



21.05.24

A MEETING of the **COURTS DEVELOPMENT WORKING GROUP** will be held on **22nd May 2024 at 7.00pm** via the zoom platform and the following business will be transacted.

Kind Regards

Join Zoom Meeting

<https://us02web.zoom.us/j/84256737473?pwd=Rm0rWTRWWE53c3FDN0NseEptWWE4Zz09>
Meeting ID: 842 5673 7473
Passcode: 486517

K Jefferies

Project Officer to the Parish Council

1 APOLOGIES FOR ABSENCE

MOTION: To receive apologies and approve reasons for absence.

2 NOTES OF THE COURTS WORKING GROUP MEETING 16/04/2024

3 MULTI USE GAMES AREA/WHEELS SKATE FACILITIES

Working Group to note that the Survey is now in circulation

4 PATHWAYS

Working Group to consider the analysis of the survey presented by the Chair

Working group to consider advice and fee proposal from Andrew Sanders, Landscape Architect CMLI, Place Improvement Team, South Gloucestershire Council

5 TENNIS COURT OPEN DAY

Working group to note an Open day is planned for Saturday 8th June 2024 2pm-4pm

6 DATE OF NEXT MEETING

Working Group to confirm date of next meeting

ITEM 2

The Courts Development Working Group Meeting 16th April 2024

Present:

Alan Lankester FCPC (Chair)
Tristan Clark FCPC
David Williams FCPC
Linda Williams FCPC
Martyn Williams (FCRFC)
Tim Mason (FCCC)

Apologies

Johnathon Trollope (FCPC)
Steve Bassett (FCPC)

This meeting was via the zoom platform, it should be noted that there were considerable connection and sound problems and some information may have been missed.

1. Notes of the meeting 10th October 2023

The notes had been circulated and were accepted

1. Multi Use Games Area/Wheels Skate Facilities

The working group noted that the Councils' youth provider FACE are currently working in conjunction with the Councils' Communications Officer to produce a survey that FACE will roll out via schools, clubs, youth club and community engagement to ascertain the needs and views of Frampton Cotterell's youth.

Both Martyn and Tim offered their assistance in reaching out to the youth they have signed on at their clubs respectively.

1. Pathways

The working group noted that full analysis of the survey hadn't yet been conducted. The group were presented with the statistics from the survey. Concerns were raised about:

- The current runoff from the rugby pitch and whether a risk assessment had or could be conducted
- Why the Council hadn't shared the specification for the pathway showing what materials it was likely to use and requested details of the specification be shared with the sports clubs and details of where a similar pathway is in place so it can be viewed by the clubs
- Crossover with the area reserved for Nets
- That the RoSPA report should be shared with the sports clubs and clubs want to carry out an internal poll/seek views of their members.

Councillors felt that perhaps the survey had been too simplistic but agreed that surveys are always a balancing act irrespective of the amount of detail. People tend to go with their gut and spontaneity and not necessarily with facts which had been apparent in some of the comments made. Council had commissioned a report by RoSPA before the survey was distributed and it was agreed to share the report with all attendees at this meeting.

It was agreed that if the Council could allay some of the fears raised and provide a better understanding of the project to the clubs that an agreement could be reached.

4 Tennis Court Refurbishment - Update

The working group noted that the courts had been painted over the previous weekend and that the advice is that a 7-day cure be observed before any use. The nets will be installed either this week or next week. It was noted that there will be an open day when the courts are finished and that there will be an active push on recruiting volunteers to help run free group sessions on Saturdays between 10-11am as per the LTA requirements.

It was agreed that the RoSPA report would be discussed at the next meeting.

Date of Next Meeting – TBA

Abbreviations:

FACE – Foundation for Active Community Engagement (Councils' youth engagement provider)

RoSPA – Royal Prevention of Accidents

FCPC – Frampton Cotterell Parish Council

FCRFC – Frampton Cotterell Rugby Football Club

FCCC – Frampton Cotterell Cricket Club

ITEM 3

The Youth Committee has now signed off the survey and this will go live before half term.

ITEM 4

The Chair has analysed the survey and will provide the results to the meeting.

Following an onsite meeting with Andrew Sanders from SGC, the Nature Officer and the Estates Officer, Andrew has presented a fee proposal to help with this project. He is a Landscape Architect and his fees are considerably cheaper than any commercial fees due to the Parish Charter agreement.

Quotation for Professional Landscape Architectural Services (Phase 1) – The Park, School Road, Accessibility Project

“Further to our recent discussions and site meeting we are delighted to enclose our fee proposal for your project.

Our understanding is that you are seeking to engage a professional landscape Architect to carryout initial site investigations, provide recommendations and produce plans and a design specification for the installation of a network of fully accessible pathways. We understand that funding for the project has been provisionally awarded via a Section 106 planning obligation. Project time scales are yet to be confirmed but we understand will need to take into account feedback from the current public and stakeholder consultation and the need to apply for planning permission”.

Task	Rate	Hours	Total
<u>Inception Site Meeting</u> Meet with Members of the Parish Council and staff on-site (one meeting lasting up to an hour)	£53.20	1	£53.20
<u>Site Investigation</u> -Site survey -Identify tree root protection zones. -Undertake New Roads and Street Works Act plant enquiries to identify locations of existing utilities.		4	£212.80
<u>Design</u> -Develop initial design concepts and material for ongoing consultation -Produce a design proposal to scale -produce a works specification -Allow for reasonable revisions and amendments to incorporate ongoing feedback.		11	£585.20
<u>Reporting</u> -provide ongoing feedback during the site investigations and design process. Assumed to be by online meetings.		2	£106.40
Total fee		18	£957.60

ACTION REQUIRED

A Recommendation to agree the fee proposal is required for approval at the next Council meeting in the absence of a Finance & Governance Committee Meeting.

Andrew Sanders, Landscape Architect

Has provided an example of materials that would normally be used in this environment.

This is attached to this email communication.

He has also provided an explanation of a swale which is recommended for the Court Road entrance into The Park.

See pictures below



1.8m wide proposed
access path



Shallow Swale
0.3m average depth



