

**MINUTES OF A MEETING OF THE ENVIRONMENT AND RECREATION
COMMITTEE HELD ON TUESDAY 12th NOVEMBER 2024 AT 7.30PM
IN THE TOWN HALL, MARKET SQUARE, HIGHAM FERRERS**

PRESENT:

Cllr C O'Rourke (Chairman)
Cllr Mrs P H Whiting
Cllr V K Paul
Cllr G Kelly
Cllr P Tomas
Cllr N Brown (as substitute)
Miss A Schofield (Town Clerk)
Mrs E M Arrow (Assistant Clerk)

1 member of the public

1. **APOLOGIES**

Cllr H L Jackson, Cllr P McCann

2. **DECLARATIONS OF INTEREST**

Cllr V K Paul – item 8 – Cllr Paul is raising money to fund this project.
Cllr P H Whiting – item 9 – family member attends the school in question.

3. **MINUTES****RESOLVED:**

That the minutes of the meeting held on 10th September 2024 be approved and signed by the Chairman as a true and correct record.

4. **PUBLIC FORUM**

None.

5. **RIVERSIDE PARK ECOLOGICAL MANAGEMENT PLAN****RESOLVED TO RECOMMEND:**

- (i) That at least 8 bat boxes, 8 bird boxes, 2 hedgehog houses and 4 bee and insect houses be installed at Riverside Park at the locations suggested within the Landscape and Ecological Management Plan. Cost £1110 to be met from 340/4844 Riverside Park.
- (ii) That volunteers and/or staff create 2 hibernacula. That a budget of £250 be set for any materials required that cannot be located from the council's own landholding. Cost to be met from 340/4844 Riverside Park.

RESOLVED:

- (iii) That the council investigate the process, including associated costs, for the recommendation from the plan for the enhancement of shrub with native species and some regeneration of woodland.

6. **ROMAN WAY GRASS VERGES****RESOLVED:**

That no posts or bollards be installed on the grass verge area at Roman Way to prevent vehicles parking and no further action is to be taken at this time.

7. **SKATEPARK REPAIR PROJECT****RESOLVED TO RECOMMEND:**

That the remodelling work be undertaken with procurement by means of contract. That

the contract specification include:-

- Design based on the sketch plans
- Flexibility to allow companies to come forward with their best solution for the finish to the shallower soil banking based on our detailed report of the problems experienced since construction.
- A maximum budget of £20,000 is applied to control expenditure.

That the cost of the project to be met from budget allocation 2025/26.

8. **PLAY EQUIPMENT AT SAFFRON ROAD RECREATION GROUND**

To consider a proposal from Councillor Vijay Paul

- 8.1. *That the Council adopt a policy that any, and all, future pieces of play equipment can be 'accessed by all abilities' on a new for old basis.*
- 8.2. *That the Council reconsider placing 1-2 pieces of new play equipment at Saffron Road play area.*
- 8.3. *That the new play equipment will either be installed to replace some old equipment, which could be removed, or to increase the enclosed play area to allow for more space to install the equipment.*
- 8.4. *That the Council fund at least 50% of the procurement and installation of the play equipment and take on the maintenance of the same.*

Cllr Vijay Paul withdrew items 8.1.to 8.4.

RESOLVED:

That a meeting is set up with the organisers of the fundraiser to discuss their project to better facilitate consideration of Councillor Vijay Paul's proposal at a future date.

9. **LAND TO THE FRONT OF HENRY CHICHELE SCHOOL**

RESOLVED:

That enquiry be made about the cost and feasibility of digging out the hardcore surface and turfing/seeding the area, with the idea that wildflower planting and benches can be explored as a future possibility.

10. **PAINTING OF THE SPRINGERS, SAFFRON ROAD RECREATION GROUND** **RESOLVED TO RECOMMEND:**

That the 3 springers at Saffron Road play area be repainted at a cost of £1182.75.

11. **HIGH PRESSURE WASHING AND MOSS TREATMENTS, TENNIS COURTS AND MUGA**

RESOLVED TO RECOMMEND:

That a 3-year contract to cover years 2025-2027 is entered into at a cost of £1495pa for high pressure washing and moss treatment of both the tennis courts and the MUGA.

12. **PARISH PATHS WARDEN REPORT**

RESOLVED:

That the Parish Paths Warden report is received and noted with thanks to Marion Darnell.

