

Thursday 12 March 2026

To Councillors – Danny Bonnett (Chair), Chris Bloor, Christine Carter, Chris Davies, Fiona Deas, Gil Gilroy, Chris Rowe, Chris Woodhouse

Please take notice that a meeting of the **Open Spaces Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **Tuesday 17 March 2026** at **7.30pm**.

All above named Councillors are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.



Wendy Sydenham, Deputy Town Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

Public Participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

Emergency Evacuation Procedure: please familiarise yourself with the emergency evacuation procedure on display in the Council Chamber and acquaint yourself with the nearest emergency exit. The assembly point, in the event of any evacuation, is next to the Town Council Noticeboard on the opposite side of the High Street.
If you would not be physically able to use the stairs in the event of a fire, please inform us of your intention to attend this meeting no later than 9.00am on the Monday before, so that appropriate arrangements can be made.

AGENDA

1. To receive any apologies for absence
2. To receive any members' declarations of interest
3. To approve and sign the minutes of the Open Spaces Committee meeting held on 20 January 2026 (paper attached)
4. To receive any representations from the public relating to items on the agenda
5. To receive a request from Thornbury in Bloom to place sponsorship boards on Rock Street Garden (paper attached)
6. To agree a list of additional street and maintenance works to be carried out around the town by South Gloucestershire Council

- 7. To receive a verbal update on works to the underground culvert on Oakleaze Green**
- 8. To receive an update on the Streamleaze Play Area refurbishment project (paper attached)**
 - 8.1 To note the changes to the project timetable and the requirement for an extraordinary meeting for the contract award (likely to be Thursday 2 April 2026 or Tuesday 7 April 2026)**
 - 8.2 To agree arrangements for the public consultation phase of the project (events likely to be either Saturday 25 April 2026 or Saturday 2 May 2026)**
- 9. To confirm agreement with the provisional dates for Open Spaces Committee meetings in the 2026/2027 civic year (paper attached)**
- 10. To review the Committee's Terms of Reference for recommendation to Full Council (paper attached)**
- 11. To review the risks (and mitigations) owned by the Open Spaces Committee from the Town Council's Risk Register 2026, for recommendation to Full Council (paper attached)**
- 12. To consider quotes for the annual deep cleaning of the tennis courts (paper attached)**
- 13. To consider quotes for annual football pitch maintenance works (paper attached)**
- 14. To note that the deadline for submission of items to the Deputy Clerk for inclusion in the next agenda is Wednesday 6 May 2026**
- 15. To note the date of the next meeting – Tuesday 19 May 2026**

END OF AGENDA

Minutes of the Meeting of the Open Spaces Committee
held on Tuesday 20 January 2026 at 7:30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Danny Bonnett (Chair)
Cllr Chris Bloor
Cllr Christine Carter
Cllr Chris Davies
Cllr Fiona Deas
Cllr Gil Gilroy
Cllr Chris Rowe
Cllr Chris Woodhouse

Officers present: Wendy Sydenham (Deputy Clerk)

Councillors absent: None

OS2526.69 TO CONSIDER ANY APOLOGIES FOR ABSENCE

There were no apologies for absence offered. It was noted that since the last meeting of the Committee, Cllr Emma Shepherd, Cllr Phil O'Rourke and Cllr James Murray had resigned as Councillors and were therefore no longer Committee members.

OS2526.61 TO RECEIVE ANY MEMBERS' DECLARATIONS OF INTEREST

There were no members' declarations of interest.

OS2526.62 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC RELATING TO ITEMS ON THE AGENDA

There were no members of the public present.

OS2526.63 TO APPROVE AND SIGN THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD ON 18 NOVEMBER 2025

It was **RESOLVED** unanimously to approve the minutes of the Open Spaces Committee Meeting held on 18 November 2025, and they were signed by the Chair.

OS2526.64 TO CONSIDER A REPORT ON UNWANTED VEHICLE ACCESS ONTO OAKLEAZE GREEN

It was **RESOLVED** unanimously to ask officers to investigate options for steepening the existing slope on the Oakleaze Road side of Oakleaze Green, and planting a low hedge at the bottom of the slope. Officers should bring this information back to Committee for further consideration at a future meeting.

OS2526.65 TO CONSIDER A CONDITION SURVEY CARRIED OUT BY OFFICERS ON THE EXISTING TENNIS COURT FENCING

In light of the findings set out in the condition survey report on the existing tennis court fencing, the following was unanimously **RESOLVED**:

- To proceed with a full replacement of the fencing.
- To proceed with the contractor who had provided the least expensive quote, Courtstall Services Ltd, at £17,990 + VAT (assuming the special winter rate was still available, £20,280 + VAT if not), with funding to come from 130/4430 (Open Spaces/Tennis Courts), with additional funding from EMR 351 (Tennis Court Maintenance) as required.
- In light of previous experience of corrosion to the ends of fencing posts where they went into concrete bases, the contractor for the new fencing should be asked for information on the guarantee offered on their posts, estimated lifespan and whether any additional treatments could be applied to reduce the risk of this happening again.

