

CORFE MULLEN TOWN COUNCIL
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NOTICE OF NEXT COUNCIL MEETING

Dear Councillors

You are hereby summoned to attend the following meeting:

Meeting of... **COMMUNITY SERVICES COMMITTEE**

Time... **19:00**

Date... **Tuesday 9 April 2024**

Place... **Small Hall of the Village Hall, Towers Way, Corfe Mullen**

A handwritten signature in black ink, appearing to read 'C Horsley'.

Catherine Horsley
Town Clerk & RFO
3 April 2024

PUBLIC PARTICIPATION: In accordance with Standing Orders, a maximum of 30 minutes is set aside before the business of the meeting commences to enable members of the public to raise any issues pertaining to the agenda for the attention of Councillors. Up to 5 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item. **Members of the public wishing to speak should contact the Clerk before 1pm on the day of the meeting.**

Councillors will be discussing all the items listed on the agenda below.

AGENDA

- CS 23/63 To Receive and Accept apologies for absence (LGA 1972 s85 (1))**
- CS 23/64 To Record any declarations of interest** Members to declare any interests, including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
- CS 23/65 Paper A - To Approve minutes of meeting held on 13 February 2024** LGA 1972, sch 12, para 41
- CS 23/66 Paper B - TO FOLLOW - To Approve Accounts for Payment** – a list of payments to be made will be sent out as close to the meeting as possible to ensure as many payments are captured as possible, therefore avoiding delays in payments to providers.

- CS 23/67** **Paper C - To Note Update for Amenities**
- CS 23/68** **Paper D - To Note Update on the Allotments**
- CS 23/69** **Paper E - To Note Update on the Cemeteries**
- CS 23/70** **Paper F – To Note Highways Update**
- CS 23/71** **Matters for forthcoming agendas** No decisions can be taken¹
- CS 23/72** **To Agree a date and time for the next meeting** – Meeting to be held on Tuesday 11 June 2024 at 19:30 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.
- CS 23/73** **Close of Meeting**

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



Minutes of the Community Services Committee held on Tuesday 13 February 2024 at 19:33 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen

Present: **Councillors**
S Jefferies (Chair)
S Florek
A Holland
P Holland
P Purvis
D Sowry-House

In Attendance: Catherine Horsley (Town Clerk & RFO)
Rachel Virrill (Deputy Town Clerk – Minute taker)

Public Participation

There were no members of the public present.

CS 23/52 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllr A Craven due to personal commitments.

Cllr B Honeyman was not present.

CS 23/53 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest.

CS 23/54 Paper A - To Approve minutes of meeting held on 12 September 2023 & 14 November 2023 LGA 1972, sch 12, para 41

The minutes of the meetings held on 12 September 2023 and 14 November 2023 were **APPROVED**.

Cllr Jefferies thanked the staff for their hard work during recent staff absences.

Cllr Jefferies asked if the office had received any negative feedback relating to the siting of Beryl Bikes across the village. The Clerk confirmed the office had not received any feedback.

CS 23/55 Paper B - To Approve Accounts for Payment

Cllr Jefferies raised the following query:

Lines 786/785: Utility costs for water and electricity for the Grounds Unit appeared high. The Clerk confirmed the costs covered an 18-month period, which accounted for the high costs. Unfortunately, due to the Town Council being invoiced by Corfe Mullen Scouts Association, the Town Council is unable to reclaim VAT.

Members felt the supply of utilities to the Grounds Unit should have a separate meter, to enable usage to be monitored and invoiced directly to the Town Council, therefore enabling VAT to be reclaimed. The Clerk agreed to investigate whether this was possible and report back to Full Council.

It was **RESOLVED** to **APPROVE** the Accounts for Payment totalling £14,289.16.

CS 23/56 Paper C - To Note Update for Amenities

The Deputy Clerk presented the report and provided an update on the quotations received for the bus shelters as discussed at the Full Council meeting held on 23 January 2024. The bus shelter already in place on Wareham Road, at Windgreen Roundabout, would require a replacement, due to water corroding the posts from the inside out. A further report would be presented to the next Full Council meeting scheduled on 27 February 2024, for a decision on how to proceed.

Members noted there were a number of quotations outstanding. The Deputy Clerk confirmed, contractors had been followed up, however, it was difficult to find contractors who wanted to quote for any work and reiterated that quotations would be presented to meetings as soon as they had been received.

Cllr Jefferies queried the level of playground inspection due to the letter accompanying the report stating, *'this assessment does not meet the requirements identified in an annual inspection.'* The Deputy Clerk confirmed she would follow this up with the Playground Inspector as a full inspection had been requested and to her knowledge, this was what had been carried out.

Cllr Jefferies asked how many of the saplings received from the Woodland Trust had survived. The Clerk confirmed that unfortunately, due to the hot, dry weather experienced in 2023, there were only a handful of saplings that had survived and could be planted out.

Cllr P Holland advised some residents had contacted him relating to the works carried out to clear the pit area during 2023. Brambles and other shrubbery had been cut back, leaving sharp debris on the paths causing a hazard to animals and members of the public walking in the area. The Deputy Clerk advised the contractor who carried out the work, was no longer in business, however, she would ensure the next appointed contractor removed all debris from the site.

Cllr Sowry-House noted the building of the new memorial benches to be placed at the new cemetery and Towers Way open space as a result of vandalism and felt the Revd Jane Burgess and the families should be invited to a re-dedication of the newly installed memorial bench at the new cemetery, once in place.

The Chairman's Article in the Link Magazine should also include some wording relating to the increased vandalism in the village and the costs to the Town Council.

The update was **NOTED**.

CS 23/57 Paper D - To Note Update on the Allotments

The Deputy Clerk presented the report, noting there was one remaining resident on the waiting list who was awaiting a raised bed, due to a disability. It was noted that other raised bed holders may be willing to swap or hand over, which would be investigated.

It was reported that the Grounds Team had progressed with the installation of covers on the water troughs, with only 5 troughs nearest to the gate outstanding.

Members discussed the wooden bench to be installed at the Allotment site. Cllr Sowry-House requested that members of the Allotment Association and the Woman's Institute be invited to the unveiling of the bench once the location had been confirmed.

Discussion took place relating to the gully running across the driveway up to the top car park. Due to the gully being in place to take water off the site and onto the wild meadow and balancing pond, plot holders were driving on the nearby grass verges to avoid the gully. Cllr Sowry-House reminded members that Natural England had placed restrictions on the materials that could be used on site, due to its location being within the Green Belt, therefore, the hoggin surfacing could not be changed. Members considered installing large rocks on each side of the gully, to deter cars from driving on the grass verges. The Clerk confirmed this would be investigated.

The update was **NOTED**.

CS 23/58 Paper E - To Note Update and Approve Quotations for the Cemeteries

The Deputy Clerk presented the report, noting the quotations received to carry out repair works to new cemetery wall and pillars. Members discussed the quotations and felt in the long term replacing the wall and pillars would be more cost-effective.

Discussion took place relating to the reduced cemetery income as a result of no full burial plots remaining and a limited number of cremated remains plots being available to purchase. It was agreed to investigate further options for cremated remains, particularly a cremation memorial wall.

The update was **NOTED**.

It was **RESOLVED** to investigate quotations to replace the new cemetery wall and pillars and to investigate further options for interment of cremated remains.

CS 23/59 Paper F – To Note Highways Update

The Deputy Clerk presented the report for noting, as it would be presented to the Planning Committee for any decision making. Cllr Purvis noted the 'slow' sign on Broadmoor Road required repainting.

Members requested an update on the repositioning and/or line painting of the Hillview Roundabout. The Clerk agreed to follow up with the Community Highways Officer.

Discussion took place relating to parking issues in and around Henbury View First School during school drop off/pick up. It was noted should the request for double-yellow lines on Hillside Road be approved by Dorset Council Highways, discussions would need to take place with the school to ensure safe measures are put in place during drop-off/pick-up times.

The update was **NOTED**.

CS 23/60 Matters for forthcoming agendas No decisions can be taken¹

Members noted complaints had been received from residents relating to the poor surfacing in front of the shops at The Parade on Wareham Road. It was agreed to carry out an HM Land Registry search to ascertain who the landowner is and to follow up with a letter to the landowner on behalf of the Town Council.

CS 23/61 To Agree a date and time for the next meeting – Meeting to be held on Tuesday 9 April 2024 at 19:30 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.

CS 23/62 Close of Meeting at 20:55.

