

**To: Members of Shaftesbury Town Council's Recreation, Open Spaces and Environment Committee,**

Councillors: K Tippins (Chair), Francis, Hall, R Tippins, Taylor and Todd

All other recipients for information only.

You are required to attend a meeting of the Committee to be held **at 7.00pm on Tuesday 2<sup>nd</sup> February 2016 in the Council Chamber, Shaftesbury Town Hall** for the transaction of the business shown on the agenda below.

**Stephen Holley**

**Town Clerk**

Members are reminded of their duty under the Code of Conduct

**Public Participation**

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item	
<b>01. Apologies</b>	To receive and consider for acceptance, apologies for absence
<b>02. Declarations of Interest and Dispensations</b>	Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
<b>03. Minutes</b>	To confirm as a correct record, the Minutes of the Recreation, Open Spaces and Environment Committee meeting held on 5 <sup>th</sup> January 2015.
<b>04. Chairman's Announcements</b>	To receive a verbal report from the Chairman to include but not be limited to; Risk Assessment Child Protection

Agenda Item	
<b>05. Head Groundsman's Report</b>	To receive oral report from Head Groundsman on the work of the team and scheduled tasks for the remainder of the municipal year.
<b>06. Tree Applications</b>	To consider responses to any tree applications received before the date of the meeting, for return to the Planning Authority. Report 0216ROSE06 attached. 1. 2/2016/0043/CATREE - 24 Bell Street Shaftesbury Dorset SP7 8AE 2. 2/2016/0062/CATREE – 4 Byzant Court Tout Hill Shaftesbury Dorset SP7 8FH
<b>07. Litter Bins</b>	1. To receive report of scheduled works to bins within Shaftesbury 2. To consider purchase of robust litterbins for Barton Hill Recreation Ground Officer Report 0216ROSE07 attached
<b>08. Barton Hill – Recreational</b>	1. To consider selection of recreational equipment at Barton Hill 2. To agree timeline for installation 3. To agree funding source for works Officer report 0216ROSE08 attached
<b>09. Cockrams – Football Kick-about and Basketball area</b>	1. To consider quotes received for improvements 2. To agree timeline for works to be carried out 3. To agree funding source for works Chairman's report to follow
<b>10. Jeanneau Close Buffer Strip</b>	To receive recommendation from the Shaftesbury Open Spaces Group for management plan for Jeanneau Close Buffer Strip. Chairman's report attached
<b>11. Jubilee Path</b>	To consider improvements to Jubilee Path. Chairman's Report to follow.
<b>12. Railings</b>	To consider restoration of the railings at Castle Hill Green. Chairman's Report attached.
<b>13. Land at St Martin's Close</b>	To consider recommendation from the Shaftesbury Open Spaces Group. Open Spaces Group Report attached.
<b>14. Public Convenience Handwasher/drier Contract</b>	To consider next year's contract for the handwasher/drier units at Bell Street Toilets. Officer Report 0216ROSE14 attached.
<b>15. Hire of Town Hall</b>	To consider request for hire of the Town Hall. Report 0216ROSE15 attached
<b>16. Officer Report</b>	To receive Officer report 0216ROSE16 to follow if required.

(End)

**Report to the Meeting of Shaftesbury Town Council's  
Recreation, Open Spaces and Environment Committee  
to be held at 7.00pm on Tuesday 2<sup>nd</sup> February 2016  
in the Council Chamber, High Street, Shaftesbury**

**TREE APPLICATIONS**

**1. Purpose of Report**

To consider responses to any tree applications received before the date of the meeting, for return to the Local Planning Authority, North Dorset District Council.

**2. Recommendation**

That the Committee provides its observations on the below mentioned applications, and any applications received subsequent to the despatch of these Agenda papers and to note the tree preservation orders as detailed below.

**3. Background**

- 3.1. Shaftesbury Town Council is not a statutory consultee for tree applications but is provided the opportunity to make observations on tree applications within its Parish Boundary. These observations are reported back to North Dorset District Council in order that they can make an informed decision when determining the application.
- 3.2. Tree applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/> or at the Town Hall offices.
- 3.3. Representations from the Shaftesbury Open Spaces Group and the Shaftesbury Tree Group will be invited.

