

Banwell Recreation Ground Charity No. 304472

Minutes of a Meeting of the Trustees held at 7.00 pm on Monday, 21st January 2019 at Banwell Childrens Centre

PRESENT: Paul Blatchford, Steve Davies, Phil Hale (Chairman), Paul Harding, Nick Manley, Maggie McCarthy, Dawn Parry and, Emma Perrett.

01/19 Apologies for Absence (agenda item 1)

Apologies had been received from Jim Weston and Phil Adams

02/19 To Receive any Declarations of Interest (agenda item 2)

None received.

03/19 Minutes of the Meeting of the Trustees held on 17th September, 2018 (agenda item 3)

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (7 in favour with 1 abstention due to absence).

04/19 To discuss the replacement tree planting on the recreation ground and potential funding (agenda item 4).

Resolved – That the planting be deferred until the autumn to allow time for sourcing funding and for ordering trees.

The resolution was correctly proposed and seconded (Unanimous).

05/19 To discuss the Banwell WWI memorial tree planting draft proposal and potential funding (agenda item 5)

Resolved – That the planting be combined with replacement planting (agenda Item 4) but deferred until the autumn to allow time for sourcing funding and for ordering trees.

The resolution was correctly proposed and seconded (Unanimous).

06/19 To note the Recreation Ground Trust's end of December's bank balance of £11,665.65 (agenda item 6)

A balance of £11,665.65 was noted as of the 31st December 2018.

07/19 To note the Parish Council's Recreation Ground end of December's budget (agenda item 7)

The Parish Councils Recreation Ground budget was noted as of the end of December 2019.

**08/19 To Consider Any Other Urgent Other Issues Relating to the Recreation Ground
(agenda item 8)**

There were no other issues discussed.

The Chairman closed the meeting at 7.15 p.m.

.....Chair

.....Date

G.B. SPORT & LEISURE UK LTD
Unit 7 Oakwood Business Park
Oldmixon Crescent
Weston-super-Mare, BS24 9AY
Tel: 01934 628620 Fax: 01934 612178
E-mail: sales@gbsportandleisure.co.uk
Internet: www.gbsportandleisure.co.uk

Operational Playground Inspection

Client: Banwell Parish Council
Inspector: Colin Lewis
RPII Inspector No: OPO536
Date: 28/2/19 **Time:** 12.10
Site Address: Recreation Ground
Westfield Rd, Banwell BS29 6BS

Notes:

The inspection is of a non-dismantling nature carried out from ground level, and as such cannot make comment on any concealed parts such as hidden fixings or bearings, nor does the report comment on the condition of timbers or steel components below finished surface level. However due to training, experience and product knowledge we are able to make comment on certain items such as swing bearings, carousel bearings, swing head casting fixings and some other fixings. We will also make recommendations in certain instances where we feel an internal inspection should be carried out to check the condition of any concealed component that is felt to be suspect and requires further investigation.

It is recommended that all items are checked visually on a regular basis by a suitably competent person,

Low Risk: Require monitoring on a regular basis and in the event of deterioration or exceptional circumstances such as vandalism should be repaired as soon as possible

Medium Risk: Require monitoring on a regular basis ideally weekly and repairs programmed in as required to reduce any further damage or likelihood of injury.

High Risk: Repairs to be carried out as soon as possible or item removed from service until such time as suitable repair has been made to make item safe.

Rec Trust papers

Inspection Methodology

This information outlines the RPII position on inspections undertaken by the Inspectors listed on the RPII Register of Inspectors for Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it the date of the standard will be that current at the time of inspection with the exception of where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this would include public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below);

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.
BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, including ancillary items).

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance within the inspection will still refer to BS EN 1176.

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

BS EN 15312 Multi use sports equipment

BS EN 14974 Wheeled sports equipment

BS EN 16630 Outdoor fitness equipment

BS EN 16899 Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area up to 3.0 metres around, or the fence line if closer.

Operational inspections only take into consideration defects related to wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does not include for any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all standing surfaces as necessary on the equipment and assess all parts up to 2.5m above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment. Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on-site ladders may not be used to access the equipment.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground. Tightening any bolts, hinges or other fixing devices on any apparatus or equipment. Assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment. Assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming).

Where planting or trees are mentioned in the report no arboriculture or horticultural assessments of toxicity, suitability or condition are undertaken; the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity and this inspection shall be considered as contributing to the operator's discharge of this responsibility. The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/ or that of the inspection company. The owner/operator should seek the advice of the manufacturer or a competent person at all times when undertaking repairs and/or modifications to equipment.

Asset: Entrance Gates from Road and Roadside fencing

Manufacturer: Gates -Steelway

Safer Surfacing: n/a

Findings: Galvanised bow top fencing is satisfactory. Entrance gate near to Nursery footpath is not fully self-closing. This gate is also catching on the ground slightly.