13. **ITEMS TO REPORT**

None.

14. **DATE OF NEXT MEETING**

14th January 2025

Chairman

Date

HIGHAM FERRERS TOWN COUNCIL
ENVIRONMENT & RECREATION COMMITTEE

14th JANUARY 2025

REPORT: Picnic Bench and Bins at Saffron Road Play Area

REPORT AUTHOR: Assistant Clerk, Emily Arrow

BUSINESS FORWARD PLAN	N/A	
COUNCIL OBJECTIVES		
POLICIES REFERENCED	N/A	
FINANCIAL IMPLICATION	There are no financial implications at this stage	
	There will be financial implications	X
	There is provision within budget	X
	Decisions may give rise to additional expenditure	
	Decisions may give rise to potential income	
MEANS OF DELIVERY	Town Clerk, Assistant Clerk	
APPENDICES		

1. PURPOSE

- 1.1. To consider replacing a picnic bench and bins at Saffron Road Play Area.

2. BACKGROUND

- 2.1. Recently we lost the picnic bench at Saffron Road Play Area due to arson.

We also removed 3 bins from the play area due to ongoing arson issues. Of these 3 all were in quite poor condition and 2 have been disposed of completely following their removal.

3. DETAIL – PICNIC BENCHES

- 3.1. There are a few options for replacement of the picnic bench. Due to the existing arson issues it is recommended to focus on metal benches, or benches where at least the base is made of metal.

The below styles are available from suppliers we have utilised in the past.



Option 1 – Eastgate Picnic Bench

This style matches the Eastgate Anti-Vandal benches we have installed at Castle Fields. It is a traditional cast iron picnic bench with iroko slats. There is the option for the slats to instead be made with steel for an extra £140. Available in a variety of colours.

Cost –

With iroko timber slats - £1,159

With anti-vandal steel slats - £1,299 ex VAT
 Delivery estimated cost - £378
Total - £1,677 (with the anti-vandal steel slats)



Option 2 - Cannock Chase Picnic Bench

This option is all-steel and comes in a variety of colours.

Cost –

£911

Delivery estimated cost - £189

Total - £1,100

4. **DETAIL – BINS**

- 4.1 It is suggested that we reinstall 2 bins at the play area at each entrance. The level of litter being generated right now is quite low but in the summer this is expected to increase significantly.

It is suggested that we reinstall only ‘letter box’ style bins in a style to match those in the other areas of the town (black and gold).

4. **CONSIDERATIONS**

- 4.1. Another report in this agenda is considering the purchase of a single bench. As a consideration for both of these items, a quote request was submitted to ask if carriage costs could be combined where 2 products were being purchased. For the purpose of this question an example ‘shopping basket’ was used containing 1 x Eastgate Picnic Bench and 1 x Eastgate Anti-Vandal Seat. Individually the carriage costs were displayed to be £378 and £189 respectively. The company responded to say were these 2 products purchased together the total carriage costs would be £470.
- 4.2. The cost to replace items damaged by fire is covered under the council’s insurance. The insurance provider has advised there is no excess to pay in this instance.

HIGHAM FERRERS TOWN COUNCIL
ENVIRONMENT & RECREATION COMMITTEE

14th JANUARY 2025

REPORT: Single bench replacement at Saffron Road Play Area

REPORT AUTHOR: Assistant Clerk, Emily Arrow

BUSINESS FORWARD PLAN	N/A	
COUNCIL OBJECTIVES		
POLICIES REFERENCED	N/A	
FINANCIAL IMPLICATION	There are no financial implications at this stage	
	There will be financial implications	X
	There is provision within budget	X
	Decisions may give rise to additional expenditure	
	Decisions may give rise to potential income	
MEANS OF DELIVERY	Assistant Clerk	
APPENDICES		

1. PURPOSE

- 1.1. To agree to a bench replacement at Saffron Road Play Area.

2. BACKGROUND

- 2.1. In 2023 we replaced a wooden bench at Saffron Road Play Area with a yellow metal 'Roslin' seat.

As part of this bench replacement it was recognised that some of the other wooden benches are also in poor condition and coming to the end of their usable life.

It was agreed that we would use the Public Seating budget to replace further benches at Saffron Road Play Area in future years.

