is attending various items of graffiti within the Parish which continues to take up time. Paul has painted various rooms in the Community Hall during the festive period and a plan is in place to regularly keep on top of the painting/ gloss work ensuring the building continues to remain at a high level.</p> <p>Window blinds in the meeting room are old and unusable now so will be replaced soon.</p> <p>Grounds staff have recycled some pallets and prepared for Paul to design/ build a third bench that is earmarked for Meade Park. This will be installed in the coming weeks when the weather/ ground improves.</p> <p>Paint play equipment where required.</p> <p>Re-tile some areas in Changing room block.</p> <p>Installation of a new notice board at Brooklands Park development.</p> <p>Working closely with the Parish Clerk looking to improve the outlook of the Community Hall.</p> <p>Following discussion Councillor Tony Hyde thanked the Grounds staff and Caretaker for the update and for the good work being carried out on a daily basis on the Community Hall, the grounds and all Recreational spaces in the Parish.</p>	
7	<p>Update from Youth Provider.</p> <p>The Parish Clerk handed a Memorandum to members that SGPC need to sign and return to the Youth Provider CYN before they start the new provision April 1st 2024.</p> <p>The next update from the Youth Leader will be provided at the next Finance & General Purpose meeting in March.</p> <p>Councillor Sue Bandcroft is keen for the working group to meet with CYN to go through the plan for the youth provision before the official start date in April.</p>	<p>Clerk will arrange meeting between working group and CYN.</p>
8	<p>Update on Local Nature Action Plan (SGC).</p> <p>Local resident and Volunteer Tim Hewer was present and informed members that recently he and several volunteers from a local organisation met to design build and install a number of bird boxes and bug hotels. They have been positioned at various locations around the Parish and once completed office staff will list the locations add to the Parish website and file in office.</p> <p>The next project will include owl and hedgehog boxes.</p> <p>Councillor Sue Bandcroft thanked Tim for his continued time effort dedication and expertise. Tim continues to assist the Parish Council on the Local Nature Plan.</p>	

<p>9</p>	<p>Update on play equipment at Meade Park confirmed.</p> <p>The Parish Clerk informed members the zip wire installation has been delayed due to excessive weather conditions and the site has been under water for the past few weeks. Clerk/ Staff are in contact with the Contractor and meet on site on a regular basis and as soon as the weather/ ground condition improves the works will continue and take 5 working days to the end of project.</p> <p>SGPC Ground Staff are also eager to get on site to top dress and seed areas as we look to improve the landscape of the play area before the weather improves. The ground needs to harden enough to enable heavy plant on site.</p> <p>The overall feeling is that members (and public present) would like to investigate in the coming months the possibility of adding additional items of play equipment on site as regular users will miss the various activities the previous Tower had to offer. Parish Clerk will look into options available once the current works have been completed.</p>	
<p>10</p>	<p>South Gloucestershire Council Localism Services agreement.</p> <p>SGC have supplied the Parish Council with a new contract agreement for its Localism services within the parish. The agreement includes a three year deal with an uplift of 4.9%.</p> <p>Feature Type: AMENITY GRASS - Part (Max 6 cuts)</p> <p>Units: m2:</p> <p>Measure: 95,610.06</p> <p>Feature Type: PARISH WASTE PICK-UP - Parish Offices</p> <p>Units: Annual</p> <p>Measure: 1.00</p> <p>Parish Clerk will invite local companies to tender for this contract agreement to obtain best value and the most efficient service.</p>	<p>Parish Clerk will table a report at the March Finance & General Purpose meeting.</p>
<p>11</p>	<p>Localism, Highway Verge and Amenity Grass contract agreement.</p> <p>The Parish Clerk tabled the contract agreement including the Parish map identifying the grassed verges and highways included within the Localism agreement. As above agenda item, Clerk will obtain various tenders for this agreement and table for members to discuss in March.</p>	

