

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

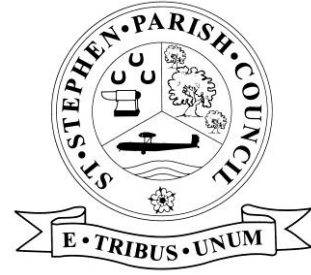
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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To Councillors:

Wendy Berriman
Bill Pryce

Ajanta Hilton
Eileen Whittaker

Dorothy Kerry

Co-opted Committee Members

Chris Matson (PSRA) Barbara Vernon (PSRA)

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

Held on **Thursday 5 December 2024 at 7.30pm**

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

A Feron

Amanda Feron

Assistant Clerk, 29 November 2024

AGENDA

2425/CL/046 To receive and accept apologies for absence

2425/CL/047 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

2425/CL/048 To approve the minutes of the last meeting of the Community and Leisure Committee, held on 5 September 2024.

2425/CL/049 Public Participation- to invite comment and questions from the public in accordance with the Public Speaking Policy.

2425/CL/050 Update on previous actions not mentioned in this agenda.

2425/CL/51 To review results of Mayflower Road Consultation and agree next steps. Report attached.

2425/CL/052 To discuss ideas and agree next steps for finding a volunteer to make a book case for a book swap library at Park Street War memorial site.

2425/CL/053 To agree revised Terms of Reference and make a recommendation to Full Council to adopt. Report attached.

2425/CL/054 To provide update on planned events

- a) Armed Forces Day
- b) Community Awards/ Parish in Bloom
- c) Remembrance Sunday

- d) Car Boot Sale
- e) Christmas Event
- f) Summer Fete

2425/CL/055 Clerks Report

Community consultation for Improvements at Mayflower Road Play Area

St Stephen Parish Council plans to update Mayflower Road Field Play Area in 2025. The Council has reviewed the current provision and found that overall the play area is underutilised. We aim to provide a broad range of play opportunities across the Parish, avoiding repetition and fostering unique experiences at each location.

As part of the plan, the Council recently held a community consultation at Mayflower Road play area. The goal was to understand residents' needs and preferences for the space and to ensure we make the best use of available resources. Our aim is to create a revitalized and inclusive play area that offers engaging and enriching play opportunities for children.

Consultation Process

The consultation process was an opportunity to promote Mayflower Road as a greenspace for the local community to enjoy, increase community engagement in the project and to allow residents to have their say. The consultation was in two parts:

- **Consultation Survey:** An on-line survey was available throughout October, receiving 140 responses that provided an overview of community priorities.
- **Consultation Workshop:** From 1pm to 4pm on October 30, we held a workshop at the play area to allow the community to engage directly, view design options and share ideas. Councillors Pryce and Berriman were on hand to talk to members of the community, receive feedback and answer questions. We collected 23 responses at the workshop.

Findings

The main themes of the consultation we identified were:

Safety and Security:

- Concerns about early and late access
- The current use of the mixed space
- Better waste management, especially dog owners not picking up after their dogs
- Improved fencing
- Children's safety in the mixed play area
- Dog owners accessing the mixed space via the children's play area

Facilities and amenities:

- Additional seating, picnic benches

- Shelter
- Water fountain
- Toilets

Play equipment:

- Swings, climbing frames, skate park
- New equipment for under 6s and over 6s

Accessibility and infrastructure:

- Introducing paved pathways to improve accessibility during the winter

Appeal and setting:

- Improve use and attract more families by updating equipment and brightening the space

The overall response from the community to making improvements and updating the space was positive. We have noted the need for providing new play equipment for younger and older children in the space. There were a lot of suggestions about the mixed space area and how to improve it. Based on this feedback, we are considering relocating the existing goal end into the play area and expanding that space to accommodate it. This adjustment would create a larger play area while designating a smaller section for mixed-use activities, better aligning with the community's preferences.

Key Community Suggestions for Improvements

- **Inclusive play equipment:** Equipment suitable for younger children, under 6 and options for older children over 6.
- **Additional seating:** Many respondents suggested more seating to make the park more family-friendly
- **Reorganising the space:** Maintain separate play area and mixed use spaces while expanding the play area to incorporate the relocated goal end.
- **Quiet, open atmosphere:** Maintaining the calm, quiet atmosphere and the openness of the site in particular for children with additional needs.

