

Open spaces committee

Terms of Reference

POLICY REVIEW	
Signed	
Minute reference	
Date ratified	21 st June 2021
Date of next review	21 st June 2022

1 General

- 1.1 The committee is constituted as a standing committee of Theale Parish Council and as such shall adhere to standing orders.
- 1.2 Meetings will be held as often as necessary to fulfil the responsibilities below.

2 Delegated responsibilities

- 2.1 The committee shall exercise all functions of the council relating to its open spaces. This includes the recreation ground and North Street Playing Fields.
- 2.2 The committee shall have the following responsibilities:
 - a to consider a long-term strategy for the development of the council's open spaces and form short-term objectives from this
 - b to consider and implement, as appropriate, proposals for the promotion and development of the council's open spaces
 - c to initiate and approve tenders for all aspects of grounds maintenance and facilities in accordance with the financial regulations
 - d to ensure the proper management and maintenance of the council's open spaces and their facilities (eg benches)
 - e to consider hire and event requests on the council's open spaces
 - f to approve new or significantly changed contracts for use of the council's open spaces.
- 2.3 To ensure the committee's objectives meet the needs of the users of the open spaces, the committee shall liaise with:
 - a all sports clubs and fitness groups
 - b the Environmental Working Party
 - c ground maintenance contractors
 - d other parties, such as visiting fun fairs.
- 2.4 The committee shall:
 - a recommend a budget allocation to full council for the following year

- b ask the full council for additional funds should this be deemed necessary during the financial year.

3 Finance

- 3.1 The committee shall be granted an allocated budget by full council.
- 3.2 The committee shall be allowed to spend reserves as granted by full council.

4 Review

- 4.1 These terms of reference shall be reviewed annually by the council.

Recreation ground survey results

Wednesday 28th April 2021

1 Background

- 1.1 The recreation survey was open from 4th March until 18th April. In that time, we received 428 responses, which is about 15% of the population (2011 Census).

2 Interpreting open-ended questions

- 2.1 To interpret the results of the final question, I assigned each response to a category (nature, play, seating, etc) and, in some cases, more specific subcategories (garden, sand pit, picnic benches, etc).
- 2.2 Where a response could be assigned to more than one category, I duplicated or split the response and assigned each duplicate or split to one category.
- 2.3 From reading through all the responses, there were clear themes. I therefore categorised 'dog mess' separately from 'litter', for example, and 'dog mess' separately from 'dog control'.
- 2.4 I ran into a few difficulties assigning categories. Consider the following response:

Covered seat areas for young people to use instead of the church vestibule, creating a mess on a regular basis on the church land. [sic]

This could be categorised as 'seating', 'teenagers', 'crime' or 'litter'—or a combination. The interpretation of these sort of responses is quite subjective.

And if a response asks for 'gym equipment', is it fair to count this in addition to the previous question which asks for the respondent to 'indicate by how much you would like them to happen'?

- 2.5 With the above difficulties in mind, care should be taken in interpreting the results in the appendix.

3 Other parks

- 3.1 Many responses favourably refer to other parks, play areas, recreation grounds. I strongly suggest a few councillors and staff member visit some of these for inspiration before any project is defined too strictly (could gym equipment be combined with a MUGA, seating with garden?).
- 3.2 Here is the list of places referred to:

