

**MINUTES OF THE PLAYFIELD, CEMETERY AND ALLOTMENT MEETING  
HELD AT THE CEMETERY, PLAYPARK & ALLOTMENT SITES  
ON WEDNESDAY 21<sup>st</sup> AUGUST 2024**

Present: Cllrs P O’Leary (Chair), M Dury, J Fox-Bowen, P Orchard, V Perry & S Dyer (Clerk)

**CEM/24/09 PUBLIC PARTICIPATION**

No members of the public were present.

**CEM/24/10 APOLOGIES FOR ABSENCE**

The Clerk gave an apology form Cllr C Lewis, who is working, this apology was accepted.

**CEM/24/11 TO RECEIVE ANY DECLARTIONS OF INTERESTS**

None received.

**CEM/24/12 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS**

None.

**CEM/24/13 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17<sup>th</sup> JANUARY 2024**

The minutes of the meeting held on 17<sup>th</sup> January 2024 previously circulated, were agreed and signed by the Chairman – P O’Leary.

**CEM/24/14 TO REVIEW THE LATEST TREE RISK ASSESSMENT AND AGREE WORK REQUIRED**

The report carried out by All Tree Services was reviewed, it was resolved to recommend the following:-

1. The Clerk to contact B&NES with regards to the dead Willow tree which is immediately outside the fence and overhanging the play area, asking if they can remove it.
2. Our contractor to carry out the recommendations made by the tree surgeon in removing branches (tree surgeon has marked), fallen trees, adding mulch around the new trees, prune back apple trees etc.
3. The Clerk to contact the company the new trees were purchased through as one has died and has been treated exactly the same as the other two.

**CEM/24/15 TO DISCUSS AND MAKE RECOMMENDATIONS ON MAINTENANCE WORK REQUIRED AT THE CEMETERY**

It was agreed to recommend the following work is carried out:-

1. Two new bins need to be purchased to replace the two which are broken.
2. Area inside the skip area needs clearing completely by the end of September.
3. The bench by the cremation section needs repainting.
4. A new noticeboard is required.
5. The area around the tap needs replacing/repainting.
6. The railings outside the cemetery need repainting.
7. Ask the grave digger to remove soil etc. left in a pile as soon as possible.

**CEM/24/16 REVIEW THE LATEST PLAYPARK INSPECTION REPORT, DISCUSS AND MAKE RECOMMENDATIONS REGARDING ANY MAINTENANCE REQUIRED**

The report carried out in June was reviewed, it was resolved to recommend the following maintenance is carried out:-

1. Obtain a quote from GB Sport & Leisure to tension the ropes and repair the surface if required.
2. Maintenance contractor to treat/add something to the edges of the platforms on the Junior & Toddler Climber.
3. Stain the picnic bench.
4. Play equipment to be cleaned.

**CEM/24/17 VISIT THE ALLOTMENT SITE AND MAKE RECOMMENDATIONS REGARDING ANY MAINTENANCE REQUIRED AND REVIEW PLOTS WHICH ARE NOT BEING USED**

There were only a couple of plots which have not been covered/used this year, it was resolved the Clerk will write to them asking if they still want the plots as we have a waiting list at present. Some plots had lots of produce and were looking really good.

It was agreed the following maintenance is required:-

1. The light in the container is not working and needs replacing.
2. Fix the sign around the pond.
3. A new compost area has been installed and this now needs labelling and the allotment holders advised how to use it. It was agreed to ask Cllr Colette Lewis to carry out this task.

Meeting ended at 7.45.p.m.