

**Minutes of the Trustee meeting of
LONGHOPE RECREATION GROUND
held online on Tuesday 28th July 2020**

PRESENT: Cllrs. S Collins (Chair), C Griffiths, A Toomey and G Nicholas

IN ATTENDANCE: Mr A Maliphant (Parish Clerk) and 6 local residents

1. Apologies for absence were received from Cllr. L Haines
2. There were no declarations of interest
3. **Public Forum**

A member of the public asked about a response to the questions posed in public forum on June 3rd, and was advised that the matter would be discussed in the second, confidential part of the meeting. It was confirmed that a letter had been sent to the previous caretaker, whose work over the years was gratefully acknowledged. Any concerns about rubbish on the site could be shared by phone or email for councillors to attend to. Meanwhile the offer of a meeting with past members of the recreation ground management committee was still very much there, as part of the process of moving forwards.

4. The minutes of the Trustee meeting on June 22nd were agreed as a true record.

5. Maintenance and site issues

GN and SC gave a report on a range of agenda items:

- Electrical safety work – the remedial work identified during the recent inspection had been completed, the next task was PAT-testing of free-standing appliances
- Bird nesting in loft space – this needed further investigation, as woodworm investigators had found nesting material in the loft space, could be birds or vermin
- Disabled access – the offer of a member of the public to bring their expertise to a site meeting was gratefully accepted **ACTION: GN/SC**
- Dog waste bin – this was not a difficult job but best carried out just after the bin had been emptied. The clerk was asked to confirm the clearing dates **ACTION: AM**
- Site cleaning – there was considerable discussion about the need for further waste bins for ordinary rubbish, and it was agreed to gather three quotes for refurbishing or replacing three existing bins with the addition of a larger 90-litre bin, against an agreed budget of £400 **ACTION: GN**
- Play safety inspections – the clerk reported that the safety inspection of the play equipment was due that week

GN also raised the issue for replacing the fire exit door at the side of the pavilion, and it was agreed to draft a brief for approval before seeking three quotes. **ACTION: AM**

6. Finance

The clerk presented the quotes received for three pieces of work as researched by himself and GN. The quoted prices were presented anonymously, but the following were agreed:

- Asbestos survey contract to be offered to Gloucester Asbestos Ltd
- Woodworm treatment contract to be offered to Timberwise
- Fire safety work contract to be offered to DBC Solutions

After discussion, the following invoices were approved for payment:

Gary Nicholas	£39.98	Replacement fire exit lock
Kevin Willis	£120.00	Remedial electrical work

The monthly direct debit payment of £65 to Bulb Energy was noted.

7. Reopening the Recreation Ground

The clerk explained the need for a risk assessment before reopening. He spoke to the previously circulated risk assessment for the play areas, which looked at two options:

1. Regular cleaning of the play equipment by volunteers or employees, or
2. Cleaning by the families or carers of the young people using the play equipment

CG spoke to the circulated rules proposed for reopening, and also to the consultation document that had been posted on the parish council website and Facebook page as well as being circulated via Longhope Bakery and the primary school. It was clearly impossible to negate all risk, as play equipment would be used by people with differing views of cleaning, and it was also unclear how long the virus lasts if left on play equipment. The proposal was to clean all the equipment once before reopening, and from then on parents and carers would take responsibility for cleaning equipment immediately after members of their household had used it, supplying their own cleaning materials. This proposal was in line with rules put in place by eight other parish councils who had reopened their play areas, including Mitcheldean. All respondents to the consultation had been keen for reopening at families' risk, and there was no appetite for anything like a booking system.

CG recommended that subject to receipt of the play safety report, the play areas should be reopened immediately, and she was happy to organise the initial cleaning crew. A number of points were made in discussion, including:

- Making Covid-19 symptoms prominent in the signage
- The option to supply hand sanitisers, though this might imply accountability
- Asking families to clean play equipment both before and after use
- Government advice that site managers were responsible for cleaning
- No councils without staff were taking on the cleaning of play equipment
- Checking the opinion of the parish council's insurers
- Concerns about the mental health of parents and children if areas kept closed
- The potential to close play areas if virus levels spike again

It was unanimously agreed that the play areas should be reopened subject to the play safety inspection report, potentially from the Sunday after the lockdown memorial event on August 1st. A vote was passed to also check with the parish council insurers before reopening, and it was agreed to update the draft rules from points made in discussion and laminate the new safety signs before placing them by the play areas. **ACTION: CG/SC**

The clerk presented the previously circulated risk assessment for the pavilion, which in summary required a cleaning regime to be in place. SC noted that following Government social distancing guidelines only 13 people could be in the main hall at once, and it would not be possible to use the showers and changing rooms. It was unanimously agreed that any proposals for use of the pavilion would have to be risk assessed on a case-by-case basis. Longhope WI were keen to keep their booking for August 13th, and it was agreed to permit them to hold their event subject to following the conditions proposed in their own risk assessment. The pavilion would be cleaned before and after the event, and a one-way system marked up for access to the toilets. **ACTION: AM/GN**

8. Community Involvement

A member of the working party gave an update report on the lockdown memorial project:

- Rust had been removed from the old swing frame
- The frame had been repainted, and a long-lasting sealant applied
- The brickwork surround had been completed
- Slabs were arriving that week for 200 stones to be set in
- Signage would also be put up that week
- Families were being invited to bring forward the stones for setting on Saturday 1st August, with the site marked out in advance and managed for social distancing
- The whole project was being paid for by private subscription, with no cost to the village

CG congratulated the working party for all their hard work.

GN reported he had been discussing the basket swing project with local teenagers, looking at more traditional support structures. He was gathering quotes from suppliers, and it was agreed to bring the fruits of further discussion to the next recreation ground meeting.

The previously circulated draft recreation survey was discussed and approved with a number of suggested alterations, which the clerk was asked to include in a final draft for sign-off by email. **ACTION: AM**

9. Date of Next Meeting

It was agreed the next meeting would be timed to include an agenda item on the basket swing project, and young people would be invited to attend. **ACTION: GN**

Standing Orders were suspended in order that the meeting could continue in “closed session” under the provisions of The Public (Admissions to Meetings Act 1960) as the business to be discussed was considered to be of a confidential nature.

Signed:.....Chairman. Date:.....