**4. Applications to provide observations on**

Reference	Address	Detail
2/2016/0043/ CATREE	24 Bell Street Shaftesbury Dorset SP7 8AE	T1 - Holly - Reduce height by 3.5m down to the previous pruning point, crown lift up to 3.5m by removing the lowest branches entirely.
Tree Group Comments: No objections		
2/2016/0062/ CATREE	4 Byzant Court Tout Hill Shaftesbury Dorset SP7 8FH	G1 - 7x Hazel, 3x Elms, 1x Sycamore, 4x Elders and 1x Hawthorn. Coppice to a height of approx 1ft.
Tree Group Comments: Difficult to see exactly where this is on the slopes, but there is evidence of previous coppicing. We think this proposal is fine providing the trees in question are being re-coppiced. We can't see any indication of the sizes of the trees in question marked in the application.		

**5. Decision notices**

The following work applied for under the below listed applications is granted, subject to conditions, see <http://planning.north-dorset.gov.uk/online-applications/> for more information.

Reference	Address	Detail
2/2015/1844/ TPTREE	Trinity Centre, Bimport, Shaftesbury, SP7 8BW	G1 - Line of 17x Lime - Re-pollard T3 - Yew - Reduce canopy by 4m. T4 Conifer - Fell (Please see supporting document for reasons).
2/2015/1688/ TPTREE	Tout Hill (opposite Castle Court) No. 11, Bimport, Shaftesbury, SP7 8AT	T1 - Willow - Fell T2 - Sycamore - Reduce major limbs by 3m to reduce the risk of failure onto carriageway. Tree Officer met agent on site.

## 6. Correspondence

The Committee is advised that application 2/2015/1677/TPTREE for trees at Dinah's Hollow is to be considered by the Development Management Committee on 2<sup>nd</sup> February 2016. The Town Council may speak at this meeting if it wishes in accordance with the District Council's protocol.

## 7. Financial Implications

There are no financial implications arising from this report.

## 8. Legal Implications

- 8.1. The Council is not a statutory consultee on tree applications, but has been invited to provide observations. The Council does not hold any power to determine the applications itself.
- 8.2. The observations made will be those of the corporate body as determined through the democratic process.

End.

Report Author:

Claire Commons

Committee Services Officer

**Report to the Meeting of Shaftesbury Town Council's  
Recreation, Open Spaces and Environment Committee  
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in the Council Chamber, High Street, Shaftesbury**

**BINS**

**1. Purpose of Report**

To consider the purchase of cast iron bins for Barton Hill Recreation Ground.

**2. Recommendation**



2.1. To receive report of scheduled works to bins within Shaftesbury

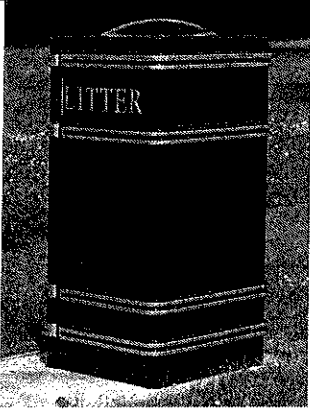
2.2. To consider purchase of robust litterbins for Barton Hill Recreation Ground

**3. Background**

3.1. A summary of the identified works to bins including their location will be tabled at the meeting with a detailed Bin Inventory and location map being provided at the next meeting of the Committee on 29<sup>th</sup> March 2016.

3.2. It has previously been reported that the bins at Barton Hill are highly used and also suffer from repeated vandalism. Officer's recommend the purchase of three replacement bins  
Consider for purchase;

Bin	Unit cost	Total for 3 bins	Image
129l Abbey Cast Iron Litterbin (Circular)	£870.00	<b>£2,610.00</b>	
Covent Garden COV702 105l (square)	£656.00	<b>£1,968.00</b>	

Bin	Unit cost	Total for 3 bins	Image
Square Cast Iron bin (115l)	£649.00	<b>£1,947.00</b>	

**4. Financial Implications**

None arising directly from this report.

**5. Legal Implications**

The Council has the General Power of Competence

End.