Signed as a correct record of the meeting..... Date

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COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 9 April 2024

Agenda Item: CS 23/66

Paper: B

Subject:	Accounts for Payment
Prepared By:	Catherine Horsley, Town Clerk
Purpose of Report:	To approve the accounts for payment as scheduled on the attached PDF.
Key Points:	<p>Accounts for payment is created directly from Scribe Accounting.</p> <p>Each transaction has a number in the first column which is the transaction number in Scribe for ease of reference when Councillor's log into Scribe to check invoices.</p> <p>The description provides the details of the transaction.</p> <p>The supplier is the person being paid.</p> <p>The pay type is whether it is IB (instant BACs) DD (direct debit) or Cheque. If it is a cheque the cheque number should be included.</p> <p>The notes column will provide any further explanation about the transaction.</p>
Recommendation:	To APPROVE the Accounts for Payment totalling £8,521.15

Accounts for Payment - 9 April 2024

Voucher No	Date	Total	Description	Supplier	Payment Ref	Comments
40	08.04.2024	£6.18	Materials & Supplies	Trade UK (Screwfix)	IB	Rawl plugs for sports pavilion benches
39	19.04.2024	£390.36	Waste Collection	Dorset Waste Partnership	DD	Various sites
38	10.04.2024	£1,513.90	Annual Subscription	Councils	IB	
37	10.04.2024	£598.80	Annual Subscription	South West Councils	IB	HR Advisers
33	18.04.2024	£47.76	Monthly Subscription	Buzz Networks Ltd.	DD	Digital phones
32	10.04.2024	£9.49	Materials & Supplies	Trade UK (Screwfix)	IB	Screws for sports pavilion benches
31	05.04.2024	£3.98	BACs Charges	The Co-Operative Bank	DD	
30	10.04.2024	£186.00	Maintenance	Philip Trim Contractors	IB	Waste clearance at Grounds Unit
29	15.04.2024	£119.94	Monthly Subscription	Skyguard Limited T/A Peoplesafe	DD	Lone working devices
28	10.04.2024	£23.00	Room Hire	Corfe Mullen Village Hall	IB	Meeting with WMTC
27	25.05.2024	£22.40	Fire Safety	Chubb Fire Limited	DD	Fire extinguishers at Grounds Unit - March 2024
26	20.04.2024	£48.00	Monthly Subscription	Central Computer Management Ltd	DD	Payroll
25	03.04.2024	£33.60	Materials & Supplies	Arcware Architectural Limited	Card	Replacement lock barrel for toilet roll dispensers in public toilets at Rec
24	10.04.2024	£9.69	CMVH Items	Amazon Payments UK Ltd.	IB	To be reimbursed
23	10.04.2024	£3.49	CMVH Items	Amazon Payments UK Ltd.	IB	To be reimbursed
22	10.04.2024	£41.88	Equipment	Amazon Payments UK Ltd.	IB	Various tools for Grounds Team
21	10.04.2024	£6.95	CMVH Items	Amazon Payments UK Ltd.	IB	to be reimbursed
20	10.04.2024	£78.00	Maintenance	Stanner Electrical Contractors	IB	Lighting repair in sports pavilion
19	10.04.2024	£47.96	VH Items	Trade UK (Screwfix)	IB	To be reimbursed
18	10.04.2024	£768.00	Security	K9 Security (Guarding) Ltd.	IB	Monthly Rec Security
17	10.04.2024	£158.34	Materials & Supplies	GLS Educational Supplies	IB	Black sacks for Grounds Team
16	10.04.2024	£1,297.80	Cleaning	Clean Deep Services Limited	IB	Various sites
15	10.04.2024	£262.79	Plumbing Works	BURNSgas Ltd	IB	Repairs to public toilets at Rec
14	10.04.2024	£258.00	Plumbing Works	BURNSgas Ltd	IB	Repairs to office disabled toilet
13	10.04.2024	£28.99	Materials & Supplies	Amazon Payments UK Ltd.	IB	Replacement padlocks for tennis courts
12	01.05.2024	£160.24	Water Usage	Water2business	DD	Office/VH water Jan-Marc 2024
11	01.04.2024	£434.59	Rates	Dorset Council	DD	Office
10	01.04.2024	£227.45	Rates	Dorset Council	DD	Cemeteries
9	25.04.2024	£22.40	Fire Safety	Chubb Fire Limited	DD	Fire extinguishers at Grounds Unit - April 2024
8	01.05.2024	£19.54	Water Usage	Water2business	DD	Cemeteries Dec 2023-Mar 2024
7	10.04.2024	£97.73	Water Usage	Water2business	IB	Sports pavilion Jan-Mar 2024
6	10.04.2024	£12.06	Water Usage	Water2business	IB	Allotments Dec 2023-Mar 2024
5	10.04.2024	£49.10	Water Usage	Water2business	IB	Sports pavilion Dec 2023-Mar 2024
4	01.04.2024	£89.21	Fuel	UK Fuels Limited	DD	Truck
3	10.04.2024	£171.16	Materials & Supplies	Trade UK (Screwfix)	IB	Replacement outside lights for Office/VH
2	05.04.2024	£271.26	Electricity Usage	British Gas	DD	Pavilion - March 2024
1	02.04.2024	£303.10	Gas Usage	British Gas	DD	Pavilion - March 2024
928	30.03.2024	£184.59	Electricity	SSE Energy Solutions (Southern Electric)	DD	Jan-24

Accounts for Payment - 9 April 2024

Voucher						Payment	
No	Date	Total	Description	Supplier	Ref	Comments	
926	04.03.2024	£197.34	Electricity	SSE Energy Solutions (Southern Electric)	DD	45323	
923	27.03.2024	£316.08	H&S Services	Peninsula Business Services Limited	DD	Monthly consultancy	
TOTAL:		£8,521.15					



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 9 April 2024

Agenda Item: CS 23/67

Paper: C

Subject:	Amenities Update
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the progress of amenities-related work.
Background:	The report provides updates on ongoing amenities-related work.
Key Points:	<p>General</p> <ul style="list-style-type: none"> • Bus Shelters on Wareham Road: At the Full Council meeting held on 26 March 2024, it was RESOLVED to contact Dorset Council Highways to ascertain whether a cantilever shelter could be sited both northbound and southbound at Windgreen Roundabout on Wareham Road. <i>Awaiting a response.</i> Due to a mature oak tree adjacent to the bus stop opposite Towers Way Co-op, a shelter is not suitable in this location. • Public Consultation for the redevelopment of the Recreation Ground and Sports Pavilion: Working Party to be established including Cllrs Craven and Sowry-House and other stakeholders to consider the next steps. • Streetlighting - LED: At the Full Council meeting held on 26 March 2024, it was RESOLVED to approve a phased approach to updating the streetlighting to LED on Pine Road, Wayground Road and the Recreation Ground over the next two financial years 2024/25 and 2025/26, to be communicated to the residents in the locations. • Streetlighting - Repairs: One column at the Recreation Ground car park next to Guide hut working intermittently. One column in Towers Way next to the Co-op car park not working. <i>Awaiting Enerveo to confirm when columns will be repaired.</i> • Soak Aways: Following gully clearing on all sites in October 2023, it identified an issue with saturated soakaways at the Council Office/Village Hall car park and the Recreation Ground driveway adjacent to the tennis courts. Quotes being obtained to replace with fit-for-purpose soakaways. <p>Recreation Ground</p> <ul style="list-style-type: none"> • Gym Equipment: Grant funding applications in progress. • Replacement Duo Recycling/Waste Bin: Awaiting installation by the Grounds Team at the play area. • Cricket Nets: Installed ahead of the new cricket season. Quotes being progressed to replace at least 3 damaged posts during the 2024/25 financial year. • Contractors on behalf of Dorset Council completed tree works to a damaged tree on the County Farm overhanging the Community Orchard. Unfortunately, due to the ground conditions, the contractors vehicles caused damage, which the contractor will put right when conditions allow.

- Grounds Unit Utilities: Applications submitted to SSEN and Bournemouth/Southwest Water to request new supplies to unit rather than feeding off the scout hut and billing by the 2nd Corfe Mullen Scouts Group.
- Moss/weed spraying: Completed on the tennis courts. Other sites to be progressed by the Grounds Team.
- Quotations are being obtained for remedial repairs to the tennis court surfaces.
- Pit Area: Quotations being obtained for an alternative contractor to carry out groundwork in the Autumn 2024.
- Public toilets: Plumber attended on 27 March 2024 to repair damage to cistern to allow the toilet to re-open the following day.
- Installation of RADAR system for public toilets: Quotes to replace existing doors with external RADAR locking system being progressed. As an indication of costs, to replace doors - £356+VAT, RADAR Toilet Door Lock Kits with emergency key switch - £1306.48+VAT and £3.75+VAT per key. Quotes for metal plates to cover doors and electrician costs awaited.
- Picnic Benches: Bases to be installed by Grounds Team rather than benches sitting on the grass.
- Grounds work to be completed in the play area to level off grass areas which have been damaged due to wet weather.
- Astroturf Cricket Wicket: Corfe Mullen Cricket Club (CMCC) own the astroturf wicket at the Recreation Ground. During the 2023 cricket season, CMCC allowed Wimborne and Ferndown Cricket Clubs use of the astroturf wicket who paid the cricket pitch hire fees to the Town Council, with an additional payment of £20 per match paid to CMCC towards the upkeep of the astroturf wicket. Wimborne Cricket Club has requested to do the same for the new cricket season commencing at the end of April 2024. This will provide an additional income to the Town Council, whereby they will be invoiced by the Town Council for the astroturf pitch fees at £46 – weekend matches, £34 - weekday matches with the additional £20 per match fee paid direct to CMCC towards their costs for the astroturf wicket.

