



**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 11 February 2025**  
Place... **Small Hall of the Village Hall, Towers Way, Corfe Mullen**

Catherine Horsley  
Town Clerk  
05 February 2025

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

**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.**

**AGENDA**

- CS 24/38**      **To Receive and Accept apologies for absence** (LGA 1972 s85 (1))
- CS 24/39**      **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 24/40**      **Paper A - To Approve minutes of meeting held on 12 November 2024** LGA 1972, sch 12, para 41
- CS 24/41**      **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 24/42**      **Paper C - To Note Update on Amenities**

- CS 24/43**      **Paper D - To Note Update on Allotments**
- CS 24/44**      **Paper E - To Note Update on the Cemeteries**
- CS 24/45**      **Paper F – To Note Highways Update**
- CS 24/46**      **Paper G – TO FOLLOW - To Consider Options and Agree How to Proceed with Tree Planting**
- CS 24/47**      **Paper H – TO FOLLOW - To Consider Options and Agree How to Proceed with Replacement Doors for the Recreation Ground Public Toilets**
- CS 24/48**      **Matters for forthcoming agendas** No decisions can be taken<sup>1</sup>
- CS 24/49**      **To Agree a date and time for the next meeting** – Meeting to be held on Tuesday 10 June 2025 at 19:00 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.
- CS 24/50**      **Close of Meeting**

<sup>1</sup> 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 12 November 2024  
at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen**

**Present:**                   **Councillors**  
A Craven (Chair)  
P Cuckston  
P Holland  
S Jefferies  
A Joyce  
J Lortie  
V Papilio  
D Sowry-House

**In Attendance:**       Catherine Horsley (Town Clerk & RFO)  
Daryl Pearce (Deputy Town Clerk) - minute taker

**Public Participation**

There was one member of the public present, who did not wish to speak.

**CS 24/27       To Receive and Accept apologies for absence** (LGA 1972 s85 (1))

There were no apologies for absence.

**CS 24/28       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 24/29       Paper A - To Approve minutes of meeting held on 13 August 2024** LGA 1972, sch 12, para 41

The minutes of the meeting held on 13 August 2024 were **APPROVED**.

**CS 24/30       Paper B - To Approve Accounts for Payment**

Cllr Craven raised the following query:

Line 719: What period did the costs relate to as they appeared high. The Clerk confirmed the costs related predominately to the standing charge for the electricity at the Old Cemetery Chapel from 1 June to 20 August 2024. The Clerk noted the ongoing billing issues with SSE, which were being followed up with the Ombudsman.

Cllr Jefferies queried some of the generous amounts awarded for small grants programme. Cllr Lortie, as Chair of the Finance & Administration Committee explained the process followed and how the amounts awarded were reached.

It was **RESOLVED** to **APPROVE** the Accounts for Payment totalling £19,234.23.

The Deputy Clerk presented the report, noting the following updates:

- Quotation obtained from contractor who cleared gullies on all Town Council sites last year, at a total of £768.40+VAT.
- Repetitive damage to the lock mechanism at the Recreation Ground public toilets. Replacement lock was damaged within 48 hours of being installed. Another lock is on order.
- Hedge cutting at the Recreation Ground in progress.
- Contractor due to carry out works to the pit area and vegetation surrounding the County field later in the week.
- Sutcliffe play contractors onsite week commencing 9 December 2024, to reseal the jungle mulch surface at Henbury View Play Area, due to complaints received from users relating to black staining from the current surface.
- Tick and adder signs at Springdale Road Open Space had been vandalised and removed for the second time. Members to decide if these signs should be replaced.
- Letter received from Dorset Council relating to inspection of the bus route along Springdale Road had identified low-hanging branches and tree limbs that could obstruct a double decker bus. Quotes being obtained to carry out tree works.

Members comments were noted as follows:

- Continual anti-social behaviours and vandalism across Town Council sites.
- Henbury View Play Area gates to be painted yellow, weather permitting.
- Dorset Wildlife Trust (DWT) should be responsible for replacement tick and adder signage, as a result of extension of Site of Special Scientific Interest (SSSI) status.
- Responsibility of streetlighting on unadopted Pine and Wayground Roads, due to a long-standing arrangement, dating back 30+ years.
- Next steps for public consultation of the Sports Pavilion and Recreation Ground redevelopment project.
- Road splay on Broadmoor Road adjacent to the Allotment site to be cut back to ensure visibility when exiting the site.

The update was **NOTED**

It was **RESOLVED** to recommend to Full Council to **APPROVE** the following:

- Gully cleaning on all Town Council sites at a total cost of £768.40+VAT with any additional removal of waste charged at £95.00+VAT per tonne.
- To proceed with obtaining tree works quotes for the Community Orchard, outside Sports Pavilion (cricket side), Grounds Unit Compound and Springdale Road Open Space.
- To proceed with the Woodland Trust native tree application for further sapling donations.
- To advise Dorset Wildlife Trust relating to replacement tick and adder signage at Springdale Road Open Space.
- Clerk to review archive documentation relating to Town Councils responsibility of streetlighting on Pine and Wayground Road.
- Public consultation of the Sports Pavilion and Recreation Ground to commence in the new year with key stakeholders split into smaller groups.

**CS 24/32      Paper D - To Note Update on the Allotments**

The report was **NOTED**.

**CS 24/33      Paper E – To Note Update on the Cemeteries**

The Deputy Clerk presented the report, noting the Old Cemetery driveway banking had been levelled with grass seed now taking.

Members thanked the grounds team for their work in preparation for the Remembrance Sunday events held at the Old Cemetery.

The update was **NOTED**.

**CS 24/34      Paper F – To Note Highways Update**

Members discussed the various locations for highway improvements, measures to promote change in behaviours and how a co-ordinated cost-effective approach, should be taken when progressing with Dorset Council Highways.

The update was **NOTED**.

**CS 24/35      Matters for forthcoming agendas** No decisions can be taken<sup>1</sup>

No items were noted.

**CS 24/36      To Agree a date and time for the next meeting** – Meeting to be held on Tuesday 11 February 2025 at 19:00 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.

**CS 24/37      Close of Meeting at 19:35.**

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

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<sup>1</sup> 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)



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: CS 24/41

Paper: B

<b>Subject:</b>	Accounts for Payment
<b>Prepared By:</b>	Catherine Horsley, Town Clerk & RFO
<b>Purpose of Report:</b>	To approve the accounts for payment as scheduled on the attached PDF.
<b>Key Points:</b>	<p>Accounts for payment is created direct from Scribe, the Council's accounting software.</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, stating what it was for.</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>
<b>Recommendation:</b>	To APPROVE Accounts for Payment totalling £10,696.28.