Green Park (for adult equipment)
Pangbourne
Linear Park
Mortimer
Sol Jol

Dinton Pastures
Palmer Park
Burghfield Rec
Tadley
Woodford Park in Woodley

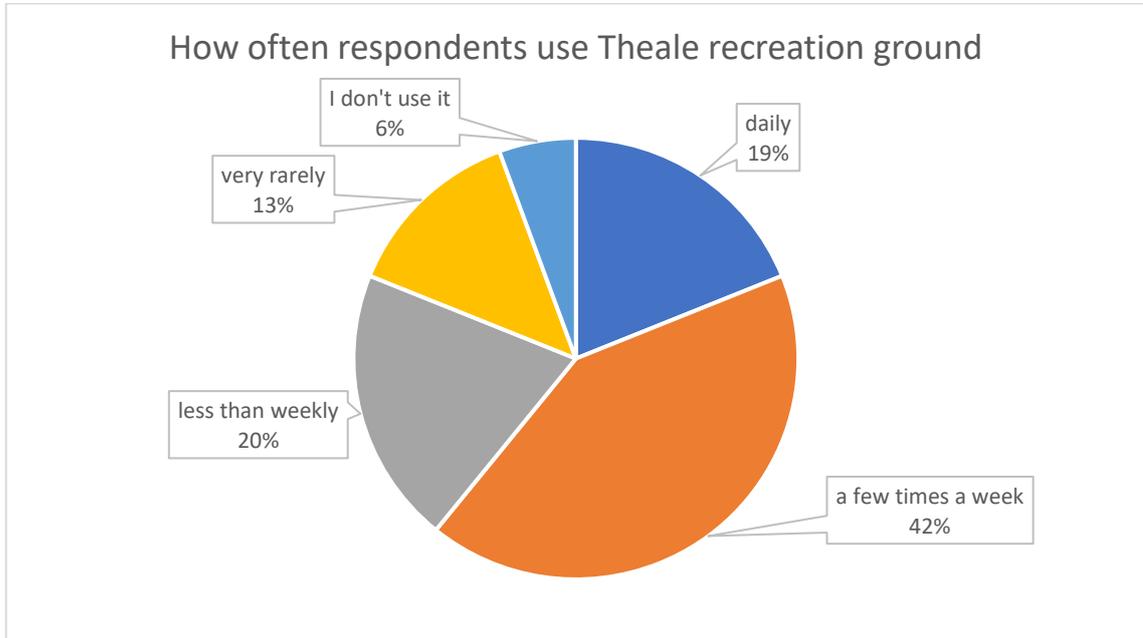
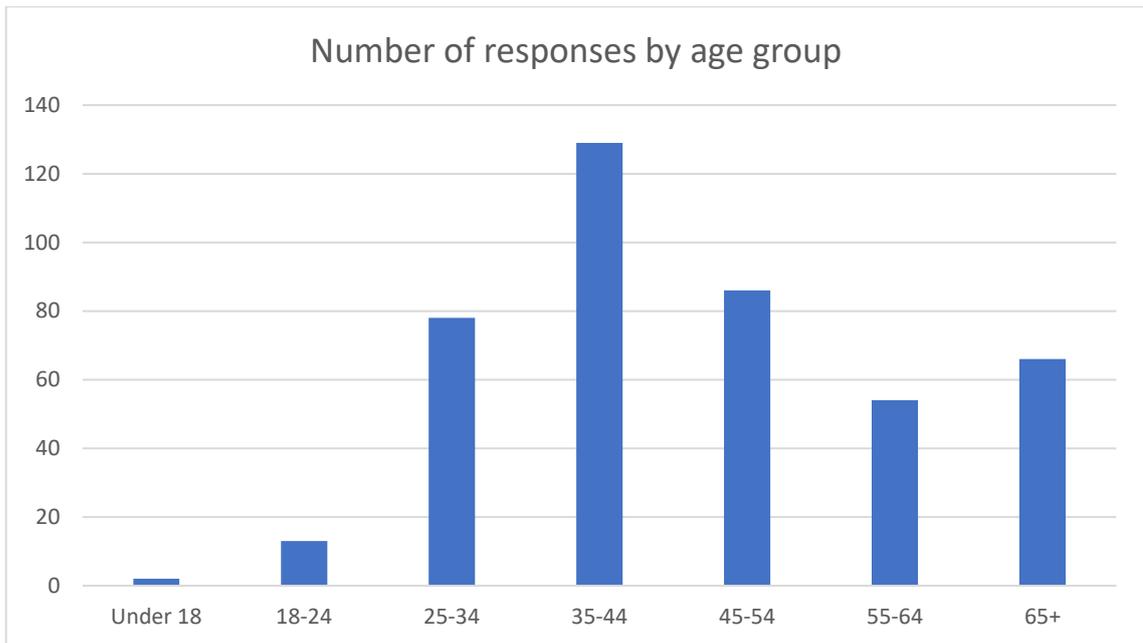
4 Recommendations