Henbury View Play Area

- At a previous meeting held in June 2023, it was resolved to revisit planting in Spring 2024 to allow time for regrowth of current planting. Members to agree how to proceed.
- Additional bin installed by both benches at the top and bottom of the site.
- Rotten wooden edging posts on pathway to be replaced by the Grounds Team.

Towers Way

- Platinum Jubilee Bench: The Village Hall handyman/caretaker is progressing construction of replacement oak sleeper bench, similar to bench in the new cemetery.
- Town Council Office: Plumbing repairs have been carried out to the disabled toilet facilities.

Sports Pavilion

	<ul style="list-style-type: none"> • Lighting: Lights in changing room 2 and 5 have been repaired. However, further repairs are required in changing room 1 and the referee changing room. The Contractor is also providing a quotation to carry out an Electrical Installation and Condition Report which should be carried out every 3 years. • Roof: Quotations being obtained to repair a broken slat. <i>Awaiting a response.</i> <p>Health & Safety</p> <ul style="list-style-type: none"> • Annual PAT Testing: Carried out on all Town Council sites on 28 March 2024. • Annual Health and Safety Assessment: To be carried out on all Town Council sites on 10-11 April 2024. • Annual Legionella Assessment: To be carried out on all Town Council sites on 24 April 2024. • Annual Playground Inspections: At the previous meeting held on 13 February 2024, the type of inspection detailed within the report was queried. This has been followed up with Peninsula, who explained the statement meant that only the playground inspections were carried out, not the full health and safety inspection of all Town Council buildings scheduled on 10-11 April 2024. Appendix 1 - actions list being progressed by the Grounds Team. • Tree Survey: Following the survey carried out in April 2023, all high priority tree work was completed in the 2023/24 financial year. The next phase of tree works is 'non-urgent' shown in Appendix 3 – 44 trees and one tree-group marked in yellow. One quotation has been received out of 3 to carry out tree works at a total cost of £9706.25+VAT. This contractor has carried out previous tree works on Town Council sites. <p>Parish Tour 2023</p> <ul style="list-style-type: none"> • Updates shown in Appendix 2.
<p>Implications:</p>	<p>All outside items are weather dependent.</p> <p>Costs incurred for signage, materials, use of contractors and equipment.</p> <p>All items deemed to be a Health & Safety risk should be progressed as soon as practicably possible.</p> <p>Antisocial behaviour at Henbury View play area needs to be considered when agreeing planting, as previously drug paraphernalia has been found at the site due to the lack of visibility from high planting.</p> <p>Changing the public toilets to RADAR accessible toilets may impact members of the public using the Recreation Ground, particularly young families using the play area who may not have access to a key.</p> <p>In addition, complaints have been received from residents living adjacent to the Recreation Ground relating to users urinating on their boundaries. Should users not have access to public toilets and/or not have a RADAR key, further complaints may be received.</p>

	There is a budget of £8000 for tree works in the 2024/25 financial year.
Recommendation:	To NOTE the update and agree how to proceed with the following: <ol style="list-style-type: none">1. Planting at Henbury View Play Area2. Tree works a total cost of £9706.25+VAT.

Appendix 1 - Playground Inspection Actions List

Towers Way Play Area

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Swings	Chains displayed signs of surface rust.	Monitoring checks to be carried out and if deterioration increases the chains must be replaced.		Monitoring
Yellow Fort	The rotating observation binoculars moved freely; however, this has generated a pinch hazard for small fingers.	Repair the rotating binoculars so the pinch hazard is removed or remove rotating binoculars.	Tightened to reduce movement. Temporary fix in place. Replacement parts to be ordered.	Open
MUGA Fencing	The Basketball Unit fencing structure appears to be missing a protective cover on the bottom back fence.	Replace protective cover	To be ordered.	Open
Gates	Whilst the gates looked in good condition with no signs of visible damage, the flowing issue was noted during the visit. The main entrance gate does not close fully.	Adjust the yellow main entrance gate to close fully.	To be investigated further.	Open

Henbury View Play Area

Equipment	Observation	Action Required	Notes	Completion Date
Trampette	The recess for the trampette has a build-up of leaves and detritus.	Periodically clear the recess of leaves and detritus.	Being checked regularly.	Monitoring
Basket Swing	Plastic protective eye cover displayed damage.	Replace/protect rope eye protector.	The eye protector cannot be replaced, the whole swing would need to be replaced. Rough edges filed. Chance of injury is very low.	Monitoring
Yellow & Grey Fort	Areas of wooden support displays cracks which have increased in size since last inspection.	Replace support.	2 x supports ordered. Awaiting delivery.	Open
	While the platforms have received a coat of paint, they still exhibit signs of fatigue, notably, the drop of the platform.	Replace the fatigued elements to maintain the integrity and profile of the platform.	To be repaired by Grounds Team	Open
Rope Bridge	There are some bolts that rotate in their hole and threads can be seen on a few.	Ensure all bolts are tightened to the correct torque for their role.	Bolts tightened.	Closed
Gate	The main entrance gate wedges on the ground to the front of the gate.	Adjust the yellow main entrance gate to allow the gate to close from the widest opening angle.	To be investigated further.	Open
Bins	The bin is new and has no external damage, however the securing jubilee clips have not been cut to fit the fixing point width.	Remove the excess section of the jubilee clip located in the car park area.	Clip shortened and filed to remove sharp edges.	Closed
Handrail	Handrail for steps displayed rotating and unscrewing rope connectors.	Tighten rope end connectors to stop movement.	Tightened by Grounds Team	Closed

Recreation Ground Play Area & Skate Park

Equipment	Observation	Action Required	Notes	Completion Date
Swings	Some of the base bolts did not have their protective plastic caps on.	Ensure all structural bolts have protective plastic caps fitted to stop attack from the elements.	Caps replaced	Closed
	Two connector bolts for the swings displayed signs of corrosion.	Ensure swing connector bolts are checked for structural strength or replaced at the earliest opportunity.	Bolts checked.Replacement bolts to be ordered.	Open
Yellow Fort with Tunnel	The structure dips down at one end.	You must investigate the ground conditions for the side of the structure as this seems to be dipping down. Ensure any remedial action is taken to stop further movement.	Grounds team has investigated. Structure is solid so no immediate requirements.	Closed
Balance Circuit	Various sections of wood along the length of multiple sections show signs of rot and fatigue.	Rotten sections should be removed and replaced. Salvageable sections must be protected from future corrosion by applying a protective coat.	New beam installed	Closed
	Various bolts and top caps were loose, of note was the balance beam that moves, identifying loose mounting bolts.	All loose items must be tightened up or replaced at the earliest opportunity.	All bolts and top caps checked and tightened.	Closed
	A few sections displayed movement; this may be due to lose bolts.	Investigate the reason why the structure has movement. Rectify.	Vertical posts tightened.	Closed
	Some of the metal components were viewed with their protective cover being rubbed off.	Reapply protective covering to all metal components that require it.	To be investigated further.	Open
Large Fort with Two Slides	The ground in close proximity to the equipment has been worn away causing a potential trip hazard.	Fill in hole up to the surrounding ground level and compact to stop sinking again due to consolidation.	Dry conditions required.	Open
Octagonal Climbing Frame	The wooden supports displayed wooden damage halfway up.	Ensure areas of damage on the vertical support columns are protected from further damage.	Grounds team investigated and advised that damage is due to design of the equipment. Will require dry conditions to attempt repair.	Open
	The plastic coating covering the rope support is damaged and has the potential to cause a laceration injury.	Ensure all plastic coatings displaying signs of damage are replaced.	New rope spiders web installed.	Closed
See-saw	The pivot point of the see-saw moves excessively and has exposed a pinch hazard.	Tighten the pivot point of the See-saw to stop the exposure of play equipment users to the pinch hazard.	Tightened. Investigated further with Sutcliffe Play. Pivot point is within required measurements to ensure no pinch hazard.	Closed
Zip Slide	The rope attachment components looked like they had corrosion and the clamps have been fitted incorrectly with one end alternating.	Investigate the corrosion on the Steel Wire rope clamps and securing eyes, remove or replace. Refit rope clamps correctly.	Contractor to carryout repairs at height.	Open
	The take-off area on the zip wire displays damage repair that could cause a trip.	Repair the take-off area to reduce the trip hazard from pushers.	Repaired	Closed
Benches	The benches displayed signs of deterioration and wear.		Benches replaced.	Closed
Gate	The main entrance gate latch can catch skin when closed.	Adjust the main entrance gate latch to stop the pinch hazard.	Repaired	Closed
Skate Park	A section of concrete is missing from one of the lower drop-in ramp corner.	Repair the corner with the missing concrete patch.	Dry conditions required.	Open

