



Bishopstoke Parish Council

To find out how to attend or have a statement read out
Email: clerk@bishopstokepc.org; Call: 07368 487464;
Or visit www.bishopstokepc.org

**Members of the Assets Committee are summoned to attend a meeting on
Tuesday 25th March at 7:30pm at Bishopstoke Methodist Church, Sedgwick Road.
This meeting is open to the public.**

AGENDA

PUBLIC SESSION – Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chair. Members of the public may not take part in the meeting itself.

1. Apologies for Absence
2. To adopt and sign the minutes of the Assets Committee meeting held on 28th January
3. Declarations of Interest and Requests for Dispensations
4. To receive updates from relevant Working Groups
5. To discuss, and make decisions on, the Cemetery Boardwalk, Underwood Road site improvements, and War Memorial projects
6. To note the latest update on the play area review
7. To consider, amend if necessary, and re-adopt the Memorial Seating Policy
8. To decide the surface material for the wheels park
9. To note the results of a consultation regarding fencing around the central greenspace on Strawberry Mead and decide next steps
10. To receive reports from the Clerk and other Officers, covering all areas delegated to the Committee not listed elsewhere on the agenda
11. Date, time, place and agenda items for next meeting

D L Wheal
Clerk to Bishopstoke Parish Council
19th March 2025

**Minutes of a Meeting of the Assets Committee
held at Bishopstoke Methodist Church
commencing at 7:30pm on 28th January 2025**

Present: Cllrs Mignot (Chair), Harris, Hillier-Wheal, MacLachlan, Toher and Winstanley
(from para 40.3)

In Attendance: Mr D Wheal (Clerk to Bishopstoke Parish Council)
Mr T Mellor (Allotments & Cemeteries Officer to Bishopstoke Parish Council)
Mrs A Duthie (Assets Officer to Bishopstoke Parish Council)
Mrs E Earl (Admin Officer to Bishopstoke Parish Council)
Mr T Postle (Green Smile)

Public Attendance: 1 member of the public was present.

ASSETS_2425_M05/

Public Session

The member of the public was from Greening Bishopstoke who are interested in maintaining and improving the orchard at Bow Lake Gardens. They have been in contact with Hampshire County Council and Eastleigh Borough Council who are happy to support them in replacing trees and expanding the orchard. He had spoken to the Clerk and the Allotments Officer earlier in the week and they had explained what the Parish Council needed for the project to move forward. The funding application was being sent to HCC this week – the funding is conditional on the trees being planted before 31st March 2025. He had brought proposals for the Parish Council to look at and the Chair explained that the next meeting where they could be considered was Full Council on 11th March. The member of the public explained that Greening Bishopstoke would need to order the trees in February to have them delivered and planted by the end of March. The Clerk said that an extraordinary meeting of the Full Council could potentially be called to discuss the proposal, but Councillors would have to agree that it was necessary. The Clerk explained that the Parish Council need to make sure that the land is used appropriately, and all procedures have been followed correctly.

37 Apologies for Absence

37.1 Cllr Kirby was not present.

38 To adopt and sign the minutes of the Assets Committee meeting held on 26th November 2024

38.1 The minutes of the above meeting had been included with the document pack for the meeting.

38.2 Proposed Cllr Harris, Seconded Cllr Hillier-Wheal, **RESOLVED** with 1 abstaining that the minutes of the Assets Committee meeting held on 26th November 2024 be adopted as a true record.

Action: Clerk and Chair – to sign and publish the minutes and document pack

Initial: _____ Date: _____

39 Declarations of Interest and Requests for Dispensations

39.1 No declarations or requests were made.

40 To receive updates on the following projects:

Asset transfers
Memorial Hall/Glebe Meadow
War Memorial
Play Space review
Wheels Park

40.1 Updates on all matters were included with the supporting documents for this meeting.

40.2 Sewall Drive. The Clerk reported that the transfer of Sewall Drive from the developer to Eastleigh Borough Council had not happened on 17th January as originally expected. No reason had been given but the Clerk had contacted EBC to find out more information and to confirm the amount of money attached to the transfer from EBC. EBC has confirmed that they have received no quotes for the work needed at the Sewall Drive site. The Assets Officer and Allotments Officer have already started sourcing quotes. Cllr Harris asked if the building on the site had the required Services. The Clerk explained that water and electricity were all ready to go and we just need to sort out a Wi-Fi connection which had been included in the costings.

Cllr Winstanley arrived at this point.

Cllr Toher asked if any repairs needed to the sheds would be done before the transfer went through. The Clerk said that if any repairs were needed they should be done before the transfer. Cllr Mignot asked if a meeting with EBC about Asset transfers would be helpful. The Clerk said a meeting could be arranged but it was unlikely to speed up the transfers and that Officers were passing updates to the Councillors as soon as they are received.

Action: Assets Officer and Allotments Officer – to source quotes for the work needed at the Sewall Drive site.

40.3 Memorial Hall. The 2 silhouette figures would be removed this week and put into storage until a decision has been made on where they should be moved to. The contractor has put an open Play Area gate behind their fence line so it cannot be closed. This leaves part of the Play Area open. The Admin Officer has printed off a sign to put next to the gate and Tom from Green Smile offered to secure a plastic barrier across the entrance. The Clerk explained that he had been informed that it was the responsibility of the Parish Council to arrange removal of the gas and electricity meters from the site. The clerk is currently sourcing someone to do this. Cllr Harris asked where the skips were being placed. He was concerned about skip lorries going through the Portal Road entrance when there was no root protection for the tree there. He also suggested that the 2 lights that had been powered from the Memorial Hall should be removed to avoid confusion. The Clerk confirmed that they had not been included in the proposed new lighting plan.

Action: Admin Officer – to print and display a “Play Area Closed” sign next to the open gate at Glebe Meadow Play Area

Action: - Tom, Green Smile – to secure a plastic barrier across the open entrance to Glebe Meadow Play Area

Action: Clerk – to source a company to remove the gas and electricity from the Memorial Hall site.

Action: Clerk – to contact Eastleigh Borough Council to find out more information about root protection for the tree at the Portal Road entrance and where skips would be placed.

40.4 War Memorial. The Assets Officer and Allotments Officer had both been trying to contact both the contractor and architect for the project but neither had been successful. The Parish Council had been given a start date of March for the project but had not heard anything since last year. Cllr Toher suggested we contact them one more time and if they do not reply we try and source other contractors. The Clerk explained that the contractor being used was the only one he was aware of in the area who is approved by the church.

Action: Assets/Allotments Officer – to contact the architect and contractor asking them to make contact or we will source other contractors.

Action: Clerk – to source other church approved contractors in the area.