<p>12</p>	<p>SGC initiative, Greenprint Live Labs 2.</p> <p>SGC are running an initiative called Livelabs 2 (Greenprint) which will investigate potential new ways grass cuttings could be used, including producing biogas, biomethane fuel for vehicles and an additive for asphalt road surfacing material called biochar.</p> <p>It is hoped the Greenprint project will reduce the council’s carbon footprint, encourage wildflowers, help insects to thrive and allow the soil to store more carbon.</p> <p>The detail:</p> <p>Greenprint is part of ADEPT Live Labs 2: Decarbonising Local Roads in the UK, which is a three-year, UK-wide £30 million programme funded by the Department for Transport, (DfT), that aims to decarbonise the local highway network.</p> <p>South Gloucestershire Council and West Sussex County Council have been awarded £4 million and are working in partnership, investigating innovative ways to redefine the management of grass verges to generate energy and reduce the carbon footprint associated with highways operations.</p> <p>The project budget runs over 3 years, (to March ‘26), with a 5-year post project monitoring and evaluation period.</p> <p>Currently, the ‘default’ approach to verge management is to leave the grass cuttings to accumulate, which increases the soil nutrient levels – encouraging more robust grasses and other nutrient-demanding vegetation. This does nothing to encourage biodiversity, requires more frequent mowing and generates more operational emissions. The project aims to reveal to what extent local authority grass arisings, or ‘biomass’, can produce additional benefits through the adoption of a ‘cut and collect’ operation - rather than the traditional ‘cut and leave’.</p> <p>In South Gloucestershire we will be co-mingling cut grass with our existing domestic food waste collections which are currently taken for anaerobic digestion, (or AD) – to produce several different outputs, such as biogas, biomethane and biochar. West Sussex County Council will subject their cut grass to hydrothermal carbonisation, (or HTC) - to produce hydrochar, and pyrolysis - to produce biochar. A key project objective is to design and scale a system toolkit or ‘green print’, as a replicable carbon negative green infrastructure management model – to provide other local authorities with a guide to implementing this approach in their own areas.</p> <p>Yate was the first pilot area in South Gloucestershire and the ‘cut and collect’ process was successfully trialled there over the summer. A map and spreadsheet of candidate plots was provided to the Town Council and a final list of plots agreed. The Greenprint involves rolling this activity out to other</p>	
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	<p>parishes over the 3-year life of the project.</p> <p>Councillor Penny Richardson believes this is a good initiative and one the Parish should look at in more detail. Councillor Richardson asked the Clerk to find out what Yate Town Council think as they were used to pilot the initiative in 2023.</p>	<p>Clerk to contact Yate Town Council.</p>
13	<p>SGC Orchard Survey data in the Stoke Gifford Parish.</p> <p>SGC intend to plant a community orchard at Bakers Ground field. This would potentially make a very welcome second community orchard in the Parish.</p> <p>The Forest of Avon have a new orchard officer called Janine Cooper who will recruit and train volunteers in orchard maintenance.</p> <p>Also, orchards are excellent for pollinators due to their abundance of blossom. The fruit is also excellent for wildlife. Sometimes people get hung up on who will care for an orchard and who will pick the fruit, but SGC are happy for orchards to be a little bit wild and unkempt. They're amazing for wildlife. They're also an interesting heritage feature. SGC have data comparing orchards in 1915 to 2015. Stoke Gifford used to have 33 orchards covering 28 acres. It now has none; and interestingly is the only Parish to have completely lost all its orchards.</p> <p>Parish Clerk informed members this work is hoped to be funded within SGC and carry out the work towards the end of the calendar year.</p>	<p>Clerk to link with SGC and report updates to the committee.</p>
14	<p>Community Litter Picking group. Next get-together Wednesday 7th February 2024.</p> <p>The next Community Litter picking day is being held at Little Stoke Community Hall on Wednesday 7th February, 13:00. This will be weather dependent and updated on the Parish website. All welcome.</p>	
15	<p>Any other business relevant to this committee.</p> <p><u>Football goals and astro turf surface at Little Stoke playing fields.</u></p> <p>Councillor Mike Brown asked the Clerk to obtain some information and costings for the supply and installation of football goals with astro turf surface to be permanently available at Little Stoke playing fields.</p> <p>Parish Clerk informed members this would cost in the region of £8k-£12k, the football goals would be classed as 'play equipment' and be added to the rest of the play area assets and included in the Annual Inspection carried out by Councils Play area experts ROSPA.</p> <p>Clerk has been liaising with a local volunteer to see if bespoke goals can be made up and certified by ROSPA.</p>	

	Members feel £8K-£12K is too high to source funds but happy to see if this work can be sourced and ratified by ROSPA at a more efficient affordable cost.	Clerk to obtain bespoke design, costs and certification from professional body for this work.
16	Date of next meeting. 16 th April 2024.	

Meeting closed 16:10

Signed: _____

Date: _____

M Brown (Chair)

On behalf of Stoke Gifford Parish Council