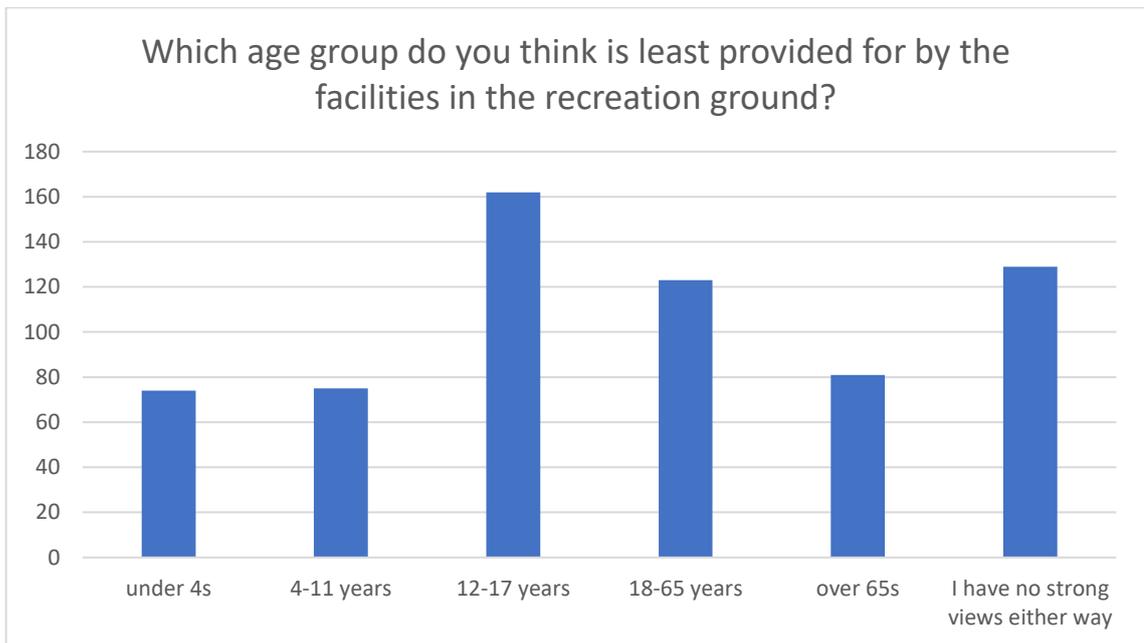
- 4.1 The clear demand for seating is partly solved by the recent order of benches (a total of six including the one to be refurbished and the bench in memory of Peter Sollis). To

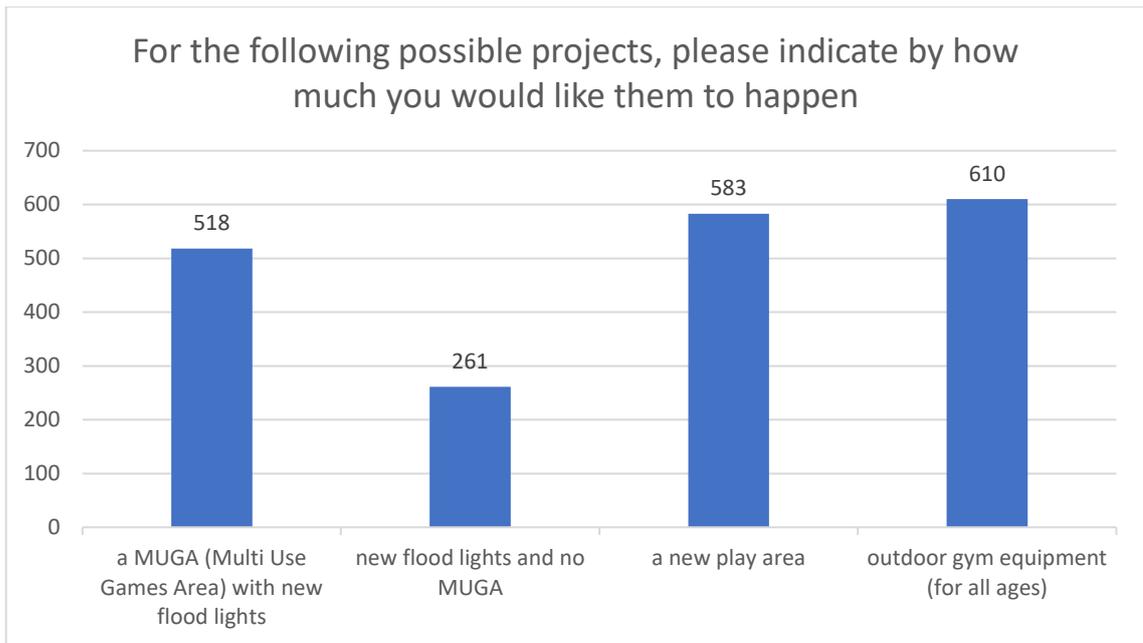
address the demand for picnic benches, I recommend the council purchase some picnic benches.