Location	Finding	Comments/Update	Open/Closed/ In progress	CIlrs
Allotments	Gully in driveway fills with hoggin in heavy rain, when gully is cleared cars drive around it on the grass creating damage to grassed area.	Council resolved to look into large rocks to be installed on grass at each end of gully. To be investigated.	Open	PP
Allotments	Fencing between allotment site and adjacent land requires repairs.	Quotes to be obtained.	Open	PP
Allotments	Pot holes in driveway and car parks to be filled	Completed by contractor, however, due to heavy rainfall, much of the hoggin has washed away. To be revisited in spring/early summer when the hoggin will have time to set in drier weather.	Open	PP
New Cemetery	External bottom boundary walls cracked, bowing and also needing repointing	New quotations being obtained to rebuild new wall.	Open	AC
New Cemetery	Topping on right boundary wall needs sorting as damaged/ lose	New quotations being obtained to rebuild new wall.	Open	AC
New Cemetery	Entrance pillar on left and right cracks and pointing issue and also left topping is degrading/broken	New quotations being obtained to rebuild new wall and pillars.	Open	AC
Old Cemetery	Tree growing in laurel.	To be removed by grounds team.	Open	AC
Old Cemetery	Chapel window sill is peeling.	Grounds team to investigate and repair as necessary.	Open	AC
Springdale Open Space	Signs mixed. Entrance from Springdale housing on to the Ball Field very worn and tatty and labelled East Dorset District etc, needs replacing. Rather scruffy one in the car park. Byelaws notice, Corfe Mullen Town Council excellent condition.	Sign at entrance to site replaced, replacement sign ordered on ball field to be ordered.	Open	PH/AH
Henbury Play Area	Lower gate needs painting yellow.	To be progressed by Grounds Team.	Open	PH/AH
Recreation Ground	Pit area inaccessible	Pit area cleared by contractor and grounds team maintaining. New contractor to be agreed for additional maintenance as per amenities report.	In progress	AC
Recreation Ground	Several cracks appearing in the base of heavily used areas of skate park.	Bendcrete to carryout works highlighted. Reponse has been followed up.	In progress	AC

Recreation Ground	Bench in Roys Meadow requires yearly maintenance/oil.	Grounds team to investigate.	Open	AC
Recreation Ground	Sports Pavilion fascias rotten and out of alignment in places.	Quotes being obtained.	In progress	AC
Recreation Ground	Car park dog fouling sign is deteriorating	Grounds team to investigate and replace.	Open	AC
Recreation Ground	Obstacle course to be repainted.	Grounds team to progress.	In progress	AC
Towers Way/Village Hall	MUGA - rubber side pieces on mesh panels are cracking,	To be investigated by grounds team.	Open	AC
Towers Way/Village Hall	Fascia boards to front need repainting.	To be progressed by the Handyman/Caretaker.	Open	AC

1. Introduction

This document is designed for the use of contractors and site managers. All information is from the ‘Tree Risk Assessment 2023’ where all details and limitations of the survey are included.

1.1 The tree survey

All trees have been tagged and recorded individually but trees growing close together and with similar characteristics were grouped if it was considered that they would benefit from management as a group. Details of 129 individual trees and 22 groups of trees were recorded.

1.2 The tree plans

Six A4 tree plans are provided at the rear of this specification. The maps show the location of the trees and tree groups included in the survey and the numbers that they have been allocated.

2. Tree Management Recommendations

During this survey a total of 55 trees and two groups of trees have been recommended work, the priority for tree works assigned to these trees are summarised in Table 1. High priority tree works are essential for risk management but ‘Non-urgent’ tree works may be carried out in order of their priority and as funds allow.

Table 1: Summary of recommended tree works.

Works Priority	Timescale	Trees	Groups
High	As soon as reasonably practicable	3	1
Non-urgent	In order of priority and as funds allow	44	1
Pragmatic	Before the next inspection	6	-
Advisory	N/A	2	-
TOTAL		55	2

2.1 Prioritised tree works schedule

A prioritised tree works schedule is provided on the next page. It is important that the recommended tree work is implemented in accordance with the order listed in the tree and group schedule as this will ensure that the most dangerous trees are addressed first.

All tree work must be undertaken in accordance with BS3998:2010 – Recommendations for tree work.

2.2 Legal constraints to tree works

Permission *will* be required from the local planning authority for the recommended works to T43, T99 & T788 so I advise that an application for works to protected trees is made to Dorset Council, and that it is accompanied by a copy of this report.

A felling licence will be required if more than 5 cubic metres of timber are felled per calendar quarter, the application is normally a ten week process and a forestry agent or contractor would be able to advise further on this matter.

Any arborist working at the site must comply with all statutory requirements concerning flora, fauna and habitat in accordance with relevant nature conservation legislation. The arborist should make sure that they are familiar with current best working practices to minimize disturbance to flora and fauna.

Appendix 4 - Prioritised Tree Works Schedule

Surveyor: Nick Baxter

Site: Land managed by Corfe Mullen Town Council

Date of Survey: 30th March & 3rd April 2023



Tree Number	Species	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Location	Target Range	Size Range	Probability of Failure	Risk of Harm	Management Recommendations	Priority
T121	Maritime pine	52	15-20	M	P	Major crown dieback with only four live branches remaining. Slight trunk lean towards the house. Springdale Green Space.	2	P	3	1/3000	Fell and stack the wood close-by.	High
T72	English oak	42	10-15	M	G	Split fork at 3m, the upper crown leans towards the road. The split appears to have happened several years ago. Little long-term future. Springdale Green Space.	2	3	2	1/5000	Fell.	High
T79	English oak	18	5-10	EM	D	Two stems extend from base. A standing dead tree. Springdale Green Space.	2	3	2	1/5000	Fell.	High
T43	English oak G1 of TPO Corfe Mullen No. 10 1975	90	15-20	M	G	An end-loaded limb extends over the gravestones. Arboreal ivy. An old field boundary tree. Corfe Mullen New & Old Cemetery.	2	P	4	1/30 000	Reduce the end-loaded limb over the gravestones by 3-4m.	Non-urgent
T48	English oak	95	15-20	FM	G	Deadwood over the road. Corfe Mullen New & Old Cemetery.	4	3	2	1/50 000	Remove the deadwood over the road and verge.	Non-urgent
T71	Maritime pine	65	15-20	M	G	Deadwood overhangs the edge of the road. Past crown lift. Springdale Green Space.	2	4	2	1/50 000	Remove the deadwood that overhangs the road.	Non-urgent
T80	Ash	20	5-10	EM	P	Symptoms of Chalara ash dieback. Crown leans towards the road. Little long-term future. Springdale Green Space.	2	4	2	1/50 000	Fell.	Non-urgent
T81	Ash	20	5-10	EM	P	Symptoms of Chalara ash dieback. Crown leans towards the road. Little long-term future. Springdale Green Space.	2	4	2	1/50 000	Fell.	Non-urgent
T115	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/50 000	Remove the deadwood over the path.	Non-urgent
T788	English oak A1 of TPO Corfe Mullen No. 6 1970	55	15-20	M	G	A woodland tree with a low limb which has major crown dieback. This limb overhangs the path. Springdale Green Space.	3	3	2	1/50 000	Remove the lowest limb with crown dieback.	Non-urgent
T15	English oak	65	5-10	M	G	Minor deadwood over the path. Corfe Mullen Recreation Ground.	3	4	1	1/100 000	Remove the deadwood over the path.	Non-urgent

