



BLEADON PARISH COUNCIL

Coronation Halls
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27th January 2025

MEETING: Open Spaces Working Group.

DATE & TIME: Thursday, 30th January 2025 at 6.15pm.

LOCATION: Coronation Hall, Coronation Road, Bleadon BS24 0PG.

MEMBERSHIP: Parish Councillors Ann Davies, Mary Sheppard, Andy Scarisbrick and Steve Sugg.

AGENDA

1. To receive apologies for absence.
2. To receive members' declarations of interest on any agenda item.
3. Notes of meeting held on 24th October 2024 (for information – pages 2-3).
4. To specifically discuss the following item(s) and, where necessary, make recommendations to the Parish Council (verbal reports unless otherwise indicated)
 - Jubilee Gardens planting – to consider a planting scheme submitted by Bleadon Horticultural Society (previously circulated).
 - Play equipment – to receive feedback from the recent survey conducted through Parish News (summary diagram attached at page 4).
 - Planters/Tubs required for 2025 planting scheme – to consider whether or not any changes are required.
 - Update on Parish Clock.
 - Tree works – to consider any general issues arising prior to award of contract by Council.
 - Market cross cleaning – to consider any general issues arising prior to award of contract by Council.
5. To discuss and update the project/maintenance schedule – this is a standing item and acts as an ongoing record of the business of the Working Group. Discussion of the schedule may also involve recommendations to the Parish Council (pages 5-9).
6. Date of next meeting and note any suggested agenda items – 27th February 2025 at 10.00am (Church Rooms).

C P Bolt

Clerk to the Council

Open Spaces Working Group Notes
24th October 2024 at 6.00pm

Action points are in ***bold italics***

Report Author: Parish Clerk
Present: Councillors ID Clarke and Mary Sheppard (Co-chairs), Andy Scarisbrick and Steve Sugg.

Apologies for absence

Robin Flavell.

Declarations of Interest

None.

Notes of Meeting Held on 26th September 2024

It was noted that issues arising from the notes of the previous meeting would be addressed as part of substantive agenda items.

Purchase of Plugs for 2025 Planting Scheme

The Clerk advised that staging had been erected in the polytunnel. Installation of shading and a watering system would be the next stages in making the polytunnel suitable for supporting the bringing on of plants from seed/plugs for next year. An offer had been received from a local company to enable the Council to 'piggy back' on a volume purchase of plug plants. This was likely to be the most cost effective means of purchasing plants but an early decision would be required. Councillors noted that approximately 600 plants had been used for the 2024 summer planting scheme and that any acquisition for 2025 would need to allow for losses during the growing period. Councillors favoured a multi-colour planting scheme which included begonias and drought tolerant plants – recognising the challenges associated with watering. It was noted that there would need to be further consideration of the location and type of pots but at this stage it was appropriate ***for the Clerk to seek to secure a variety of up to 750 plug plants by the most economically advantageous means.***

Jubilee Gardens Planting Scheme

It was noted that the Bleadon Horticultural Society had indicated a potential willingness to financially and practically support a planting scheme in Jubilee Gardens. The nature of this offer had not been progressed. Cllr Clarke clarified that the Working Group had already agreed to a course of action in relation to the design of a planting scheme and expressed disquiet at a change at this stage. In response to questions, Cllr Scarisbrick confirmed that the suggestion from the Horticultural Society was understood to mark the 50th anniversary of the society. As a consequence, it was considered that the suggestion should be explored. ***The Clerk was asked to contact the Bleadon Horticultural Society to find out further details and report back.***

Parish Clock Update

Councillors noted that the dial had been reinstalled and a number of positive comments had been received. The Clerk advised that – further to the decision of Council – he had managed to secure a

small sample of the plaque writing and that this should be available for inspection over the coming week.