3. DETAIL

- 3.1 We have a few different bench styles at Saffron Road Play Area in both timber and metal and of varying colours. The metal benches are in decent condition but some of the timber benches are in poor condition. One of the benches is currently in poorer condition than the others, this bench is situated between the adult swings and the tractor:





As you can see there is delamination and rotting occurring, especially on the back slat.

The below styles are available from suppliers we have utilised in the past.



Option 1 – the ‘Roslin’ bench

This bench was purchased in ‘Traffic Yellow’ and installed at Saffron Road Play Area in Summer 2023. As part of the ongoing wooden bench replacement scheme we could purchase another one in a different colour and replace one of the wooden benches that has come to the end of its life.

The bench is available in the following colours:-

Galvanised Only Finish	RAL 9005 Jet Black	RAL 9016 Traffic White	BS 4800 14 C 39 Holly Green	RAL 6005 Green	RAL 5015 Sky Blue
BS 4800 00 A 05 Goose Grey	RAL 5013 Cobalt Blue	RAL 7016 Anthracite Grey	RAL 3020 Traffic Red	BS 4800 20 C 40 Duchess Blue	RAL 1023 Traffic Yellow

Cost

£781 (base plated with ground fixing bolts included) with delivery estimated cost £189

Total - £970



Option 2 – Eastgate Anti-Vandal Seat

This is a style of bench we have purchased multiple times in the past and have installed at Castle Fields. It is available in the same colours as the Roslin bench. Cast iron frame and galvanised mild steel slats.

Cost –

£636 with delivery estimated cost £189

Total – £825



Option 3 – Greenlea Seat

This style is somewhat similar to the existing style of benches at the play area. It is of mild steel fully welded construction. Available in all the same colours as the Roslin bench.

Cost –

£541 with delivery estimated cost £189

Total - £730

4. **CONSIDERATIONS**

- 4.1. There is a separate picnic bench and bin report in this agenda detailing a possible picnic bench purchase and there is the possibility that if it is decided to purchase a picnic bench and a single bench at the same time the carriage costs can be combined.

5. **RECOMMENDATION**

- 5.1. That a bench be purchased to replace the bench located between the adult swings and the tractor climber at Saffron Road Play Area.

HIGHAM FERRERS TOWN COUNCIL
ENVIRONMENT & RECREATION COMMITTEE

14th JANUARY 2025

REPORT: Bin replacement at Saffron Road Recreation Ground

REPORT AUTHOR: Assistant Clerk, Emily Arrow

BUSINESS FORWARD PLAN	N/A	
COUNCIL OBJECTIVES		
POLICIES REFERENCED	N/A	
FINANCIAL IMPLICATION	There are no financial implications at this stage	
	There will be financial implications	X
	There is provision within budget	X
	Decisions may give rise to additional expenditure	
	Decisions may give rise to potential income	
MEANS OF DELIVERY	Assistant Clerk	
APPENDICES		

1. **PURPOSE**

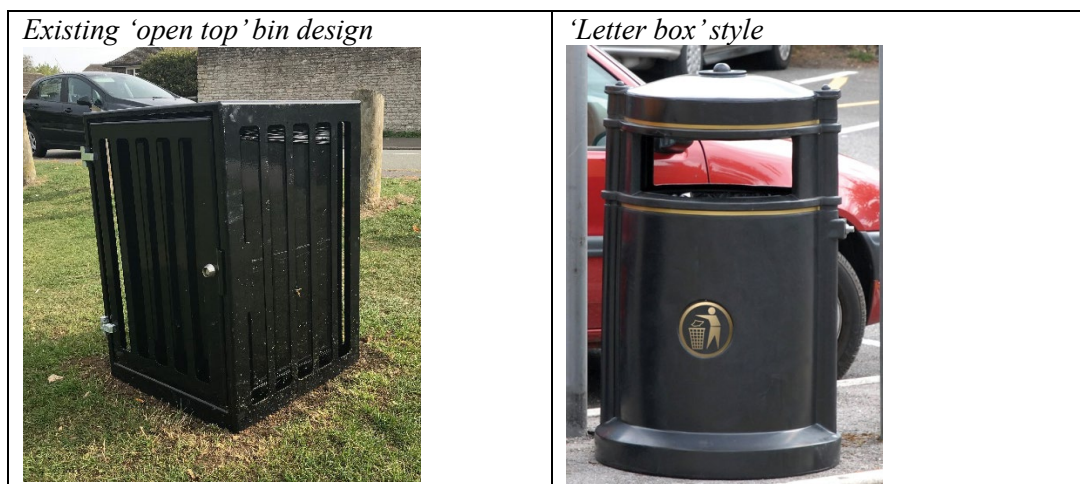
- 1.1. To consider replacement of a bin at Saffron Road Recreation Ground.

