



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE RECREATION & LEISURE MEETING

Held on Tuesday, 15<sup>th</sup> October 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 Ground staff, representatives from Southern Brooks and FACE youth provision, and five local residents.

1	<b>Welcome and apologies for absence.</b>  The Chair, Councillor Penny Richardson welcomed all present to the meeting.  The Clerk informed members that apologies were received from Head Groundsman Colin Kenyon and Caretaker Paul Passaway.	<b>ACTION</b>
2	<b>To receive notification of any member's personal or prejudicial interest.</b>  None.	
3	<b>To approve the last Recreation &amp; Leisure minutes dated 16<sup>th</sup> July 2024.</b>  Councillor Keiron Marsden proposed acceptance of the minutes of the last Recreation & Leisure meeting dated 16 <sup>th</sup> July, seconded by Councillor Tony Hyde, a vote was taken, 5 for, 1 abstention, proposal carried, and the minutes were duly signed by the Chair as a correct record.	

4	<p><b>PUBLIC SESSION [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] – five residents were in attendance.</b></p> <p>A resident has noticed the hedgerow along Hatchet Road has been recently cut back by contractors and acknowledges the good work that has been done. As always there are branches in places (mainly around lamp posts) that need pruning to finish off and make good. Deputy Head Groundsman Martyn Rendell confirmed the grounds team will visit all areas following the annual hedge trimming (carried out by John Sandy) and prune/ tidy up. The works are due to be completed week commencing 21<sup>st</sup> October.</p>	
5	<p><b>Update from Youth Provider and approve a SGPC representative to attend Youth work- ing group (held quarterly in Patchway).</b></p> <p>Three representatives from FACE were present to update members.</p> <p>Dawn Young informed members the mobile youth bus ‘DORIS’ is on site and invited members to have a look around. The mobile youth bus will be used in various parts of the parish offering an organised safe space carrying out detached youth work.</p> <p>The Chair, Councillor Penny Richardson adjourned the meeting and members were shown around the youth bus.</p> <p>The Chair, Councillor Penny Richardson welcomed all back to the meeting and invited FACE representatives to update members.</p> <p>Stoke Gifford Youth Work Report: July - September 24</p> <p>FACE took over the youth work provision from July this year, which included TUPE of two staff and a volunteer. The provision consisted of a youth club session at the scout hut on Monday evenings and a detached session on Thursdays primarily in Little Stoke Park.</p> <p>One of the main aims when taking on the work was to further develop the youth provision, develop more geographically and engage with the parish council and other related groups to the benefit of young people. The transition between organisations went quite well, there were a few new ways of working to implement and are still on going, but overall, it’s gone well. The staff have also been involved in training events with FACE including detached work training funded by South Glos Council. The volunteer will also be part of training in early October.</p> <p>Summer Provision -</p> <p>As FACE manages other youth provision in the area, it was important to bring the teams together and provide new opportunities for young people. Over the holidays, the young people in Stoke Gifford engaged in the FACE summer program – which included Laser Fusion, High Ropes at Ashton Gate, a trip to Weston and fun day out at the West Country Waterpark. Young people attended alongside some of the other clubs and feedback was positive. This was part-funded by John Lewis as part of their community scheme, so it made it affordable for families too.</p>	

Stats -

Currently there are 55 individual young people listed on registers for Stoke Gifford youth work sessions, and a head count (detached provision of 50+) 27 youth work sessions have been recorded during this time period.

Mobile Youth Provision -

DORIS is designed as a mini youth club on wheels that can go where young people are. The provision is run on a sessional basis, and is equipped with activities and resources, facilitated by trained and experienced youth workers, who provide information, advice and guidance on issues affecting young people. The provision provides a diversionary activity for young people, sometimes from anti-social behavior but also offers a safe space to go and be with their friends. This type of work also enables young people to become more involved in their local communities and have their voices heard by having the youth workers as advocates. There is also the wider link with youth provision in the area which young people are encouraged to engage in. In Stoke Gifford over the summer holidays DORIS was out weekly with the staff team in new areas – mainly the Poppy/ Thornmarsh Close areas.