## Accounts for Payment - 11 Feburary 2025

Voucher No	Date	Total	Description	Supplier	Payment Ref	Comments
996	12.02.2025	£1,200.00	Audit Fees	Lightatouch	IB	Internal Audit Fees - April-Dec 2024
995	25.03.2025	£23.75	Fire Safety	Chubb Fire Limited	DD	Grounds Unit Fire Extinguishers
994	12.02.2025	£25.00	Materials & Supplies	Amazon Payments UK Ltd.	IB	Replacement Padlock for Grounds Unit Compound
993	17.02.2025	£145.53	Fuel	UK Fuels Limited	DD	Vehicles/Equipment
992	19.02.2025	£409.95	Waste Collection	Dorset Council	DD	Various sites
991	12.02.2025	£37.94	Equipment	Amazon Payments UK Ltd.	IB	Jump Leads for Grounds Team
990	12.02.2025	£126.06	Electricity Usage	SSE Energy Solutions (Southern Electric)	IB	Streetlighting
989	12.02.2025	£10.18	Materials & Supplies	Trade UK (Screwfix)	IB	Grout for Sports Pavilion floor repairs
988	12.02.2025	£1,199.43	Electricity Usage	SSE Energy Solutions (Southern Electric)	IB	Streetlighting (Correction invoice)
973	05.02.2025	£4.65	Postage	Swanage Post Office	Card	Stamps
972	12.02.2025	£768.00	Security	K9 Security (Guarding) Ltd.	IB	Recreation Ground/Grounds Unit
971	12.02.2025	£117.55	Fire Safety	Chubb Fire Limited	IB	Council Office Fire Extinguishers Service
970	12.02.2025	£777.03	Fire Safety	Chubb Fire Limited	IB	CMVH Fire Extinguishers Service to be reimbursed
969	20.02.2025	£48.00	Monthly Subscription	Central Computer Management Ltd	DD	Monthly Payroll Processing Fees
968	12.02.2025	£47.76	Phone Lines & Broadband	Buzz Networks Ltd.	DD	Digital Phones Lines
967	16.02.2025	£77.90	Water Usage	Waterplus	DD	Office & CMVH water 75% to be reimbursed
966	16.02.2025	£20.05	Water Usage	Waterplus	DD	Sports Pavilion
965	16.02.2025	£50.18	Water Usage	Waterplus	DD	Sports Pavilion
964	16.02.2025	£8.82	Water Usage	Waterplus	DD	Cemeteries
963	16.02.2025	£15.94	Water Usage	Waterplus	DD	Allotments
962	12.02.2025	£72.00	Maintenance	Unique Fire & Security Ltd.	IB	CCTV Annual Service
961	12.02.2025	£27.50	Cleaning	R Evetts	IB	Pavilion Window Cleaning
960	12.02.2025	£12.00	Cleaning	R Evetts	IB	Office Window Cleaning
959	27.01.2025	£316.08	Health & Safety	Peninsula Business Services Limited	DD	Monthly H&S Consultancy Fees
958	12.02.2025	£300.00	Waste Collection	NC Services	IB	Grounds Unit Compound
957	14.02.2025	£192.00	IT & Software	Newburgh Networks Limited	DD	Monthly IT Fees
956	12.02.2025	£138.00	Community Engagement	Corfe Mullen Village Hall	IB	Coffee mornings room hire
955	12.02.2025	£117.00	Room Hire	Corfe Mullen Village Hall	IB	CMTC Council meetings
954	12.02.2025	£1,220.40	Cleaning	Clean Deep Services Limited	IB	Various sites
953	12.02.2025	£13.98	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
952	12.02.2025	£15.28	CMVH Items	Amazon Payments UK Ltd.	IB	To be reimbursed
947	05.02.2025	£4.12	BACs Charges	The Co-Operative Bank	DD	
945	12.02.2025	£195.21	Electricity Usage	SSE Energy Solutions (Southern Electric)	IB	Streetlighting
944	12.02.2025	£2,877.60	Website Redesign	Aubergine 262 Ltd	IB	
888	12.02.2025	£35.00	Training	Dorset Association of Parish and Town Councils	IB	NPPF Webinar PN
882	12.02.2025	£35.00	Training	Dorset Association of Parish and Town Councils	IB	NPPF Webinar Clerk
819	24.01.2025	£11.39	Mobile Costs	EE	DD	Office Mobile monthly cost
<b>TOTAL:</b>		<b>£10,696.28</b>				



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: CS 24/42

Paper: C

<b>Subject:</b>	Amenities Update
<b>Prepared by:</b>	Daryl Pearce, Deputy Town Clerk
<b>Purpose of Report:</b>	To provide members with an update on the progress of amenities-related work.
<b>Background:</b>	The report provides updates on ongoing amenities-related work.
<b>Key Points:</b>	<p><b>General</b></p> <ul style="list-style-type: none"> <li>• Grounds team has completed the final phase of recommended tree works from the 3 Yearly Tree Survey conducted during 2023.</li> <li>• Tree works in the grounds compound completed.</li> <li>• Due to the recent storms, the cherry tree in front of Grounds Unit fell, the Ground Team cut up and removed.</li> <li>• Recreation Ground fire assembly point sign which had gone missing from a post in the car park has now been replaced and relocated on the entrance brick pillar.</li> <li>• Annual Playground Inspections carried out on 16 December 2024. Appendix 1 – Report for information along with actions list for review.</li> <li>• Locations for dropped kerbs on arterial routes being progressed with Dorset Council Highways.</li> <li>• Following tree works across sites, woodchip has been used at the Recreation Ground to build up some of the areas suffering from the weather to make more accessible.</li> <li>• Gully clearing completed on all sites.</li> </ul> <p><b>Recreation Ground</b></p> <ul style="list-style-type: none"> <li>• Replacement seat and handlebars for the springy bike and climbing frame rope for the fort in the play area have been replaced by the Ground Team.</li> <li>• Awaiting replacement parts to repair seesaw in the play area, parts due to be delivered w/c 17 February 2025.</li> <li>• Grounds Team has cleared patches of brambles allowing them to grow back naturally to promote diversity and support wildlife. This work maintains a balance, preventing the brambles from taking over whilst keeping the space a thriving habitat for nature.</li> <li>• Due to complaints from dog walkers at the Recreation Ground, the Grounds Team have installed chestnut fencing to stop dogs getting onto road between the newly installed fence and residents fences adjacent to Wimborne Road.</li> <li>• Overgrown vegetation from the pit area and around the edges to the skate park, have been cleared/cut back by contractor.</li> <li>• Abandoned vehicle in the carpark is being investigated by Dorset Councils Enforcement Team. The condition of the vehicle has deteriorated, with two flat tyres and broken windows. Contact has been made with the owner, await removal.</li> </ul>



	<ul style="list-style-type: none"> <li>• Typographical board to be designed and installed along the fence line overlooking the Stour Valley to be progressed.</li> <li>• 3-4 cricket fence posts to be replaced ahead of cricket nets going up for the new cricket season in April 2025.</li> <li>• Donated bench has replaced unsightly bench outside the patio area of the Sports Pavilion. The unsightly bench has been repurposed using materials in the grounds compound and relocated by the tennis courts at the request of tennis users.</li> </ul> <p><b>Henbury View Play Area</b></p> <ul style="list-style-type: none"> <li>• Due to weather conditions, the contractors rescheduled date to reseal the jungle mulch surface and are now due onsite on 13 February 2025.</li> </ul> <p><b>Towers Way</b></p> <ul style="list-style-type: none"> <li>• Grounds Team have cut back hedges and shrubbery along the back fence adjacent to properties in Towers Way.</li> <li>• Due to youths kicking the shingle around the edges of the Council Office/Village Hall porch adjacent to the accessible parking bays, the Grounds Team have concreted a small strip of the shingle edge.</li> <li>• Flagpole due to be installed on the Council Office in April 2025, following working at height and safe use of ladders training.</li> </ul> <p><b>Springdale Green Space</b></p> <ul style="list-style-type: none"> <li>• Contractor has completed tree works to low-hanging branches and tree limbs along Springdale Road at the request of Dorset Council Highways.</li> <li>• Grounds Team have cleared sections of overgrown brambles adjacent to Springdale Road.</li> <li>• Dorset Wildlife Trust have confirmed they will not be updating and/or replacing signage, particularly the tick and adder warning signs missing from the site.</li> </ul> <p><b>Sports Pavilion</b></p> <ul style="list-style-type: none"> <li>• Grounds Team carried out repairs to the damaged cupboard door in the lounge area whilst not in use during the Christmas/New Year period.</li> </ul> <p><b>Streetlighting</b></p> <ul style="list-style-type: none"> <li>• Enerveo attended to carry out repairs to three faulty columns on Wayground Road (1) and Towers Way (2). The faulty column at the far end of the car park in Towers Way was due to a power failure in the Dorset Council public toilets.</li> <li>• LED upgrades to remaining columns to be progressed in the 2025/26 financial year.</li> </ul> <p><b>Health &amp; Safety</b></p> <ul style="list-style-type: none"> <li>• Grounds Team has completed Lantra training for ride-on and pedestrian mowers, brushcutters/strimmers and landscape multi-tool.</li> <li>• Working at heights and safe use of ladder training due in April 2025 for those members of staff responsible for flying flags.</li> </ul> <p><b>Parish Tour 2024</b></p>
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	<ul style="list-style-type: none"> <li>List of findings and updates shown in Appendix 2.</li> </ul>
<b>Implications:</b>	<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 &amp; Safety risk should be progressed as soon as practicably possible.</p>
<b>Recommendation:</b>	To NOTE the update.