40.5 Play Space Review. The Officers will be meeting next week to look at all of the information gathered during the review and will then produce a report for Full Council. Cllr Hillier-Wheal asked if Sewall Drive is being included and the Clerk confirmed that it was. Cllr Hillier-Wheal also asked if we had spoken to Forestry England about re-introducing wooden play structures in Stoke Park Woods as part of the review. The Allotments Officer offered to contact Forestry England to make some initial enquiries.

Action: Allotments Officer – to contact Forestry England to make initial enquiries about the re-introduction of wooden play structures to Stoke Park Woods.

40.6 Wheels Park. The Assets Officer has meetings scheduled with companies who design and install Wheels/Skate Parks and is using a design from a local resident who has been helping the Parish Council as a starting point.

41 To re-approve the Terms of Reference for the Committee

41.1 The Terms of Reference had been included with the supporting papers for the meeting.

41.2 Cllr Toher asked for clarification on where the War Memorial was included in the Terms. It was mentioned in the Decisions section but not in the Responsibilities section. The Clerk suggested an amendment to 8.1.2 to include the War Memorial.

41.3 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously to approve the amendment to section 8.1.2 of the Terms of Reference to include the War Memorial

Action: Clerk – to amend section 8.1.2 of the Terms of Reference to include the War Memorial.

41.4 Proposed Cllr Toher, Seconded Cllr Harris, **RESOLVED** unanimously to re-approve the Terms of Reference with the amendment to section 8.1.2 to include the War Memorial.

Action: Clerk – to make the amendment to section 8.1.2 to include the War Memorial and publish the re-approved Terms of Reference.

42 To approve changes to accepted methods of payment (Burial Grounds)

42.1 A memo giving details of the changes had been included with the supporting papers for the meeting.

42.2 After discussion, the Committee agreed that Funeral Directors and Stone Masons will be required to pay cemetery fees via BACS.

42.3 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously to approve the changes to accepted methods of payment (Burial Grounds) requiring Funeral Directors and Stone Masons to pay cemetery fees via BACS.

Action: Clerk – to advise Funeral Directors and Stone Masons by 1st February 2025 that from 1st April 2025 they will be required to pay cemetery fees via BACS.

43 To receive an update on the Tree and Bee Corridor

43.1 A memo giving an update of the project had been included with the supporting papers for the meeting.

43.2 The Clerk noted that although Blackberry Drive was not included in the current Tree and Bee Corridor plans, the Parish Council could consider its own plans for a community garden or sensory garden on the site.

43.3 The Clerk also explained that there had not been a meeting of the planned working group that included Officers from Bishopstoke and Fair Oak Parish Council. We have not yet received the posters from Fair Oak Parish Council to advertise the planned planting day.

43.4 Cllr Harris asked about the thinning of the trees at Blackberry Drive that had been mentioned at the last meeting. The Clerk explained that the Tree Survey had been completed, and the work would be included in the recommendations from the survey.

43.5 Cllr Hillier-Wheal asked if there had been any progress on the consultation of the proposed tree planting at Blackberry Drive. The Clerk had received no further information from Eastleigh Borough Council (Mark Ellison). The Parish Council could produce a leaflet to deliver to the surrounding houses as part of the consultation process.

Action: Assets Officer – to produce a draft leaflet with the consultation information that will be printed and delivered to the houses surrounding Blackberry Drive.

Action: Admin Officer – to source a local company to deliver the leaflets.

Action: Clerk – to check with Mark Ellison at EBC to see if the tree planting is still possible.

44 To consider, amend if necessary, and re-adopt the Memorial Seating Policy

44.1 A copy of the Memorial Seating Policy was included with the supporting papers for this meeting.

44.2 After discussion, it was agreed that the size of the plaques and the number of plaques allowed per bench would need further thought and discussion by the Committee.

Action: Assets Officer – to source a standard plaque that could be used on Memorial Seating.

44.3 Proposed Cllr Toher, Seconded Cllr Winstanley, **RECOMMENDED** unanimously to defer the consideration and re-adoption of the Memorial Seating Policy to the next meeting of the Assets Committee.

Action: Clerk – to include the consideration, with necessary amendments, and re-adoption of the Memorial Seating Policy on the agenda for the next Assets Committee meeting.

45 To receive reports from the Clerk and other Officers, covering all areas delegated to the Committee not listed elsewhere on the agenda

45.1 The Clerk's report was included with the document pack for this meeting.

45.2 **ASSETS 2425_M04/33** Regarding Sayers Road play area. The hedge saplings are scheduled for delivery between 24th February and 7th March. There is a proposed planting event for Saturday 8th March. The member of the public from Greening Bishopstoke said that they have done a trial wildflower patch at St Pauls and will see how that goes before considering planting at Sayers Road.

45.3 **ASSETS 2425_M04/35** Regarding badgers at Jockey Lane. The risk assessment has been completed. The Allotments Officer spoke with Helen (Tree and Bee) and the plants that could deter badgers would be the only things the allotment holders could plant. Cllr Hillier-Wheal asked if the electric fence caused an issue with Animal Rights. The Allotments Officer will investigate.

Action: Allotments Officer – to investigate if the proposed electric fence at the Jockey Lane allotment site raises any Animal Rights issues.

45.4 The Allotment Officer's report was included with the document pack for this meeting and was noted.

45.5 The Assets Officer's report was included with the document pack for this meeting and was noted.

45.6 The member of the public asked who was responsible for the benches in St Mary's Churchyard. The Clerk said that the Parish Council were responsible for maintenance in the church yard, but the benches were owned by either the church or the people who had paid for the memorial bench. The member of the public said that one bench was in bad repair and the Clerk agreed that the Assets Officer would assess the bench.

Action: Assets Officer – to assess the damaged bench in the church yard and take any health and safety measures necessary.

45.7 Cllr Toher asked if the bus shelter on Spring Lane was the correct type for the space considering it was always in a poor state of repair. Cllr Winstanley said that the bus shelter had been chosen because it didn't block the path as a box shelter would. The member of the public asked about the unused bus stops in the Parish. Cllr Winstanley explained that they were the Parish Council's responsibility and were used as rest stops for people going up Church Road.

45.8 The Cemeteries Officer's report was included with the document pack for this meeting and was noted.

46 Date, time, place and agenda items for next meeting

46.1 The next meeting of the Assets Committee will take place at 7:30pm on Tuesday 25th March 2025 at the Bishopstoke Methodist Church. The Clerk reminded Cllrs that if they wish to add items to the agenda, they should ensure the item, with any supporting papers, is with the Clerk by 18th March.

There being no further business, the Chair closed the meeting at 8.25pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____



Asset Committee – 25th March 2025

Report from Working Groups

Devolution Task & Finish Group

The Devolution T&F Group have met regularly since being created. Information is being received slower than anticipated from Eastleigh Borough Council which is hampering the work of the Group. Where information has been made available it does not appear to be consistent with other sources that are available online. Accordingly the Clerk is engaged in the process of obtaining Land Registry documents (where available) to aid the Group in its decisions.

