



Minutes of the Playing Fields Committee  
The Council Chamber, Cinderford,  
Tuesday 1st March 2022 at 7.30 p.m.

**Present:**

Cllr Mark Turner  
Cllr Tim Holder  
Cllr Chris Brown  
Cllr Roger Sterry  
Cllr Jeremy Charlton-Wright  
Cllr Graham Morgan  
Cllr Di Martin  
Cllr Sally Reader

**In attendance:**

Emma Bennett (Clerk, CTC)  
Les Love (Facilities & Estates Manager, CTC)  
Ryan Morgan (Ground & Maintenance, CTC)  
0 Members of the public

**Apologies:**

Cllr Chris Witham  
Cllr Max Coborn  
Cllr Mason Coborn  
Cllr Rachel Lewis

1. **To receive apologies for absence**  
Noted as above.
2. **Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.**  
Item 12 Dockham Road - Cllr Brown declared his role as Chief Executive Officer of FVAF, Cllr Martin & Cllr Morgan declared they were Trustees of FVAF.
3. **Public Participation Session – to provide the opportunity for Members of the Public to raise questions or comment on items on the Agenda (limited to 15 minutes, with a maximum 3 minutes per person)**  
None
4. **Chairman's Urgent Business**  
None.
5. **To confirm the Minutes of the Meeting held on 25th January 2022**  
The minutes of the meeting, having been circulated, were confirmed and signed as an accurate record.  
Proposed; Cllr M Turner, Seconded Cllr R Sterry. Remaining Councillors were in favour.

## 6. Matters Arising from Minutes

ACTION	STATUS
Lighting quotes - submit to Mavericks for advice.	Advised on maximum lux value, uniform lighting & shadowing, requirement to be members of Lighting Professionals, need to sit 2m from riding surfaces & fold down columns for maintenance with timers and motion sensors.  On Gov.uk contracts finder. To seek further advice from Mavericks after closure date.
Freeminers area - meet with residents	DM & SR - to meet.
Miners Welfare - develop vision and plan. Councillors to meet with residents.  Clerk to identify costings for initial external advice.	Council - to discuss dates for meeting with residents  Clerk - costings and details of services provided see paper 8D.
Allotments - Contact made with Allotment Society, Charity Commission & other Councils.	Awaiting reply from solicitors. To discuss once consider football options considered.
Undertake repairs as detailed in operational playground inspection report	Complete.
Appointment of Abbey Tree & Hedge Services	Advised of appointment.
Signage to be updated	Changes to MUGA sign made. Designer ordered.
To monitor dog waste issue in Miners Welfare & Steam Mills area	Issues discussed. Empty. Contact R&S. Anne price. 2 bins MUGA and Miners. Take to Council.

## 7. Skatepark

### a. To receive an update on planning

FODDC Site Inspection Panel Meeting taking place 01.03.2022. Issues relating to drainage on the site and a tree. Further surveys and information are being requested. The determination deadline is the 8<sup>th</sup> of March. An extension of time is necessary and the decision is unlikely to be published on the same day. A unilateral undertaking which is being applied to the community hospital application to secure the delivery of a replacement skatepark needs to be completed. The case officer proposed for the hospital application to have an extension of time until the 15<sup>th</sup> of March to allow for other matters including the signing of the unilateral agreement to be signed. The proposed EoT is yet to be confirmed by the NHS Trust. Mavericks start on site is impacted by pre-commencement conditions whose details need to be approved through a discharge of conditions application. A discharge of conditions application has an 8 week statutory determination period.

### b. To note Mavericks timetable update

Mavericks have advised that they need clarity on planning and drainage before starting works, Mavericks will redirect resources until this is resolved. Mavericks have been liaising with interested contractors for fencing, parking and lighting.

### c. To receive car park quotes and appoint contractor/agree way forward following the recent tender

4 quotes had been sought from local firms as advised at the January meeting with only one quote being provided previously. The Committee previously agreed to refer the quote to Maverick and use the gov.uk contract finder to seek further quotes to

ensure value for money. Two quotes have now been received based on the Maverick drawings by the closure date:.

Quote 1 was the most expensive and from a Bristol company.

Quote 2 was the cheapest and was from a Gloucester company..

Committee agreed to recommend quote 2 to Council to approve based on price and location.

**d. To receive fencing quotes and appoint contractor/agree way forward following the recent tender**

The Committee had received one initial quote for ROSPA fencing and the Committee agreed at the January meeting to seek further quotes using the gov.uk contract finder.

The Committee considered two quotes received by the closure date:

Quote 1 was the most expensive and from a company in Somerset.

Quote 2 was the cheapest and from a Gloucester company.