- 4.2 To address the demand for—to put it crudely—more nature, I suggest the Environmental Working Party use these ideas to inform its strategy for the next three years, say.
- 4.3 To address the demand for gym equipment, a MUGA and a new play area, as well as the various related suggestions which could be incorporated (eg sand pit), I suggest a new playground *and* a MUGA with floodlights and gym equipment built in.

Appendix: Survey results







(open responses analysis overleaf)

Open responses analysis

category	subcategory	category total	subcategory total
car park	*	1	
car park	resurfacing		1
community	*	8	
community	art, culture, signs		1
community	events		2
community	garden		8
community	notices		1
disabled access	*	3	
dogs	*	29	
dogs	control		6
dogs	mess		23
general positive	*	2	
kiosk	*	4	
litter	*	28	
nature	*	28	
nature	ecofriendly		1
nature	flowers		9
nature	garden		8
nature	nature reserve		3
nature	trees		10
paths	*	18	
paths	perimeter		6
paths	to church		6
play	*	98	
play	activities		1
play	basketball		11
play	bike track		2
play	bowling green		2
play	courts		2
play	floodlights		4
play	football		1
play	gym		7
play	MUGA		4
play	paddling pool		1
play	playground		37
play	pump track		1
play	running track		1
play	sand pit		2
play	sensory		2
play	skate park		2
play	splash zone		4
play	table tennis		2
play	trim trail		2
play	young adults' equipment		1
recycling	*	2	
safety	*	24	
safety	CCTV		9
safety	fence		1
safety	lighting		2
safety	patrol		6
seating	*	81	
seating	BBQ		1
seating	picnic		31
teenagers	*	17	
teenagers	less		4
teenagers	more		13
toilets	*	3	
upkeep	*	5	
youth	*	1	

'Totals' count number of responses assigned to each category and subcategory.

Proposal for the West Berkshire Council's Members' Community Bid

Environmental Working Party

1 Introduction

1.1 Minute FUL/41/21/22 states that it was

RESOLVED to apply for the money to fund the planting of a hedge along the border between the recreation ground and church yard, additional trees for the border of the cricket field with Englefield Road, and various wildlife friendly objects such as bug hotels, nest boxes and bat boxes—to be coordinated by the Environmental Working Party in conjunction with Alan Macro.

2 Members' Bid

2.1 Alan Macro can 'apply for a maximum £5k under this scheme in any one financial year'.

2.2 The application criteria state that 'a minimum of 50% must be obtained from other non-WBC sources (e.g. grants, community fundraising activities, local town or parish councils, etc.) and details supplied within the application'.

2.3 The criteria also state that 'a project will be looked on more favourably if it also has the full backing and financial support from the relevant parish or town council'.

2.4 The deadline for applications is Wednesday 23rd June 2021. The EWP has already given Alan Macro details of the proposal.

3 Finance

3.1 The parish council has £1,000 reserves allocated for the 'natural world'.

4 Proposal

4.1 The Environmental Working Party proposes that the parish council agree to fund 50% of the following total cost detailed on the next page if the bid is successful. The parish council can reclaim all VAT.

4.2 The proposal is divided into three options, allowing the parish council to 'pick and choose'.

Option 1	Option 2	Option 3
<p>Hawthorn hedgerow planted along boundary of recreation ground & churchyard. Start height of 60–80cm.</p> <p style="text-align: right;"><u>680</u></p> <p>Hawthorn hedgerow planted along boundary of recreation ground & village hall car park (extending existing hedgerow). Start height of 60–80cm.</p> <p style="text-align: right;"><u>742</u></p>	<p>Option 1</p> <p style="text-align: right;"><u>1,422</u></p> <p>5 trees for border of cricket field & Englefield Road.</p> <p style="text-align: right;"><u>1,050</u></p> <p>Various nest boxes, insect homes, small mammal nests</p> <p style="text-align: right;"><u>2,437</u></p>	<p>Option 2</p> <p style="text-align: right;"><u>4,909</u></p> <p>Extra 5 trees</p> <p style="text-align: right;"><u>1,050</u></p> <p>2 nest box with camera kits</p> <p style="text-align: right;"><u>440</u></p> <p>4 interpretation boards</p> <p style="text-align: right;"><u>2,800</u></p> <p>Crocus & daffodil bulbs</p> <p style="text-align: right;"><u>800</u></p>
<p style="text-align: right;">£1,422</p> <p>£711 to be paid by parish council</p>	<p style="text-align: right;">£4,909</p> <p>£2,455 to be paid by parish council</p>	<p style="text-align: right;">£9,999</p> <p>£5,000 to be paid by parish council</p>