Provision of Play Equipment

The Clerk advised that he had discussed with Cllr Gower-Crane the possibility of including a ‘tick box’ type survey of play equipment in the next edition of Parish News. The intention was to include some photos/images of different types of play equipment which could be ‘voted’ upon in a centre page pull out which could be dropped back to the Parish Council. The types of equipment would include – as a minimum - the following:

- ‘Witches hat’
- See saw
- Basket swing
- Play panels
- Spinners

The Clerk advised that he had also approached play providers regarding the possibility of siting gym type equipment on Pea Green. The gym equipment would be aimed more at adults and older children. One play provider had helpfully produced a 3D image and councillors felt it would be useful if this could also be shared and views sought. ***The Clerk was requested to liaise with Cllr Gower-Crane regarding inclusion of play/gym equipment options within Parish News.***

Project and Maintenance Schedule

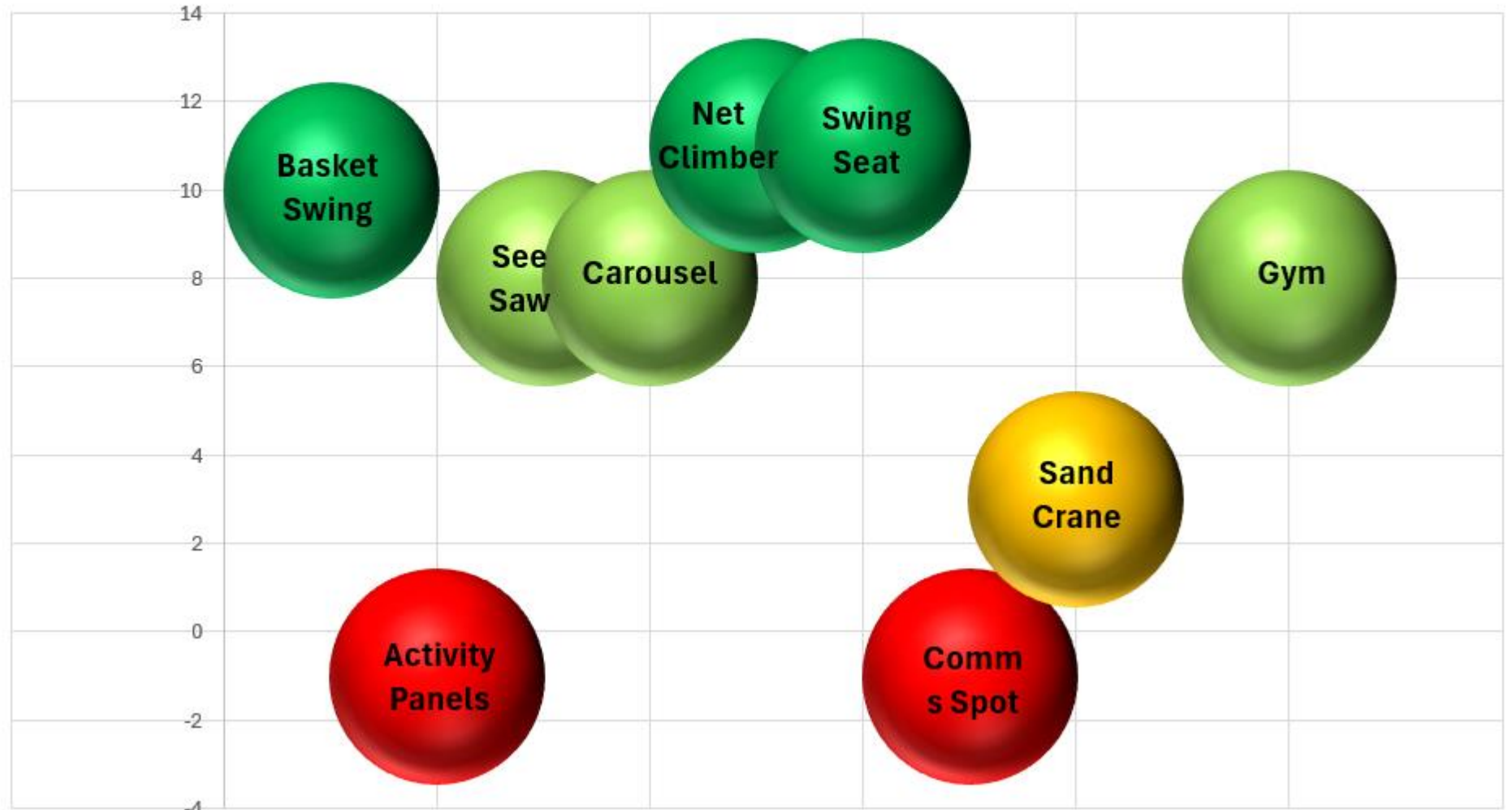
Councillors discussed the Project and Maintenance Schedule with the following issues arising:

Car Parking barrier. It was confirmed that the paint colour should match that of the play area fence panel – ***the Clerk to order the paint for the car parking barrier*** on this basis.