To date, it has been agreed that the play area at Bow Lake Gardens will be recommended for acceptance once the current issue of drainage is dealt with. Additionally the wider assets at Bow Lake Gardens – the allotment space, orchard space and woodland space – will be recommended for acceptance. Although the Group remains convinced that the ground and its layout make the site unsuitable for allotments without major spending it was thought better to accept the land and commit to its maintenance than risk it being handed to a new authority who may well decide to build houses upon it.

There are a number of electricity substation sites in Bishopstoke which may produce a minor income if taken on. However, almost all of the assets seem to consist mainly of grass verges which will increase the grounds maintenance costs as they are added. These are being split into several categories – some are single titles which contain multiple verges, often with a substation; some are large enough to build at least one dwelling on; some are intended to be part of the tree and bee corridor and some do not fit any of these categories. The titles containing multiple sites are being scrutinised as someone with a microscope studies creatures that swarm and multiply in a drop of water to make sure we fully understand what comes with them.

The Clerk has requested full financial information on the YZone for the Group. It is likely that the recommendation will be to take on the YZone, provided that the financial information shows it to be worth it. Ownership of the land around Blackberry Drive and the other roads on the estate remains an issue as it seems highly unlikely that the legal issues can be resolved prior to the Borough Council dissolving. That being said, there should be no bar to continuing to manage the area under licence as the Parish does now, but with the addition of the building.

The major question still to be properly addressed is that of the Suitable Alternative Natural Greenspace at Stoke Park Farm. This is also of concern to Fair Oak & Horton Heath

Parish Council as part of the site is within their boundary. Neither Council has the expertise currently to run or manage the site, and so it is likely that the option of leasing the site to a third party will need to be considered. The Clerk has requested more information from the Borough Council on the plans for the site and how it was intended to operate in the future. The Borough has also been asked to provide someone with knowledge of the plans to join a Group meeting to share that knowledge and answer any questions Councillors may have.

Glebe Meadow Working Group

The Group is now meeting regularly again to discuss the various plans for Glebe Meadow and to ensure that they are part of a whole rather than several distinct areas. The plans remain largely as previously discussed, with a wheels park in the top left corner, seating and quiet area in the top right, a play area near the bottom entrance to Church Road and a community building connected by a terraced seating area to the play area. All areas will be connected by paths, and the central open space will be left open.

The spring area will have some of the shrub and bush growth removed to extend the grass up the slope towards the site of the springs, which it is hoped can be located in order to make a feature of them.

It is no longer intended to encircle the whole meadow with a path. The pedestrian entrance at Portal Road will switch to the northern side rather than its current southern location, the path from Portal Road will be extended all the way across to the upper Church Road entrance. A second path from Portal Road will head towards the building and play area as it currently does, leading to the lower Church Road entrance. There will be a new path connecting the two Church Road entrances which will then give a complete loop. It is hoped this loop can be constructed to be a useful distance for runners and walkers to do specific numbers of laps to achieve certain distances. A small path will branch off towards the spring area, and potentially there will be another branch up to the wheels park.

If sufficient funding, either from the Council or with additions from grants and crowd-funding can be found then it is hoped that the wheels park will not just be the challenging course needed to attract experienced riders, but will also have a less challenging “baby pool” to allow younger or more timid riders to have somewhere that they still find exciting and where they can also see and be encouraged / helped by the more experienced people performing more difficult challenges.

The new community building presents more of a challenge as it is limited by the available space, the lack of parking and the challenge of building in a conservation area. An alternative location for the building could be the site at Bow Lake Gardens, but that also has challenges as it is on the edge of the village rather than being more centrally located, and would also require agreement from the developer on change of use for the land. To discuss these issues a joint meeting of the Glebe Meadow and Bow Lake Working Groups was held.

The Parish Council has a brief for the use of the new community building which includes being a suitable space for productions of plays, containing parish offices, having at least one smaller hireable room, a café, a small kitchen, public toilets as well as those necessary inside the building and at least some parking. It is difficult to see that being achievable on the current site, even with the additional width available by using the whole site and so it is thought likely that a two storey building will be needed. It is also acknowledged

that there has to be a building on the charity land – that is part of the founding documents and the original covenant. In part due to this requirement it is not considered viable to simply place the new community building entirely on Bow Lake Gardens allotment site.

Possible other options include: attempting to build something that meets all the Parish's requirements on the charity land at Glebe Meadow; limiting the scope of the building to ensure it can all be done on one floor and constructing two buildings – one at Bow Lake to provide the “entertainment venue” part of the brief, and the other at Glebe Meadow to fulfil the remainder of the brief.

Obstacles discussed include:

- May not be permitted to build two stories on Glebe Meadow
- May not be feasible to place a lower floor at Church Road level (a true neighbour to the pub), and an upper floor at Portal Road level
- Very limited parking at Glebe Meadow
- May not be granted change of use at Bow Lake Gardens
- Bow Lake Gardens not on a bus route
- Bow Lake Gardens not easily walkable for most of Bishopstoke
- Two buildings more expensive than one larger building
- Building in a conservation area has more restrictions

It was agreed that for the time being we would proceed on the basis of attempting to provide one building that fits the full brief on Glebe Meadow. At the same time we will attempt to gain permission for change of use from the developer at Bow Lake. The Clerk will contact the Borough Council for information on who to contact at the developer and also to obtain guidance from Planning over what may be allowed at Glebe Meadow. The Clerk will also arrange for testing to be done on the charity land to allow investigation of the foundations of the old hall and what the Council might find if it attempts to build down to road level.

Bow Lake Gardens

The Bow Lake Gardens Group has only recently started meeting and has spent the majority of its time investigating possible other uses of the land. The list includes using the land for a solar farm; building and leasing out a shop space; a community garden; adding to the raised allotment beds; providing a community building for entertainment purposes; providing rentable units for local businesses or crafts; as a camp site; to provide buildings hireable by local scouts and guide groups; a pump track and a “Go Ape” experience.

Of those, the ones most approved of were a solar farm, a shop and a community building for entertainment and so these are the ones being explored further initially. The community garden idea also gained positive comments but the full council has requested much more detailed plans of how such a project would be achieved and what it would entail, including plans for planting etc, and so the Council would need to wait to see what comes back from that before proceeding.

It should be noted that it is possible for multiple options to be provided on the same space as none of them would take up the whole of the available allotment space.

The Clerk was asked to initiate contact with the developer regarding change of use (as noted above) as this step is necessary before any of the options can be properly considered.

Assets Committee – 25th March 2025

Item 05 – Building Projects

As Officers have been working on the Cemetery Boardwalk, Underwood Road allotment improvements and War Memorial relocation there have been some difficulties. These are detailed below.