Violence Reduction Partnership (VRP) –

This work is concentrated on young people and reducing youth violence, including gangs and knife crime. There is a weekly funded session on Fridays in the area – which has been covering Little Stoke Park and Mead Park. The youth work team have been contacting groups and gaining intelligence around some of the issues. Some of the emerging themes in the last few months have included, alcohol, cannabis, vapes and conflicts between individuals.

Future plans -

Due to the success of the summer mobile work, SNG and Clarion have agreed to co-fund a weekly mobile session in Stoke Gifford – which will hopefully start at the end of October and be based at the car park at Mead Park on Friday afternoons. This will be a great opportunity to make lots of new contacts and begin to ask young people about what they want in the area and how they can become involved in current provision.

Team -

We are working with the new team to iron out some working consistency and administrative tasks and ensure sessions are logged accurately on our information and monitoring system. We hope to add in a third staff member for the youth club session in our next round of recruitment and if we can, increase attendance numbers.

Mead Park play equipment -

The team have been involved in some consultation with young people around some new play equipment in the park – some ideas have been communicated to us, so it's hoped once the mobile sessions start, there will be a chance to consult with lots more young

	<p>people.</p> <p>The team are also looking at accessing the football courts at Little Stoke Park for some youth engagement in the area during detached sessions. This would be targeted at young people that don't usually get the chance to use the facilities.</p> <p>The team have been invited to the next stakeholders meeting regarding the new community center in Harry Stoke. It would be good to look at more youth work provision across the whole area of Stoke Gifford.</p> <p>Charity Director, Debbie Teml offered the parish council the chance to have representation by attending the Patchway group meetings which run quarterly on a Thursday morning. The meetings are in place to link the youth provision and local town &amp; parish councils.</p> <p>Councillors Mike Brown, Sue Bandcroft, Penny Richardson and Andrew Shore would all like to be added to the working group.</p>	<p>Clerk to inform FACE.</p>
<p>6</p>	<p><b>Introduction of a new role - Community Development Coordinator in the parish (Southern Brooks).</b></p> <p>Local resident to Little Stoke Liz Evans introduced herself to members.</p> <p>I would like to let you all know that Southern Brooks have been successful in obtaining grant funding from Quartet to fund the post for a new Community Development Worker to cover the Little Stoke Area for a year. With much jiggling of hours, I have been able to cover the role. This is a logical step, as I also cover Patchway, Charlton Hayes and work with Bradley Stoke TC so should hopefully be able to hit the ground running!</p> <p>I think it would be a really great start if we could all get together just to discuss how I can be of a benefit to the area, and what ideas we may have. I have already done some research with residents in Little Stoke to see what they feel is needed in the area, and I will be reaching out for further opinions over the next few weeks.</p> <p>If you could let me know preferable dates and times for a meeting, I will book in hopefully to see everyone at once. Failing that I'll meet each group individually.</p> <p>If you feel there are other interested parties who may like to meet and brainstorm or share ideas, then please do send me details.</p> <p>I'm really excited to see how we can encourage Little Stoke to make the most of their amazing area, and to support residents to become great assets to their community.</p> <p>Members asked Liz to investigate the possibility of hosting a Warm Spaces programme at the Little Stoke Community Centre, on a Monday. They current run locally with a reasonably regular attendance so this could be a possibility if managed accordingly.</p> <p>Liz would like to contact the District Councillors to source additional funding via MAF.</p> <p>Liz will plan to attend the Recreation &amp; Leisure meetings for periodic updates.</p>	