Recommended Action: Lubricate hinges and springs regularly .Fit nylon washers to hinges. Gates should close within a target speed of 4-8 seconds .

Risk Assessment: Low

Inspectors note: Signs fitted to gates can often affect the closing speeds during windy weather as they can act like a sail. Consider relocating signs to adjacent fence

Asset: Signage

Manufacturer:

Safer Surfacing: n/a

Findings: Satisfactory



Recommended Action: No action required at time of inspection

Risk Assessment: Low

Asset: Timber fence and combination gate to toddler area. **Manufacturer:** Steelway gate

Safer Surfacing: n/a

Findings: There is minor damage to mesh on fencing. Gate spring bar securing pin is proud (incorrect pin)



Recommended Action: Remove excess threads to sign bolts (min 8mm of exposed thread) Fit correct pin to gate .And repair mesh to fence. Relocate signs to adjacent fence

Risk Assessment: Low

Asset: Rec Trust papers
Toddler area seating x2

Manufacturer:

Safer Surfacing: n/a

Findings: Satisfactory



Recommended Action: No action required at time of inspection

Risk Assessment: Low

Asset: Slide Climber

Manufacturer: Sutcliffe DZW 276

Safer Surfacing: Grass matting

Findings: Padlock and chain attached to climbing pole. Square deck panel to unit is slightly warped. Grassmats have sunk into ground reducing impact absorbency



Recommended Action: Remove padlock and chain. Monitor surfacing in hot dry conditions due to mats sinking there will be limited impact absorbency

Risk Assessment: Low.

Asset: Spring Rider

Manufacturer: Sutcliffe Inclusive

Safer Surfacing: Grass matting

Findings: Grassmats have sunk reducing impact absorbency. U bolts to spring are rusting.



Recommended Action: Monitor rust to spring rocker u bolts and replace as required.

Risk Assessment: Low

Asset: 1 bay 2 toddler seat swing

Manufacturer: Sutcliffe SWB062

Safer Surfacing: Grass matting.

Findings: Grassmats have sunk into grass reducing impact absorbency.



Recommended Action: Monitor

Risk Assessment: Low

Asset: Double bench seat

Manufacturer:

Safer Surfacing: n/a

Findings: Slat damaged to bench.



Recommended Action: Repair or replace slat.

Risk Assessment: Low

Asset: Bench seat

Manufacturer:

Safer Surfacing: n/a

Findings: Soil erosion and trip point to front of bench



Recommended Action: Reinstate soil to front of bench.

Risk Assessment: Low

Asset: Basket Swing

Manufacturer: Sutcliffe SNS080

Safer Surfacing: Grassmats

Findings: Grassmats have sunk into surface reducing impact absorbency



Recommended Action: Monitor

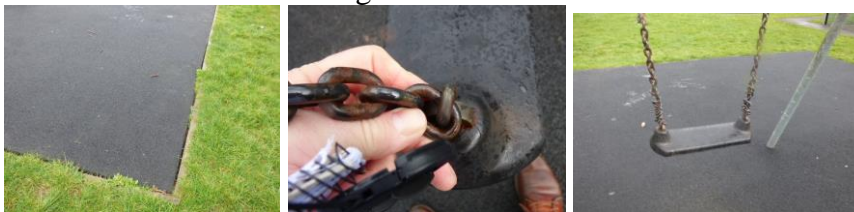
Risk Assessment: Low

Asset: 2 bay 4 junior seat swing

Manufacturer: Sutcliffe SWB 084

Safer Surfacing: Black wet pour

Findings: Chains are notching and were twisted up at time of inspection. There are gaps to edge of the safer surface due to shrinkage.



Recommended Action: The chains were untwisted by inspector. Monitor wear to chains and gaps to surface edge

Risk Assessment: Low

Asset: Football Goals x 2

Manufacturer:

Safer Surfacing: n/a

Findings: Frames are rusting and 1 no goal is loose in ground



Recommended Action: Rub down and repaint frames and secure loose goal

Risk Assessment: Low

Asset: Rec Trust papers
Junior Climber

Manufacturer: Sutcliffe Activzone

Safer Surfacing: Wet Pour

Findings: 8 no Damaged /missing rubber bolt cover /grips .Minor movement to monkey bar grip bearing. Wet pour is satisfactory but there are old grass cuttings on surface which are decaying and will make surface slippery



Recommended Action: Replace missing or damaged caps .Tighten bearing fixing bolt to trapeze handle. Keep surface clear of grass cuttings.