OS2526.66 TO RECEIVE AN UPDATE ON THE SGC STREAMSIDE IMPROVEMENTS PROJECT, SPECIFICALLY THE FORMATION OF A WORKING GROUP BY SGC WHICH WILL REPORT/RECOMMEND DIRECTLY TO FULL COUNCIL

The Committee noted that the method by which recommendations relating to this project would be made to Full Council had changed from that which was resolved at the last Committee meeting. Rather than working through Committees, SGC had set up a working group including representatives from the Open Spaces Committee and Climate & Nature Committee, and this working group would make recommendations directly to Full Council in March.

It was **RESOLVED** unanimously that Cllr Chris Woodhouse would take the place of ex-Councillor James Murray on the working group, as an Open Spaces Committee representative, following his resignation as a Councillor. It was noted that this would have to be confirmed or ratified at a future Full Council meeting.

OS2526.67 TO CONSIDER MATTERS RELATING TO THE INSTALLATION OF A MUGA AT THE MUNDY PLAYING FIELDS

- **To receive a verbal update on the project and note the location of the MUGA approved by SGC Planning Department**

The Committee noted that planning permission had been granted by the Planning Department, with some conditions to be discharged. Officers were working on the conditions, but this could affect the timescales for work starting on the MUGA. The final location of the MUGA was noted, as per the diagram circulated with the meeting papers.

- **To agree to proceed via an electronic tender process**

It was **RESOLVED** by majority vote to proceed to go out to tender, using an electronic tendering process.

- **To agree a provisional project timetable**

The draft project timetable circulated with the meeting papers was noted. It was also noted that discharging of planning conditions could take at least eight weeks, from receipt of the documents by SGC, either from the Town Council or the appointed contractor. In light of this, it was **RESOLVED** by majority vote that the end dates of the project timetable should be extended/more flexible. The desired project completion date would remain as mid-July 2026, but this could be extended to the beginning of Autumn 2026 if circumstances dictated.

- **To agree to delegate authority to officers to produce tender documents, in line with the design elements already agreed by Committee on 26.11.25 and incorporating any adjustments agreed at subsequent meetings**

It was **RESOLVED** by majority vote to delegate authority to officers to produce tender documents, in line with the design elements already agreed by Committee on 26.11.25 and incorporating any adjustments agreed at subsequent meetings. It was further **RESOLVED** by majority vote to request within the specification that responses include details on guarantees and expected lifespan for fencing posts, and whether any additional treatments could be applied to reduce the risk of corrosion at the point they enter into the concrete base.

- **To agree to delegate authority to officers to make arrangements outside of formal Committee meetings for tender opening and tender interviews**

It was **RESOLVED** by majority vote to delegate authority to officers to make arrangements outside of formal Committee meetings for tender opening and tender interviews.

OS2526.68 IN RELATION TO THE REFURBISHMENT OF STREAMLEAZE PLAY AREA, TO AGREE PARTICIPANTS AND TIMINGS FOR TENDER OPENING AND TENDER INTERVIEWS

It was noted that the tender opening was now likely to be on 26.02.26 and the interviews on 09.03.26. It was **RESOLVED** unanimously that Cllr Chris Bloor would participate in the opening and the interviews, with Cllr Fiona Deas as the backup should he not be available.

OS2526.69 TO NOTE THE GROUNDS MAINTENANCE COMMITMENTS MADE IN RELATION TO THE MUNDY PLAYING FIELDS, REQUIRED TO MEET BIODIVERSITY NET GAIN CONDITIONS FOR SECURING PLANNING PERMISSION FOR THE MUGA AND FOR THE NEW STORAGE FACILITIES

The Committee noted the grounds maintenance commitments made in relation to the Mundy Playing Fields, required to meeting biodiversity net gain conditions for securing planning permission for the MUGA and for the new storage facilities, as set out in the diagrams circulated with the meeting papers.

OS2526.70 TO CONFIRM THE ORDER FOR HANGING BASKETS FOR 2026

It was **RESOLVED** unanimously to order the filling of 36 hanging baskets for Summer 2026 at the cost of £1368 to be funded from 130/4555 (Open Spaces/Hanging Basket Service).

OS2526.71 TO RECEIVE AN UPDATE ON PROGRESS AGAINST ACTIONS FROM THE MOST RECENT ROSPA PLAY AREAS INSPECTION REPORT

The Committee noted progress against actions from the most recent RoSPA play areas inspection report, as detail in the summary document circulated with the meeting papers. It was further noted that the next inspection would take place in Spring/Summer 2026.

OS2526.72 TO NOTE THAT THE DEADLINE FOR SUBMISSION OF ITEMS TO THE DEPUTY CLERK FOR INCLUSION IN THE NEXT AGENDA IS WEDNESDAY 4 MARCH 2026

The deadline for submission of items to the Deputy Clerk for inclusion in the next agenda was noted to be Wednesday 4 March 2026.

OS2526.73 TO NOTE THE DATE OF THE NEXT MEETING – TUESDAY 17 MARCH 2026

The date of the next meeting was noted to be Tuesday 17 March 2026.

The meeting closed at 20.35.