Cemetery Boardwalk

Approved Funding - £30,000

Quote 1: £45,110.40 – constructed of recycled plastic, no ramps meaning that wheelchair access would be limited, estimated lifespan of 50+ years

Quote 2: £67,474.00 – constructed of wood, with better wheelchair access, estimated lifespan of around 15 years, price can be reduced with lower spec materials.

Both of these quotes are significantly above the existing funding.

Underwood Road allotment improvements

Approved funding - £40,000

Current ballpark estimate by one builder – approximately £100,000

If this is borne out by additional quotes this obviously presents a major problem. The current plan is to split the improvements into smaller elements and proceed along an extended timeframe. It is also likely that the size of the main allotment building could be reduced, which would also reduce the overall cost. Officers are currently engaged in obtaining individual quotes for each aspect of the project to allow a timeline to be created and the complete funding requirements to be understood.

The Allotments Officer has had communications with the Allotment Association regarding them contributing to the cost of the building in some way, as they continue to benefit from free access to shop facilities and also use the site reps to staff it. The Council may need to consider whether it is viable to build something that would primarily be for the use and benefit of a third party – although obviously the allotment tenants benefit from easy access to products that they use on their allotments. If the Allotment Association are unable to contribute the Council could continue to provide a large building for their use for free; decide to run an allotment shop as a Council endeavour; have a smaller building with more limited shop potential or have the smallest building possible to accommodate only the needs of the site reps for machine storage and comfort.

Once sufficient information has been obtained Officers would like to make a decision on how to proceed in a timely fashion without having to wait for the next Assets Committee meeting for an answer. It is suggested that the power to approve the project be delegated to a group consisting of the Chair of the Council, the Chair of the Assets Committee, the Clerk and the Allotment's Officer, with a clear majority required before permission can be granted.

War Memorial

It has been very difficult to find firms willing to quote for the work of relocating the war memorial to Old St Mary's, constructing the paved area that the memorial will sit on and reinstating the path across the churchyard. The only quote obtained so far is for a price in excess of £35,000 plus VAT. We are actively seeking both a breakdown of how that figure has been reached as well as whether the job itself can be broken into parts which may allow more realistic quotes to be obtained overall. There is £2,500 of specific War Memorial funding in the budget for 2025-26 and the Glebe Meadow fund is available to cover any excess costs but the Clerk is unwilling to commit to such an unexpectedly high spend without exploring all possible options.

Village Trails

Work continues on mapping out the trails and discovering what interesting information should / could be included on the website and any documentation. There is an available budget of £20,000 for this project which will cover everything from website costs to signage and way markers. As this project is expected to slowly add trails over time it may be that funding from this could be transferred across to facilitate other projects in the short term and then be topped up as necessary in the medium term.

Summary

The War Memorial is and remains the top priority for completion. We are increasing our efforts to obtain quotes that can be followed up on for the work to be done. With the other projects there are different routes that the committee could choose to follow. With a maximum initial budget of £90,000 in total officers are asking for guidance in prioritizing where the funding goes. The two quotes for the Boardwalk have been provided to the Committee and will be discussed under confidential business before any decisions on funding are taken.

Assets Committee – 25th March 2025

Item 06 – Play Area Review & Strategy

Introduction

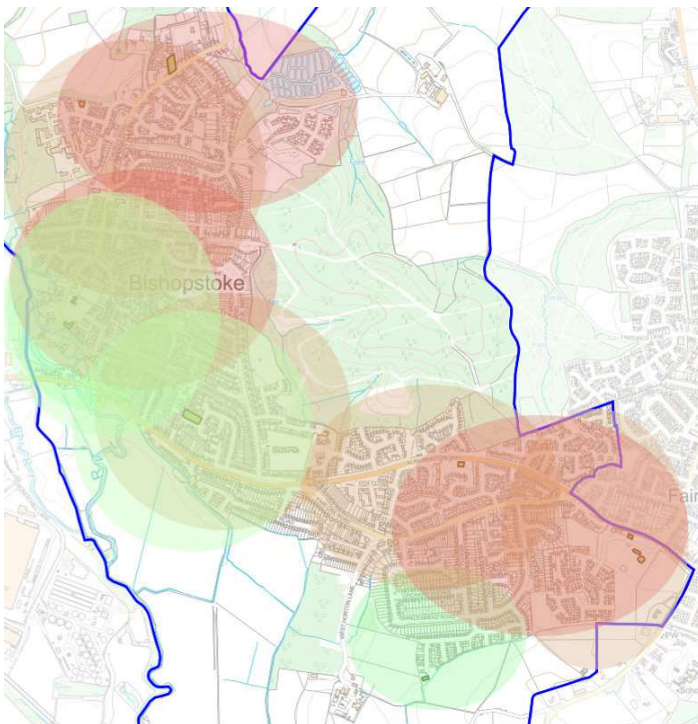
Officers have now completed a period of consultation with a variety of youth groups from ages 3 – 19 on their use of and preferences about the various “play” spaces in Bishopstoke. The results of that consultation are included in this document pack.

Additionally, the inspection and review of the play areas themselves, conducted by DB Consultancy has been concluded and has been shared with Cllrs prior to this meeting.

Officers examined these reports and came to the following conclusions:

There is no desire or need to close any particular play area.
Most of Bishopstoke has relatively easy access to play areas that cover all ages.
The north-west of Bishopstoke (Sewall Drive, Stoke Common Road, top of Church Road, Bow Lake Gardens) have a much longer journey to access toddler and pre-school play experiences.

Provision



The locations of play spaces were placed on a map of Bishopstoke, along with a rough outline of the area that is within easy reach of each space.

From the map we can see that the red zones (secondary school age appropriate) and orange zones (junior and young secondary) have good coverage of most of Bishopstoke.

The green zones (toddler and pre-school up to infants) provide less good coverage. Templecombe Road is hampered by being on the very edge of the residential area and the northern section of west Bishopstoke has no coverage at all.

Observations

The current open space at Sewall Drive, which is due to be discussed for asset transfer in the near future, would make an ideal spot for a toddler & pre-school play area with a good seating area beside it. Officers believe the Council should plan for a new play space there.

With Templecombe being on the very edge of the residential area, the possibility of moving that provision closer to Fair Oak Road. Should that not be possible then potentially enhancing the limited provision for pre-school and infant age children at Otter Close should be considered.

Renewal and long-term planning

If Bishopstoke can be seen as three areas – East Bishopstoke, West Bishopstoke and North West Bishopstoke, then with the additional proposed area at Sewall Drive each area would have play spaces suitable for all ages from toddler to college. However, each play area will need renewing at some point as even with good maintenance equipment has a limited lifespan.