Tree Number	Species	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Location	Target Range	Size Range	Probability of Failure	Risk of Harm	Management Recommendations	Priority
T16	Ash	71	10-15	FM	F	Four stems extend from base, this could be of coppice origin. One stem leans north-east from an included union and has a basal cavity as well as fruiting bodies of Inonotus hispidus on the torsional side of the lower stem, the upper crown of this stem also leans over the path. The use of a sounding hammer indicates basal decay on the south side. Arboreal ivy. Adventitious shoots indicating early symptoms of Chalara ash dieback. This tree is unlikely to have much long-term future but the pruning specification will at least remove the risk of limb failure until its inevitable devline from of Chalara ash dieback. Corfe Mullen Recreation Ground.	3	2	3	1/100 000	Reduce the height of the stem which extends north-east (with Inonotus hispidus fruiting bodies) by 3-4m. Sever ivy at base.	Non-urgent
T17	English oak	80	10-15	M	F	A secondary stem has torn from 1.5m leaving an asymmetric crown. Hanging branch in the crown. Lateral branches have once been reduced in length. Corfe Mullen Recreation Ground.	4	2	3	1/100 000	Reduce the height of the crown by 3-4m.	Non-urgent
T99	English oak A1 of TPO Corfe Mullen No. 6 1970	46	15-20	M	G	Large trunk split from 2-6m. Little long-term future. Springdale Green Space.	4	2	2	1/100 000	Fell and stack the wood close-by.	Non-urgent
T104	Scots pine A1 of TPO Corfe Mullen No. 6 1970	60	15-20	M	D	A standing dead tree beside the path. Wood pecker holes at 6-7m. High crown. Springdale Green Space.	4	2	2	1/100 000	Fell to a 2m habitat post. Stack the dead timber close-by.	Non-urgent
T45	Common lime	65	15-20	M	G	Co-dominant stems extend from a bark included union at 1.5m. Crown leans over the gravestones. Corfe Mullen New & Old Cemetery.	2	P	5	1/300 000	Reduce the height of the stem that leans into the site by 3-4m.	Non-urgent
T83	Maritime pine	75	5-10	M	D	A standing dead monolith which leans over the path. Loose bark. Springdale Green Space.	4	1	3	1/400 000	Fell to a 2m habitat post. Stack the dead timber close-by.	Non-urgent
T2	Goat willow	55	5-10	M	G	Two large stems extend from base, one leans heavily east towards the road and another west with a basal crack. One further stem has fallen north. Broadmoor Road Allotments.	3	3	3	1/500 000	Pollard both stems to 2m.	Non-urgent
T57	English oak	69	15-20	M	G	Small stem bleed on the north side of the trunk beside a small rib formation and bark crack. Crown leans south over the gravestones. Increased soil levels at base. Corfe Mullen New & Old Cemetery.	2	P	5	1/500 000	Reduce the crown by 2-3m to lessen the wind loading at the base.	Non-urgent
T76	Maritime pine	47	15-20	M	P	Major crown dieback, but no obvious reason why at this time. Sparse lower crown. Little long-term future. Springdale Green Space.	4	3	2	1/500 000	Fell.	Non-urgent

Tree Number	Species	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Location	Target Range	Size Range	Probability of Failure	Risk of Harm	Management Recommendations	Priority
T77	Maritime pine	45	10-15	M	P	Major crown dieback but no obvious reason why at this time. Healthy lower crown. Springdale Green Space.	4	3	2	1/500 000	Reduce the height of the crown by removing the upper dead section.	Non-urgent
T84	Silver birch	35	10-15	M	D	A standing dead tree. Springdale Green Space.	4	3	2	1/500 000	Fell.	Non-urgent
T85	Silver birch	15	5-10	EM	D	A standing dead tree. Springdale Green Space.	4	3	2	1/500 000	Fell.	Non-urgent
T88	Maritime pine	62	15-20	M	G	A long limb extends south from 4m. Deadwood overhangs the path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T89	Maritime pine	75	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T90	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T91	Maritime pine	55	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T92	Maritime pine	60	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T93	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T94	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T95	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T96	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T97	Maritime pine	80	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T100	English oak	15	5-10	EM	D	A standing dead trunk. Springdale Green Space.	4	3	2	1/500 000	Fell and stack the wood close-by.	Non-urgent
T103	Scots pine A1 of TPO Corfe Mullen No. 6 1970	58	15-20	M	G	Deadwood overhangs the path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent

Tree Number	Species	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Location	Target Range	Size Range	Probability of Failure	Risk of Harm	Management Recommendations	Priority
T105	English oak	25	5-10	EM	D	A standing dead tree beside the path. Springdale Green Space.	4	3	2	1/500 000	Fell to a 2m habitat post. Stack the dead timber close-by.	Non-urgent
T106	Maritime pine	55	15-20	M	G	Deadwood overhangs the path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T108	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T109	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T110	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T111	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T112	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T114	Maritime pine	70	15-20	M	G	Deadwood overhangs the trodden path. Springdale Green Space.	4	3	2	1/500 000	Remove the deadwood over the path.	Non-urgent
T119	Pine sp.	20	5-10	EM	D	A standing dead tree which leans towards the path. Springdale Green Space.	4	3	2	1/500 000	Fell and stack the wood close-by.	Non-urgent
T120	Pine sp.	20	5-10	EM	D	A standing dead tree which leans towards the path. Springdale Green Space.	4	3	2	1/500 000	Fell and stack the wood close-by.	Non-urgent
T122	Silver birch	15	5-10	EM	D	A standing dead tree which leans towards the path. Springdale Green Space.	4	3	2	1/500 000	Fell and stack the wood close-by.	Non-urgent
T123	Maritime pine	68	10-15	M	G	A dead low limb is present on the north side. Mower damage to surface roots. Springdale Green Space.	4	2	2	1/500 000	Remove the dead limb on the northern side.	Non-urgent
T28	English oak	80	15-20	M	G	Arboreal ivy. No obvious significant defects. Ownership unknown. Corfe Mullen Recreation Ground.	-	-	-	-	If this tree is within ownership, sever ivy at base.	Pragmatic
T29	English oak	20	5-10	EM	G	Arboreal ivy. No obvious significant defects. Ownership unknown. Corfe Mullen Recreation Ground.	-	-	-	-	If this tree is within ownership, sever ivy at base.	Pragmatic
T30	English oak	70	15-20	M	G	Torn hanging branch over a low-use area. Arboreal ivy. No obvious significant defects. Ownership unknown. Corfe Mullen Recreation Ground.	-	-	-	-	If this tree is within ownership, remove the hanging branch and prune back the stub. Sever ivy at	Pragmatic

Tree Number	Species	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Location	Target Range	Size Range	Probability of Failure	Risk of Harm	Management Recommendations	Priority
T42	English oak G1 of TPO Corfe Mullen No. 10 1975	90	15-20	M	G	Arboreal ivy extends into the upper crown. An old field boundary tree. No obvious significant defects. Corfe Mullen New & Old Cemetery.	-	-	-	-	Sever ivy at base.	Pragmatic
T51	Field maple	22	<5	EM	G	Past crown lift. No obvious significant defects. Corfe Mullen New & Old Cemetery.	-	-	-	-	Sever ivy at base.	Pragmatic
T54	English oak	85	10-15	FM	G	Arboreal ivy extends into the upper crown. No obvious significant defects. Corfe Mullen New & Old Cemetery.	-	-	-	-	Sever ivy at base.	Pragmatic
T4	Rowan	21	<5	M	F	Old strimmer damage at base. Major trunk decay. Crown dieback. Compacted root zone. Corfe Mullen Recreation Ground.	5	3	3	<1/1 000 000	Fell and re-plant.	Advisory

Appendix 4 - Prioritised Group Schedule

Surveyor: Nick Baxter

Site: Land managed by Corfe Mullen Town Council

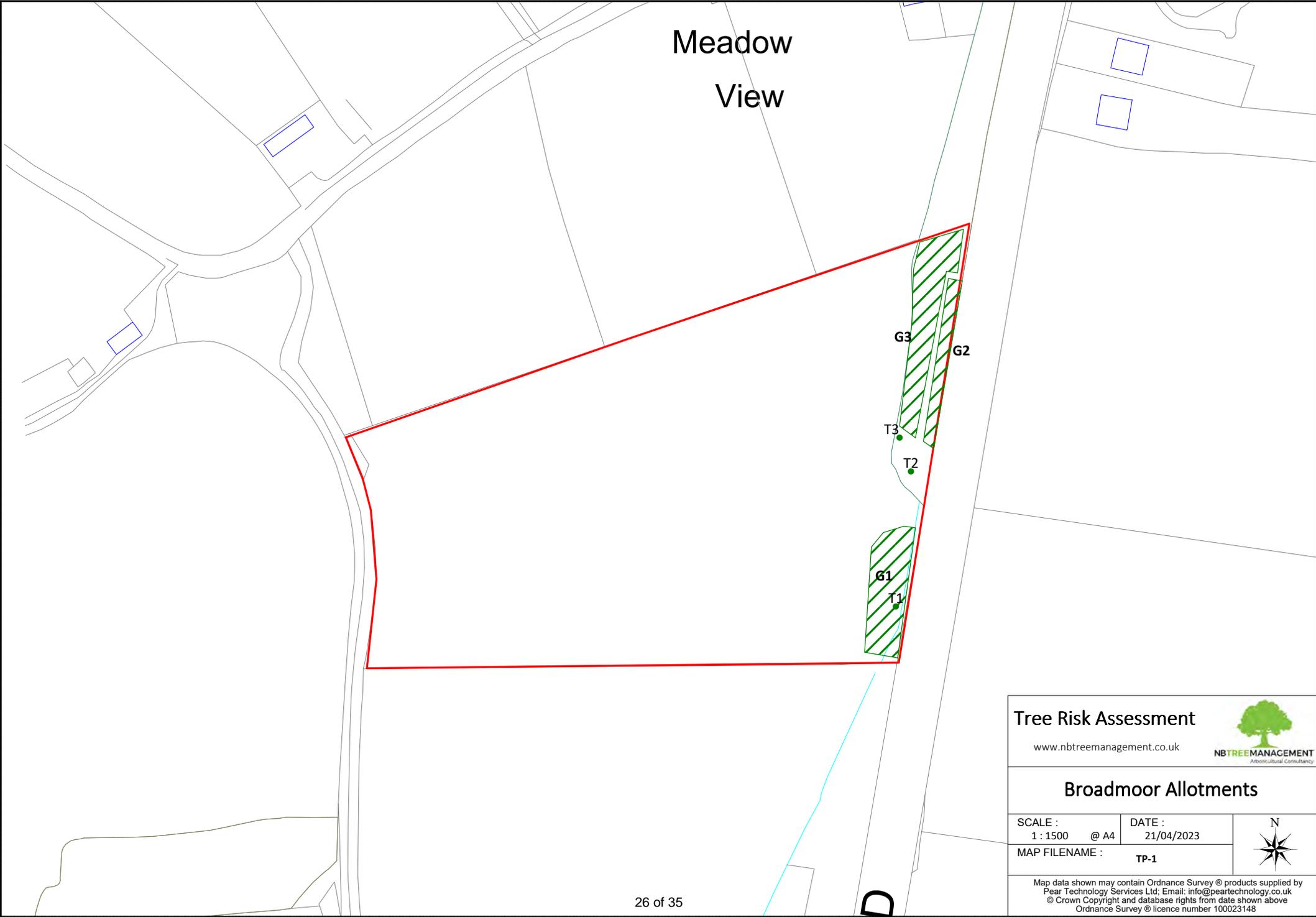
Date of Survey: 30th March & 3rd April 2023



