

# CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

## Minutes of a meeting of the Sub Committee of Gorslas Community Council held at Drefach Welfare Hall on Tuesday, 29<sup>th</sup> November, 2017, at 7.00p.m.

### 1.0 Agenda Item 1: Record of those Present/Apologies

- **Members:** Cllrs Wyn Edwards (Chair), Simon Martin (Vice Chair) and Darren Price.
- **Others:** Observer Cllr Tina Jukes and Llew Thomas Clerk to the Council.

### 2.0 Welcome

- The Chair welcomed everyone and declared the meeting open at 7.00p.m.

### 3.0 Agenda Item 2 Declarations of Interest

- **Resolved:** There were no declarations of interest.

### 4.0 Agenda Item 3. Exclusion of Press and Public.

- **Resolved:** That it was not necessary to exclude members of the press and public.

### 5.0 Agenda Item 4. Consider and make recommendations regarding the Maintenance Report.

#### 6.2 Proposed Maintenance Arrangements- Sub Committee Report

- Under the direction of the Chair members proceeded to consider each aspect of the report and having done so it was resolved to recommend to Council that: -
  - (i) A trail maintenance arrangement be adopted.
  - (ii) Current contractual inspection/maintenance arrangements be retained.
  - (iii) Where there is no specified legal period of review provide an annual inspection by the maintenance contractor.
  - (iv) As part of the maintenance regime a twice yearly recorded visual inspection be undertaken by two members from the relevant ward.
  - (v) That the arrangements detailed in the schedule below be adopted and costings be obtained by the Clerk.
- **Proposed Maintenance Schedule**

Area	Proposed
General Risk Assessment Assets	Formalise. Use data from maintenance regime
Grounds Park / Play Areas. Daily Visual Inspection	Explore with maintenance contractor introduction of recorded visual inspection with twice weekly litter Pick. Explore with members the possibility of periodic volunteer recorded spot checks.

	2 x Lay Inspections by Council May and October.
Play Equip. Safety Surfaces- Inspection	Retain existing contracts for safety inspection.
Play Equip./Safety Surfaces Cleaning	Cleaning. Equipment Annual clean by Easter Safety Surfaces. 1 x Clean all Parks by Easter each year. Safety Surface Additional Clean Gorslas Park Play Area Lubrication: 2 x Nov and April. 2 x Lay Inspections by Council May and December
MUGA	1 x Annual Inspection under CC SLA. 1 x Brushing of surface/ weed control/ rust in April 2 x Lay Visual inspection by Council. May and October
Parks Grass Cutting	Retain Current Contract 2 x Lay Inspections by Council May and October
Parks. Litter.	Retain existing Contracts. Explore option of twice weekly recorded visual inspection with maintenance contractor. 2 x Lay Inspections by Council May /Oct
Hedges/Boundaries/Trees.	1x Contractor Inspection Oct/Nov 2 x Lay Inspections by Council May /Oct
Drainage Parks, Buildings and Toilets	1 x Contractor Inspection April. 2 x clean. April and October/November. 2 x Lay Inspection by Council. May/October
Car Parks	1 Contractor Inspection April 2 x Weed control application April and Sept. 2 x Lay Inspections by Council May /Oct
Parks Footpaths.	1 x Contractor Inspection April. 2 x clean. April and October/November. 2 x Lay Inspection by Council. May/October
Seats/Tables.	1 x Contractor Inspection April. 1 x Clean in April. 2 x Lay Inspections by Council May/Oct
Litter Bins	1 x Contractor Inspection April. Clean as required. 2 x Lay Inspections by Council May/Oct
Public Lighting	Retain existing contract
Buildings – Structural (Inc Bus shelters, toilets, toll house)	1 x Contractor Inspection April. 2 x Lay Inspections by Council May/Oct
Toilets Electrical	Testing by Electrical Inspector every 4 years
Toilets Hand Wash Units Service and inspection every 6 months	Retain existing contract. 2 x Lay Inspections by Council May/Oct
Toilets Cleaning. Cleaned every day	Retain existing contract.
Bus Shelter Cleaning	1 x Contractor Inspection in April 1 x Clean in November. 2 x Lay Inspections by Council May/December.
Plant Beds Gorslas. Clean and Weed	1 x Contractor Inspection in April. 2 x Lay Inspections by Council May/Oct

**Note.** That to inform the budget process and help establish an annual risk assessment that inspections of the following facilities be undertaken immediately.

- a. Buildings.
- b. Drains.
- c. Park Footpaths.
- d. Wayside and park Seats and Benches.
- e. Bus Shelters owned by the Community Council.
- f. Park Boundaries/ Trees.
- g. Park Car Parks

## **5.0 Other matters Raised**

### **5.1 Titan Swing. Safety Surface Dispute.**

- **Resolved:** To invite the contractor to attend a meeting with the Clerk and ROSPA inspector to try and resolve the matter. The Chair and Gorslas Ward members to be invited to attend.

### **5.2 MUGA Cefneithin– Additional anti-Climb Provision.**

- It was confirmed that warning signs had been put in place.
- Various options were discussed in relation to the provision of additional fencing at the goal ends.
- **Resolved:** To obtain costings for additional fencing with small gaps which prevent anyone using the fencing as a finger hold.

### **5.3 MUGA. Attenuation Holder Cover.**

- To obtain a price for providing a cover to prevent access.

## **6.0 Closure of Meeting.**

- The business of the meeting having been concluded the Chair declared the meeting closed at 8.40 p.m.