Officers have used the Dave Bowen Consultancy review to attempt to plan for each space to be renewed over the course of the next 20 years (15-20 years is considered reasonable for the lifespan of a play area with good maintenance).

The recommendation for the basic schedule is as follows:

Play space	Created	Current lifespan	Estimated Cost	Renewal window	Renewal date
Glebe Meadow – play area	2011	2-5+	£138,000	2026-2028	2027
Sewall Drive	2029	15-20	£70,000	N/A	2029
Otter Close – play area	2009	2-5	£83,000	2027-2030	2031
Templecombe	2014	3-5+	£68,000	2028-2032	2033
Otter Close - teens	2009	5+	£40,000	2030-2032	2033
Stoke Common	2014	5+	£83,000	2029-2034	2035
Blackberry Drive – MUGA & teen	2005	2-5	£73,000	2030-2035	2037
Blackberry Drive – bike track	2012	5+	£18,000	2032-2037	2037
Sayers Road	2018	5+	£130,000	2033-2038	2039
Bow Lake	2020	5+	£86,000	2035-2040	2041
Blackberry Drive – play area	2022	5+	£75,000	2037-2042	2043

I have left the wheels park off this list as, assuming the Council agrees to construction in cement, the park will have estimated lifespan of 50-75 years.

The renewal dates are almost all the year after the “renewal window”. This is so that there is never a year in which the fund for play areas drops below £0. This table is also based on the assumption that the Glebe Meadow play area is funded by the Glebe Meadow pot, not the play area pot. If that is not the case then all dates from 2029 on are pushed back by 1 year.

Funding

Assuming these estimated costs are fairly accurate and there is no sudden spike in the cost of play equipment, surfacing etc, then the funding should be as follows:

Assuming Glebe Meadow is funded by the Glebe Meadow pot

2024-25	Already budgeted to create the play area fund and place £20,000 in it
2025-26	Already budgeted to add £20,000 to the play area fund
2026-30	Add £35,000 per year to the play area fund
2030-45	Add £40,000 per year to the play area fund

Assuming Glebe Meadow is funded by the Play Area pot

2024-25	Already budgeted to create the play area fund and place £20,000 in it
2025-26	Already budgeted to add £20,000 to the play area fund. Increase this to £30,000
2026-45	Add £45,000 per year to the play area fund

It should be noted that these figures will need to rise in line with inflation every year as they are only based on replacement of play areas at this year's prices.

If grants can be obtained each year towards play areas then these contributions will be able to be reduced.

Year-on-year budgeting

Regular maintenance and replacement of broken equipment will be analysed more closely over the coming years to try to improve the projections for each budget in terms of standard maintenance and renewal costs outside of the whole play area renewal that is being discussed for this strategy.

Recommendations

That this report be noted.

That the Committee recommend funding the new Glebe Meadow play area from the Glebe Meadow fund (including whatever grants can be obtained).

That the timetables outlined in this document be adopted.

That the Committee recommends the Council commit to placing a new toddler / pre-school play area at Sewall Drive

That Officers explore ways to enhance the toddler & pre-school play facilities in East Bishopstoke

That the results of the existing consultations, plus additional consultations closer to the time, be used to determine exactly what equipment is provided within each play area

REPORT TO BISHOPSTOKE PARISH COUNCIL

Assets Committee

Agenda Item:

Report Subject: Play Area Review
Report Author: Emma Earl
Executive Summary: This report shows a summary of visits made by Emma Earl and Cllr Geoff Harris to local schools, groups and charities what they thought of the Play Areas in the Parish and how they could be improved to make them more accessible and appropriate for all.
Recommendation: Use the information included in this report, and other Play Area Review reports, to make sure the needs of children of all ages and abilities, and their adults, are taken into consideration when planning future play equipment and areas.
Notes: Background The Parish Council agreed to undertake a professional review of all of the Play Areas in the Parish. This review was to look at location, population, usage and lifespan of the current equipment. The Parish Council also thought it was important to get the views, thoughts and ideas of Bishopstoke residents of all ages. Cllr Harris and the Admin Officer visited the following local schools and groups: <ul style="list-style-type: none">• Stoke Park Infant School• Stoke Park Junior School• Little Wisps Pre-School• Tots and Tinies Toddler Group• Sea Scouts• Open Sight We also had a meeting with, and gave a questionnaire to, Youth Options who gave us some great feedback on Play Areas and the Wheels Park.

Feedback received

THINGS THEY LIKE ABOUT THE CURRENT PLAY AREAS

- Stoke Common play area. Could there be more for younger children there? (P)
- Sayers Road play area. Very popular – on the way home from school. Could there be more themed equipment eg trains, forts, planes in other play areas – great for imagination (P, 1, 2, 3)
- Musical equipment (like Sayers Road) (P)
- Play areas are well maintained. Could there be a notice of who is responsible for the play area and contact details in case anything needs reporting. (P)
- Zip wires – very popular! (P, 1, 2, 3)
- Tracks at Sayers Road to ride bike/scooter on (1, 2, 3).
- Green spaces (Glebe, Stoke Common and Blackberry Drive) to run and play in. (2, 3)

THINGS THEY DON'T LIKE ABOUT THE CURRENT PLAY AREAS

- Older children on swings so younger children can't go on them (P, 2, 3)
- Parents and children feel intimidated by teens on equipment and swearing (P, 2, 3)
- Not enough swings for older children (P, 2, 3)
- Teens come in and play football and the children feel they can't play in the park anymore (2, 3).
- Teenagers spit gum on the floor which is gross. They also leave rubbish on play equipment ie a can of drink which then spilt down the slide so it was too sticky to use. (1, 2, 3, 4)
- When things get broken it makes things dangerous so they can't be used which is sad and not fair (2, 3)
- People smoking (2)

NEW EQUIPMENT/SUGGESTIONS

- More inclusive equipment eg wheelchair swing, sensory areas, spin bowl (P)
- Different types of slides ie wide, tube, bendy, wavy (P, 1, 2, 3, 4)
- More equipment aimed at younger children (1-3 yrs) to help develop co-ordination, upper body strength, gross motor skills (P, 3)
- More benches near the play equipment. Picnic benches in the larger play areas
- Have play areas aimed at the tween/teen age group. Suggested equipment was swings, slide, zipwire. (P, 2, 3, 4)
- The YZone is quite far away for tweens/teens in the Old Bishopstoke area. Could there be a Youth Club in that area? (P). A youth group for younger children (9-13 years) - those who had been to the YZone found it intimidating and didn't go back (3/4)
- A double swing for parents to sit on with children – great for face to face contact and interaction. (P)
- All gates in the play areas should open inwards – it is easier for a young child to open a gate by pushing/leaning than pulling and navigating round.
- Monkey bars (P, 1, 2, 3).
- Instead of 1 big play structure have more smaller ones connected by walkways, bridges, monkey bars etc, (2, 3)
- Fireman's Pole (2, 3)
- More challenging climbing equipment. Examples given were a frame like a tree (ropes to climb and a rope swing) with a treehouse included, an actual rock to climb on (like Itchen Valley) (3). Smaller rocks to climb on (1)

