



PETERLEE TOWN COUNCIL

SHOTTON HALL PETERLEE COUNTY DURHAM SR8 2PH

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Your Ref:

Our Ref: 7th March 2017

Date:

A MEETING OF THE PARKS & CEMETERY COMMITTEE

WILL BE HELD IN THE COUNCIL CHAMBER,

SHOTTON HALL, PETERLEE, ON

MONDAY 13TH MARCH 2017 at 6.30pm

Mr I Morris M.C.I.H

Town Clerk

A G E N D A

MEMBERS ARE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT.

The Chairman shall now advise both members of the committee and members of the public that part of the meeting may be recorded by both audio and video, and it may be that photographs are taken.

1. **APOLOGIES FOR ABSENCE**

2. TO APPROVE THE MINUTES OF THE LAST MEETING

3. WILD FLOWER PLANTING

To welcome Stuart Priestley, Ecology, Durham County Council

4. MAINTENANCE OVERVIEW

The report of the Parks Supervisor updating Members on the Eden Lane Quarry project, Woodhouse Park/Helford Road, (under 7's football pitches), Leisure Gardens sites and Eden Lane Cemetery.

(Circulated)

5. SUPPLY AND FIT OF METAL WELDMESH FENCE, (EDEN Lane)

To seek Members approval for the procurement of a 1.8m high mesh fence around the perimeter of Rugby Pitch 2 at Eden Lane

(Circulated)

6. BIG SPRING CLEAN LITTER PICK CAMPAIGN

To inform Members of the Committee of proposals for the Big Spring Clean in April 2017, including joint work with Howletch Primary School, Litterfree Durham and DCC Civic Pride teams

(Circulated)

Maintenance Overview report to Peterlee Town Council Parks Committee
Monday 13th March 2017 compiled by the Parks Supervisor

Report Purpose- To inform Elected Members of works to be carried out by the Parks Department teams and or to inform when works have been completed on an area by area basis. The report is for information or general comment only unless otherwise stated.

1.Eden Lane Quarry project- Damage has been sustained to a wooden Perimeter fence around the Eastern section of the Quarry, thought to be from fly tippers, advice has been sought from Durham County Landscapes section for advice relating to the grant stipulations in relation to upgrading to a metal fence. A mapping exercise is currently underway in relation to the areas of sensitive flora & fauna which are unique to the Limestone Magnesian site and will be shared with staff and volunteers to enable areas which are deemed sensitive to be clearly marked up on the mapped areas. Additionally, areas marked outside the quarry area deemed as suitable for wildflower planting will be prepared by Parks staff this month. The process will require the removal of turf and areas of top soil and will require perennial weed removal.

2.Woodhouse Park/Helford Road- An area has been marked out within Woodhouse Park for the relocation of an Under 7's football practice pitch within the central area of Woodhouse Park, this will enable increased organised activities within the Park and will also encourage groups to have dedicated practice areas for youth football.

On a similar note a second practice area will be created at Helford Road, to enable a dedicated area away from the hired pitches to be used out of season by members of the public or established teams.

3.Leisure Gardens sites- Parks Staff have filled in "pot holes" at Lowhills Road Leisure Gardens and will shortly be applying chemical applications to the roadways and fence lines and any areas that need weed spraying. Additionally, the Parks Department have supplied several tons of grade A top soil for inclusion onto the Community Garden at Lowhills Road. Thorntree Gill Leisure Gardens have been supplied with several tons of bark chippings to create pathways within the site.

I can also confirm that the Thorntree Gill Leisure Gardens Association has submitted minutes and various documents from their meeting of 16 February 2017.

4.Eden Lane Cemetery- Several large Prunus Kanzan (Cherry Trees) have been replaced due to problems associated with both disease and waterlogged areas. The problem areas have been disregarded and fresh areas have been located within the main drive areas, additionally the planting holes have been excavated and replenished with the appropriate "fresh" top soil and nutrients as required. It is hoped that the new trees will help promote the existing tree purchase scheme, which has been operating for several years and the inclusion of these new trees will provide further enhancements to the main drive area as well as providing much needed shelter for cemetery users. Additionally, 2 steel seats have also been placed in situ alongside the Eden Lane cemetery, together with an additional dog waste bin.

New concrete rafts will be installed by Parks staff in March so as to enable further burials to take place within the consecrated areas of the cemetery.