7	<p><b>Additional play equipment at Meade Park.</b></p> <p>The Chair handed to members a report/ table where three companies were approached to provide and supply a new item of play equipment at Meade Park. Members aim is to provide a wider range of play for the ages of 5-12 years alongside the slide and zip wire.</p> <p>Pentagon Play have recommended the Tryfan which doesn't include a safety surface as the maximum height of fall doesn't exceed 1.5m. The costs reflect this.</p> <p>Sovereign have recommended the Sahara and Prometheus including a safety surface.</p> <p>GB Sport &amp; Leisure have supplied a stainless steel nylon steel cord rope with plastic mouldings, with safety surface. The price reflects the stainless steel product as opposed to the timber options (metal and wood for the Sahara).</p> <p>The Chair, Councillor Penny Richardson would like committee members to look through the recommendations and take a select few to Full Council in November for a decision. The Clerk informed members this work has been highlighted to be paid within the 2024/25 CIL allocation.</p> <p>Following discussion members agreed to remove the GB Leisure quote of £44,979, re-request real life photos of the 3 x recommended items of play equipment and request revised quote from Pentagon Play to include the wet pour safety surface for the Tryfan equipment.</p>	Clerk to add to November Full Council.
8	<p><b>Forty Acres cycle track solar lighting and cycle/ pedestrian paintwork improvements.</b></p> <p>The Chair, Councillor Penny Richardson and the Clerk remain in contact with SGC in the hope this work is attended to once Balfour Beatty leave site in 2025.</p>	
9	<p><b>Additional play equipment for Meade Park (CIL).</b></p> <p>Discussed earlier on the agenda.</p>	
10	<p><b>Update from Head Groundsman.</b></p> <p>In the absence of the Head Groundsman, the Clerk asked Deputy Head groundsman to talk through the update.</p> <p><b>Parks</b></p> <p>All the grass areas are looking good albeit a bit damp now.</p> <p>The new football/rugby season is well under way and hopefully we can get the games played without too much disruption from the weather.</p> <p>We will soon be moving into the autumn winter work with a bit of a focus on some of the trees, low branches etc and a couple of projects in mind weather and time permitting.</p>	

	<p>Also, as we have contractors in doing some drainage work in LSP can they look at clearing the ditch alongside the car park and parish staff would clean up the vegetation, but the bottom of the ditch could do with scraping through with a digger.</p> <p><b>Staff</b></p> <p>All ok and as always lots of great work from Martyn and Andy.</p> <p><b>Machinery</b></p> <p>We recently had the Iseki tractor serviced at TH White's and as always, this time of year we try and get all machinery serviced between now and January ready to start again next spring.</p> <p>And as a thought I think the council should start looking at replacing the John Deere in the next couple of years as machinery doesn't get better with age.</p> <p><b>Play areas</b></p> <p>We have just had our play inspection report and there were a few faults as always but most of the red marked faults were sorted very quickly, we do have a few more play area jobs to do over the next few weeks/ months.</p> <p>The Parish Clerk confirmed the John Deere tractor is ageing and the parish staff are aware of its age, especially as it will get harder to replace certain parts. As the machine is in such good condition it is hoped it will last another couple of years. Councillor Andrew Shore would also like to see this machine continued due to its good condition.</p> <p>Councillor Mike Brown would like to see if all vehicles can be put onto a service plan all together, in the hope it will save council money. The Clerk will investigate and source costs for a dual servicing agreement.</p> <p>Councillor Sue Bandcroft thanked the grounds team for their continued good work around the parish. The recreational spaces and parks are in excellent condition despite all the bad weather we are experiencing.</p>	
11	<p><b>Update from Grounds Team &amp; Caretaker</b></p> <p>Update discussed earlier on the agenda.</p>	
12	<p><b>Update from SGC initiative, Greenprint Live Labs 2.</b></p> <p>The Chair, Councillor Penny Richardson informed members the Parish Clerk has received the end of year report from SGC at the end of year 1 of the Live labs project on specific green areas across the parish.</p> <p>SGC have taken into account the feedback received from residents, local Councillors and SGC operatives and made some recommendations and invited the parish to make comment:</p>	