Group Number	Tree Species	No. of Trees	dbh (cm)	Height (m)	Age Class	Physiological Condition	Notes on Structural Condition and Local Environment	Target Score	Impact Potential	Probability of Failure	QTRA Score	Recommended Management	Priority
G2	Ash	25	25	10-15	EM	P	A linear group of roadside ash, most are of coppice origin. The majority have advanced symptoms of Chalara ash dieback with little long-term future. One multi-stemmed individual in the middle of the group appears to show some natural resistance. Broadmoor Road Allotments.	3	3	1	1/5000	Fell all 22 ash trees marked with a pink dot (including their smaller basal shoots) and poison the stumps. Coppice the hazel.	High
G16	Maritime pine and silver birch	15	55	15-20	M	G	A group of pine with trodden paths beneath. They nearly all have major deadwood over the paths. Springdale Green Space.	3	3	2	1/500 000	Remove the major deadwood that overhangs the trodden paths.	Non-urgent

Key Headings	Definition	Key Headings	Definition
Tree or Group Number	Reference number for tree as illustrated on the accompanying plan.	Target Range	Highest value target that the most significant part likely to fail could strike. Ranges from 1-6 where 1= high and 6= low value occupancy.
Species	Common name of the tree.	Size Range	Size category of the most significant part likely to fail. Ranges from 1-5 where 1= large and 5= small. Alternatively, P= Property if the most likely target is a building/structure or parked vehicle.
DBH	Diameter at Breast Height. Diameter of the main trunk measured at 1.5m.	Probability of Failure	Probability of failure from the relative hazard within 12 months. Ranges 1-7 where 1=high and 7= low.
Height	Estimated tree height (m) from ground level.	Risk of Harm	The result of the calculation where the target range, size range and probability of failure are quantified using the QTRA calculator. The result shows the probability of harm over the next 12 months.
Age Class	Y = Young, SM = Semi-Mature, EM = Early Mature, M = Mature, FM = Fully Mature & V = Veteran	Management Recommendations	Recommended arboricultural works.
Physiological Condition	A measure of physiological condition. G = Good, F = Fair, P = Poor and D = Dead.	Priority	Urgent = Control the risk immediately. High = As soon as is reasonably practical. Non-Urgent = As funds allow. Pragmatic = Before the next tree survey. Advisory = No time frame. N/A = No recommendations made.
Notes on Structural Condition and Local Environment	Observations of the trees structural integrity and notes of site features or property within falling distance.		