Mrs Catherine Horsley  
Town Clerk  
Corfe Mullen Town Council  
Council Office  
Towers Way  
Corfe Mullen  
Wimborne  
BH21 3UA

19<sup>th</sup> December 2024  
Our Ref: COR374

Dear Catherine,

**Re: Health and Safety Service Visit – Outdoor Play Equipment Inspection**  
**Locations Visited:**

- Towers Way Play Area, BH21 3UA
- Henbury Play Area, BH21 3TR
- Badbury View Recreation Ground & Wheel Park, BH21 3HU

**Visit Date:** 16<sup>th</sup> December 2024.

**Outdoor Play Equipment Inspections –**

The main objective of my visit to the three locations listed above was to undertake a visual inspection of your play area equipment and environment in line with RoSPA and BS 1176. In addition, I dynamically assessed the play areas to ascertain whether your legal duties under Section 3 of the Health and Safety at Work etc. Act 1974 (duty to, so far as is reasonably practicable, protect non-employees who may be affected by your organisation's provisions / activities) are being fulfilled.

My observations recommended actions and supporting photographs are listed in Appendices 1 to 3 below.

- **Appendix 1** – Towers Way Play Area
- **Appendix 2** – Henbury Play Area
- **Appendix 3** – Badbury View Recreation Ground & Wheel Park

**Appendix 4** included at the bottom of this report is a RoSPA 'Playground equipment routine preventive maintenance checklist', which can be utilised to record routine maintenance of the equipment and surfaces, in addition to the internal weekly and monthly checks, undertaken by your Grounds Maintenance employees.

I would like to thank you for your time, efforts and hospitality during my visit and remind you that should you require advice on this report, or any other health and safety issue then please contact our 24-Hour Advice Service; by phone on 0844 892 2785 (option 1) or by email to [handsadvice@peninsula-uk.com](mailto:handsadvice@peninsula-uk.com). If they are unable to resolve the question it will be passed to me.

Yours sincerely,

**Ian Goodwin**

Dated: 16.12.2024




### Towers Way Play Area, BH21 3UA

#### PLAYGROUND EQUIPMENT OPERATIONAL CHECKS

EN 1176 specifies that this inspection should be at every 1-3 months or as specified in the manufacturer's instructions. The frequency depends on amount and intensity of use in the area and equipment's durability


#### Playground equipment: Swing (x 2 seats)

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?	✓			The hangers are in good condition.
Is all equipment structurally sound?	✓			When inspected. I found no structural concerns.
Are swing seats in good condition?		✓		<b>Observations:</b> The plastic swing seat displayed signs of fatigue with discoloration and plastic components having fractures in the structure. <b>Recommendations:</b> Observe seat condition and replace seat with a suitable alternative, when necessary. Photo: TWP001
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?		✓		<b>Observations:</b> The chains displayed signs of surface rust. <b>Recommendations:</b> Monitoring checks to be carried out and if deterioration increases the chains must be replaced by new items. Photo: TWP002
Are metal structures free from corrosion and damage?	✓			The supporting structure is in good condition and did not show signs of movement when tested.
Are ground supports secure?	✓			Ground supports did not move when prompted.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from	✓			In relation the swing, the ground underfoot was in good clear condition.

weeds, rubbish, broken glass, algae, etc?				
Is the play surface under swings level and showing no signs of wear?	✓			Surface under the swing was level.
Is fencing in good condition and structurally sound and secure?			✓	
Are fence posts free from damage by strimmer's at ground level?			✓	
Photographic evidence and Description Identification Number & Description				
TWP001 The plastic surround containing the metal seat structure displayed signs of fatigue and sun damage.				
TWP002 Chains showing signs of oxidation on the surface of links, D Shackle displaying also displaying signs of oxidation. Nylon collars viewed were in a good condition.				


#### Playground equipment: Metal Off Centre Rotating Seat

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?			✓	

Is all equipment structurally sound?	✓			When inspected. I found no structural concerns or deviation from rotation route.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue.
Are metal structures free from corrosion and damage?	✓			The supporting structure appears to be in good condition.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?	✓			Seating bowl is in good condition with no sharp edges, slight surface rust.
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?			✓	
Is the play surface under swings level and showing no signs of wear?	✓			Surface under dish is in good condition.
Photographic evidence and Description Identification Number & Description				Photo
				

#### Playground equipment: Stand Up Rotator


Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected. I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links	✓			No visible signs of fatigue.

showing no signs of wear with connectors properly fitted and secure?				
Are metal structures free from corrosion and damage?		✓		<b>Observations:</b> There were no signs of significant corrosion; however, the protective cover on the top handle had minor damage. <b>Recommendations:</b> Replace protective red cover. See Photo: TWP003
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?	✓			Standing platform appears to be in good condition.
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?	✓			Surface is in good condition.
Photographic evidence and Description Identification Number & Description				Photo 

#### Playground equipment: Four Seat See-Saw


Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?	✓			When inspected. I found no structural concerns.
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns and did not deviate from intended rotational movement.
Are swing seats in good condition?	✓			Seating is in good condition.



Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue. Spring coils in good condition and securely fastened.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?				Surface is in good condition.
Photographic evidence and Description Identification Number & Description			✓	
				

#### Playground equipment: Yellow & Grey Fort

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	No timber identified.
Are ladder rungs and handholds in good order?	✓			All handrails, guiderails, ramp and slide were in good condition.
Are all bolts secure and tight?	✓			All bolts viewed were tight.
Are hangers for swings firmly in place and showing no signs of wear?	✓			The frame to the rear appears to be in a good state of repair.
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	Monitor the platform under the binoculars
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			Monitor the platform under the binoculars.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.

Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	The floors and platforms on the Fort were secure and did not show signs of damage.
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?				Surface is in good condition.
Photographic evidence and Description Identification Number & Description			✓	
				

## Miscellaneous

**Fencing** – Whilst fencing appears to be in good condition, the following items were noted during the inspection.

### Observations:

The Basketball Unit backboard requires monitoring due to fatigue.  
See supporting photographs.

**Gates** – Whilst the gates looked in good condition with no signs of visible damage, the flowing issue was noted during the visit.

### Observation:

The main entrance gate does not close fully.

Recommendation:

Adjust the yellow main entrance gate to close fully. See supporting photograph TWP005.

Ground – The ground conditions and protective flooring material looked in good condition.

Bins – At the time of the visit the bins were in good condition.

Dated: 16.12.2024.

### Henbury Play Area, BH21 3TR


#### PLAYGROUND EQUIPMENT OPERATIONAL CHECKS

EN 1176 specifies that this inspection should be at every 1-3 months or as specified in the manufacturer's instructions. The frequency depends on amount and intensity of use in the area and equipment's durability

#### Playground equipment: Trampoline


Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed securing the netting were tight.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns to the protective surround and netting.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			All moving parts including the netting link joints did not show signs of wear or fatigue.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion on the metal joint pins.
Are ground supports secure?	✓			The Trampoline is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?		✓		<b>Observations:</b> The recess for the trampoline has a build-up of leaves and detritus. <b>Recommendations:</b> Periodically clear the recess of leave and detritus.
Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description			✓	

### Playground equipment: Climbing Mat

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?	✓			The handholds were secure and did not move when tested.
Are all bolts secure and tight?	✓			All bolts viewed were tight.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			No movement in the mat itself.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			All ground supports appeared secure.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			The angled ascent / descent area did not show signs of weeds, rubbish, or broken glass
Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description			✓	
				


### Playground equipment: Green Stand Up Twister

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	

Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts and welds viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected. I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue. The unit rotated freely.
Are metal structures free from corrosion and damage?	✓			No corrosion was viewed.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of a buildup of detritus.
Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description				Photo
				


#### Playground equipment: Green / Grey & Yellow Small Fort

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	No visible signs of damage.
Are ladder rungs and handholds in good order?	✓			Ladder rungs and handholds were in good condition.
Are all bolts secure and tight?	✓			All bolts viewed were tight.

Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	Monitor the binoculars, 1 seal missing.
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			The rotating binoculars moved freely.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?	✓			Monitor the platform edge as it shows signs of beginning to lift.
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description			✓	
				


#### Playground equipment: Yellow Sunflower Stand

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?	✓			Reasonable condition – monitor.
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts were tight.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?		✓		<b>Observation:</b> The equipment looked structurally sound; however, there was

				<p>excessive movement where the sunflower head attached to the stork and is off centre.</p> <p><b>Recommendation:</b> Investigate the reason why the sunflower head has excessive movement and produces a pinch risk and repair or cap off and consider replacing or removing as necessary. See photo HPA001</p>
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?	✓			No corrosion was viewed.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of a buildup of detritus.
Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description				Photo
				

#### Playground equipment: Pink Basket Swing

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	

Are all bolts secure and tight?	✓			All bolts viewed were tight.
Are hangers for swings firmly in place and showing no signs of wear?	✓			Both hangers for the swing were securely attached and the bolts were not loose.
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?	✓			The basket seat was in reasonably good condition.
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?		✓		<b>Observation:</b> All moving parts were in good condition, except for a rope eye protector that showed signs of splitting / fraying. <b>Recommendation:</b> Replace the rope protector. See Photo HPA002
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear below the basket seat.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description				
				

#### Playground equipment: Yellow & Grey Large Fort

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observations:</b> Areas of wooden support displays cracks. <b>Recommendations:</b> Monitor the cracks for movement and replace d. See photo HPA003




Are ladder rungs and handholds in good order?	✓			Ladder rungs and handholds were in good condition.
Are all bolts secure and tight?		✓		<b>Observations:</b> Securing mounts for the fort top rails were seen to be loose, split and have moved. <b>Recommendation:</b> Ensure all loose horizontal to vertical wooden connectors are tightened or replaced. See photo HPA004
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?		✓		<b>Observations:</b> While the platforms have received a coat of paint, they still exhibit signs of fatigue, notably, the drop of the platform, which has produced a significant drop from the supporting crossmember to the platform itself. <b>Recommendations:</b> Replace the fatigued elements to maintain the integrity and profile of the platform. See photo HPA005
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description				



### Playground equipment: Rope Bridge

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observations:</b> Some of the supporting elements display cracks running their length. <b>Recommendations:</b> Supporting elements of wood must be inspected periodically to ensure these cracks do not open and reduce the integrity of the wood. See photo HPA006
Are ladder rungs and handholds in good order?	✓			Ladder rungs and handholds were in good condition.
Are all bolts secure and tight?	✓			All bolts viewed were tight. <b>Check manufacturers specifications as middle mounts may need G-Tub screws?</b>
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.

Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description				
				

### Miscellaneous

**Gates** – Whilst the gates looked in good condition with no signs of visible damage, the flowing issue was noted during the visit.

Observation:

The main entrance gate wedges on the ground to the front of the gate.

The alternative gate (lower Gate) does not have a self-closing device fitted, therefore the gate will not self-close.

Recommendation:

Adjust the yellow main entrance gate to allow the close from the widest opening angle.

Ensure all gates self-close, this will reduce the risk of an animal (dog) getting in and fouling the location.

**Ground** – The ground conditions and protective flooring material looked in good condition.

### Badbury View Recreation Ground & Wheel Park, BH21 3HU

#### PLAYGROUND EQUIPMENT OPERATIONAL CHECKS

EN 1176 specifies that this inspection should be at every 1-3 months or as specified in the manufacturer's instructions. The frequency depends on amount and intensity of use in the area and equipment's durability



#### Playground equipment: Metal Off Centre Rotating Seat

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight and did not display signs of fatigue.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected. I found no structural concerns or deviation from rotation route.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue.
Are metal structures free from corrosion and damage?	✓			The supporting structure appears to be in good condition.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?	✓			Seating bowl is in good condition with no sharp edges, slight surface rust.
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?			✓	
Is the play surface under swings level and showing no signs of wear?	✓			Surface under dish is in good condition.
Photographic evidence and Description Identification Number & Description				Photo



**Playground equipment: Swing Sets (X2)**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observation:</b> Some of the timber on the swing sets is showing signs of fatigue and moisture ingress. <b>Recommendations:</b> Structure components that are showing signs of water ingress should be replaced. Structure components that are showing signs of fatigue should be refreshed with paint / sealant to stop further deterioration. See photos BVRG001a & BVRG001b
Are ladder rungs and handholds in good order?		✓		<b>Observation:</b> Some of the base bolts did not have their protective plastic caps on. <b>Recommendation:</b> Ensure all structural bolts have protective plastic caps fitted to stop corrosion from the elements.
Are all bolts secure and tight?	✓			All bolts viewed were tight.
Are hangers for swings firmly in place and showing no signs of wear?	✓			All hangers for the swings were securely attached and the bolts were not loose.
Is all equipment structurally sound?		✓		<b>Observation:</b> Due to the rotten nature of one of the vertical supports of one of the swings sets the structural stability of that swing set cannot be guaranteed. <b>Recommendation:</b> The wooden support must be tested to identify its structural capability or replaced. See Photos BVRG001a & BVRG001b
Are swing seats in good condition?	✓			The seats were in reasonably good condition.
Are chains and moving parts in good condition, links showing no signs of wear with		✓		<b>Observation:</b>

connectors properly fitted and secure?				Two of the connector bolts for the swings displayed signs of corrosion. <b>Recommendation:</b> Ensure all swing connector bolts are checked for structural strength or replaced at the earliest opportunity. See photo BVRG002.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear below the seats.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description			✓	
				
				

**Playground equipment: Yellow Fort with 2 slides (tube).**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observation:</b> Parts of the wooden structure are in a poor state of repair. Floor is beginning to rot. <b>Recommendation:</b>

				Ensure all wooden elements that need replacing are replaced at the earliest opportunity. See photos BVRG004
Are ladder rungs and handholds in good order?		✓		<b>Observation:</b> Some of the handhold connectors were loose. Several spindles are rotten. <b>Recommendation:</b> Ensure all loose handholds/spindles are tightened or replaced. See photo BVRG005
Are all bolts secure and tight?		✓		<b>Observation:</b> Some caps removed. <b>Recommendation:</b> Replace protective caps. See photo BVRG006
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?		✓		<b>Observation:</b> The structure dips down at one end. Subsidence issue. <b>Recommendation:</b> 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.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?		✓		See "Is all equipment structurally sound?"
Are floors and platforms in good condition and secure?		✓		<b>Observation:</b> The plastic tube shows signs of fatigue. <b>Recommendations:</b> Monitor for movement or damage causing pinch points. See photo BVRG007
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.

Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description				

**Playground equipment: Balance Circuit.**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observation:</b> Various sections of wood along the length of multiple sections show signs of rot and fatigue. <b>Recommendation:</b> Rotten sections should be removed and replaced. Salvageable sections must be protected from future corrosion by applying a protective coat. See Photos BVRG008
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?		✓		<b>Observation:</b> Various bolt and top caps were loose. <b>Recommendation:</b> All loose items must be tightened up or replaced at the earliest opportunity. See photo BVRG009
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?		✓		<b>Observation:</b> A few sections displayed movement; this may be due to lose bolts. (leaf steps). <b>Recommendation:</b> Investigate the reason why the structure has failed and has so much movement. Rectify. See photo BVRG009
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?		✓		<b>Observation:</b>



				Some of the metal components were viewed with their protective cover being rubbed off. <b>Recommendation:</b> Reapply protective covering to all metal components that require it.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?		✓		See "Are all bolts secure and tight?"
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			
Is the play surface under swings level and showing no signs of wear?			✓	
Photographic evidence and Description Identification Number & Description				

**Playground equipment: Yellow Fort (X 2 slides).**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?		✓		<b>Observation:</b> Some of the wooden vertical slats displayed damage that could cause significant splinter damage. <b>Recommendation:</b> Wooden components that are damaged must be replaced at the earliest opportunity See photo BVRG011
Are ladder rungs and handholds in good order?	✓			Ladder rungs and handholds were in good condition.
Are all bolts secure and tight?	✓			<b>Observation:</b> Top caps were observed loose. The arching climbing wall was secured in position by counter sunk screws. <b>Recommendation:</b> Secure top caps. Replace counter sunk screws with a suitable round head screw. See photo BVRG012
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	

Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?		✓		Rope climb pull-up rope is missing. Investigate and replace?
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?		✓		<b>Observation:</b> The platform showed signs of wear and fatigue (rotten). <b>Recommendation:</b> Replace the platform wood slats. See photo BVRG011
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description				

**Playground equipment: Lapp set Rotator (Grey).**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?			✓	<b>Observation:</b> Lower rubber seal is beginning to tear. <b>Recommendation:</b> Replace seal. See photo
Are hangers for swings firmly in place and showing no signs of wear?	✓			Reasonably new item of play equipment.
Is all equipment structurally sound?	✓			When inspected. I found no structural concerns or deviation from rotation route.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue.