- “An earthquake house with a tunnel” – more structures that could be used to spark imaginative play ie a playhouse with a tunnel could be used in several ways. Dens and playhouses were also mentioned (1, 2, 3)
- A quiet sheltered area to rest/read (2, 3)
- An enclosed area for dogs to play while children do (P, 2, 3, 4)
- A wildlife pond. Bug hotels, wildflowers, bee friendly plants, bird boxes, lots of grass and hedges for habitats were also suggested (2, 3)
- Rules and age guides for the Play Areas (3). Some rules were suggested by the Infants (2): No litter – put it in a bin, No Fighting, No Smoking and Pick up Dog Poo.
- Spaces for games ie football, rugby, cricket (4). Another MUGA. “Caged” areas for ball games so you don’t have to chase the ball. (4)
- Bigger trampolines (4)
- Quiet areas to sit and chat with friends. Covered seating areas might stop older children going in/under equipment. (4)
- Lighting in the larger play areas. Low lighting rather than spotlights (4)
- Longer paths to cycle/race on (4)
- Sand pit (P)
- Big basket/bucket swing (1)
- Climbing frame with tunnels and different slides (1)
- Bumps to go over on a scooter (1)

Key: 1=Toddler and Preschool (1-4 yrs), 2=KS1(4-7 yrs), 3=KS2(7-10 yrs), 4=Ages 11 and over, P=Parent/Adult view

Youth Options Questionnaire (Stoke Common, Otter Close and Blackberry Drive) Primary and Secondary age children

Why do you come to this play area?

- It’s on my way home from school (SC, BD)
- It’s near my house (SC, BD)
- There’s nowhere else to go (SC)
- I like the BMX thing, but it could be bigger (BD)

What is the best thing about this play area?

- It’s normally quiet so I can go on the things I want (SC)
- It’s close to me (BD)
- It’s near the MUGA (BD)
- I can play football or use the swings in the same place (BD)

And the worst thing?

- When the older kids come and take over (SC)
- Too dark in the winter (SC, BD)
- The road is noisy and close x5 (OC)
- It can be really noisy and busy after school (BD)

Do you go to any other play areas? Which ones?

- Otter Close (SC)
- Blackberry Drive if I can be bothered or it’s quiet here (OC)
- Otter Close if my friends are there (BD)

If you were designing a brand new play area, what is the most important thing it needs to have?

- Lots of swings because they are popular
- Stuff for bigger kids eg a big slide, zipwire, climbing frame, something that spins
- Somewhere to sit that's covered so we don't get wet. Maybe it could have a light too and phone charger. A shelter that has a speaker built in.
- Something that is covered so that when it rains I can still play.
- More lights
- Somewhere I can put my school bag
- A basket swing or a swing more than one person can go on.
- Outdoor gym equipment
- Water pumps and trenches/pipes with dams so it can go in different directions.
- Splash pad/pool.
- Music making things.

Apart from play areas, what else would you like to see in Bishopstoke for people your age to do?

Primary age

- Skate park (2)

Secondary age

- Dirt jumps (4)
- Skate Park (3)
- Somewhere dry to hang out (3)
- Free football pitch that's decent
- Something decent to do in the winter when it's dark and cold
- A place to swim on the river with a rope swing. Somewhere to change after going in the river in the summer.

Open Sight – Considerations and Recommendations

- Contrasting colours are really important ie if you have wooden play equipment on a bark surface, they are not distinguishable from each other. Big contrasts are better eg black and yellow. They are happy to advise on the best colours.
- Any protrusions from equipment should also be a bright contrasting colour. Also consider low branches on trees and branches/brambles sticking out of hedges that could cause harm if not seen. Any hanging ropes on equipment could have a brightly coloured ball on the end.
- Visually impaired parents/carers – contrast pieces on the path could help guide them to the play area. Gates should contrast with any fencing so they are easier to find.
- Changes in the level in play areas can prove tricky for both adults and children as depth perception is affected.
- Sensory planting – bamboo, textural plants, herbs and other fragranced plants ie lavender.
- Music – large scale with contrasting colours for different items/sounds.
- At play sessions, they have noticed that children like shiny, reflective surfaces and domed, distorted mirrors.

Open Sight are happy to consult with us on any new play equipment and play areas. They have ambassadors who could walk around current play areas and point out things that work and any issues.

WHEELS PARK

Junior School

- 5/6 of the Pupil Councillors had used a Skate Park – scooter.
- Ramps – different sizes for different abilities
- Dirt track for bikes.
- Ramp where you go up one side and down the other.

Infant School

- 1/7 had been to a skate park – scooter. 4 more said they would go to a local one.
- Small and big ramps so everyone could use it.

Sea Scouts

- Scooters were the most popular choice. Some already went to a Skate Park and others said they would go if there was one closer.
- Block in ramps so nobody can go underneath. Artwork/graffiti artist to decorate to stop “horrible graffiti”.

Youth Options

- Most use Freespace, Hedge End or Knowle Park. Some travel further away to try different Skate Parks at the weekend.
- Yes, they would definitely use a more local skate park. Some commented that it would depend on the location and other people using it.
- A mix of big and small ramps for all ages/abilities.
- Ramps need to be suitable for scooters, skateboards and bikes.
- Needs to be a smooth, flat surface for floor and ramps. Don't like concrete!
- Ideally, they would like; seating so people don't sit on the ramps, box jump, spine ramp, half pipe, grind rails.

Emma Earl

Administration Officer to Bishopstoke Parish Council

30th January 2025

BISHOPSTOKE PARISH COUNCIL

MEMORIAL SEATING POLICY

**This Memorial Seating Policy was adopted
by the Parish Council Assets Committee at its meeting on 22 March 2022**

**D Wheal
Clerk to Bishopstoke Parish Council**

BISHOPSTOKE PARISH COUNCIL

MEMORIAL SEATING POLICY

Amendment Sheet

Amendment No.	Date Incorporated	Subject
----------------------	--------------------------	----------------

MEMORAL SEATING POLICY

1 Introduction

- 1.1** Bishopstoke Parish Council supports the idea of memorial seating being placed within the Parish to commemorate a loved one. Memorials will take the form of plaques to be placed upon appropriate designated benches throughout the Parish.

