

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

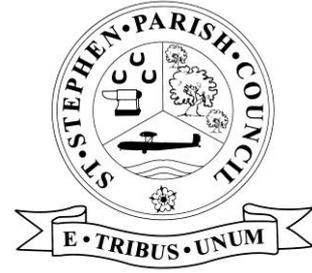
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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## To: Councillors

Wendy Berriman

Bill Pryce

Ajanta Hilton

Eileen Whittaker

Dorothy Kerry

## Co-opted Committee Members:

Chris Matson (PSRA)

Stephen Elkan (BWRA)

Brian Gibbard (CGRA)

Barbara Vernon

You are summoned to a **Community & Leisure Committee meeting.**

To take place on **Thursday 7 December at 7.30pm**

Venue: **Parish Centre, Station Road, Bricket Wood AL2 3PJ**

*A Feron*

Amanda Feron

Assistant Clerk, 22 November 2023

Please be aware that Members of the public may record, film, photograph or broadcast this meeting from the designated area.

## AGENDA

2324/CL/032 To receive and accept apologies for absence

2324/CL/033 Declarations of interest and dispensations

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

2324/CL/034 To approve the minutes of the last meeting of the Community and Leisure Committee, held on 7 September 2023.

2324/CL/035 Public Participation- to invite comment and questions from the public in accordance with the Public Speaking Policy.

2324/CL/036 To consider and agree draft Armed Forces Covenant and to make a recommendation to Full Council that St Stephen Parish Council adopt the Covenant. Draft Covenant attached.

2324/CL/037 Update on previous actions not mentioned in this agenda.

2324/CL/038 To consider options to replace the typhoon carousel at Woodbury Field with a new accessible piece of equipment which will be more cost effective to maintain long term. Report attached.

2324/CL/039 To consider options to replace the slide at Greenwood Park. Report attached.

2324/CL/040 To provide update on planned events

- a) Armed Forces Day
- b) Community Awards/ Parish in Bloom nominations attached.
- c) Remembrance Sunday final costs attached.
- d) Car Boot Sale
- e) Christmas Market
- f) Spring/summer Festival, to discuss suggestions and ideas and agree next steps to progress event.

2324/CL/041 Clerks Report

Complaints about dogs at Greenwood Park

Item for Submission to:  
St Stephen Parish Council  
Community and Leisure Committee  
Date of Meeting: 7 December 2023

Agenda Item 2324/CL/039	To consider options to replace the slide at Greenwood Park.
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**1. Purpose**

Following a recommendation by Community and Leisure Committee meeting on 7 September, Full Council 21 September, item number 2324/060(e), resolved to use reserves of £34,740,00 plus £10,000 preliminaries to complete Park Street Recreation Ground play area improvements. The Clerk has been notified that the Council are being offered a grant from Tarmac which will amount to approx. £30,000. This will be used towards the cost of the improvements. There is now an option to make use of reserves already agreed to be used for play areas and Play Area Budget for 2024-2025 to replace the slide at Greenwood Park.

**2. Introduction**

The District Council Play Area Inspection Report has identified a number of issues concerning the slide. In addition, maintaining the slope due to constant use and managing the erosion is an ongoing task for the Grounds Team. The District Council's report identified a slipping hazard at the top of the slide due to wear and erosion has caused a hard surface to be exposed in the space around the slide.

**3. Proposals**

To replace the slide using money from the reserves budget 2023-2024 and the Play Area Budget from 2024-2025.  
See options below.

**RECOMMENDED that the Committee:**

Make a recommendation to Full Council to replace the Greenwood Park slide using reserves and the Play Area Budget from 2024-2025.

