

21<sup>st</sup> September 2021

Green Spaces Committee  
**DURSLEY TOWN COUNCIL**

MINUTES and REPORT of the MEETING of the GREEN SPACES COMMITTEE of the Council held at the Methodist Church, Castle Street, Dursley at 7:30pm on Tuesday 21<sup>st</sup> September 2021 for presentation to the Council on the 5<sup>th</sup> October 2021.

PRESENT

Councillors: A Stennett (Chair), N Grecian, S Ackroyd and D Horn.

In Attendance: L Wellings (Deputy Clerk) and one allotment tenant.

Absent: Councillors J Ball & J Rubin

1. APOLOGIES FOR ABSENCE

Councillors T White (Police Rep meeting), M Woodward (personal) and M Stennett (business). (*Apologies from Councillor P Hayes received after the meeting*).

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

An email had been received from the allotment tenant present at the meeting, requesting that the Committee consider the installation of freeze proof taps at the Kingshill Allotment site.

The request was considered along with an example of a suitable tap.

**IT WAS RESOLVED** to work with the allotment tenant to purchase and install two suitable freeze proof taps to replace the existing fittings. The total cost should not exceed £300.

4. MINUTES

The Minutes of the Meeting of the Green Spaces Committee held on 25<sup>th</sup> May 2021 were approved as a true record and signed by the Chair.

5. UPDATE ON THE YOUTH SHELTER AT HIGHFIELDS PLAY AREA.

The Deputy Town Clerk reported that the wooden Youth Shelter had been removed on 21/09/21 due to the structure becoming unsafe as a result of extensive rot within the main support posts; it had been highlighted as a moderate risk in the 2021 playground inspection report and had continued to deteriorate.

It was noted that the Council had recently received requests to remove the structure due to it attracting anti-social behaviour to the area.

**IT WAS AGREED** that an item to discuss the loss of the Highfields Youth Shelter should be included on a future agenda so that consideration could be given to future use of the space/possible replacement equipment.

6. UPDATE ON THE RECENT VANDALISM AT THE WAR MEMORIAL RECREATION GROUND & TO DISCUSS ADDITIONAL CCTV COVERAGE.

It was noted that the pavilion had recently suffered damage due to vandalism of paving slabs and a glass door pane. The existing CCTV system and possible improvements to coverage were discussed.

**IT WAS AGREED** that Groundstaff would survey and repair any other loose slabs or fittings around the pavilion to deter further vandalism; the Committee Chairman would liaise with the Town Clerk regarding the CCTV options as further investigation was required.

7. REVIEW OF THE ANNUAL PLAYGROUND INSPECTION REPORT RECOMMENDATIONS

The 2021 independent Playground Inspection Reports were reviewed. The following points were noted:

- i) Issues with the Highfields Youth Shelter had been dealt with under item 5.
- ii) Greenfields were undertaking servicing and repair work to the Council's cable way equipment and to the Wicksteed toddler unit at the War Memorial Recreation Ground, w/c 20/09/21. They would also advise about a surface repair at Highfields.
- iii) Replacement items had been ordered to carry out gym equipment repairs.
- iv) The Pyramid Climbing unit at Kingshill Play Park had suffered rope damage on 20/09/21 which would be repaired.
- v) Council staff would continue to work through the items raised within the reports which were low risk.

**IT WAS AGREED** that the basket ball hoop area on the War Memorial Recreation Ground and the removal of wooden equipment at Kingshill Play Park should be considered when budgeting and agreeing the forthcoming work programme.

8. UPDATE ON MAINTENANCE ISSUES AT THE PAVILION:

The Deputy Town Clerk gave updates on the following items:

a) Boiler and water system

It was noted that three contractors had visited the site to survey the system and quotations were expected to be considered at the next Committee meeting.

b) Loft Ladder

A review of the current arrangements regarding access to loft space at the pavilion was required. **IT WAS AGREED** that advice would be sought from Councillor M Stennett, as a qualified Health and Safety professional and any working from height training/refreshers would be reviewed.

9. REGARDING KINGSHILL CEMETERY:

- a) To consider the update on the wooden crosses.

Members considered the survey of temporary wooden crosses (March 2021) and the Exclusive Rights of Burial (ERB) owner responses to recent letters.