Are metal structures free from corrosion and damage?	✓			The supporting structure appears to be in good condition.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?			✓	
Is the play surface under swings level and showing no signs of wear?	✓			Surface is in good condition.
Photographic evidence and Description Identification Number & Description				

**Playground equipment: Gold Octagonal Climbing Frame.**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?	✓			<b>Observation:</b> The wooden supports displayed wooden damage halfway up and the section of wood where the base plate is attached displayed signs of rot. <b>Recommendation:</b> Ensure areas of damage on the vertical support columns are protected from further damage. Sections displaying rot should be removed or treated for rot. See photo BVRG015
Are ladder rungs and handholds in good order?	✓			All handholds and climbing apparatus were in good order.
Are all bolts secure and tight?	✓			All bolts viewed were tight
Are hangers for swings firmly in place and showing no signs of wear?	✓			Monitor for ongoing signs of wear.
Is all equipment structurally sound?	✓			I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			No visible signs of fatigue.
Are metal structures free from corrosion and damage?	✓			The supporting structure appears to be in good condition.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.

Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?			✓	
Is the play surface under swings level and showing no signs of wear?		✓		Surface is in reasonably good condition. Monitor indentation in flooring under swing handles.
Photographic evidence and Description Identification Number & Description				Photo

**Playground equipment: Green See-Saw.**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?			✓	
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?		✓		<b>Observation:</b> The pivot point of the see-saw moves excessively and has exposed a pinch hazard. <b>Recommendation:</b> Tighten the pivot point of the See-saw to stop the exposure of play equipment users to the pinch hazard. See photo BVRG016
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?	✓			The supporting structure appears to be in good condition.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?			✓	
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?			✓	

Is the play surface under swings level and showing no signs of wear?	✓			Surface is in good condition.
Photographic evidence and Description Identification Number & Description				

**Playground equipment: Zip Slide.**

Item	OK	Action Required	N/A	Comments
Are timber surfaces damaged, splintered or deteriorating?	✓			The wooden supports looked in good condition, some blistering on the paintwork.
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight. (could not reach Steel Wire Rope Clamps).
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?	✓			The seat looked in good condition.
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?	✓			Some surface rust on the upper rope clamps - monitor.
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?	✓			Equipment is firmly anchored to the ground.
Are floors and platforms in good condition and secure?	✓			
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Is the play surface under swings level and showing no signs of wear?			✓	Surface is in good condition.
Photographic evidence and Description Identification Number & Description			✓	

**Playground equipment: Scate Park.**

Item	OK	Action Required	N/A	Comments
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Are concrete surfaces damaged, splintered or deteriorating?		✓		<b>Observation:</b> A section of concrete is missing from one of the lower drop-in ramp corner. <b>Recommendation:</b> Repair the corner with the missing concrete patch See photo BVRG020
Are ladder rungs and handholds in good order?			✓	
Are all bolts secure and tight?	✓			All bolts viewed were tight.
Are hangers for swings firmly in place and showing no signs of wear?			✓	
Is all equipment structurally sound?	✓			When inspected I found no structural concerns.
Are swing seats in good condition?			✓	
Are chains and moving parts in good condition, links showing no signs of wear with connectors properly fitted and secure?			✓	
Are metal structures free from corrosion and damage?	✓			There were no signs of significant corrosion.
Are ground supports secure?			✓	
Are floors and platforms in good condition and secure?		✓		See "Are concrete surfaces damaged?"
Are play surfaces in good condition and free from weeds, rubbish, broken glass, algae, etc?	✓			No signs of wear.
Are other concrete structures in good order?			✓	Structures appear to be in good condition.
Photographic evidence and Description Identification Number & Description			✓	

## Miscellaneous

**Gates** – Whilst the gates looked in good condition with no signs of visible damage, the following issue was noted during the visit, there is a potential pinch hazard relating to the draw latch and there was no closer device fitted.

Observation:

The main entrance gate latch can catch skin when closed.

Recommendation:

Adjust the main entrance gate latch to stop the pinch hazard.

Ensure all gates self-close, this will reduce the risk of an animal (dog) getting in and fouling the location.

**Ground** – The ground conditions were wet at some points such as next to the hedge line.

**Please Note:**

This report is advisory in nature, informational in content, and is intended to assist our Clients improve their standards of compliance with health and safety legislation and best practice; it does not constitute legal advice.

It has been based on observations, and written and oral information provided by the Client's representative to our Consultant during a site visit to the Client's property, premises or area of work, and is limited to the parts of the Client's undertaking which was reasonably accessible to our Consultant at the time of the visit.

This report however has been prepared on the strict understanding that our Client retains ownership of, and remains responsible for, the management of health and safety in its workplace(s).

Accordingly, Peninsula will not accept liability for any accident, injury or damages of any kind resulting from the use of, or reliance upon, any information contained in the report.

Appendix 1 - Annual Playground Inspection Actions List

Towers Way Play Area

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Swings	The plastic swing seat displayed signs of fatigue with discoloration and plastic components having fractures in the structure.	Observe seat condition and replace seat with a suitable alternative, when necessary.		Monitoring
Swings	Chains displayed signs of surface rust.	Monitoring checks to be carried out and if deterioration increases the chains must be replaced.		Monitoring
MUGA	Basket ball unit backboard requires monitoring for fatigue.			Monitoring
Stand Up Rotator	There were no signs of significant corrosion; however, the protective cover on the top handle had minor damage.	Replace protective red cover.		Open
Gates	The main entrance gate does not close fully.	Adjust the yellow main entrance close to close fully.		Open

Henbury View Play Area

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
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
Yellow Sunflower Stand	The equipment looked structurally sound; however, there was excessive movement where the sunflower head attached to the stork and is off centre.	Investigate the reason why the sunflower head has excessive movement and produces a pinch risk and repair or cap off and consider replacing or removing as necessary		Monitoring
Pink Basket Swing	Plastic protective eye cover displayed damage.	Replace the rope 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 Large Fort	Areas of wooden support displays cracks	Monitor the cracks for movement and replace		Monitoring
Yellow & Grey Large Fort	Securing mounts for the fort top rails were seen to be loose, split and have moved.	Ensure all loose horizontal to vertical wooden connectors are tightened or replaced.		Open
Yellow & Grey Large Fort	While the platforms have received a coat of paint, they still exhibit signs of fatigue, notably, the drop of the platford, which has produced a significant drop from the supporting crossmember to the platform itself.	Replace the fatigued elements to maintain the integrity and profile of the platform.		Open
Rope Bridge	Some of the supporting elements display cracks running their length.	Supporting elements of wood must be inspected periodically to ensure these cracks do not open and reduce the integrity of the wood.		Monitoring
Gate	The main entrance gate wedges on the ground to the front of the gate. The lower gate does not have self closing device fitted. Therefore, gate will not self close.	Adjust the yellow main entrance gate to allow the close from the widest opening angle. Ensure all gaes self-close, this will reduce the risk of an animal (dog) getting in and fouling the location.	Gate adjusted as much as possible.	Monitoring

Recreation Ground Play Area & Skate Park

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Swing Set	Some of the timber on the swing sets is showing signs of fatigue and moisture ingress	Structure components that are showing signs of water ingress should be replaced. Structure components that are showing signs of fatigue should be refreshed with paint/sealant to stop further deterioration.		Monitoring
Swing Set	Some of the base bolts did not have their protective plastic caps on.	Ensure all structural bolts have protective plastic caps fitted to stop corrosion from the elements		Open
Swing Set	Due to the rotten nature of one of the vertical supports of one of the swings sets the structural stability of that swing set cannot be guaranteed.	The wooden support must be tested to identify its structural capability or replaced.		Open
Swing Set	Two of the connector bolts for the swings displated signs of corrosion.	Ensure all swing connector bolts are checked for structural strength or replaced at the earliest opportunity.		Open
Yellow Fort (2 slides)	Parts of the wooden structures are in a poor state of repair. Floor is beginning to rot.	Ensure all wooden elements that need replacing are replaced at the earliest opportunity.		Open
Yellow Fort (2 slides)	Some of the handhold connectors were loose, Several spindles are rotten.	Ensure al loose handholds/spindles are tightened or replaced.		Open
Yellow Fort (2 slides)	Some caps removed.	Replace protective caps.		Open