Risk Assessment: Low

Asset: Litter Bins x 2

Manufacturer:

Safer Surfacing: n/a

Findings: Satisfactory



Recommended Action: No action required at time of inspection

Risk Assessment: Low

Rec Trust papers

Notes: Timber Equipment

Timber deteriorates mostly when buried or is in contact with the ground. In addition when into a grass or grassmat type surface, there can often be damage from strimmer's, evident by cuts in to the posts. This damage affects the effectiveness of the treatment of the timbers and can increase the rate of decay substantially.

Where holes are drilled into timbers for the fixing of bolts to secure items these should be capped to prevent water ingress that can encourage decay from the inside of timber. Any missing caps should be replaced.

Wood is a natural material and cracking is natural. Normally these will have no appreciable effect on the strength of the material. They should however not exceed 10mm wide (in which case they could potentially be a "finger trap" as defined by EN 1176) or be in places where water can remain and soak into the wood. Cracks normally appear due to a differential rate of drying out of wet wood.

Equipment which is installed only a few days after pressure treatment and in hot summer conditions will invariably split and crack badly very quickly.

It is important that all timber structures are checked regularly for signs of decay and replaced as required. It is difficult to determine visually the extent of decay to timber or steel items below ground level. Whilst we take every care to check for decay below surface level, whilst minimising disturbance to the surrounding surface, this is inherently less effective than an above ground examination. Where concerns are raised it is recommended that the surface is removed and the structures thoroughly checked below ground level.

Structures such as aerial cableways and swings can be subject to high stress forces which can cause sudden failure to timbers that may be weak due to decay at or below ground level.

Further testing of timber equipment is available using specialist equipment. For further information please contact our sales department.

Maintenance Matters:





Please click images below to view our online brochures



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Registered office: Freshford House, Redcliffe Way, Bristol, BS1 6NL
VAT REG. No. 634 5525 40 Company reg 7524601

G.B. SPORT & LEISURE UK LTD
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Tel: 01934 628620 Fax: 01934 612178
E-mail: sales@gbsportandleisure.co.uk
Internet: www.gbsportandleisure.co.uk

Operational Playground Inspection

Client: Banwell Parish Council
Inspector: Colin Lewis
RPII Inspector No: OPO536
Date: 13/2/19 **Time:** 12.15
Site Address: Multi Use Games Court.
Westfield Road Recreation Ground BS29 6BS

Notes:

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Asset: Multi Use Games Court

Manufacturer: Sutcliffe Play

Safer Surfacing: n/a

Findings: At time of inspection there were 6 no post caps missing.
The rubber capping to top of rebound panels is opening up between the 2 sections.
The rebound mesh is coming away from its rubber edge behind the goal



Recommended Action: Replace all missing caps. Monitor wear to rebound panel capping's. Repair rebound panel behind goal

Risk Assessment: Low

Maintenance Matters:





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Registered office: Freshford House, Redcliffe Way, Bristol, BS1 6NL
VAT REG. No. 634 5525 40 Company reg 7524601



BANWELL PARISH COUNCIL

RECREATION GROUND ADDITIONAL EQUIPMENT PUBLIC CONSULTATION

**AN OPPORTUNITY FOR YOU TO VIEW
EXAMPLES OF ADDITIONAL
EQUIPMENT, ASK QUESTIONS AND
MAKE SUGGESTIONS**

on

SATURDAY, 6TH APRIL 2019

Drop in between 10 am and 1pm

at

**BANWELL CHILDRENS CENTRE,
At the bottom of West Street Car Park
(Refreshments are available)**

Rec Trust papers

Additional Play Equipment Consultation – Saturday, 6th April

Want to find out about our plans to add to the play equipment in the Recreation Ground due to a Section 106 contribution?

Want to share your views on those plans?

Then come along to Banwell Children’s Centre at the bottom of West Street Car Park **Saturday, 6th April**, between **10am and 1pm**.

You can view examples of additional play equipment, ask questions of the Parish Council and provide feedback.

We hope to see you there...

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Additional equipment at the Recreation Ground

Want to find out about our plans to improve the play equipment in the Recreation Ground?

Want to share your views on those plans?

North Somerset Council will be giving Banwell Parish Council Section 106 developer contribution of £19,000 from the Taylors Field Development (currently known as Bilbie Grange). The Section 106 money must be used to increase capacity of play equipment on the Recreation Ground at Westfield Road. The Parish Council is proposing to increase the amount of play equipment and improve existing equipment. Unfortunately, it cannot be used for Riverside Play Area which the Parish Council will be looking at after the water-logged area has been resolved.



Previous ideas for the Recreation Ground have included; a zipline, seesaw, merry go round, teen shelter, climbing wall, picnic tables and path all the way around the field. Other suggestions include, outside ping pong table, play cabin, outdoor fitness equipment.