Report of	Assistant Clerk	Date 30 November 2023
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8 - Low Risk	
<b>Item:</b>	Embankment Slide
<b>Manufacturer:</b>	Not Identified
<b>Surface Type:</b>	Grass
<b>Item Quantity:</b>	1
<b>Equipment Compliance:</b>	No
<b>Surface Area Compliance:</b>	Yes
<b>Life Expectancy:</b>	5 -10 Years
<b>Total Findings:</b>	7
	
<b>Finding 1</b>	<b>Finding 2</b>
The area around the item has eroded and may become slippery - Reinstate eroded area	The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting - Treat any rusting components and repaint
<b>Finding 3</b>	<b>Finding 4</b>
There are a number of dents in the slide surface - Monitor for any further deterioration and repair as required	The slide start section incline is not in the direction of travel; it should slope towards the direction of the sliding surface to meet the requirements of BS EN 1176 Part 3 - Monitor - No remedial work recommended
<b>Finding 5</b>	<b>Finding 6</b>
A number of fixing(s) have worked loose - Secure all loose fixings	The exposed concrete foundation forms a hard object within the free space of the equipment in contravention of the requirements of BS EN 1176 Part 1 - Reinstate surrounding surface levels
<b>Finding 7</b>	
The weld(s) on this item have failed - Repair item	

8 - Low Risk (Finding 1)			
<b>Item:</b>	Other - Embankment Slide	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Grass
			
<b>Finding:</b> The area around the item has eroded and may become slippery		<b>Action:</b> Reinstate eroded area	

8 - Low Risk (Finding 6)			
<b>Item:</b>	Other - Embankment Slide	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Grass
			
<b>Finding:</b> The exposed concrete foundation forms a hard object within the free space of the equipment in contravention of the requirements of BS EN 1176 Part 1		<b>Action:</b> Reinstate surrounding surface levels	

## Options for new slide at Greenwood Park

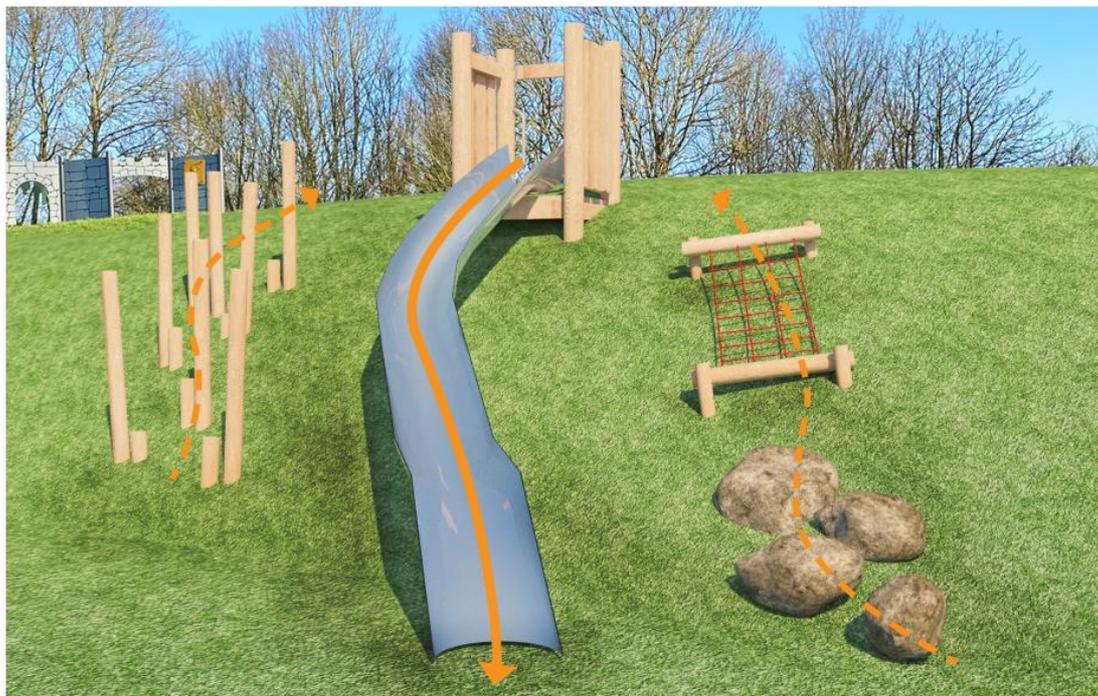
Option 1  
£20,000 approx.