Emptying of dog bins – it was confirmed that the current contract provided for the emptying of (3 specific) bins twice a week until the end of October. ***Councillors requested a report be submitted to the next meeting of Council with a view to re-organising/increasing the capacity of bins and the potential continuation of emptying bins two times per week.***

Noticeboards – the Clerk confirmed that the noticeboards had been dispatched and Councillors confirmed their preference for siting of the noticeboards in respect of locations relating to Bleadon Mill and The Veale.

Play Equipment Feedback



Maintenance Tasks/Minor Projects		Jan-25				
Benches						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Replace bench at Celtic Way	Done		2024-06-30	Ground anchor installed		No further action
Renovate bench at Purn Way	Working on it	2024-09-26	2024-12-26	Pressure washed	1st coat of stain complete	Monitor
Renovate bench - footpath (Purn)	Working on it	2024-09-26	2024-12-26	Pressure washed	1st coat of stain complete	Monitor
Renovate bench - The Veale	Working on it	2024-09-26	2024-12-26	Pressure washed	Awaiting staining	Monitor
Renovate bench - Roman Road Lay-by	Working on it	2024-09-26	2024-12-26	Pressure washed	Awaiting staining	Monitor
Renovate bench - WI	Working on it	2024-09-26	2024-12-26	Pressure washed	1st coat of stain complete	Monitor
Determine future of bench adjacent to church	Not Started	2024-09-26	2024-12-26			Monitor
Drains						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Blocked drains - Queens Arms	Done	2024-09-10	2024-10-24	Undertaken by JAR	Added to priority list - NSC	No further action
Three blocked drains - bend in Coronation Road	Done	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed - actioned by JAR	No further action
Gulleys blocked with vegetation - extended section of A370	Done	2024-09-10	2024-10-24	Reported to NSC	Rejected by NSC	No further action
Blocked drain - Birch Avenue	Done	2024-09-10	2024-10-24	Reported to NSC	Rejected by NSC - not adopted highway	No further action
Silting up of rhyne - Bridge Road	Done		2024-05-31	Discussed with IDB	Sufficient capacity in system	No further action
Build up of pennycress in rhyne	Done	2024-10-07	2024-11-07	Report to IDB	Dredging completed by idk	Monitor
Blocked drain - Bleadon Road/A370	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor
Blocked drain - junction Roman Road/Celtic Way	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor
Drain and gulleys blocked -half way up Celtic Way	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor
Blocked drain - intersection Celtic Way/Coronation Road/Shiplate	Working on it	2024-09-10	2024-10-24	Reported to NSC	Added to priority list	Monitor
Blocked drains - Opposite Queens Arms	Working on it	2024-09-10	2024-10-24	Reported to NSC	Added to priority list	Monitor
Gulley blocked - Shiplate Road (East of Birch Avenue)	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor
Two blocked drains - top end of Coronation Road	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor
Blocked gulley - Bridge Road/A370	Working on it	2024-09-10	2024-10-24	Reported to NSC	NSC Contractor instructed	Monitor