Yellow Fort (2 slides)	The structure dips down at one end. Subsidence issue.	You must investigate the ground conditions for the side of the structure s this seems to be dipping diwn, Ensure any remedial action is taken to stop further movement.		Open
Yellow Fort (2 slides)	The plastic tube shows signs of fatigue.	Monitor for movement or damage causing pinch points.		Monitoring
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.		Open
Balance Circuit	Various bolt and top caps were loose.	All loose items must be tightened up or replaced at earliest opportunity.		Open
Balance Circuit	A few sections displayed movement; this may be due to lose bolts. (leaf steps).	Investigate the reason why the structure has failed and has so much movement. Rectify.		Open
Balance Circuit	Some of the metal components were viewed with their protective cover being rubbed off.	Reapply protective covering to all metal components that require it.		Open
Yellow Fort (2 slides)	Some of the wooden vertical slats displayed damage that could cause significant splinter damage	Wooden components that are damaged must be replaced at the earliest opportunity		Open
Yellow Fort (2 slides)	Rope climb up rope is missing.	Investigate and replace.	Rope replaced	Closed
Yellow Fort (2 slides)	The platform showed signs of wear and fatigue (rotten).	Replace the platform wood slats.		Open
Octagonal Climbing Frame	Surface is in reasonably good condition.	Monitor indentation in flooring under sing handles.		Monitoring
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	Parts ordered	Open
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.	Awaiting product delivery	Open

	Location	Finding	Comments/Update	Open/Closed/ In progress	CIlrs
Recreation Ground	Entrance from Rectory Ave	Not accessible for wheelchair users.	Office to investigate options	Open	SJ, VP, PC
	Greenspace around Pavilion	Some paving stones loose.	Grounds Team to investigate and repair	Open	SJ, VP, PC
	Play area surfaces and equipment.	Concerns regarding the fence between playpark and new building development.	This is the responsibility of the building developer	Closed	SJ, VP, PC
	Car park areas	Markings worn.	To be progressed during the redevelopment of the Recreation Ground.	Open	SJ, VP, PC
	Skate Park	A small corner of concrete needs replacing	To be actioned as part of the Annual Playground Inspection Report Actions	Closed	SJ, VP, PC
	Skate Park	Table Tennis table to be painted	Grounds Team to progress.	Open	SJ, VP, PC
	Pitches	Investigate options for further benches	Consider proximity to properties and anti social behaviour.	Open	SJ, VP, PC
	Fence near new gym equipment	Some broken slats/planks	Establish ownership and replace with Grounds Team or contractor	Open	SJ, VP, PC
	Community Orchard	Remove dead trees and investigate options for replacements	Grounds team have continued to nurture remaining native trees received from the Woodland trust in 2022. Await delivery of further saplings, including fruit trees from the Woodland Trust during February 2025.	Open	SJ, VP, PC
	All areas	Introduce spring bulbs, wildflowers such as bluebells.	To be progressed as part of project from memorial spring blub planting across sites.	Open	SJ, VP, PC
	Community Orchard and Picnic Field	Accessibility - wheelchair access is very limited	Office to investigate options to make this more accessible	Open	SJ, VP, PC
	Picnic Area	Compost area to be more useable	Soil being used across sites by the Grounds Team. Contractor to remove remaining green waste to tidy up area in preparation for establishing new compost bays.	Open	SJ, VP, PC
Henbury Play Area	Henbury Play Area	Upper gate needs repainting yellow. Paint flaking off.	Grounds Team to progress.	Open	JL/PC
	Henbury Play Area	Concrete steps with wooden edging to front - need regular checking to ensure wood not detaching from concrete steps.	Ongoing, Grounds Team to monitor	Open	JL/PC
	Henbury Play Area	Base of concrete steps - no jungle mulch in that corner, only hard base of flooring. Mulch either worn away/or swept away.	Grounds Team to investigate and repair	Open	JL/PC
Springdale Open Space	Springdale Open Space	Road surface markings at entrance to car park completely worn away.	To be investigated by Office	Open	JL/PC
	Springdale Open Space	Heritage sign next to car park entrance has CMPC logo.	DWT have been informed and confirmed they will not be replaced any signage on the site.	Open	JL/PC
	Compost Bays	Back of bays are seperating.	Has been reported to contractor who will be returning to repair.	Open	AC
	Surface of roads	Pot holes present and need new hoggin.	Contractor has been instructed to carry out these works. Await date for works.	Open	AC

Allotments	Raised Beds	Raised beds are rotting and need to be reduced in width to make them accessible.	Under investigation, quotes have been obtained.	Open	AC
Cemetery	Main entrance wall	To look at options of rebuilding the wall to create more ashes plots.	Under investigation.	Open	AC
	Headstones	Some headstones are leaning by 15-20 degrees	Memorial inspections to be progressed as soon as possible.	Open	AC
	Chapel	Ivy growing up drain pipe of building	Ivy removed by Grounds Team.	Closed	AC
	Chapel	Arch window to the left has bad peeling paint.	Grounds team progressing.	Open	AC



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: CS 24/43

Paper: D

<b>Subject:</b>	Update on Allotments
<b>Prepared by:</b>	Daryl Pearce, Deputy Town Clerk
<b>Purpose of Report:</b>	<p>To provide members with an update on the work on the allotment site and update on resolutions from previous meetings.</p> <p>To consider and approve quotations for the works required to reconstruct fit for purpose raised beds and turn vertical paths on the site to grass.</p>
<b>Background:</b>	<p>At the Community Services Committee meeting held on 13 August 2024, it was recommended to Full Council to obtain quotations to reconstruct fit-for-purpose raised beds, designed to be accessible for all users and for vertical paths to be turned to grass.</p> <ul style="list-style-type: none"> <li>• Three of the six raised beds contain significant amounts of mare's tail and bindweed.</li> <li>• All raised beds are deteriorating, with four in particularly poor condition.</li> <li>• The current beds are too wide, making it difficult for users to reach the middle sections.</li> <li>• The ground surface around the planters is grass, which may pose accessibility challenges for some users.</li> </ul> <p>The allotments have ongoing flooding and other issues which require monitoring.</p>
<b>Key Points:</b>	<p>Quotations to reconstruct fit for purpose raised beds, turning paths to grass and reconstructing paths around raised beds shown in Appendix 1.</p> <ul style="list-style-type: none"> <li>• There are currently 12 people on the waiting list as follows: <ul style="list-style-type: none"> <li>○ 3 people are awaiting a new plot.</li> <li>○ 1 person waiting for a raised bed once the works have been completed.</li> <li>○ 8 existing plot holders awaiting an additional or specific plot number.</li> </ul> </li> <li>• Vertical woodchip paths to be turned to grass ahead of 1 April 2025 when new tenancy agreements will be in place.</li> <li>• Dorset Council Planning have confirmed, proposed plans for the redevelopment of the wildlife balancing pond by the Allotment Association are allowed under permitted development. Allotment Association to be advised.</li> <li>• Mole activity remains a significant issue with efforts to rid them, unsuccessful. Although moles will help aerate soil and can control harmful insects, they seem to be more prominent at the allotment site, possibly due to the soil being wet due to recent weather.</li> </ul>

	<ul style="list-style-type: none"> <li>Recent storms have caused some damage to plot holders polytunnels and fruit cages. All plot-holders have been emailed and reminded to ensure all structures are sufficiently secured.</li> <li>Communication sent to Allotment Association and plot holders to remind them not to drive or take cars onto the grass verges, due to recent damage caused.</li> <li>Plot holders' sheds: Complaint received from plot holder who is unhappy with the condition of their shed, installed by the Grounds Team in 2022. The Clerk has advised the plot holder that once installed, the shed became the responsibility of the plot holder. However, the plot holder is not happy and considers the Council to be responsible and has requested for the Council to resolve issues with the shed due to the installation by the Grounds Team.</li> </ul>
<b>Implications:</b>	<p>The Cost Code for allotment maintenance in 2025/26 budget is £17,000. This total is for all maintenance including the car parks/driveway and entrance, compost bays, water troughs and plumbing. Council may need to consider a phased approach to ensure there is no significant overspend in the forthcoming financial year.</p> <p>Composite (recycled plastic) may warp or deform over time due to prolonged exposure to sunlight.</p> <p>Timber is the least desirable option as its lifespan is limited in this environment, as evidenced by the deterioration of the existing structures, albeit the wrong timber was used to construct beds by the Developer.</p> <p>Concrete Slotted Posts and Gravel Boards: This option provides the good value due to its longevity, offering a durable and cost-effective solution.</p> <p>All items deemed to be a Health &amp; Safety risk should be progressed as soon as practicably possible.</p>
<b>Recommendation:</b>	To NOTE update and agree how to proceed with reconstructions of raised beds and turning paths to grass.