2 Objectives

- 2.1** To adopt a consistent and sympathetic approach to the management of requests for memorial plaques on benches at a time of heightened emotions.
- 2.2** To ensure requests for memorial plaques are appropriate for the location, and that any additional seating that may be required takes into account the health and safety responsibilities of the Parish Council in relation to well-maintained and clear pathways.
- 2.3** To establish clear terms and conditions.
- 2.4** To ensure the highest standard of service to people who request memorial plaques.

3 Requests for Memorial Plaques

- 3.1** The Parish Council will keep a list of seats appropriate for memorials, and the memorials placed upon them. Any suitable seat with space for additional plaques can be requested.
- 3.2** All requests must come from or be approved by the next of kin or executor.
- 3.3** If there is no suitable seat available in a desired location, the Parish Council will consider whether replacement or additional seating is warranted. The decision on whether to allow a memorial on an existing bench rests with the Clerk or Acting Clerk. If additional or replacement seating is required that decision will be made by the Assets Committee, although if speed is required and the Full Council will meet prior to the Assets Committee then the Full Council can take the decision.
- 3.4** Where all suitable locations have been used, contact details will be taken for the request to be placed on a waiting list.
- 3.5** Where it is necessary to provide replacement or additional benches, these will be made from recycled plastic materials.
- 3.6** The cost of any additional or replacement seating, along with their installation, will be borne by the Parish Council. Those applying can, if they wish, donate funds towards those costs.
- 3.7** Both the plaque design and any wording must be agreed by the Parish Council prior to installation. Failure to do this could result in a plaque being refused permission to be installed on a bench. General details will be available online or by contacting the Clerk. Specific details will be dependent on the location chosen for the plaque.
- 3.8** Requests are made through the Parish Office using a standard application form. Once an application and fee has been received and agreed, the requester will be notified of the installation date should they wish to attend.

- 3.9** The Parish Council reserves the right to relocate any seating as necessary but will seek to notify the next of kin / executor of this in advance.
- 3.10** The Parish Council will maintain the seating and surrounds as part of the general maintenance programme.
- 3.11** In the unlikely event of the seating being stolen, damaged or vandalised, the Parish Council will use its best endeavours to repair it on site, but unfortunately may not be able to replace it, or any of its components and reserves the right to remove it should it be considered beyond economic repair.
- 3.12** The expected lifespan of the bench will be agreed by the Parish Council and the person requesting the plaque. When the bench on which the plaque is installed has reached the end of its life, it will either be replaced or removed, and the Parish Council will seek to notify the original requester of this.
- 3.13** The Parish Council must be notified of any changes to contact details of the original requester in order to keep them informed.

4 Payment

- 4.1** There will be a small fee payable to allow the installation of the plaque. Payment is required prior to the plaque being installed.

5 Terms and conditions for the donation towards seating

- 5.1** The Parish Council will make a decision on whether additional or replacement seating is required regardless of any donation that may be being offered.
- 5.2** All seating is the property of the Parish Council once installed.

6 Data Protection

- 6.1** Any information provided by a person requesting memorial plaques will be kept in accordance with Bishopstoke Parish Council's Document Retention policy and will only be used to contact the requestor in relation to the memorial plaque. In keeping and using any information the Parish Council will comply with all necessary legislation including the Data Protection Act 2018, the General Data Protection Regulations 2018, any amendments to either and any superseding Acts or Regulations.

7 Existing Memorial Seating

- 7.1** Where there is an existing memorial seat which deteriorates to the point of needing replacing the Council will first consider whether the seat warrants replacement. Attempts will be made to contact the family to discuss whether replacement or removal of the bench is preferred.
- 7.2** Any replacement seat may not be sited in the position of the seat being replaced. Any change in location will be discussed with the family who donated the original seat where possible.
- 7.3** Any plaques on seats being replaced will be transferred to the new seat unless the family requests otherwise.
- 7.4** Any plaques on seats not being replaced will be returned to the family where possible.
- 7.5** Any replacement seat will be the property of the Parish Council

Assets Committee – 25th March 2025

Item 08 – Wheels Park construction materials

There are three main options for the surface to be used in a wheels park:

Skatelite:

Pros:

- **Smooth and Fast:** Skatelite is known for its fast and smooth riding surface, which is ideal for skaters seeking speed and control.
- **Durable:** It's a durable, weatherproof material that can withstand the rigors of skateboarding and BMX.
- **Versatile:** Skatelite can be used for both indoor and outdoor ramps.
- **Customization:** It's easy to customize with logos and designs.
- **Easy Maintenance:** Skatelite is relatively easy to maintain, with individual sheets easily replaceable.
- **Used in Competitions:** Skatelite is a popular choice for professional competitions and skateparks.
- **Safe Temperature:** Skatelite maintains a safe temperature, even in the blazing sun.

Cons:

- **Cost:** Skatelite can be more expensive than some other materials.
- **Slippery when wet:** Skatelite can become slippery when wet.

Concrete:

Pros:

- **Optimal Grip:** Concrete provides excellent grip for skateboarding in all weather conditions.
- **Longevity:** Concrete is a durable material that can last for many years with minimal maintenance.
- **Customizable:** Concrete can be built to fit specific spaces and designs.
- **Aesthetically Pleasing:** Concrete can be aesthetically pleasing and can be colored for added visual appeal.
- **Quieter Than Metal:** Concrete is quieter than metal ramps.

Cons:

- Requires Skill: Building concrete skate ramps requires specialized skills.
- More Expensive to Build: Concrete is more expensive to build initially.
- Maintenance: While concrete requires minimal maintenance, repairs can be costly.
- Cracks: Concrete can crack over time, requiring repairs.

Steel:

Pros:

- Durable: Steel frames can be very durable and long-lasting when well-maintained.
- Fireproof: Steel is fireproof.
- Smooth Riding Surface: Steel can provide a smooth riding surface.

Cons:

- Slippery when wet: Steel can become very slippery when wet.
- Rust: Steel is prone to rust, especially in outdoor environments.
- Hot in Warm Climates: Steel can become dangerously hot in warm climates.
- Maintenance: Steel requires regular maintenance to prevent rust and corrosion.
- Not Ideal for Beginners: Steel ramps can be challenging for beginners due to their slipperiness.

In summary:

For a smooth, fast, and durable riding surface, Skatelite is a great option, especially for competitions and professional skateparks.

For a durable, long-lasting, and customizable skatepark, concrete is a good choice, but it requires specialized skills and can be more expensive to build.

Steel: can be a good option for certain applications, but it's important to consider its drawbacks, such as slipperiness, rust, and potential heat buildup

Additionally, a few residents have responded to us and those that have expressed a preference have indicated they would prefer concrete.

Recommendation: That the Committee decide on concrete as the medium for the wheels park construction.

Whatever material is selected, Officers can then provide a detailed brief of the two parts to the plan which can be put out to tender. It is anticipated that full formal designs would only be produced once a company has been selected for the project. The key focus for the Council would therefore be not just the company's previous builds, but also their track record on community engagement and match funding.