Option 2  
£39,000 approx.



Option 3  
£40,000 approx.



**Remembrance Day Event 23 costs**

No	Type	Date	Ref.	Ex.Ref.	Dept	Project	Details	Amount
11576	PI	28/10/2023	BP Caprin Inv.57437	BP Caprin Inv.57437	1		Remembrance day program	248.00
11650	PI	09/11/2023	BPTeamMedic INV-6933	BPTeamMedic INV-6933	1		2 x First Responders Remembrance Parade	395.00
11685	PI	21/11/2023	BP SmartTM Inv.SI-566	BP SmartTM Inv.SI-566	1		Traffic management for remembrance parade	640.00
11690	PI	24/10/2023	BP RBLPoppyAppeal	BP RBLPoppyAppeal	1		PoppyAppeal Remembrance Wreath	25.00
11726	PI	28/11/2023	BPElvisSmelvisInv. CSMLD558	BPElvisSmelvisInv. CSMLD558	1		ElvisSmelvis/Chiswell Studios - sound for memorial day 23	250.00
11735	PI	25/09/2023	BPHarpendenPipeBand	BPHarpendenPipeBand	1		HarpendenPipeBand fee for Remembrance Sunday	350.00
11740	BP	01/12/2023	BPUberRefundForBugler	BPUberRefundForBugler	1		Uber for the Bugler Remembrance Sun 23	24.88
<b>Total</b>								<b><u>£1,932.88</u></b>



## **St Stephen Parish Council**

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**We commit to uphold the Armed Forces Covenant and support the Armed Forces Community. We recognise the contribution that Service personnel, both regular and reservist, veterans and military families make to our organisation, our community and to the country.**

Signed on behalf of:

**St Stephen Parish Council**

Signed:

Name: Councillor David Yates

Position: Chair of St Stephen Parish Council

Date:



# The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom  
His Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most, such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

## Section 1: Principles of The Armed Forces Covenant

1.1 We, **St Stephen Parish Council**, will endeavour to uphold the key principles of the Armed Forces Covenant:

- *Members of the Armed Forces Community should not face disadvantages arising from their service in the provision of public and commercial services.*
- *In some circumstances special provision may be justified, especially for those who have given the most, such as the injured or bereaved.*

## Section 2: Demonstrating our Commitment

2.1 We recognise the contribution that Service personnel, reservists, veterans, the cadet movement and military families make to our organisation, our community and to the country. We will seek to uphold the principles of the Armed Forces Covenant by:

- **Promoting the fact that we are an Armed Forces-friendly Council, to our members and wider public, celebrating the work of the Armed Forces and encouraging positive interaction between them and members of the public.**
- **Encouraging support for Armed Forces Charities.**
- **Maintaining St Stephen Parish War Memorial**
- **Holding a Remembrance Day Parade**
- **Holding an Armed Forces Day event**

2.2 We will publicise these commitments on our website, setting out how we will seek to honour them and inviting feedback from the Armed Forces Community and our residents on how we are doing.

Item for Submission to:  
St Stephen Parish Council  
Community and Leisure Committee  
Date of Meeting: 7 December 2023

Agenda Item 2323/CL/038	To consider options to replace the typhoon carousel at Woodbury Field with a new accessible piece of equipment which will be more cost effective to maintain long term.
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**1. Purpose**

To consider replacing the existing carousel at Woodbury Field with a new accessible version that will be more cost effective to maintain long term. Following a recommendation by Community and Leisure Committee meeting on 7 September, Full Council 21 September, item number 2324/060(e), resolved to use reserves of £34,740,00 plus £10,000 preliminaries to complete Park Street Recreation Ground play area improvements. The Clerk has been notified that the Council are being offered a grant from Tarmac which will amount to approx. £30,000. This will be used towards the cost of the improvements. There is now an option to make use of reserves already agreed to be used for play areas to replace the carousel at Woodbury Field.