Report to: Peterlee Town Council

Date of Meeting: 13th March 2017

Subject: Supply & Fit of Metal Weldmesh Fence (Eden Lane)

Report of: Parks Supervisor

Report Purpose: To seek approval for the procurement of a 1.8m high mesh fence to be erected around the perimeter of Rugby Pitch 2 Eden Lane

Background: Members may be aware from previous reports to council, regarding ongoing problems of loose horses, quad bikes, stray dogs, and problems With members of the public disrupting matches. All of which are having a significant impact on retaining attendees who are accessing the facilities. Additionally, the reports of animal faeces on the pitch itself is also on the Increase, despite labour intensive checks of the fields before play both by Peterlee Town Council Staff and Horden RFC Officials?

Myself and the Town Clerk held a site meeting with the Durham Police Architectural Liaison officer, who had concluded that the most efficient way of dealing with these combined problems would be to adapt the current 1m high "open" fence into an enclosed design to prevent animal access to the pitch. Initial ideas were discussed around welding "infill" panels to the fence itself However, this method was deemed very Labour intensive by Contractors who Visited the site and concluded that it would be just as cost effective to provide a higher fence (1.8m) outside the existing fence for the same price, as to "infill" the existing fence, which although Galvanised is still 15+years old and was erected "In house" by the Parks Department team.

A subsequent meeting with Horden/Peterlee rugby club members on 8/2/17 indicated that a further bid for Funding of £39,000 from the RFU was being considered for additional floodlights on pitch 2 (back pitch) to increase play and training facilities, with a 1.8m high fence for Health & Safety/Security reasons as being a pre-requisite for this level of Capital funding. I have requested written confirmation of this stipulation from the RFU and this has been provided, (attached as Appendix 1).

Impact: Members may also be aware that the current hirers Horden Peterlee Rugby are paying annual fees of £815 And are also responsible for bringing to date sums of £80,000+ in the form of grants all of which will have a significant impact on the wider community and whose purpose is to increase participation from

the local community through sport. The negative impact of not addressing this problem will see a decrease in games on this pitch, leading to a decrease in the community participation, especially at youth level. Since locating to Eden Park Horden Peterlee Rugby Football Club have been successful in increasing the The Youth team by 12% and all are from the Eden Lane area.

Procurement

Process: A job specification was produced and 3x local companies were invited to visit the Site with myself to satisfy ground conditions, measurements, and access queries.

Specification: Supply and fit of 330metres of 1.8m high green security fencing, to incorporate 1 double leaf gate for vehicular access and 1single leaf gate pedestrian access.

Company A	£9,155.00
Company B	£9,160.00
Company C	£9,586.00

Recommendation: That Company A, Rennyco Security Solutions, be awarded the contract as the at the lowest price quote at £9,155 +vat.



RUGBY FOOTBALL UNION

27th March 2017

To Whom It May Concern,

HORDEN & PETERLEE RUGBY FOOTBALL CLUB PITCH SECURITY

It gives me great pleasure to endorse the plans of Horden & Peterlee rugby club to install a 1.8m perimeter fencing to around their 2nd pitch. The RFU would fully support these plans, as it will;

1. Ensure the club can provide a safe and secure playing surface for the all users. Due to the open nature of the pitch it is susceptible to damage, littering and vandalism that will increase the risk of injury to users and increase the likelihood that activity has to be cancelled due to the pitches being unplayable.
2. Ensure the club are able to provide children with the best possible experiences and opportunities in rugby union and more effectively operate in line with their safeguarding policy due to having a facility that be better managed and fully risk assessed.
3. Ensure the club are able to demonstrate to potential funding providers that any investment made into the Eden Lane site will be protected. As a funding provider the RFU would want to ensure any funding support given to the club supports the clubs ability to recruit and retain players. Due to the risk of vandalism of the pitch due to unwanted vehicle access any investment into pitch drainage would be a concern and similarly investment into floodlights would also be a concern due to the lights being on an unsecure site.

The rugby club recognises the importance it plays within the local community and having already got strong links with a number of community groups wants to continue to expand what it can offer. The club are working with 3 local secondary schools as part of the RFU 'All Schools' programme, which aims to develop more rugby union playing schools, and through this growing rugby union playing programme we expect the clubs playing numbers to continue to grow. This growth will put further pressure on the clubs current facilities but is the key reason why funding providers, such as the RFU, want to invest and so the provision of the perimeter fence will be vital to the clubs ability to demonstrate that the outcomes can be achieved due the pitches being safe, secure and maintained to the highest level.

Further to the above I can confirm that the RFU has allocated a minimum of £40,000 to the Eden Lane facility improvements through the RFU Lead Up and Legacy Capital Investment Programme, with further support available through the Rugby Football Foundation should it be required. This investment is based upon the impact their projects will have on the club and wider community, and how it will enable the club to deliver its rugby development plan. All investments are considered on a risk assessment basis against a number of key 'readiness factors.' Part of this assessment the security of the site and any potential risks to both the capital items themselves and the ability of the club to achieve it's rugby development targets. On reviewing this it is the RFU's view that a low level fence or no fence at all would present a risk to our investment and may result in the funding being lost.