Roads						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
30mph sign knocked down - Celtic Way	Done	2024-07-30	2024-10-30	Reported to NSC	New sign not correctly aligned	Monitor
Overgrown vegetation - intersection Celtic Way and Coronation Road	Done	2024-09-09	2024-12-09	Reported to NSC	Vegetation removed by owner	No further action
Pothole - adjacent to Bus Shelter - Celtic Way	Done	2024-09-10	2024-12-10	Reported to NSC	Does not meet intervention threshold	No further action
Poor road surface/no road signs - Purn Way opposite dog bin	Done	2024-09-10	2024-12-10	Reported to NSC	Does not meet intervention threshold	Escalate
Pothole - adjacent to noticeboard (Purn Way)	Done	2024-09-10	2024-12-10	Reported to NSC	NSC Contractor instructed	No further action
Poor road surface -Purn Way (East of Farm Shop)	Done	2024-09-10	2024-12-10	Reported to NSC	Potholes filled	No further action
Heavily rutted verge area - Purn Way	Done	2024-09-10	2024-12-10	Reported to NSC	Rejected - not part of highway	No further action
Poor road surface/no road signs -Birch Avenue/Shiplate	Done	2024-09-10	2024-12-10	Reported to NSC	Does not meet intervention threshold	No further action
Poor road surface/no road signs -Old School Lane/Shiplate	Done	2024-09-10	2024-12-10	Reported to NSC	Does not meet intervention threshold	Escalate
Pothole - Coronation Road (Opposite Church)	Done	2024-09-10	2024-12-10	Reported to NSC	Contractor instructed	No further action
Grit bin overturned - Roman Road	Done	2024-09-21	2024-10-21	Reported to NSC	Moved back into position	No further action
Pedestrian sign requires realigning - Bridge Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	NSC Contractor instructed	Monitor
Weight restriction sign requires realignment - Bridge Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Grit bin requires refilling - Purn Way/Bleaddon Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Poor road surface/faded signs - Celtic Way/Coronation Road/Shiplate	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Poor road surface/no road signs - Rectory Lane/Coronation Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Poor road surface/no road signs - Mulberry Lane/Coronation Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Escalate
Speed limit sign leaning - A370/Bleaddon Road	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Poor road surface - Purn Way (past PROW)	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Overgrown vegetation - intersection of Shiplate Road and Coronation Road	Working on it	2024-09-09	2024-12-09	Reported to NSC	Vegetation not yet removed	Escalate
Poor road surface/no road signs - Bridge Road/A370	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Horse Warning sign knocked down	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Road signs obscured by vegetation - Roman Road approach to Celtic Way	Working on it	2024-09-21	2024-12-21	Reported to NSC	NSC to send letter to householder	Monitor
Faded road signs - approaches to bridge on Accommodation Road	Working on it	2024-09-21	2024-12-21	Reported to NSC	To be undertaken by Network Rail	Monitor
Faded road signs - approaches to bend on Accommodation Road	Working on it	2024-09-21	2024-12-21	Reported to NSC	Awaiting action	Monitor
Yellow lines at bottom of Celtic Way	Working on it	2024-10-14	2025-03-31	Reported to NSC	Survey required	Escalate
Poor road conditions - Shiplate Road	Working on it	2024-09-10	2025-03-31	Reported to NSC	Preliminary work planned 2025	Monitor
30 mph road sign at top of Celtic Way needs realigning	Working on it	2024-09-03	2024-12-03	Reported to NSC	Completed by contractor	Monitor
Instal mirror opposite Mulberry Lane	Not Started	2024-09-26	2025-03-31			Escalate
Instal mirror opposite Chestnut Lane	Not Started	2024-09-26	2025-03-31			Escalate
Heavy rutting along Roman Road	Not Started	2024-09-10	2025-03-31	Reported to NSC	Awaiting action	Monitor
Instal mirror opposite Barton Way	Not Started	2024-09-26	2025-03-31			Escalate
20mph speed zone	Stuck		2025-03-31	Negligible public response	Awaiting action	Escalate
Traffic/cycle calming - Mulberry Lane	Stuck		2025-03-31	Discussed with Edenstone		Escalate