2. **BACKGROUND**

- 2.1. For the past few years, we have had issues with fly tipping in the bins on Saffron Road Recreation Ground. This has primarily been an issue with the bin on the Saffron Road/Vine Hill Drive corner of the rec ground and the bin in the Pavilion car park. These bins are frequently being used by people disposing of large bags of household rubbish, which often fills the bins and creates issues for the park wardens and the waste collectors.

This is partly an issue due to the style of the bins in these areas, which are ‘open top’ bins. These are no longer a recommended style due to the fact that whole bags of rubbish can be easily deposited in them, versus the ‘letter box’ style bins that we have in other areas which are lockable and only allow for a reasonable amount of litter to be deposited.

This open top design also allows for greater access for arson attacks which have increased in the bins in the area in recent months.



3. DETAIL

- 3.1 The bins present at Saffron Road Recreation Ground are in quite poor condition and coming to the end of their life. There is a budget line of £500 remaining for this year for 'Public Bins' which would allow us to purchase one replacement bin (plus delivery and installation) and it is suggested that we replace the bin on the corner of Saffron Road/Vine Hill Drive with a 'letter box' style bin. This will also allow us to then monitor if changing to this style of bin affects the level of fly tipping and further consideration can be given to changing the other 'open top' bins in the area if it proves effective.

4. RECOMMENDATION

- 4.1 That one 'letter box' style bin is purchased to replace the bin on the corner of Saffron Road/Vine Hill Drive, with delivery and installation. Cost to be met from the Public Bins budget.

HIGHAM FERRERS TOWN COUNCIL
ENVIRONMENT & RECREATION COMMITTEE

14th JANUARY 2025

REPORT: Knee-high fence to boundary of 8 Coniston Close

REPORT AUTHOR: Town Clerk, Alicia Schofield

BUSINESS FORWARD PLAN	N/A		
COUNCIL OBJECTIVES			
POLICIES REFERENCED	N/A		
FINANCIAL IMPLICATION	There are no financial implications at this stage		
	There will be financial implications		X
	There is provision within budget		X
	Decisions may give rise to additional expenditure		
	Decisions may give rise to potential income		X
MEANS OF DELIVERY	Town Clerk		
APPENDICES	Location Plan, 8 Coniston Close Photo to front of 8 Coniston Close		

1. PURPOSE

- 1.1. To consider request to repair fencing at the boundary with 8 Coniston Close.

2. BACKGROUND

- 2.1. The owner of 8 Coniston Close has written to request the repair of a section of knee-high fencing that is located near the front door of the property on the boundary line between the property and the open space. The owner reports the posts having rotted in the ground and the fence often falling over.
- 2.2. The facilities Supervisor has visited the location with a contractor to verify the reported condition of the fence and to facilitate a quote for repair. Whilst inspecting it was noted that the council hedge runs alongside the fence, and the hedge, having now established since planting, acts as a physical barrier between the property and the open space. The knee-high fence sits to the inner property side of hedge. The following photo helps to illustrate.



- 2.4 The need for the retention of the fence was questioned by council staff and this was relayed to the owner. The owner has replied to request that the section of fence is not removed stating, *'It's the only thing that marks the boundary of our property. It also provides your contractors with a clear line when they come to cut back the hedges. Without it the planting will creep across an invisible line over the years and the boundary will be lost. It has to stay. I don't consider the planting to be an adequate boundary. I'd rather it remained in place and broken than have it removed, if they are the options. But it's been there for 20 years and I wouldn't think it represents a huge investment on the council's part for another 20.*
- 2.5. The location of the property is shown on the plan in the appendices. A photo of the view of the front of the property from the open space also forms part of the appendices along with another photo to show the fence.
3. **COST DETAIL**
- 3.1 Repair to fencing with 7x posts @ £455 and 2x rails at £60, total £515
4. **CONSIDERATIONS**
- 4.1. Council is asked to provide direction as to the retention of the fence at the owner's request. If retention is favoured, council is asked whether the cost be met fully from council funds or whether funds from the owner of the property be sought.





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