



Minutes of the Parks and Open Spaces Committee
held on a remote basis in accordance with the provisions of
The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020
at 6.30pm on Thursday, 8th April 2021

Present: Committee Members – Cllrs S McMenamin (Chair), D Morgan, M Powell
and J Roberts
Non-member Councillors – Cllrs S Knoyle and H Morgan
Residents x 4

Officers: Ms J van Tonder (Town Clerk)

The Chair reminded members of the public that recording, photographing, broadcasting or transmitting part or all of the meeting was prohibited. Non-member councillors were reminded their participation in the meeting would be at the discretion of the Chair.

1. Apologies for absence

Apologies for absence had been received from Cllrs J Evans and J Gregory.

2. Declarations of Interest

Cllr J Roberts Personal, Trustee of Glynneath Silver Band

Cllr D Morgan Personal, County Borough Member; potential work with OVV

Cllr S McMenamin declared a personal interest in agenda item 7(c)(i): Charging strategy in that he had an interest in the Junior Football Club.

3. Minutes of the previous meeting: 11 March 2021

It was proposed and seconded and

Resolved: To agree the Minutes of the previous meeting as a true and accurate record.

4. Committee Finance Report

Members were advised that, from the start of the new financial year, the RFO would provide a finance report at each committee meeting showing YTD expenditure against budget.

5. Matters pertaining to the Tennis Courts

a) Relining of the Courts

Members discussed the differences in pricing as reflected in the eight quotations presented. The Clerk advised that the national companies had to factor in travelling costs while local firms were able to reflect their closer proximity in their quote.

Members noted the different materials proposed and, following an online search, SM indicated thermoplastic appeared to be a popular choice for use in relining tennis courts.

As there was still some concern over whether or not the existing painted lines would need to be burned off, it was agreed to seek further clarification on this.

With this in mind, it was proposed, seconded and

Resolved: To recommend to Full Council the appointment of contractor E to undertake the relining of 4no. tennis courts at a cost of £850 subject to:

- confirmation of warranty, and
- the satisfactory receipt of references and pictures of similar work undertaken.

b) Enforcement of opening hours

Members noted that there was a wide range of locking mechanisms available for public tennis courts, from basic locks through to sophisticated high-tech options.

Members discussed the possibility of charging for court use and it was agreed that no firm decision could be taken until there was more clarity on the future of the facilities from the Transformation Project study.

Members who felt strongly about this were encouraged to investigate the options for the locking of the courts and revert to the committee at a later date.

6. Matters pertaining to Pavilion and Bowling Green

a) Covid restrictions pertaining to the Pavilion

The Clerk advised that as per the most recent government updates, the Pavilion would not be permitted to open until the 17th May at the earliest. It was noted, however, that changes to the schedule for the easing of lockdown restrictions were in evidence and the Council would need to act quickly when the time came.

The Clerk reported the Pavilion roof had been repaired but the guttering was proving more difficult to remedy as the fixings were custom-made with the conservatory. The initial quotation for the full works had been for £250 but, with the added cost of having to replace the entire length of guttering, had increased to £450. Members acknowledged the works were needed and agreed the Clerk should instruct Alpha Roofing to proceed.

b) Third party stored items

Following a short discussion, it was agreed to defer addressing the matter of property stored at the Pavilion until the Clerk had had an opportunity to discuss this further with the users to whom the items belonged.

7. Matters pertaining to Welfare Park

a) Signage

i) Entrance informational board

Following consideration of the art work that had been drawn up for the entrance sign, it was agreed to source some examples of alternative designs that would better reflect the Council's changing ethos.

Action: Clerk to consider what content would be required on the sign

Action: Clerk and SM to circulate different options to members for discussion via e-mail in advance of next meeting

ii) **CCTV signage**

Members discussed the mock-up CCTV sign as presented by the Clerk. It was agreed to include the prevention of environmental crime under the stated purpose on the signage, as well as to ensure the sign would be available in Welsh.

Action: Clerk to source quotes for consideration at the next meeting

iii) **Dog Fouling signage**

It was agreed to defer a decision on additional dog fouling signage in order to assess the impact on this anti-social behaviour of the other two sets of signs.

b) **Knotweed treatment**

It was proposed, seconded and

Resolved: To accept NPTCBC's 3-stage knotweed treatment plan for 2021 at a cost of £312.45.

c) **Exclusive Use Hire Agreements**

i) **Charging strategy**

The Clerk advised that there was no consistent charging policy applied to users of the Welfare Park facilities and that an approved schedule of fees had not been updated since 2015.

The Clerk presented a model charging strategy to the committee that provided for three tiers of organisations that could be charged at rates subsidised according to the purpose and participants of the activity.

Members discussed both the options and current practice at length and agreed more work needed to be done on the hire agreements and pricing strategy before a recommendation to Full Council could be agreed.

In order to allow time for this work to be undertaken, it was

Resolved: To freeze all fees for Welfare Park facilities until 1st July 2021.

ii) **Draft Hire Agreements 2021/22**

The Clerk advised she was still engaged in reviewing and redrafting the General Hire Agreements and Exclusive Use Club Agreements, and would be seeking to liaise with existing users as part of the process.

8. **Matters pertaining to Maintenance and Equipment**

a) **Disconnection of electricity supply between pavilion and shed**

Members were advised that the supply of electricity to the groundsman's shed and equipment container had been disconnected.

Members noted the initial estimate of a little under £3,000 to rewire the shed and make good the supply of electricity.

A discussion was had around relocating the groundsman's facilities to the old changing rooms and the impact that would have on existing sports field users.

It was agreed that, above all, staff welfare would be paramount.

Following further discussion, it was agreed to

1. explore the option of making use of the old changing rooms more fully and
2. investigate the installation of a temporary safe supply of electricity to the existing groundsman's facilities.

9. Matters pertaining to Playground

a) Play equipment maintenance issues

Members discussed the sparse offering of play equipment and agreed the Council's approach needed to prioritise items required for safety first before moving on to the bigger items.

SM suggested the basket swing that had been removed, could possibly be repaired.

It was agreed the Council needed to be mindful of spending money on new play equipment before the Transformation Study was complete and future plans for the playground, agreed.

10. Updates on Projects

a) Welfare Park Transformation plan

Cllr S Knoyle was invited to address the committee. SK advised the draft report had been received but was missing some detail and would be revised over the following few days. He went on to say that he would be meeting with Pen Y Cwmoedd the next week and the Council would look to start the submission of grant funding applications by the end of the year.

On behalf of the committee, SM thanked SK for the work he was doing on this project.

11. Date of next meeting

Dates of next meetings: 6 May and 3 June 2021

The meeting concluded 8:48pm.