Paths and footways						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Slippery surface - South Hill	Done	2024-09-09	2024-10-09	Reported to NSC	NSC investigated - signs to be erected	No further action
Overgrown Diocesan site	Done	2024-09-10	2024-12-10	Reported to Diocese	Letter of thanks	No further action
Moss and uneven surface - Shiplate Road (East of Birch Avenue)	Working on it	2024-09-10	2024-12-10	Reported to NSC	NSC Contractor instructed	Monitor
Moss and uneven surface - Shiplate Road (West of Birch Avenue)	Working on it	2024-09-10	2024-12-10	Reported to NSC	NSC Contractor instructed	Monitor
Lack of tarmac surface - Shiplate Road (Section opposite School Lane)	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Uncut verge area - The Veale	Working on it	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Broken gate post - Purn Way footpath	Stuck	2024-09-10	2024-12-10	Reported to NSC	Awaiting action	Monitor
Streetlights						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Replacement lamp - Old School Lane	Done		2024-06-01	Contractor invoice awaited	Chased	Monitor
Streetlight covered in vegetation - Parish Pump	Done	2024-09-03	2024-10-03	Reported to NSC	Chased - multiple times - complete	No further action
Streetlight not working - Tenterk Close	Working on it	2024-10-15	2024-11-15	Reported to NSC		Monitor
Streetlight not working - Queens Arms	Working on it	2024-10-31	2024-11-30	Reported to NSC		Monitor
Replacement lamp - The Veale	Stuck	2024-09-26	2024-12-31	Contractor has not actioned	Chased - multiple times	Escalate
Play area						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Additional play bark	Done		2024-08-01	Undertaken by JAR	4+ cubic metres added	No further action
Fit finger guards on gates	Done		2024-08-01	Undertaken by JAR		No further action
Remove wooden fence	Done		2024-08-01	Undertaken by JAR		No further action
Fill void by goal area	Done		2024-08-01	Undertaken by JAR		No further action
Secure picnic bench with ground anchor	Done		2024-08-01	Undertaken by PC		No further action
Additional sand for play pit	Done		2024-08-01	Undertaken by PC	400kg added	No further action
Fit new hanger for junior swing	Done	2025-01-13	2025-01-30	Contractor instructed	Beam also checked	No further action
Renovate picnic table - play area	Working on it	2024-09-26	2024-12-26	Pressure washed	1st coat of stain complete	Monitor
Renovate two benches - play area	Working on it	2024-09-26	2024-12-26	Pressure washed	1st coat of stain complete	No further action
Replace plaque on bench	Working on it	2024-09-26	2024-12-26	Stored	Fell off bench	Monitor
Concrete in loose post - trim trail	Not Started	2024-09-26	2024-12-26			Monitor
New signage	Not Started	2024-09-26	2025-03-31			Monitor
Wash/oil trim trail	Not Started	2024-09-26	2025-03-31			Monitor
Wash/oil goal area	Not Started	2024-09-26	2025-03-31			Monitor
Replace rotten woodwork - multi unit	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Paint metalwork - multi unit	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Replace nuts under swing seats	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Wash/oil multi-unit	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Wash/oil climbing frame	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Wash/oil swing seats	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Cut back trees	Not Started	2024-09-26	2024-12-31		Funding not yet agreed	Escalate
Fix/replace damaged fence panels	Not Started	2024-09-26	2025-03-31			Monitor
Instal rubber mats beneath swings	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor
Grass seed eroded areas	Not Started	2024-09-26	2025-03-31			Monitor
Replace fixing to climbing set	Not Started	2024-09-26	2025-03-31		Depends upon plans for play area	Monitor

Noticeboards

Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Remove unsafe noticeboards at Bleadon Road/The Veale	Done		2024-08-01	Undertaken by JAR		No further action
Obtain consents for new locations	Done		2024-09-01	Highways approved		No further action
Order replacement noticeboards	Done	2024-09-26	2024-10-24	Ordered from Acorn Workshops		No further action
Erect new noticeboards	Done	2024-09-26	2024-10-31	Works order placed		No further action

Allotments

Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Extension of watering system	Done		2024-08-01	Undertaken by PC	No further complaints	No further action
Replace main gate	Done		2024-08-01	50% funding from Church commission		No further action
Establish 'community' composting area	Done		2024-08-01	Put to allotment holders	Insufficient support	No further action
Cut back 'abandoned' plots	Done	2024-09-26	2024-10-31	Plots trimmed	Burning authorised	No further action
Erect staging in polytunnel	Working on it	2024-09-26	2025-01-30	Approved by Council	Largely complete	Monitor
Instal watering system/shading - polytunnel	Working on it	2024-09-26	2025-01-30	Approved by Council	Partially complete	Monitor
Realign fencing Plots 10 and 11	Working on it	2024-09-26	2025-01-30			Monitor
New signage	Not Started	2024-09-26	2024-12-31	Approved by Council #v		Monitor