Assets Committee – 25th March 2025

Item 09 – Strawberry Mead fencing



The green space at the centre of Strawberry Mead is currently partially fenced.

The fencing is broken in a number of places and ordinarily the Council would simply pay for the fencing to be properly maintained and replaced if necessary.

The contractor has provided two options for the Council to consider - one to repair the existing fencing and one to remove the fencing entirely.

The quotes are broadly similar to each other, both between £1,350 and £1,400.

The quote to repair is slightly cheaper but comes with the caveat that other sections of the fence are likely to need further repairs fairly soon which will incur further costs.

The quote to remove although being marginally more expensive would mean that there were no further costs for fencing in that area.

A small-scale consultation was undertaken which received two responses – one in favour of each option.

There is sufficient funding in the Street Furniture reserve to cover this work.

Recommendation: The Committee approve the removal of the partial fencing around the open space at Strawberry Mead.



Assets Committee – 25th March 2025

Item 10 – Assets Officer Report

Play Areas

The zip wire at Stoke Common has been re-concreted into the ground and new spring attached. We have purchased two new bins and two new benches for the play area at Blackberry Drive. The new piece of equipment to replace the broken trampoline at Blackberry Drive is on order, due to arrive in the next few weeks.

We have tried to have Templecombe pressure washed to clear the moss, but have issues with water supply needed there to complete the job and are looking into what our options are going forward. Glebe Meadow play area will remain closed until the hoarding goes up, which will separate it from the building site.

Benches / Bins

All benches that can be have been fixed. We are now ordering bins and benches both for those that need replacing and for any additional ones that have been agreed.

Noticeboards

The first new noticeboard is now up and ready to use. It has replaced the old board at Riverside shops. The next to be replaced is the board at Olympic Way.

Bus Shelters

I am compiling a list of the bus shelters which need the most attention and to work out a long-term plan to get them all fixed. The quote that came for repairs needed to all bus shelters came it at over £15000. Still awaiting confirmation from EBC as to when the Spring Lane bus shelter will be replaced.

Village Trails

Officers spoke with a local artist who is helping with the design of the history trail as this will be in paper form as well as being on the website in a download/printable option. She is also helping design the map of Bishopstoke to replace the old map boards we currently have.

Trees

We have assigned Hampshire Heartwood to complete the tree survey findings. They will start with the priority work on 26th/27th March and complete the other works when the ground is firmer and nesting is over in May.



Assets Committee – 25th March 2025

Item 10 – Allotments Officer Report

Allotment Waiting Lists

After the first spell of nice weather we have had new applicants for allotments. As of this week there are no free allotment plots. There is nobody on the waiting list for Underwood Road. This might change when the yearly inspections start.

Underwood Road

We have had the first rough quotes for replacing the buildings at Underwood Road. To replace like for like will be around £100,000. I am attempting to get quotes for the necessary work which includes the safe removal of buildings that contain asbestos, and the improvement of parking areas.

Jockey Lane

We are looking at replacing an old storage shed that is used for machinery. I am working with the site rep to get this installed early in the growing season.

Sewall Drive Allotments

We have been able to get access to the site for the first time and get some idea of the condition it is in.

The main building is in good condition and will be usable as a small office. It will not be able to be used as a toilet facility for the allotment due to access being available only through the main building. We are looking at options to provide toilet facilities to allotment tenants. The office will need some renovation including flooring. The total cost of which would be around £3000.

After a meeting with a groundworks specialist I have been advised that the whole site will need to be scraped and laid out again. The rough estimate for this was £30,000.

Bow Lake Gardens

I would like to find a way to let residents use the raised beds under licence from EBC and going forward when Bishopstoke Parish Council take ownership.



Assets Committee – 25th March 2025

Item 10 – Cemeteries Officer Report

Bishopstoke Cemetery

There will be some urgent tree work carried out at the end of the month.

Green Smile have done their usual good job of clearing all of the Christmas decorations in preparation for Mothers' Day.

Following reports about mole activity a specialist was called in and we were able to get this dealt with quickly.

There were two interments in January, five in February and one so far in March. This brings the total for the year so far to twenty-four.

Stoke Common Cemetery

There have been complaints about fly tipping and vehicles being parked in the car park. As the land is currently with the Borough Council these have been passed on as appropriate.

Work is continuing on the layout of the new cemetery including pathways, rules and regulations, areas to be set aside as either cremation plots or full interment plots, alternative ways of memorialising loved ones and so on.

The standpipes will be installed at the same time as the allotment site once we are able to enter the site under licence from EBC. This will also be the appropriate time to install other items such as noticeboards, bins and benches.

The officers have talked about the potential of setting half of the site (whilst not in use) as a semi-permanent managed wildflower meadow.

St Mary's Churchyard

Nothing new to report since the last Committee meeting.

Old St Mary's Churchyard

Nothing new to report since the last Committee meeting.

Assets Committee - Clerk's report

25th March 2025

Actions from previous meetings

ASSETS_2324_M01/7

Regarding the play area disclaimer and signs

The Assets Officer is now researching the cheapest and most effective way to achieve this.

ASSETS_2324_M02/14

Regarding potentially providing an allotment rent discount for those on benefits. This is being investigated by the new Allotments Officer.

ASSETS_2425_M05/38

Regarding the minutes

These were signed and published on the website.

ASSETS_2425_M05/40

Regarding Sewall Drive

Contractors have been on site and are currently preparing their quotes.

ASSETS_2425_M05/40

Regarding Glebe Meadow

Closed sign placed at play area, fencing put in place, utilities removed from site and the compound was situated away from the tree by Portal Road so no skips were placed there.

ASSETS_2425_M05/40

Regarding the Forestry Commission

Forestry Commission are not willing to provide equipment or maintenance but may support Bishopstoke Parish Council covering all costs.

ASSETS_2425_M05/41

Regarding the terms of reference

These were amended and published.

ASSETS_2425_M05/42

Regarding the cemetery payment system

Funeral directors are now aware. Stone masons all use BACS already.

ASSETS_2425_M05/43

Regarding Blackberry Drive tree planting

A local consultation took place and we received approximately 15 responses, all either fully supportive or broadly supportive of the tree planting. The Borough is now proceeding with planting as planned.

ASSETS_2425_M05/44

Regarding a memorial plaque for benches

Various plaques are available with no standard size. Various options are now being considered.

ASSETS_2425_M05/45

Regarding electric fencing

Electric fencing is reported to deter but not harm animals.

ASSETS_2425_M05/45

Regarding a bench at St Mary's Churchyard

The Assets Officer has discussed the bench with Rev. Wise who is liaising with the family.

Recommendations from previous meetings

These were no recommendations from previous meetings that have not been reported on.