Suggestions We Cannot Include and Why:

- **Upgrading Mayflower Flower to match Woodbury Field:**
Woodbury Field's play area was upgraded with S106 funds from developments at Hanstead Park and the BRE site. S106 funds are restricted to play areas within a 10 minute walk of the contributing development. While there will potentially be some S106 money for

Mayflower Road it will not contribute the majority of the cost of updating the space.

- **Toilets facilities/water:** The cost of installing infrastructure, constructing buildings and ongoing maintenance exceeds the current budget. Greenwood Park, a short drive/walk away will continue to serve as the designated site for these amenities.
- **Sandbox/pit:** The site and maintenance requirements make adding a sandbox impractical for this location.
- **Path ways:** Drainage on the site is fairly good, as it is a field, it will be muddier in the winter months. The intention is to ensure the field remains as much greenspace as possible.
- **Locking the park at night:** Open access will continue as there has not been an increase in antisocial behaviour since the decision was taken to no longer lock the park at night.

Equipment Preferences from the Workshop:

Equipment	Multi goal	Rhombus Twister	Jumper
Preferences	5	0	5

Equipment	Triple Tower	Boogie spinner	Cocowave
Preferences	2	3	2

Equipment	Cliff rider	Metal frame	Explorer dome	Sensory dome	Wooden frame
Preferences	4	7	10	1	7

Workshop Comments

We received helpful comments at the workshop:

- A suggestion for a shelter for use in bad weather.
- A reminder that catering to a range of ages, from toddlers to teens, would make the space more inclusive.

- Concern about dog/mixed space etiquette and ways to ensure a positive experience for families with children using or passing through the mixed space area.

We appreciate all the feedback and will share project updates as we progress. Thank you to all who took the time to complete the survey or who came along to the workshop and for helping to make Mayflower Road Play Area a better space for everyone!

Thank you for your time and involvement.

Click for the [online survey results](#)

(c) COMMUNITY & LEISURE

Purpose

The purpose of the Community and Leisure Committee is to work to better understand, engage with and involve members of the Parish community in Parish Council business and deliver projects to promote wellbeing, sustainability, and inclusivity.

Membership

The committee shall comprise five Councillors, Chair or Vice Chair are ex-officio. Up to four Co-opted members of the public may join during the year if authorised by the Committee/Council. These persons may have voting rights on non-financial decisions. All Councillors may attend and speak at a Community & Leisure meeting. The Committee will elect the Chair, and a temporary chair for the meeting in the absence of the Chair. Membership shall be reviewed at the Annual Full Council Meeting. Meetings are held bi-monthly

Functions

- To oversee the Council's commitment to support the community within its area of benefit and influence.
- To facilitate effective community engagement that encourage and enable local residents to contribute to the development of the Parish, including residents surveys etc.
- To be responsible for the deployment of the Committees' delegated budget and demonstrate best value.
- To help guide the development, accessibility and improvement of the leisure and sports facilities within the Parish and make recommendations to Council regarding future investment in facilities.
- To promote the usage of the Parish community facilities.
- To develop projects to improve, replace or provide additional facilities
- Identify and specify projects within the remit of the Committee suitable for funding by Section 106 or other grants.
- To work in partnership with local groups and organisations, encourage the running of community events and provide help and resources from the Facilitation Budget where appropriate.
- Through delegation to the Annual Events Working Party, organise the Parish Annual Remembrance Day Service and any other community events the Full Council has agreed to directly organise. Including appointing Task and Finish Groups to take on the detailed organisation if required.
- Support projects and events for young people and Community groups.
- Any other matters delegated to the Committee or deemed relevant to these terms of reference.

Additional functions:

Yellow agreed by Community and Leisure in June 24. Green suggested additions for consideration:

Parish Play Areas – with reference to the Annual Independent Inspection Reports and five year play area plan.

Woodland and Open Spaces

To oversee the management of the Parish woodlands in accordance with the woodland management plan.

Parish allotment sites

Manage the maintenance, suitability and replacement provision of equipment, with the exclusion of routine maintenance

Benches that are the responsibility of the Parish