Report Author:

Claire Commons

Committee Services Officer

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**BARTON HILL RECREATION GROUND**

**1. Purpose of Report**

To consider the purchase of additional recreation equipment for Barton Hill Recreation Ground

**2. Recommendation**

That the Committee considers the purchase of additional recreational equipment at Barton Hill and agrees the timescale for installation of the equipment and the source of funding.

**3. Background**

- 3.1. At its meeting on 17<sup>th</sup> November 2015, the Recreation, Open Spaces and Environment Committee agreed to pursue investigating new equipment to be installed at Barton Hill Recreation Ground.
- 3.2. Site visits were held with four providers and design concepts and quotations requested.
- 3.3. The old trim-trail equipment has been identified as in need of replacement. Those items identified as moderate risk have already been removed.
- 3.4. It is usual for quotations to be anonymised for the purposes of being considered by Committee however, in this instance, the providers were asked to provide their design concept and therefore the quotes are unable to be like-for-like and are bespoke to each supplier. Design concepts are attached at **Appendix A**

**4. Financial Implications**

- 4.1. There is £22,900 in s.106 funding for outdoor sports identified for use only at Barton Hill, Shaftesbury School and Wincombe Recreation Ground.
- 4.2. Quotation comparisons are shown on the table on the following page.

Company	2 Table Tennis Tables	Multi-use Goal End	8 piece outdoor gym	Add'l	Carriage	Total	Comments
Husson	£9,223	£9,912	£11,999	£777	£0	<b>£31,911</b>	Additional cost for removal of existing trim trail
Hags	£6,146	£11,670	£10,238	£763	£2,165	<b>£30,981</b>	Additional cost is for sports sign
Wicksteed		£14,650	£43,215			<b>£57,865</b>	Table tennis tables included in cost of gym equipment. Saving of £11,476 for a 4 part gym
Calloo		£30,620				<b>£30,620</b>	All inclusive price for 8 piece gym, multiuse goal and 2 table tennis tables

## 5. Legal Implications

### 5.1. The Council has the General Power of Competence

Report Author:  
 Claire Commons  
 Committee Services Officer



## **1. Purpose of Report**

1.1 To propose Phase 1 Management Plan for Land Strip off Jeanneau Close.

## **2. Recommendations**

- 2.1 Agrees to placement of a bench to be located just inside the land strip.
- 2.2 Agrees that the Town Clerk is to write to the property where a garden has been constructed onto the Land, and offer either a licence agreement or to request the owner removes the garden.
- 2.3 Agrees that the Town Clerk writes to the Directors of the companies (Tyre Company) who are currently flytipping onto the land for them to stop this activity.
- 2.4 Agrees that the fencing is repaired by the Groundstaff between the Tyre Company and the land where flytipping is currently occurring.
- 2.5 Agrees that budget is released for the planting of an evergreen hedge running down the metal fencing end. Recommended that either Holly or Hawthorn bushes – three rows – are planted to prevent flytipping occurring and encourage nesting for sparrows and other wildbirds.
- 2.6 Agrees that the covenant of the land is reviewed by both the committee and Open Spaces.
- 2.7 Agrees that the Town Clerk determines who owns the piece of land opposite the Land Strip – this may be the Co-op, to determine if anyone would object to a bench being placed next to the bin. (One of the recycled material black benches could be placed here)

## **3. Background**

- 3.1 Hiltop Litter Pickers are scheduled to remove all flytipping in Jeanneau Close in March 2016, as part of the 'Clean for the Queen' programme. This work will be undertaken by a 18 people strong workforce of volunteers and will be done in conjunction with the Dorset Waste Partnership.
- 3.2 Flytipping has been occurring on this land and this needs to be stopped by writing to the various companies who appear to have cut a whole in the fencing in order to do Flytipping.
- 3.3 One property has extended their garden onto the land with a path and a raised vegetable patch and chairs. This needs to be addressed by the Town Council.
- 3.4 The first phase is anticipated to involve removal of all of the rubbish from the site, creating a better pathway and removing some of the brambles.
- 3.5 It is anticipated that snowdrops and bluebells could be planted following the current path through the land. Some fruit trees and wildflowers could be planted around the bench – but this is anticipated to be low-key. No trees are to be removed; but just undergrowth. The further planting and removal of undergrowth can be looked into and planned for in the March ROSE committee meeting.