**2. Introduction**

The typhoon carousel in Woodbury Field is not cost effective to maintain. At the moment it needs £3663 of new parts and the bearings will need to be replaced in the near future, this will cost approximately £2500. From our consultation workshop and general feedback from play area users, this piece of play equipment is very popular with children who use the play area and would be very much missed if it were to be removed.

The Grounds Team would like to replace the existing carousel with a new updated version which will provide similar play value. As the typhoon is no longer on the market, the replacement suggested is the best like for like item available. In addition the new equipment will be accessible and more cost-effective to maintain long term.

**3. Proposals**

We are currently undertaking planned phased improvements to Woodbury Field play area. Part of the improvements involve moving the typhoon and replacing the grass matting surface (which is wet and muddy) with a safety surface. Replacing the typhoon at the same time would be a practical option and allow cost savings by combining the preliminary expenses with the planned work. Reducing preliminaries would make the best use of our resources.

**RECOMMENDED that the Committee:**

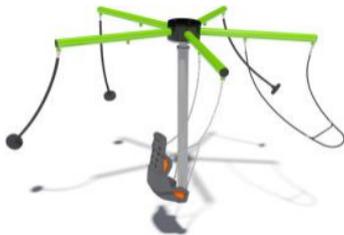
Make a recommendation to Full Council to agree to use reserves to purchase a new more accessible and more cost effective to maintain carousel for

Woodbury Field play area and to install it as part of the planned improvements.

Report of	Assistant Clerk	Date 29 November 2023
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## Budget Estimate

### Equipment

Titan Colour Collection 6 - (CAR-TAN(006))							
							
<p><b>PRODUCT FEATURES</b>            Titan is a thrilling and fast moving adventure inspired by a fairground ride. Its unique five-arm tilted overhead design gives it an unusual and exhilarating flying sensation - that added edge that children are looking for today.            Titan stimulates and physically challenges its users whilst encouraging social interaction; team work is essential as children must cooperate and work together for maximum speed and enjoyment.            Five different swing and seating options appeal to users with different abilities and approaches to their play, including: T Bar Hanger, the most difficult way to ride as the user must jump up to reach and hang on only by their hands, Rope Ladder which can be used sitting or standing, two Pendulum Button seats for an easy sit down ride and our fully supportive Mirage seat making Titan an inclusive piece of active play equipment that offers real excitement and delight to older children seeking dynamic group play. HAGS recommend using 3 Pendulum Seats, 1 Mirage Seat and 1 Rope Ladder for the majority of play areas. Images of the T Bar can be provided, please note this offers a hard challenge.</p>							
<p><b>EQUIPMENT DIMENSIONS</b>            m (L x W x H): Ø3.90 X 3.12</p>	<p><b>PLAY VALUE</b></p> <table border="1"> <tr> <td> Accessible</td> <td> Balancing</td> <td> Coordination</td> </tr> <tr> <td> Gliding</td> <td> Group Play</td> <td> Hanging</td> </tr> </table>	 Accessible	 Balancing	 Coordination	 Gliding	 Group Play	 Hanging
 Accessible	 Balancing	 Coordination					
 Gliding	 Group Play	 Hanging					
<p><b>USERS</b>            Age range: 6+            No. of users: 5</p>							
<p><b>INSTALLATION</b>            Cast in Place</p>							
<p><b>SURFACE &amp; SPACE REQUIRED</b>            Max Free Fall height -m: 1.50            Falling Space area – sq.m: 111.00            Min wet pour area – sq.m: 82.00</p>							