Car Park

Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Put up disabled parking signs	Done		2024-08-01	Undertaken by PC		No further action
Remove planters - Pea Green	Done		2024-08-01	Undertaken by JAR		No further action
Remove telegraph pole	Done	2024-09-26	2025-03-31	Ofcom/Openreach approached	CEO Openreach has approved works	No further action
Remove vegetation around play area	Done		2024-08-01	Undertaken by JAR		No further action
Address parking barriers	Working on it	2024-10-14	2025-03-31	Two procurement processes to-date	Scheduled for October Council	Monitor
Pressure wash/sand to paving area	Working on it	2024-09-26	2025-03-31	Part washed		Monitor
Loose coping stones - Jubilee Gardens	Working on it	2024-09-26	2025-01-30	Preparatory work complete	Awaiting suitable weather conditions	Monitor
Loose coping stones (new) - Coronation Hall	Not Started	2024-09-26	2024-12-26		Arising from use of scooters	Monitor

Churchyard

Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Undertake memorial inspections	Done		2024-08-01	Undertaken by PC	Faculty/church approvals secured	No further action
Crack in wall (Old School Lane)	Done	2024-09-26	2024-12-26	Discussed with stone mason - no conc	Tell-tale fitted	No further action
Cut back wilding area	Done	2024-09-26	2024-12-26	Agreed with Church reps	Narrower strip to be maintained	No further action
Cut back trees	Working on it	2024-09-26	2024-12-26		Faculty to be considered	Monitor
Instal gabions to rear of headstones	Working on it	2024-09-26	2024-12-26	Trial gabion installed	Largely complete	Monitor
Remove vegetation to walls	Working on it	2024-09-26	2024-12-26	Discussed with contractor	Damaged section of wall identified	Monitor
Remove vegetation - graves	Working on it	2024-09-26	2024-12-26	Undertaken by JAR	Ongoing - discussed with new contractor	Monitor
Resin adesive to crosss	Not Started	2024-09-26	2024-12-26	Supplies purchased	Assistance needed	Monitor

Bus Stops						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Renovate bus stop - Church Rooms	Working on it	2024-09-26	2024-12-26	Pressure washed	Awaiting staining	Monitor
Cut back vegetation - Celtic Way	Not Started	2024-09-26	2024-12-26			Monitor
Planting schemes						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Remove redundant planters	Done		2024-06-01	Undertaken by JAR		No further action
Acquire plants/plant up	Done		2024-06-01	Undertaken by volunteers	Invoice awaited - main supplier	No further action
Establish watering schedule	Done		2024-06-01	Undertaken by volunteers		No further action
Bulb planting in lay-bys	Done	2024-09-26	2024-12-26	Approved by Council	Discussed with contractor	No further action
Agree scheme for Jubilee Gardens	Working on it	2024-09-26	2024-12-26	Design required	Planting by BPC Contractors	Escalate
Confirm arrangements for 2025	Not Started	2024-09-26	2024-12-26			Escalate
Defibrillators						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Replace pads at Coronation Hall	Done		2024-07-01			No further action
Defibrillator at The Veale	Not Started	2024-09-26	2025-03-31	Dependent upon noticeboard relocation	Matched funding less likely	Monitor
Dog bins/Bins						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Remove bin in Bleadon Road	Working on it	2024-09-26	2025-03-31			Monitor
Replace bin at Pea Green	Working on it	2024-09-26	2025-03-31	Approved by Council	Awaiting action	Monitor
Replace remaining bins	Working on it	2024-09-26	2025-03-31	Approved by Council	Awaiting action	Monitor
Listed Monuments						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Condition of Market Cross	Working on it	2024-09-26	2025-03-31		Steam clean prior to survey	Monitor
Protective coating to Parish Pump	Working on it	2024-09-26	2025-03-31	Scheme agreed with NSC	Specialist tools required	Monitor
War memorials - within Church	Stuck	2024-09-26	2025-03-31	Legal/funding position shared with PC Faculty to be considered		Monitor
Fly Tipping						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Mattress adjacent to A370	Done	2024-05-20	2024-05-24	Reported to NSC	Contractor instructed	No further action
Abandoned caravan at large Roman Road lay-by	Done	2024-12-15	2025-01-30	Reported to NSC	Removed	No further action
Toilets						
Name	Status	Date Reported	Due date	Action Taken	Note	Conclusion
Address vandalism (Summer 2024)	Done		2024-08-01	Undertaken by JAR	Reported to Police	No further action
Repair guttering	Working on it	2024-09-26	2024-12-26	Investigated - require relining	Possibly form part of wider works	Monitor