Banwell Recreation Ground Trustees would welcome your views and comments about potential new equipment. Please complete the short survey below and return it to Banwell Children's Centre before the 8th April. Alternatively, the survey can be completed online. Go to www.banwellparishcouncil.org.uk and just follow the link on the News tab.

Your personal details will remain confidential and will not be retained after the consultation. The consultation will end at 12 o'clock on **Monday 8th April 2019**

Your household; please tell us who lives in your home

- Children under 5 years
- Children aged 5 to 10
- Children aged 10 to 15
- Aged 15 to 18
- No children
- Grandchildren or friends visit often



Do you use the play area?

- Regularly
- Occasionally
- No



If no, please tell us more

- We don't use play areas
- We prefer to use other play areas
- It isn't appropriate for the age of our children
- Not applicable
- Other



What age group should any additional equipment be suitable for?

Rec Trust papers

- Pre-school children (under 5)
- Primary school children (5 – 11)
- Secondary school children (12 – 16)
- Other (16 +)

Which road do you live in?

Please use this space to make any other comments and suggestions about the suggested equipment or current equipment on the Recreation Ground that you think are relevant.

Rec Trust papers

<https://www.recycledfurniture.co.uk/Picnic-Tables/Standard-Picnic-Table>



Supply only 3 for £945 – To install with concrete base it would be approximately £168 (excluding VAT) per bench.

Octagonal Picnic Table with Wheelchair Access To Supply and Install - £643.00 (includes concrete base)



Octagonal Picnic Table with Seat Backs To Supply and Install - £1561.00 for 2 (includes concrete base)



Banwell Parish Council
Listing of Payments in each Code for Cost Centre - Recreation Ground
(Between 01/04/2018 to 11/03/2019)

Cost Centre Recreation Ground**Code Number 601 Rec Grass Cutting**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
14	09/04/2018	91/18	Current account (5:	005293	Grass cutting	J K Gardening	X	141.75	0.00	141.75
40	21/05/2018	131/18	Current account (5:	005304	Grass cutting	J K Gardening	X	141.75	0.00	141.75
79	19/06/2018	156/18	Current account (5:	005321	Grass cutting	J K Gardening	X	141.75	0.00	141.75
103	16/07/2018	124/18	Current account (5:	005339	Grass cutting	J K Gardening	X	141.75	0.00	141.75
125	23/08/2018	202/18	Current account (5:	005346	Grass cutting	J K Gardening	X	141.75	0.00	141.75
154	17/09/2018	221/18	Current account (5:	005354	Grass cutting	J K Gardening	X	141.75	0.00	141.75
176	17/10/2018	251/18	Unity Trust Bank (2	44823402	Grass cutting	J K Gardening	X	141.75	0.00	141.75
195	21/11/2018	271/18	Unity Trust Bank (2	BACs	Grass cutting	J K Gardening	X	141.75	0.00	141.75
221	18/12/2018	288/18	Unity Trust Bank (2	BACs	Grass cutting	J K Gardening	X	141.75	0.00	141.75
250	22/01/2019	013/19	Unity Trust Bank (2	883331020	Grass cutting	J K Gardening	X	141.75	0.00	141.75
268	19/02/2019	039/19	Unity Trust Bank (2	BACS	Grass cutting	J K Gardening	X	141.75	0.00	141.75
Subtotal for Code: Rec Grass Cutting								£1,559.25	£0.00	£1,559.25

Code Number 602 Rec Maintenance

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
54	21/05/2018	131/18	Current account (5:	005301	Recreation ground work	G.B. Sport & Leisure	S	350.00	70.00	420.00
207	21/11/2018	196/18 (iii)	Unity Trust Bank (2	BACs	Recreation ground work	G.B. Sport & Leisure	S	734.77	146.95	881.72
233	18/12/2018	239/18 (iii)	Unity Trust Bank (2	BACs	Annual Play Equipment Inspection	G.B. Sport & Leisure	S	66.00	13.20	79.20
Subtotal for Code: Rec Maintenance								£1,150.77	£230.15	£1,380.92

Code Number 603 Rec Tree and Fence Work

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
18	09/04/2018	91/18	Current account (5:	005293	Hedge cutting	J K Gardening	X	206.67	0.00	206.67
29	21/05/2018	84/18	Current account (5:	005313	Tree cutting	Ward Tree Surgeons	S	620.00	124.00	744.00
245	17/10/2018	214/18 (i)	Unity Trust Bank (2	77370833	Tree report	Ian Monger	X	85.00	0.00	85.00
Subtotal for Code: Rec Tree and Fence Work								£911.67	£124.00	£1,035.67
Subtotal for Cost Centre: Recreation Ground								3,621.69	354.15	3,975.84

TOTALS £3,621.69 £354.15 £3,975.84