I trust that this letter demonstrates that the RFU fully support the plans of Horden & Peterlee RFC to install a 1.8m fence and the above is clear but if you have any questions about the project please contact me direct on 07764 336 701 alexbowden@rfu.com

Yours sincerely

Alex Bowden

Alex Bowden

Area Facilities Manager (Yorkshire, North East & Cumbria)

Report to: Parks & Cemeteries Committee

Date: 13th March 2017

Report of: Ian Morris, Town Clerk

Subject: Big Spring Clean 2017

Report Purpose: To inform Members of the Committee of proposals for the Big Spring Clean in April 2017, including joint work with Howletch Primary School, Litterfree Durham and DCC Civic Pride teams.

Background: The Big Spring Clean is an annual community litter-picking campaign run in partnership with Litterfree Durham, Durham County Council and Darlington Borough Council¹. The aim of the campaign is to reduce the amount of litter in the county by engaging with as many members of the community as possible through litterpicking activities and education in schools across the area.

The campaign was first launched in 2010 to further LitterFree Durham's work on the Stop the Drop Campaign that had been promoted by the Campaign to Protect Rural England. Since then it has grown year on year by attracting new groups and by maintaining engagement with previous participants.

Peterlee Town Council has participating in the Big Spring Clean since 2011, and it is proposed that the Council should support and participate in the event this year. The Spring Clean runs from 20 February to 17 April 2017.

Members are reminded that under s89 of the Environmental Protection Act 1990 the council has a statutory duty to ensure that our land is, so far as practicable, kept clear of litter and refuse.

Woodhouse Park: The civic pride team at Durham County Council are in the process of organising a school litter pick with Howletch Lane Primary School as part of the Big Spring Clean 2017. The litter pick will be within the school perimeter including the boundary with Woodhouse Park, and discussions are ongoing with the civic pride team and the school about coordinating that activity with activity by the Town Council in Woodhouse Park on the same day. This is likely to include a community litter pick involving the woodhouse park and PACES groups as well as other local resident volunteers.

Further information on the proposals will be passed on to local Ward Members as they develop and will be reported at the next available committee meeting.

¹ See the litterfree durham website for further information: <http://litterfreedurham.myfreesites.net/big-spring-clean>

Other areas: It is proposed that alongside the Woodhouse Park community litter pick, residents in other areas of Peterlee are invited to organise local litter picks, in line with the big spring clean principles being promoted across County Durham and Darlington. In order to achieve this the Town Clerk will work closely with the DCC Civic Pride team to coordinate promotional material and marketing, and interaction with local residents and/or groups.

Local Members may also wish to promote the scheme directly to local people and to get involved in litter picks in their local communities e.g. in and around parks/play areas owned and maintained by the Town Council.

The invitation will be jointly promoted by Peterlee Town Council and civic pride through website and social media, including 'before and after' photographs.

Costs: A standard 'litter picking pack' consisting of a litter picker, protective handling gloves, bags and bag hoop costs will cost around £25 from the ESPO catalogue. As this catalogue is from a national public sector framework agreement the Council is able to purchase direct and satisfy the procurement regulations laid out in our Financial Regulations.

Although it is difficult to gauge likely take up, based on previous years' activity it is recommended that 30 packs are purchased, at a total cost of c£750. This expense can be met from existing budgets.

Risk: Durham County Council have produced a useful guide for volunteers organising a litter pick² which includes a detailed list of tasks that need to be undertaken before, during and after a local litter pick and a standard sight risk assessment for litter picking activity.

It is proposed that this guide will be given to all volunteers for local litter picks, and the risk assessment proforma completed for any picks organised by the Town Council. This is in line with the approach being taken by the Civic Pride team.

Recommendation:

Members are recommended to note the contents of this report and agree:

- 1) the development of proposals for joint work with Howletch School and DCC Civic Pride team to coordinate activity for a Big Spring Clean of the school and adjacent Woodhouse Park;
- 2) the promotion of the Big Spring Clean to residents of Peterlee, and support for individuals and/or groups who wish to organise local litter-picking activity in their local area in conjunction with the DCC Civic Pride team; and
- 3) the purchase of 30 litter picking packs for issue to local volunteers, as detailed in this report, at an approximate cost of £750 + VAT from existing budgets.

² See: <http://www.durham.gov.uk/media/3825/Litterpicking-Volunteer-Guidelines/pdf/LitterpickingVolunteerGuidelines.pdf>