## **4.0 Financial Implications**

4.1 ROSE allocates a budget of up to £600 from the street furniture budget of 2015/16 and £750 remaining from the Tree Planting budget be released to J Parker for hedge plant purchase;

## **5.0 Legal Implications**

**None**



ROSE Agenda Item – Railings – Tourist Trail – Castle Hill Green & Queen Mothers Garden

**1. Purpose of Report**

- 1.1 To propose the restoration of the Railings going the entire length of Castle Hill Green, including the two kissing gates and the railings plus gate entrance to the Queen Mothers Gardens.
- 1.2 The restoration must be completed to a Professional Standard as outlined in proposed schedule of work below. Completion date needs to target to be finished before the Easter Break.

**2. Recommendations**

ROSE committee:-

- 2.1 To obtain quotes to sub-contract out the work for the professional restoration of the Castle Hill Green iron railings, two kissing gates and the gate and railings to the Queen Mothers Garden. The work must be completed to a professional standard and finished in Black Gloss paint, with a target of the Easter Break 2016.
- 2.2 To report back to ROSE progress on both quotes and project execution.
- 2.3 To remove the bin next to the railings and replace the bin with a suitable bin for the Tourist Trail.
- 2.4 Agree an annual inspection plan with the Groundstaff going forwards.
- 2.5 Once completion of Castle Hill Green Railings project, the Town Clerk is to submit quotes to ROSSE for St James Park railings.

**3. Proposed Schedule of Work**

- 3.1 All loose paint and rust must be removed thoroughly, blast cleaning may be required. Coat areas of bare metal and areas where rust removed with rust inhibitive primer, otherwise these areas will rust.
- 3.2 Failure to clean and repair metal surfaces properly before painting is a key reason for deterioration and corrosion.
- 3.3 If any repair welding work needs to be done, this must be done using the correct materials and quality welding techniques. (Inappropriate or poorly designed repairs or replacement can damage the ironwork).
- 3.4 Paint applied too thickly, incompatible paint or inadequate number of coats can provide insufficient protection. Paint thickness is important, several coats are more effective than fewer thick coats and each coat must dry before applying the next coat.
- 3.5 Best practice for a complete repaint recommends two coats of zinc based primer, one coat of micaceous iron oxide (MIO) followed by two coats of gloss paint.
- 3.6 Paint used must be compatible to the ironwork and existing paint layers, important to let each layer dry before painting the next.

Suggested primer and paint to be a quality paint. Smoothrite (or Hammerite).

[http://www.hammerite.co.uk/products/direct\\_to\\_rust\\_metal\\_paint\\_smooth\\_finish\\_colour\\_mixin\\_g.jsp](http://www.hammerite.co.uk/products/direct_to_rust_metal_paint_smooth_finish_colour_mixin_g.jsp)

**4. Annual Inspection to be performed by Groundstaff**

- 4.1 Regular maintenance to be conducted by the Groundstaff going forwards with Annual inspections include:-
  - 4.1.1 Correcting damage to paint coating
  - 4.1.2 Noting and controlling signs of corrosion
  - 4.1.3 Controlling plant growth
  - 4.1.4 Contracting out work to replace any damaged or missing sections
  - 4.1.5 Ensuring railings are correctly fitted to the ground.

ROSE Agenda Item – Railings – Tourist Trail – Castle Hill Green & Queen Mothers Garden

**5. Background**

- 5.1 Castle Hill Green railings were painted some years ago, however, when the paint work was performed, the ironworks were not sufficient prepared and the team involved just painted over rust.
- 5.2 Consequently, the finish paintwork had deteriorated within 3 months and rust re-appeared.
- 5.3 The railings in Castle Hill Green have not been re-painted or restored since.
- 5.4 Castle Hill Green is on the Tourist Trail and the state of the railings currently is certain sections are in a poor state of disrepair due to rusting.

**4.0 Financial Implications**

- 4.1 ROSE allocates a budget of up to £10,000 to be vired from underspend in 2015/16 (virement options include £4,800 CTSG from NDDC, £2,400 currently sat in Contingency); this will need to be endorsed and voted through in the next Full Council.
- 4.2 Bin replacement to be sourced from Street Furniture budget line for 2015/16. Bin must be suitable for Tourist Trail though.