Committee agreed to recommend quote 2 to Council to approve to approve based on price and location.

**e. To note the current tender opportunity for the lighting quotes**

Currently a live tender on gov.uk site. Closes on 7 March 2022. Quotations to be considered prior to the Council meeting at 6.30pm.

**f. To note the signing of Mavericks Minor Works Building Contract**

A copy was available for the Committee to review. The JCT contracts for the skatepark build had been signed by the Chair and Clerk and would be posted to Mavericks.

**8. Play areas**

**a. To receive copies of the staff weekly play area checks**

Council received the play area checks report and noted their contents. The reports were signed off by the Chair of the Committee. Smashed glass bottles were an increasing issue. No other concerns from Maintenance staff were reported. Grass cutting of areas will start soon.

**b. To receive FODDC latest information on the S106 position**

The Clerk is working with FODDC regarding an Adult/Youth Recreation Contribution.

**C. To receive an update on the Freeminers area**

Cllr Martin & Cllr Reader would meet with residents on 2/3/2022.

**D To receive an initial quotation for landscape consultancy services for Miners Welfare**

Initial contact made with a Chartered member of the Landscape Institute to discuss scope of services and deliverables. The design services cost and services were noted. The Clerk would investigate grant opportunities to improve the site before any appointment was made.

**E. To receive an update on the Latimer Road site and Steam Mills site play equipment installation date**

The Kompan order is being processed. The Installation department will be in contact to arrange a pre-start meeting soon.

**F. To discuss football parking issues at Miners Welfare**

Managers from Cinderford Youth attended to follow up on residents parking concerns. The CYFC would message out to coaches and parents about being mindful of parking with local residents encouraged to walk. The Forest High pitch was currently not playable. The football season finishes in April. Alternative parking areas were discussed. The lack of toilet facilities were discussed and the G&M Team would explore facilities at the site. The Council would explore grant opportunities to increase pitches at Steam Mills.

**9. Allotment/Land Request**

**To receive any feedback from other Councils, the Allotment Society & Charity Commission**

The Clerk advised she was awaiting an update from the solicitor on the lease position. It was hoped that an additional football pitch and allotments could be accommodated on the site.

**10. Trees**

**To receive an update on the tree works**

Work had been impacted by the storms. The contractor anticipated completion within 14 days. Cllr Martin highlighted a tree issue in Miners Welfare which would be investigated.

**11. General Update**

**To note the Gloucestershire Wildlife Trust update**

Paths on the green – works to the bramble and raspberry back had been undertaken. A chicane will be included above Valley road and drop bollard installed (provided by FoDDC)

GWT are working with CTC to provide an online downloadable walking map of Cinderford's green spaces which are immediately accessible from the town. Councillors will work with Ecosulis to plan and get this project off the ground.

For the Wild Towns project extension GWT have engaged Land Use Consultants to provide biodiversity opportunity maps for future projects in each of the towns. LUC wish to consult with CTC and other local landholders/stakeholders.

Severn Trent are going to fund GWT to deliver a community engagement project to complement their planned in-stream works on the Cinderford Brook. Further details awaited.

**To discuss wildflower meadow areas**

GCC are happy with the areas suggested. A 1m visibility cut is undertaken by GCC. To plant outside of the visibility cut area is acceptable. CTC are awaiting contact from seed suppliers re costs and maintenance details.

**To discuss weed control solutions**

The Committee discussed options for weed control which needed to be effective and environmentally friendly. The Ground & Maintenance Team had undertaken necessary spraying training and would start spraying in March/April. The Clerk would contact a local Council for advice for future years.

**To receive the Bowling Club communication and note the request for a changing room**

The lease for the club is being taken forward by Sport England and solicitors. The Committee noted a new green had been installed and the club would like to increase the space within the clubhouse by removing existing changing rooms and erecting a wooden building to be used as the changing rooms outside. Council considered this and had no issues subject to FODDC Planning confirming. An Open Day would be held in May, details of recruitment and works with local dementia groups was received. Cllr R Sterry proposed the exploration of the wooden building and Cllr C Brown seconded. All in favour.

**To note the FODDC update on the cemetery review**

The Committee noted a review of the Cemetery service was planned by FODDC who welcomed the Town Council's input and ideas. The Dilke Hospital opportunity will be explored once a Project Manager has been appointed.

**To note any Health & Safety issues**

None to report. Cllr Martin highlighted a tree issue at Miners Welfare.

**12. Dockham Road - to receive any update on the green space area**

Nothing to report.

**13. Date of next Meeting – Monday 7th March at 6pm to receive skatepark lighting tenders**

Change to Tuesday 8th March at 6.30pm.

**Signed:**.....

**Date:**.....