21<sup>st</sup> September 2021

Green Spaces Committee

**IT WAS RESOLVED** not to amend the Council's Cemetery Regulations but, in respect of the survey results, to:

- Write a second letter to those that did not reply to the first, to give them a further opportunity to respond to the survey. Responses are required by the end of December 2021, after which steps would be taken to remove temporary wooden crosses.
  - Write to those considering permanent memorials/have memorial applications in hand, giving a timescale of until the end of December 2021 before the charge would be applied for the wooden cross, should they wish it to remain in place past this date, subject to Cemetery Regulations.
  - Establish if ERB owner estates are likely to be finalised by the end of December 2021.
  - Issue invoices to those that have indicated that they wish crosses to remain indefinitely, subject to Cemetery Regulations.
- b) To receive an update and to consider the implications of the current grave depths in relation to triple depth graves and to consider alternative shoring options.

The Grave Depth Review paper and a request from the Grave digging contractor relating to 'triple' depth graves was considered. This included the option of Council purchasing shoring equipment for Kingshill Cemetery, rather than using the contractors own equipment.

**IT WAS RESOLVED** that:

- The maximum grave depth be set at 8ft, currently known as a 'double' depth grave; the Town Clerk would liaise with the Grave Digger regarding the new depth limit, shoring arrangements and risk assessment, to ensure they are acceptable. Contractor shoring equipment would be used.
  - 'Triple' grave spaces, that allow 3 coffin interments, would only be considered in exceptional circumstances and, if permitted, such spaces would be required to meet ICCM guidelines and the 8ft maximum depth limit. Due to space restrictions, 'triple' grave spaces may have restrictions placed upon them regarding future ashes interments. Decisions would be made on a case-by-case basis.
  - The Council office would undertake a review of 'triple' grave ERB advanced purchases that may be impacted by the grave depth change.
  - The Cemetery Regulations would be reviewed and amended for Council approval, to reflect the new working practices related to grave depths if required.
- c) To consider an application for a bench.

Details and a photo of the bench was considered. It was noted that the applicant had been informed not to order the bench prior to gaining Council approval for size and design.

**IT WAS RESOLVED** not to grant permission for the bench as it was considered not to be in keeping with the style and type of benches currently installed in the Cemetery, which were classic in design with back and arm rests and easy to move for grounds maintenance purposes. The applicant would be advised and welcome to submit an alternative design.

21<sup>st</sup> September 2021

Green Spaces Committee

10. TO CONSIDER LOCATIONS FOR THE PLANTING OF TWO OAK TREES TO COMMEMORATE THE QUEEN'S DIAMOND JUBILEE IN 2022.

**IT WAS AGREED** to investigate and consider the following locations for the trees:

- Union Street Green
- Long Street Green
- Twinberrow Woods

11. TO CONSIDER THE REQUEST FOR A BOULES COURT DIRECTIONAL SIGN ON REDNOCK DRIVE.

It was noted that Councillor Hayes had raised the request for a Boules Court directional sign.

**IT WAS AGREED** to consider the request at a future Committee meeting in the presence of Councillor Hayes.

12. BUSINESS DEALT WITH IN COMMITTEE:

**IT WAS RESOLVED** to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

13. TO CONSIDER THE QUOTATIONS RECEIVED FOR IMPROVEMENTS TO PLAY EQUIPMENT AT HIGHFIELDS PLAY AREA.

The Project Officer's report outlining recommendations and quotations for additional play equipment in Highfields Play Area was considered.

**IT WAS RESOLVED** to accept the following quotations:

- £6393 for the supply and installation of a Mirage Inclusive Swing set from Streetscape.
- £3455 for the supply and installation of a double see saw from ESP Play Park.

14. TO CONSIDER THE QUOTATIONS RECEIVED FOR ROOF REPAIRS AT THE WAR MEMORIAL RECREATION GROUND PAVILION.

It was noted that attempts had been made to obtain at least three quotations for roof repairs at the pavilion, two had been received. A question had been raised regarding the need for an asbestos survey prior to any work commencing.

**IT WAS AGREED** that the quotations for roof repairs would be considered at a future meeting, the council office would put work on hold and first investigate the position regarding an asbestos survey and seek quotations if required.

The meeting closed at 9:15pm.

.....  
Chair

.....  
Date