Meadow View



Tree Risk Assessment

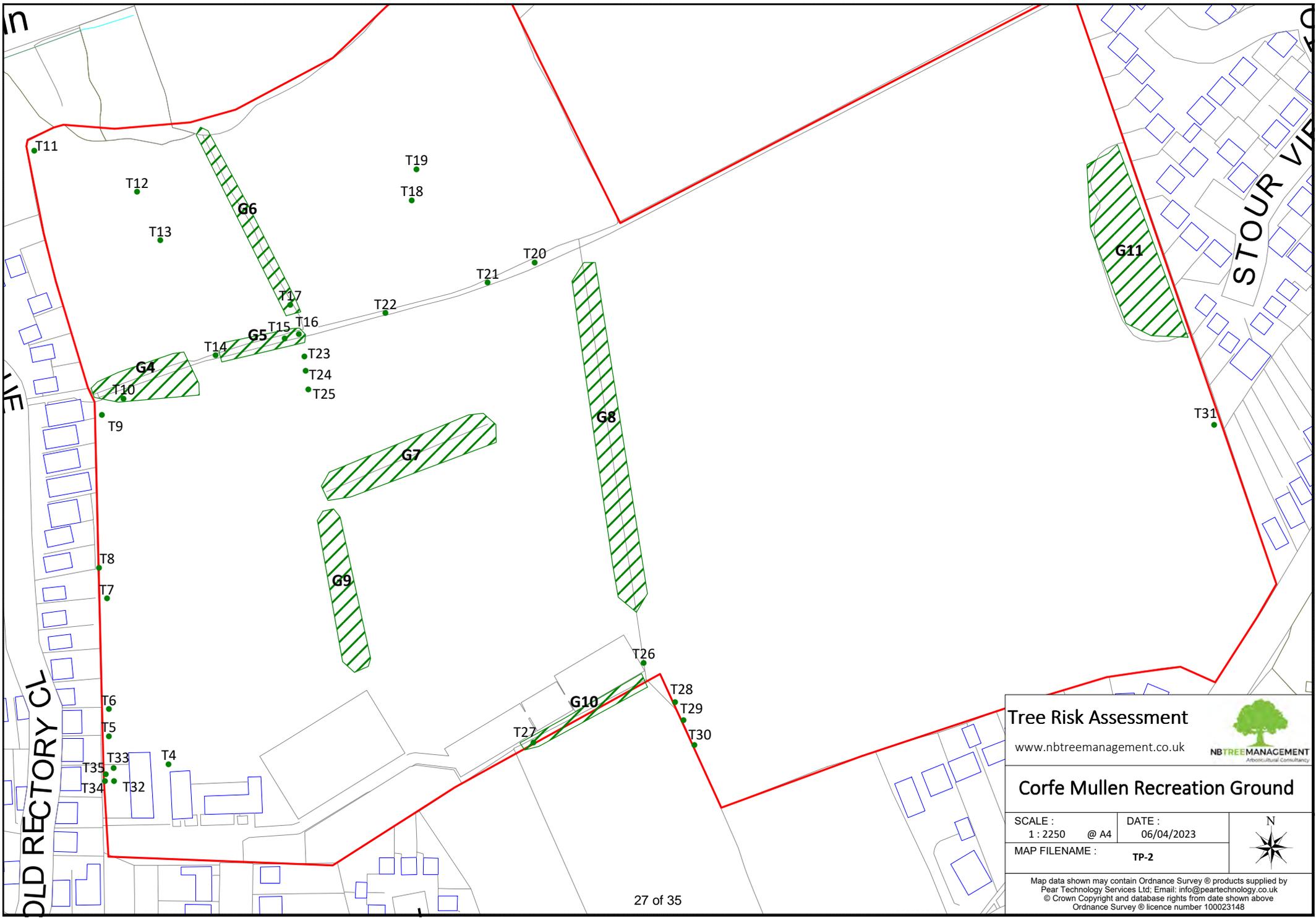
www.nbtreemanagement.co.uk



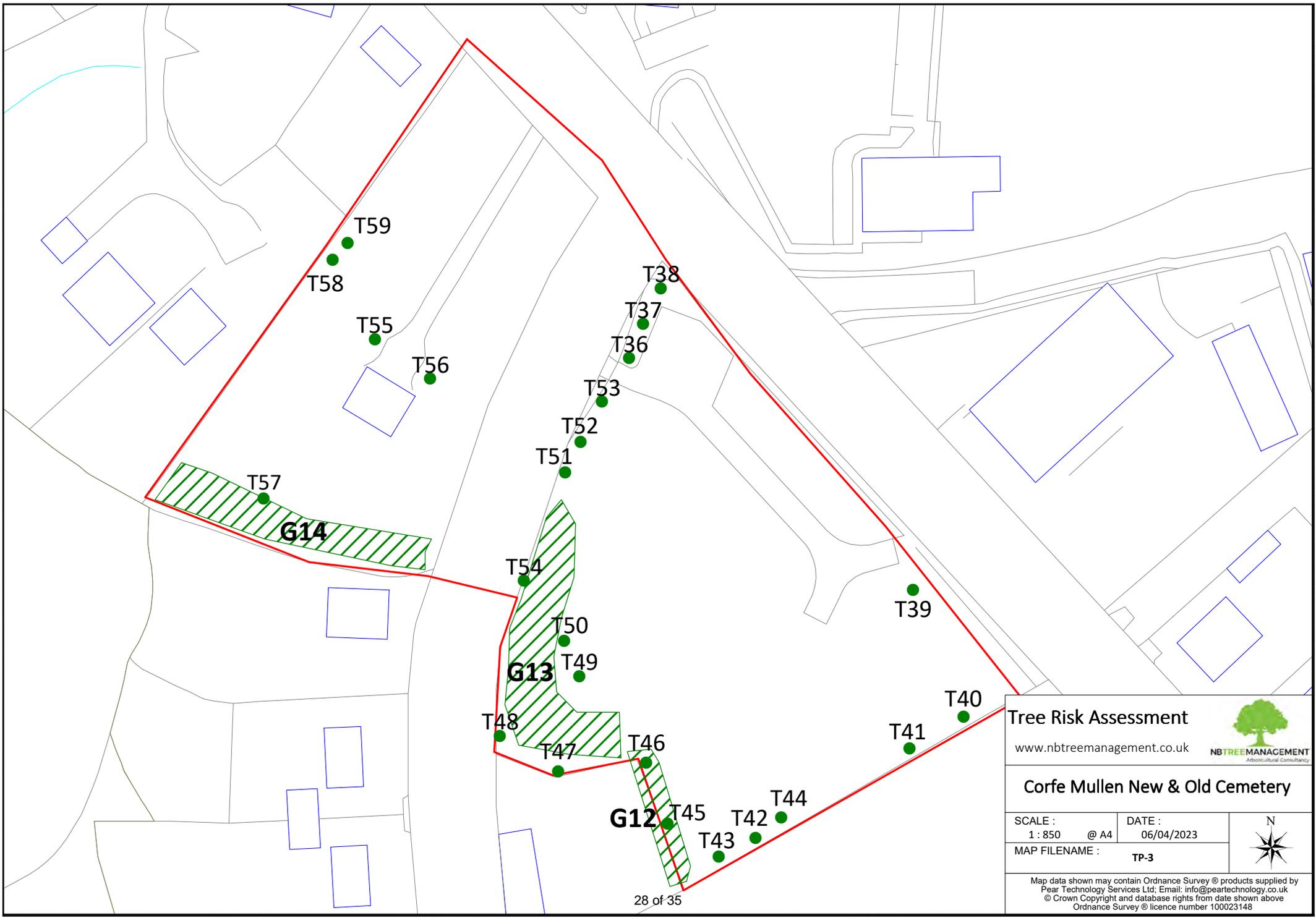
Broadmoor Allotments

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MAP FILENAME : TP-1		

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Tree Risk Assessment www.nbtreemanagement.co.uk		
Corfe Mullen Recreation Ground		
SCALE : 1 : 2250 @ A4	DATE : 06/04/2023	
MAP FILENAME : TP-2		
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Tree Risk Assessment		 NB TREEMANAGEMENT <small>Arboricultural Consultancy</small>
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Corfe Mullen New & Old Cemetery		
SCALE : 1 : 850 @ A4	DATE : 06/04/2023	
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TOWERS WAY

AVENUE



Tree Risk Assessment

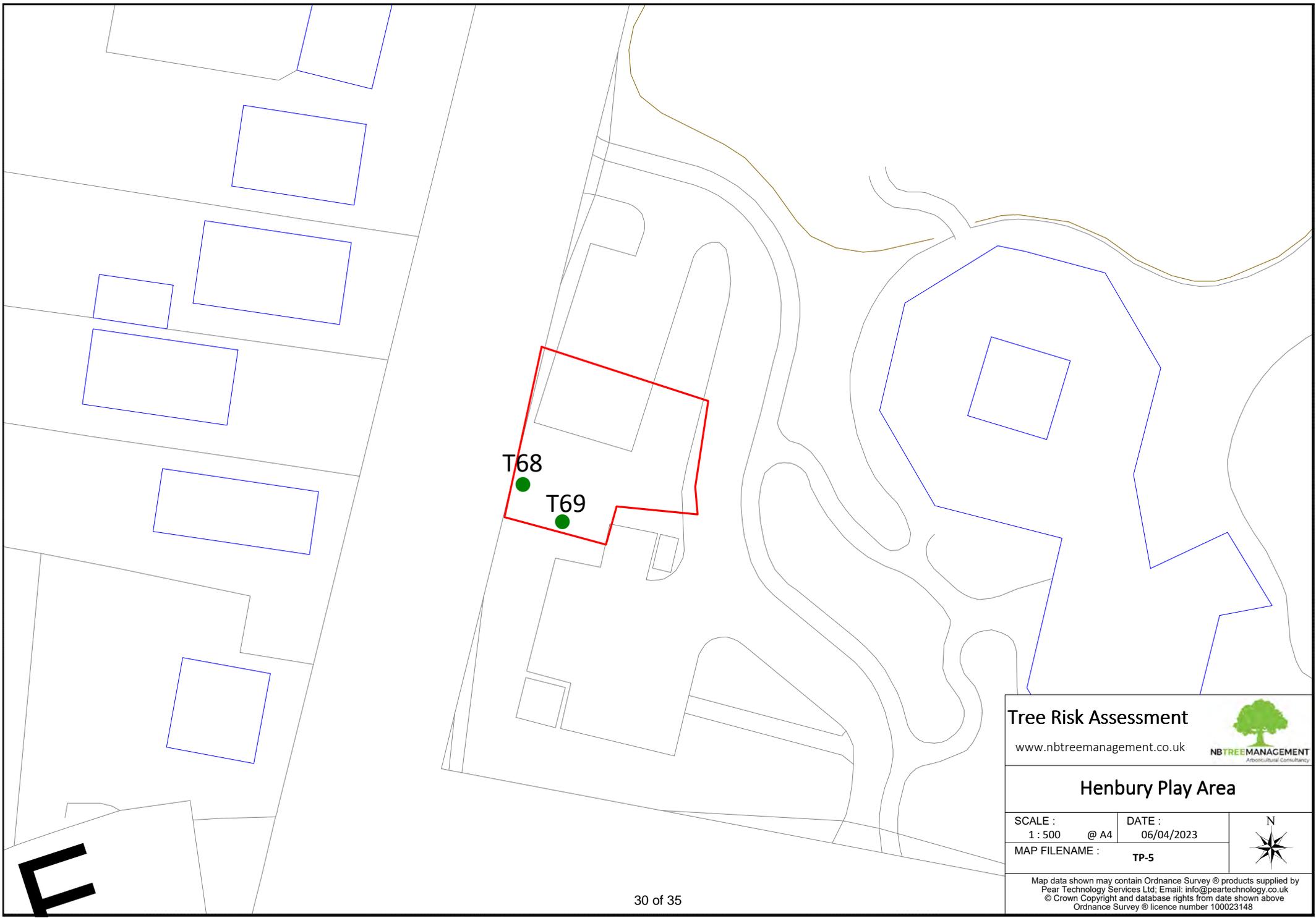
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**Corfe Mullen Council Office &
Towers Way Green Space**

