



A meeting of the first PARKS AND RECREATION COMMITTEE of the PARISH COUNCIL was held at the Brokeridge Centre on Tuesday 19th April 2022 at 7.00 pm and was attended by the following:

Chairman: Cllr T. Niblett
 Parish Councillors: Cllr A. Pullen, T. Clark, D. Williams, and M. Hemmings
 Officers: Mrs K Jefferies Project Officer/Minute Taker)

ITEM	MINUTE	VOTE / ACTION
P&R 22.01	ELECTION OF CHAIR	
	RESOLVED UNANIMOUSLY: That Cllr T Niblett be elected Chairman of the committee	Proposed: MH Seconded: AP All in favour
P&R 22.02	ELECTION OF VICE CHAIR	
	RESOLVED UNANIMOUSLY: That Cllr A Pullen be elected Vice Chairman of the committee	Proposed: TN Seconded MH All in favour
P&R 22.03	APOLOGIES FOR ABSENCE	
	None received	
P&R 22.04	DECLARATIONS OF INTEREST and DISPENSATIONS	
	None received	
P&R 22.05	NOTES OF WORKING GROUP MEETINGS	
	The Committee noted the Pavilion Working Group notes had been issued after the committee agenda was circulated and would be included on the following Council agenda for approval of recommendations therein.	
P&R 22.06	OPEN MEETING	
	No matters arising from the agenda were raised	Proposed: DW Seconded: TC All favour
P&R 22.07	TERMS OF REFERENCE FOR THE COMMITTEE	

	RESOLVED: That no amendments to be made but to check the Councils' position with making byelaws for Beesmoor Road Playing Field in consultation with the Frampton Cotterell Playing Field Committee and report back.	Proposed: TN Seconded: MH
P&R 22.08	POLICY	
	RESOLVED: to develop a policy for future projects that will provide a good governance and process when considering projects to include: -Positive and concious engagement with stakeholders and parisioners via consultation -A Business case to demonstrate cost, benefit analysis whilst consulting with others -Funding Strategy to maximise all funding opportunities open to the Council and base projects around funding availble whilst prioritising projects to avoid any funding clashes -Project Management, to foster a good project management practice to deliver on time, quality and objectives RESOLVED: That a new webpage be added to the Councils' website informing parishioners of the projects and consultations this Committee are involved in, to include a news feed to better communicate and involve parishioners/volunteers	Proposed: TN Seconded: DW
P&R 22.09	BUDGET	
	RESOLVED: That the Committee accepts the budgets set out by the Finance and Governance Committee on 14 th April 2022, <i>Min F&G 22.083 refers.</i>	Proposed: DW Seconded: All in favour
P&R 22.10	PT17/0215/O – Blackberry Park, Park Lane	
	It was noted that the deadline for submission of and Expression of Interest Stage One was 27 th May 2022, and it was: RESOLVED: To arrange a meeting with Ian Davey, Section 106 Project Implementation Officer, SGC as soon as practicably possible and to proceed with Phase II of the Pitch Improvements Programme if no other project can be put forward	Proposed: TN Seconded: DW
P&R 22.11	LIST OF TOPICS AND WORKING GROUPS ALIGNED WITH THIS COMMITTEE	
	The following current working groups were NOTED: -The Pavilion Working Group -The Security Provisions Working Group -The BMX/Skatepark Proposal Task and Finish Group – It was agreed to change the title of this group to The Courts Development Working Group -The Drainage Steering Group – It was agreed to add the proposal of a perimeter full or part footpath to Phase II Pitch Improvements Project and to liaise with the Climate and Nature Committee. In particular a walkable route to the C of E School via footpath LFC 30 TOPICS -The Park and sports pitches maintenance specification be developed to contract out in time for 1st April 2023 -Play Area Development/Strategy Working Group. RESOLVED: That members be appointed to the Play Area Development/Strategy Working Group at the next full Council meeting to include Cllr D Williams	All in favour
P&R 22.12	DATE OF NEXT MEETING	
	IT WAS RESOLVED that the date of the next meeting to be Tuesday 17 th May 2022, 7.00pm, at the Brokeridge Centre. This meeting will be cancelled if there are no Motions to consider.	

The meeting closed at 20:30pm.

Chairman

Date:

SGC – South Gloucestershire Council

PC – Parish Council