## Appendix 1 - Raised Beds and Grass Paths Quotations

Operation	Contractor 1	Contractor 2	Contractor 3	Contractor 4	Contractor 5
To excavate and dispose of 6 wooden beds and soil (63 tonnes in total)	£3380	£4026.40 <sup>i</sup>	Cost included in Option 3.	Cost included in Options 1 & 2.	N/A <sup>ii</sup>
Option 1: Wooden Raised Beds	<p>£2,166.73 per bed (materials) (7.4m long x 1.6m wide x 800mm high): £13,000.38</p> <p>Machinery and Labour Costs: £4590.00</p> <p>Total Cost: £17,590.38</p>	<p>£2,796 per bed x 4 and £2,702 per bed x 2: £16,588.</p> <p>Beds will remain the same length with the middle section removed to allow access (C shape).</p> <p>Total Cost: £16,588</p>	N/A	<p>£1,280 per bed: £32,000.</p> <p>Contractor has suggested creating 25 smaller beds.</p> <p>(Note: Contractor has advised timber may only have a 10-year lifespan)</p> <p>Total Cost: £32,000</p>	<p>£5698 in total to build 6 x 2.4m x 200mm x 100mm.</p> <p>£7112 in total to build 12 x 2.4m x 200mm x 60mm.</p> <p>All costs include materials and labour.</p> <p>Total cost dependant on number of beds.</p>
Option 2: Composite Raised Beds	<p>£1,445 per bed (materials) (7.6m long x 1.5m wide x 750mm high): £8670</p> <p>Machinery and Labour Costs: £4590.00</p> <p>Total Cost: £13,260</p>	N/A	N/A	<p>£1,800 per bed: £45,000.</p> <p>Contractor has suggested creating 25 smaller beds.</p> <p>Total Cost: £45,000</p>	N/A

Option 3: Concrete Boards Raised Beds	N/A	N/A	£2450 per bed (5.4m long x 1.8m wide x 0.60m high): £14,700  Costs include materials, labour, plant hire and waste disposal.  Total Cost: £14,700	N/A	N/A
Clear ground around raised beds to hoggin to improve ground for accessibility	£2520 <sup>iii</sup>	£2,430.52 <sup>iv</sup>	Cost Included in Option 3.	Cost included in Options 1 & 2.	N/A
Turf vertical pathways including new soil.  (Remove woodchip, cultivate subsoil and lay 270m of turf)	£3700	£3576	£4150	N/A	N/A

<sup>i</sup> Remove and dispose of soil from 4 beds and reuse soil from 2 beds.

<sup>ii</sup> Contractor unable to remove and dispose of materials and soil. Removal could be carried out by the Grounds Team with hiring a skip to dispose of soil.

<sup>iii</sup> Remove all existing and replace with new hoggin.

<sup>iv</sup> To scrape grass away from existing paths and top up with hoggin.



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: CS 24/44

Paper: E

<b>Subject:</b>	Update on the Cemeteries
<b>Prepared by:</b>	Daryl Pearce – Deputy Town Clerk
<b>Purpose of Report:</b>	To provide members with an update on the ongoing works being carried out at the cemeteries.
<b>Background:</b>	None.
<b>Key points:</b>	<p>Contractor carried out emergency tree works on the large conifer tree next to the chapel following the recent storms with snapping of a large branch.</p> <p>A low metal stand was damaged in the new cemetery due to anti-social behaviour has been removed by the Grounds Team.</p> <p>Regular maintenance carried out by the Grounds Team to remove leaves and ensure the cemeteries look their best for visitors.</p>
<b>Implications:</b>	<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 &amp; Safety issues to be resolved as soon as practicably possible.</p>
<b>Recommendation:</b>	To NOTE update.



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025



Agenda Item: CS 24/45

Paper: F

<b>Subject:</b>	Highways Update
<b>Prepared by:</b>	Catherine Horsley, Town Clerk
<b>Purpose of Report:</b>	To note the update on current Highways issues being progressed by the Town Council office with National Highways and/or Dorset Council Highways since the last meeting on 12 November 2024.
<b>Background:</b>	The update is for information only. Recommendations made by the Planning & Highways Committee with approval to proceed by Full Council.
<b>Key Points:</b>	<ul style="list-style-type: none"><li>• Resident in Victoria Close, Corfe Mullen has contacted the Council Office requesting double yellow lines outside her property, due to accessibility issues. The resident had been referred to the Community Highways Request Policy in the first instance.</li><li>• Cllr Bonham raised further concerns relating to road safety on Wimborne Road adjacent to the Lambs Green Inn, noting the recent motorcycle incident at the junction with Corfe Halt Close. Cllr Bonham has also been referred to the Community Highways Request Policy.</li><li>• Speed limit on Wimborne Road exiting the A31 Lake Gates roundabout and a pedestrian crossing were being discussed as part of the remit of the Joint Julians Bridge Working Party with Wimborne Minster Town Council.</li><li>• Corfe View Road: Road Traffic Regulation Order relating to 'no waiting at any time', extended and new double yellow lines on Wareham Road and Corfe View Road junction completed.</li><li>• Hillview Roundabout: Dorset Council Community Highways Officer and Road Safety Officer met with Cllr P Purvis on 6 November 2024 to review the line markings and potential re-design of the Hillview roundabout/junction. The Dorset Council Officers have feedback to the Dorset Council Highways Design Team who are investigating options and funding.</li><li>• Rushall Lane and Waterloo Road: New requests to refresh line markings, obstructing hedgerow and double yellow lines had been submitted to Dorset Council Highways to progress.</li><li>• Pavement surfacing at the top of Henbury View Road/Wareham Road was difficult to navigate due to being unsafe as a result of the pavement camber and intruding tree roots. Reported to Dorset Council Highways.</li></ul>
<b>Implications:</b>	<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</p>

	criteria and/or are not guaranteed as other primary consultees may not support it.
<b>Recommendation:</b>	To NOTE update.



## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: CS 24/46

Paper: G

<b>Subject:</b>	Tree Planting
<b>Prepared By:</b>	Daryl Pearce, Deputy Town Clerk
<b>Purpose of Report:</b>	For members to consider how to proceed with free saplings from the Woodland Trust.
<b>Background</b>	At the Full Council meeting 26 November 2024, it was approved to proceed with the recommendation from the Community Services Committee to apply to the Woodland Trust for free saplings to be planted at the Recreation Ground. Delivery of 420 saplings anticipated between 24 February 2025 and 7 March 2025.
<b>Key Points:</b>	<p>Ahead of delivery of the saplings, members need to agree how to proceed. Options to consider as follows:</p> <ol style="list-style-type: none"> <li>1. Potted up and nurtured by the Grounds Team in the Grounds Unit compound, to be planted out by the Grounds Team and/or community at the Recreation Ground potentially in March 2026, dependant on growth.</li> <li>2. Engage with local first and middle schools for school children to nurture a sapling. Saplings to be potted up, by the Grounds Team ahead of giving to the school children. To then hold a tree planting event involving the school children to plant out at the Recreation Ground at a later date, as above.</li> <li>3. Engage with residents to 'adopt a tree'. Saplings to be potted up, by the Grounds Team and then given to residents to nurture, ahead of involving the residents in a tree planting event for planting out at the Recreation Ground at a later date, as above.</li> <li>4. 'Adopting a tree' could form part of the Village Hall fundraising fairs encouraging greater community participation and increased footfall to the fairs.</li> <li>5. 'Adopting a tree' could form part of the Town Councils stall of Corfe Mullen Carnival encouraging greater community participation.</li> </ol> <p>Engaging with the community through 'adopt a tree' promotes shared responsibility in enhancing Corfe Mullen's green spaces.</p> <p>Promotion of either options via the Town Council's social media platforms, website, link articles and posters. School children and/or residents to be encouraged to send updates on their saplings progress, which could be shared on social media to further engage and inspire the community.</p> <p>The saplings include – Hazel, Blackthorn, Hawthorn, Crab Apple, Elder, Dog Rose, Rowan, Silver Birch, Common Oak, Holly, Downy Birch, Goat Willow and Wild Cherry.</p> <p>Of those saplings, the Grounds Team to nurture the Dog Rose, Hawthorn and Blackthorn for infill planting around the Recreation Ground due to the type of species (prickly) and would not form part of community planting and/or 'Adopt a tree' initiative.</p>

	<p>Species to be planted in the Community Orchard include, Crab Apple, Elder, Wild Cherry, Hazel and Rowan and would form part of community planting and/or 'Adopt a tree' initiative.</p> <p>The remaining saplings to be planted in areas at the Recreation Ground where trees have recently been felled due to dieback or health &amp; safety along with waterlogged areas, where Goat Willow, soaks up large volumes of water and could form part of community planting and/or 'Adopt a tree' initiative.</p>
<b>Implications:</b>	<p>The 2024/25 financial year budget has £100 allocated for tree planting. This would cover the costs to purchase plant pots, if unable to obtain free and/or donated pots and compost required for planting.</p> <p>Risk of saplings not being returned for planting out at the Recreation Ground, which is a stipulation of the Woodland Trust as part of the application process.</p> <p>Grounds team time to pot up saplings and/or nurture them.</p> <p>Option 1 above was followed in 2022 and of the saplings received, between 30-40 survived ready for planting in March 2025.</p> <p>Saplings planted in pots have a higher success rate to thrive ready for planting out, albeit it is recognised that not all saplings will survive.</p> <p>Some garden centres have free recycled plant pots. Residents may have unused plant pots they may wish to donate; promotion on social media, website, link article and posters could ask residents to drop off donated plant pots to the Council Office and/or Grounds Unit.</p> <p>Residents participating in the 'adopt a tree' initiative would:</p> <ul style="list-style-type: none"> <li>• Increase community engagement with local green spaces.</li> <li>• Promote environmental awareness.</li> <li>• Foster a sense of ownership and pride among residents.</li> <li>• Support biodiversity and climate action goals.</li> <li>• Save space in the Grounds Unit compound and watering by the Grounds Team.</li> <li>• Encourage ongoing participation in Council-led environmental and community projects.</li> <li>• Opportunity to partner with local schools, businesses, or community groups to expand the program's reach and impact.</li> </ul>
<b>Recommendation:</b>	<p>To consider how to proceed with free saplings received from the Woodland Trust.</p>




## COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 11 February 2025

Agenda Item: TC 24/47

Paper: H

<b>Subject:</b>	Replacement Doors for the Recreation Ground Public Toilets
<b>Prepared By:</b>	Daryl Pearce, Deputy Town Clerk
<b>Purpose of Report:</b>	For members to consider options and agree how to proceed with replacement doors for the Recreation Ground public toilets following recent vandalism over the Christmas period.
<b>Background:</b>	<p>Following significant vandalism to the Recreation Ground public toilets, over the Christmas period, the toilets have been closed to members of the public.</p> <p>Unfortunately, both doors have been kicked in, bowed and unlockable due to damage to the door timer locking mechanisms. The doors need to be replaced ahead of interior repairs including new toilet seat, toilet roll dispensers and redecorating due to smoke damage, allowing the facilities to reopen to members of the public.</p> <p>Normal opening times: 8am to 4pm, daily, 7 days a week. Cleaner on site daily outside of these times.</p>
<b>Key Points:</b>	Options for replacement doors shown in Appendix 1.
<b>Implications:</b>	<p>The expenditure for replacement doors and internal repairs as a result of vandalism is unbudgeted, albeit circa £3000 remains in the 2024/25 financial year budget for the public toilets.</p> <p>Option 1: Existing door catches will need to be replaced, along with repairs to door timer locking mechanism.</p> <p>Option 3, like for like wooden doors, consideration should be given to additional options, otherwise the doors could be kicked in again and require further replacement. Existing door catches will need to be replaced, along with repairs to door timer locking mechanism.</p> <p>Additional option 2 - reveal fitting Steel Door Security Grille would present challenges to open fully on the right-hand side, and secure to building during opening times due to the pipe coming from the ground and the windowsill from the Sports Pavilion changing rooms as shown in the photo below.</p>

	 <p>Should option chosen not have door timer mechanism, doors will need to be manually opened and locked. Availability of resources to manually lock and unlocking.</p> <p>Accessibility to public toilets for users of the Recreation Ground whilst visiting the site, particularly those who have medical conditions and/or young children.</p> <p>Due to continual vandalism, members to consider whether continual repairs along with proposed redevelopment of the Sports Pavilion and Recreation Ground and potential rebuild are a good use of public money.</p>
<b>Recommendation:</b>	To Consider how to proceed with replacement Recreation Ground Public toilet doors

## **Appendix 1 – Replacement Public Toilets Doors**

**Option 1: Grey Steel doors with no glass** - High quality aluminium extrusion, approved to BS6375 which complies and conforms to BS7950. Existing door timer locking mechanism to be utilised.



**Total cost for two doors, including installation £2,744+VAT.**

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### **Option 2: 1.5mm Steel Door and Frame in a variety of colours**



Offers simple level access control, allowing use during the day, and then locking down at night to minimise vandalism.

- Electric locking
- Nighttime lockdown, with adjustable time switch
- Service deadlock to put cubicle out of use
- Electrical bay access cover, with security screws for occasional use

**Total Cost for two doors, including installation £6,575.52+VAT**

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**Option 3: External Wooden Doors with Galvanised Checker Plate.** Existing door timer locking mechanism to be utilised.



Replacing like for like wooden doors to be installed inhouse. A hardwood-faced 45mm solid core door made from solid timber strips that can be trimmed to whatever size required without detriment to the construction.

**Total Cost for two doors, including 1.5mm Galvanised Checker Plate £551.90+VAT to be installed in-house.**

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### **Option 3 – Increased security additions**

- 1) Roller shutters manufactured from 22SWG galvanised steel and are manually operated via bullet locks. Electrical opening/closing requiring power.



Shutters manufactured to suit exact requirements & security needs. The shutters can be installed onto brickwork, steelwork & wood dependant on the strength of the build. Range of colour options are available in a format that will last and not peel due to the manufacturing process.

**Total Cost for two single doorway roller shutters, including installation £1915.00+VAT**



### **Product Extras:**

1. Safety brake cover £45+VAT
2. Remote Control Unit & Handsets £150+VAT
3. Additional Handsets £30+VAT each
4. Ground Anchor + Armoured Padlock Kit £295+VAT (option cannot be installed alongside a rubber seal)
5. Manual Override Crank Handle £30+VAT
6. Battery Backup (In case of power cuts/Internal fit) £495+VAT
7. Steel Lock Box (For Key Switch/Rocker) £15+VAT
8. Rubber Seal For Bottom Rail £30+VAT A meter
9. Coloured roller shutter doors are an additional £175.00 each inc VAT
10. Reveal fitting Steel Door Security Grille manufactured to a high standard to increase protection.

### **2) Reveal fitting Steel Door Security Grille**



Made from 20mm box section vertical bars, 30mm x 8mm solid bar and 30mmx 30mm angle as a minimum for the horizontals. Fitted with solid steel integral hinges with padlock facility. (single padlock facility as standard).

**Total Cost for two Steel Door Security Grilles £602.00+VAT**