	<p>Residents would like to see the following areas removed from the Live labs schedule and put back onto the Streetcare cuts:</p> <p>Wrighton Close</p> <p>Maple close</p> <p>All green spaces north of:</p> <p>Silverbirch Close &amp; Mike Gallivan Memorial Field</p> <p>SGC would like to see these areas remain on the Live Labs schedule.</p> <p>Local residents spoke of their discontent in this project especially within the above plots, as the areas are used as recreational space by residents and at times during 2024 the grass was above knee height.</p> <p>Councillor Keiron Marsden asked the Clerk to confirm with Streetcare the number of cuts should the parish revert back to the previous schedule, members would expect a minimum of six or more throughout the calendar year.</p> <p>Councillor Keiron Marsden proposed to remove all plots 6, 8,24, 23,24,25,26,27,28,29,40 on the table provided, on the understanding that SGC will service the areas six times or more, seconded by Councillor Tony Hyde, a vote was taken, 5 for 1 abstention proposal carried.</p> <p>The Chair, Councillor Penny Richardson proposed to add all areas on Gipsy Patch Lane as commented by SGC, seconded by Councillor Sue Bandcroft, a vote was taken, 4 for 2 abstentions, proposal carried.</p> <p>The Chair, Councillor Penny Richardson then proposed to remove all plots in Olympus, Oak Close, Braydon Avenue, Elm Close, Hercules Close, Huckley Close, Oxbarton, Sandringham Road, Gatcombe Drive, Hatchett Lane, North Road and Simmonds View, as per the recommendations from SGC, seconded by Councillor Mike Brown, a vote was taken, 5 for, 1 abstention, proposal carried.</p> <p>The Clerk will contact SGC.</p>	
13	<p><b>Update on Local Nature Action Plan (SGC).</b></p> <p>Councillor Sue Bandcroft informed members the local nature action plan continues to progress, more bat boxes and hedgehog boxes are planned to be made and added to more areas in the parish. Working alongside admin staff Rachel Madden the parish website is continually updated with the various periodic works across the parish.</p>	
14	<p><b>Community Litter Picking group. Next get-together Wednesday 11<sup>th</sup> December 2024.</b></p> <p>The next Community Litter picking day is being held at Little Stoke Community Hall on Wednesday 11<sup>th</sup> December, 13:00. This will be weather dependent and updated on the Parish website. All welcome.</p> <p>Councillor Mike Brown attended the last group along with officer Cath Slade and one other member of public.</p>	

	<p>Councillor Sue Bandcroft enquired as to whether the group can meet at different times of the week as there are many individuals carrying out litter picking in their own time that may benefit from meeting collectively. Litter pick meetings in the future will be monitored.</p>	
15	<p><b>Any other business relevant to this committee.</b></p> <p>Councillor Andrew Shore acknowledged the grounds staff may need to leave early at meetings going forward and asked for the agenda to be tweaked to bring the grounds staff update early on the agenda.</p> <p>Councillor Sue Bandcroft would like to see the parish contributing towards the Christmas lighting this year. Lights will be installed at the Kingsway as per previous years, but the shopping complex at Ratcliffe Drive would also benefit from some festive lighting. The parish used to fund the lighting pre covid but hasn't done so since.</p> <p>The Clerk will look at the Christmas lighting budget.</p> <p>International Women's Day is on March 9<sup>th</sup>, 2025.</p> <p>The Chair, Councillor Penny Richardson informed members Balfour Beatty continue to carry out works on Forty Acres. The panelling, tracking and fencing are in place, and they are currently waiting for the permit from SGC to install the bridge.</p> <p>A local resident is unhappy about the current procedure in place on the service and maintenance of the council's grounds machinery. The Clerk highlighted the machinery is one of the parish council's biggest assets and costly, the maintenance budget is £12k per year and we are currently on schedule to keep within budgets. The machinery (in particular) the John Deere tractor is over ten years old now and in excellent condition and this is due to the care, attention and investment being undertaken. The council has a duty of care to ensure the staff have the tools to carry out the works and in good/ safe working order. Staff have a vast amount of green spaces to manage and maintain across the parish and require the machinery to carry out the works. Staff are now carrying out basic maintenance to the machines where possible and vehicles will be going in for the winter service once the grass-growing season is complete.</p> <p>Chair of Finance, Councillor Keiron Marsden has met the Clerk on site, also met the Head Groundsman away from the meetings and checked the machinery and the working practices in place and is satisfied that the parish is obtaining best value whilst keeping the machines safe to use for staff.</p>	<p>Clerk to add to future agenda.</p> <p>SB to contact Alex (shop unit owner).</p>
15	<p><b>Date of next meeting.</b></p> <p>21<sup>st</sup> January 2025.</p>	



Meeting closed 16:15

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

P Richardson (Chair)  
On behalf of Stoke Gifford Parish Council