SCALE : 1 : 850 @ A4	DATE : 06/04/2023	
MAP FILENAME : TP-4		

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E

Tree Risk Assessment

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Henbury Play Area

SCALE :
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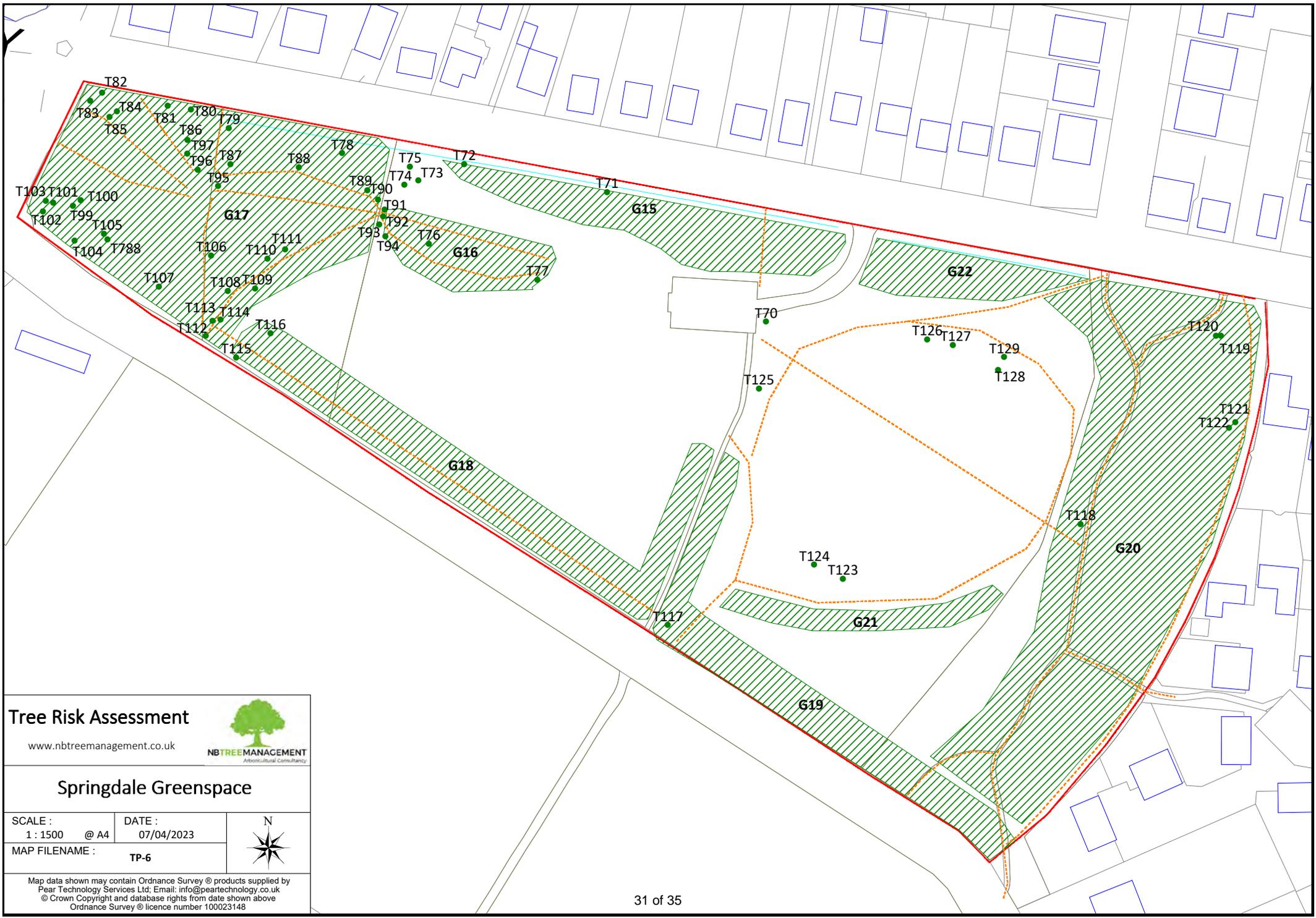
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06/04/2023

MAP FILENAME :

TP-5



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Tree Risk Assessment

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Springdale Greenspace

SCALE :	DATE :	
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TP-6		

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COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 9 April 2024

Agenda Item: CS 23/68

Paper: D

Subject:	Update on Allotments
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the work on the allotment site and update on resolutions from previous meetings.
Background:	The allotments have ongoing flooding and other issues which require monitoring.
Key Points:	<ul style="list-style-type: none"> • Mechanical Turning of compost bays recommenced in March 2024, albeit they are very wet. • A portaloos has been returned to the allotment site for the spring/summer months, funded by the Growing Compassionate Communities Charity. • Letter sent to all Allotment Holders at the beginning of March 2024 advising of the plot rent increases and amendments to the tenancy agreements, allowing for the required 12 months' notice. • Bench previously located in the Cemetery Chapel has been re-stained and ready for installation at the Allotment site. The Allotment Association has been contacted regarding where they would like the bench installed. Awaiting a response. • Water trough covers completed. • There are currently 12 people on the waiting list as follows: <ul style="list-style-type: none"> - 5 people are awaiting a plot (1 person has been offered a plot (awaiting response), 1 person awaiting an existing plot holder to move plots to allow a new plot holder to take on a raised bed. - 7 existing plot holders awaiting an additional or specific plot number. • Works to infill potholes and hoggin ramp to portaloos were completed. However, following adverse weather conditions, some of the hoggin washed away and will need to be infilled again in Spring/Summer 2024 during drier weather. • Quotations being obtained to purchase and site large rocks on each side of the gully to deter cars from driving on the grass verges. • Purchasing and installing sheds on behalf of plot holders to be revisited later in the year, following recruitment of two further Assistant Grounds Persons.
Implications:	<p>There is a £2500 budget for allotment maintenance in the 2024/25 financial year.</p> <p>All items deemed to be a Health & Safety risk should be progressed as soon as practicably possible.</p>
Recommendation:	To NOTE update.



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 9 April 2024

Agenda Item: CS 23/69

Paper: E

Subject:	Update on the Cemeteries
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the ongoing works being carried out at the cemeteries.
Background:	None.
Key points:	<ul style="list-style-type: none">• Mole hills in the old cemetery are being monitored by the Grounds Team.• Office has been contacted regarding a damaged headstone in the Old Cemetery. A stonemason has been contacted to provide a quote for repair work, awaiting response which has been followed up.• One of the 'Steep drop' signs fixing became loose has now been repaired.• Repairs to the cemetery fence adjacent to Blandford Road have been completed.• Following drainage works to the old cemetery driveway, the bank to the edge of the drive requires levelling and re-seeding. To be completed by the grounds team as soon as weather allows.• Following vandalism to a memorial bench in the new cemetery, a new oak sleeper memorial bench has been installed. The families involved were invited to a re-dedication of the bench but declined. However, expressed their gratitude to the Town Council for their support in replacing the memorial bench.• Quotations to replace the wall and pillars at the front of the new cemetery are being progressed.
Implications:	<p>There is £3,500 budget allocated for repairs and maintenance in the 2024/25 financial year.</p> <p>Cemeteries are very emotive for relatives of loved ones buried. Dealing with any issues which may arise need to be dealt with in a sensitive way.</p> <p>Health & Safety issues to be resolved as soon as practicably possible.</p>
Recommendation:	To NOTE update.

COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 9 April 2024



Agenda Item: CS 23/70

Paper: F

Subject:	Highways Update
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To note the update on current Highways issues being progressed by the Town Council office with National Highways and/or Dorset Council Highways. The update is for information only.
Background:	At the Annual Town Council meeting held on 9 May 2023, the terms of references for the committees were reviewed and it was agreed for highways related matters to form part of the Planning Committee agenda, with updates provided to the Community Services Committee to note for information.
Key Points:	<p>Currently working with Dorset Council to progress requests for new pedestrian crossings to be considered in the following locations:</p> <ul style="list-style-type: none"> • Blandford Road, from Roman Heights Estate • Wimborne Road, adjacent to Lockyer’s School and the new housing development • Wareham Road, near Brownsea Avenue • Wimborne Road, by Lambs Green Inn <p>Additional road safety measures are being investigated at the following locations:</p> <ul style="list-style-type: none"> • Improvements to existing zebra crossing on Lockyer’s Road near the Windgreen Roundabout being monitored by Dorset Council due to criteria not being met for repainting of lines. • Lockyers Road, adjacent to Roman Heights, following recent car accident. • Awaiting installation date for safety railings on Hillside Road adjacent to Henbury View Play Area. <p>Repainting of line markings has been requested at the following locations:</p> <ul style="list-style-type: none"> • Roundabout by Hillview Post Office, repainting of roundabout. • Pardy’s Hill/Broadmoor Road. • Wareham Road, near Brownsea Avenue, ‘slow’ sign on road not repainted following new road surface. <p>Parking restrictions have been requested at the following locations to resolve issues with cars parking on main roads causing an obstruction/reduced visibility:</p> <ul style="list-style-type: none"> • Blandford Road from Windgreen Roundabout to Lockyers School, junction with Wimborne Road. • Hillside Road, junction with Henbury View Road and Chapel Lane. • Corfe View Road junction with Wareham Road.

	<p>Reduced Speed Limit is being investigated at the following locations:</p> <ul style="list-style-type: none"> • Mill Lane, A31 – The residents are petitioning at present due to concerns with road safety when accessing businesses and residential properties on this stretch of road. • Blandford Road (B3074) from Windgreen Roundabout to Badbury View Road, following serious accident involving small child. • Wimborne Road by Lambs Green Inn coming up from the A31 Lake Gates Roundabout. • Wareham Road from Windgreen Roundabout to Hillview Roundabout.
<p>Implications:</p>	<p>£7,500 has been allocated in the 2024/25 financial year for road safety measures.</p> <p>The safety of school children attending local schools and using play areas should be a priority for the Town Council. Even if the Town Council supports requests, the locations may not meet the criteria and/or are not guaranteed as other primary consultees may not support it.</p>
<p>Recommendation:</p>	<p>To NOTE update.</p>