**5.0 Legal Implications**

None

**Shaftesbury Town Council**  
**Report to the ROSE Committee (Date?)**

**Land at St Martins Close.**

**1 Introduction.**

The strip of land connecting St Martin's Close with Salisbury Street is owned by Dorset County Council as a highway reservation strip and it formerly hosted a large earth mound with an active badger sett. However, about 5 years ago, the mound, sett and shrubby vegetation were removed and the whole site levelled for ease of maintenance. In addition the Town Council installed an artificial underground badger sett and the next door householder, (No. 46 Salisbury Street), installed a drop kerb and gravel driveway across the site to access the rear of his garden.

The residents of the Pavilions residential home had previously enjoyed watching the badgers in the original sett but are now disappointed that the artificial sett is apparently unused. The residents objected to the earlier clearance works and are now unhappy about the occasional use of the new driveway for car parking.

**2. Consultation**

Mrs Ellis of 21 The Pavilions wrote to your Chairman to express the residents' concerns and, at your Chairman's request, I met with a group of them on 21<sup>st</sup> January to discuss what could be done.

I explained that there was a limit to what the Town Council could do, but agreed with them that the site could be made more attractive as an open space by planting a few more low growing trees around the artificial badger sett. (The Town Council has already planted group of flowering cherry trees)  
The residents would also like to have a park bench installed near to the tarmac pathway that runs through the site.

**3. Recommendation.**

The Committee are asked to consider that above and if appropriate agree to provide some additional tree planting and a park bench for the site, when finance is available.

John Parker  
Shaftesbury District Task Force Open Spaces Group



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**SERVICE CONTRACT FOR HANDWASH UNITS IN BELL STREET PUBLIC TOILETS**

**1. Purpose of Report**

For decision

**2. Recommendation**

That the Committee resolves to continue with a Service Contract with the manufacturer of the four handwasher/driers in the Bell Street Public Toilets, for a further period of one year to take effect from 1<sup>st</sup> February 2016.

**3. Background**

- 3.1. A Service Contract on the four handwasher/driers was agreed by Committee on 28<sup>th</sup> October 2014 for a period of one year.
- 3.2. The contract is now due for renewal, with an annual cost of £224 per unit equating to £896. This is an increase of 2.75% from the previous contract.
- 3.3. The cost of a one-off repair, prior to the contract being in place in 2014, for the replacement of a water sensor was £302 +VAT.
- 3.4. The Council is restricted to the supplier/manufacturer for the provision of a Service Contract.

**4. Financial Implications**

The cost of a one year's Service Contract of £896 has been allowed for in the 2016/17 Budget allocations.

Report Author:  
Barbara Carter  
Compliance and Information Officer





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**HIRE OF TOWN HALL**

**1. Purpose of Report**

To consider a request for hire of the Town Hall outside the standard hire arrangements

**2. Recommendation**

2.1. To consider granting permission to Ghost Hunt Events Ltd

**3. Background**

3.1. The Council has received a request from Ghost Hunt Events Ltd for hire of the Town Hall, a copy of the request is transcribed below

*My name is Steve Moyle and I own and run a paranormal investigation company based in Kent.*

*I would like to hire Shaftesbury Town Hall for the purpose of a paranormal investigation / ghost hunt.*

*Our investigations are not the same as you see on the television; they are more controlled and sensible.*

*We usually bring in from 5 to a maximum of 50 paying members of the public to our events (depending on the size of the venue), which are then split into groups and supervised throughout the whole night. We also host many private ghost hunts and events for charities.*

*We are the largest ghost hunting company in the south East of England and hold events every Friday & Saturday throughout the UK with a dedicated team that attend all events.*

*For our own peace of mind, all guests of ours must sign a liability waiver before the night commences, so if for whatever reason they fall or injure themselves on our ghost hunt, then we and the location owners are not liable for any damages or liabilities. We also have £5m Public Liability Insurance.*

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**4. Financial Implications**

None arising directly from this report.

**5. Legal Implications**

The Council has the General Power of Competence

End.

Report Author:

Claire Commons

Committee Services Officer