DRAFT

Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Request from Thornbury in Bloom to Place Sponsorship Boards on Rock Street Garden

Prepared By: Wendy Sydenham, Deputy Clerk

Date: 17 March 2026

Status: For Action



1. Background

The request below has been received from Thornbury in Bloom. Thornbury in Bloom currently maintain the Rock Street Garden under a licence from Thornbury Town Council, who own the land.

As discussed recently, we would like to explore the possibility of placing sponsor boards/plaques in our Rock Street garden, by way of promoting and acknowledging some of our sponsors. Could you please raise at the next Open Spaces committee meeting to assess Councillor appetite? We would want them to match and look tasteful and in keeping. There are 4 flower beds so we could potentially place 4 boards or plaques - 1 in each. We have a few around the town - Wards sponsor the ring of thorns and that is size A3 sign in a slightly bigger wooden frame and GAPS sponsor the Dinghy and theirs is overall slightly bigger. It'll be a balance between the sign being readable from the road without it being too big. We don't know who the sponsors will be yet, but they will only be local businesses or groups. As one of our major supporters, we would definitely suggest one of the plaques was in the name of Thornbury Town Council.

2. Implications

Officers have confirmed that, in relation to planning, these boards are likely to be permitted under deemed consent.

Officers would suggest the use of a simple licence agreement covering the placement of the boards to include dimensions, duration, ownership, maintenance, responsibility for removal and circumstances under which the Town Council can remove them. Importantly, the agreement can also cover restrictions as to the content of the boards e.g. no organisations with connections to gambling or alcohol, no political messaging, nothing deemed offensive or misleading, etc.

There is also a case to suggest that agreeing to this request could provide a positive community benefit, as it may encourage increased sponsorship for the group. Thornbury in Bloom have also indicated that the Town Council could be included on the boards, which would help to publicise the support that the Council provides to them.

3. Officers' Recommendations

Officers recommend that the Committee approve the request, as set out by Thornbury in Bloom, subject to a written licence agreement being put in place and the Town Council being represented on one of the boards.

Streamleaze Play Area Refurbishment

Revised Project Timetable

28.01.26	Invitation to tender published on Government's Find a Tender website and posted on the Town Council website.
16.03.26	Tenders to be returned by 9.00am.
17.03.26	Tenders to be opened by the Evaluation Panel.
18.03.26 – 25.03.26	Additional clarifications to be sought where necessary.
27.03.26	Tender interviews to take place (availability for interviews would be expected).
Beg April 2026	Recommendations from the Evaluation Panel to be considered by the Open Spaces Committee at an extraordinary meeting (to be arranged).
Beg April 2026 (Following Day)	Contract to be awarded.
Mid April 2026 - Mid May 2026	Public consultation on design.
Mid May 2026	Design finalised.
June 2026	Works to commence on site.
Mid/End July 2026	Completion of contract delivery (the aim would be completion before the start of the school summer holidays, if possible).

Extract from Tender Specification

Community Involvement and Consultant

- 5.1 It is important that we involve the local community in finalising the design for the refurbished play area and will be organising consultation opportunities to allow for this. This will involve two face-to-face "events", one in the local shopping centre and one at the play area itself, whereby Council staff will encourage families to vote for options for play equipment, as well as providing an opportunity for any general comments or concerns to be discussed. There will also be an online survey set up to allow votes to be cast and general comments to be made.
- 5.2 The Contractor should ensure that the design has at least one piece of equipment where two or three options are possible (within budget) and which the community can vote on. The Contractor should then include the most popular item in the final design and also take reasonable account of any general comments made regarding the refurbishment.
- 5.3 The Contractor should provide artwork that can be used for the consultation events and online survey, including artwork of the overall design and artwork of the individual items that can be voted on.

Meeting Calendar 2026-2027 Civic Year - DRAFT - VERSION 1

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY												
MON		1								1	1														
TUE		2			1	CN		1		2	2														
WED		3	1		2			2		3	3														
THUR		4	2	P	3	1		3		4	4	P	1												
FRI	1	5	3		4	2		4	1	BH	5	5	2												
SAT	2	6	4	1	5	3		5	2	6	6	3	1												
SUN	3	7	5	2	6	4	1	6	3	7	7	4	2												
MON	4	BH	6	3	7	5	2	7	4	8	8	5	3	BH											
TUE	5	9	F&GP	4	8	FC	S	3	8	F&GP	5	9	F&GP	9	FC	6	4								
WED	6	10	8	5	9	7	4	9	6	10	10	7	5												
THUR	7	11	9	6	10	8	5	10	P	7	11	11	8	6											
FRI	8	12	10	7	11	9	6	11	8	12	12	9	7												
SAT	9	13	11	8	12	10	7	12	9	13	13	10	8												
SUN	10	14	12	9	13	11	8	13	10	14	14	11	9												
MON	11	15	13	10	14	12	9	14	11	15	15	12	10												
TUE	12	AMFC	16	C&N	14	FC	11	15	OS	13	F&GP	10	FC	15	CN	12	FC	16	CN	16	OS	13	F&GP	11	AMFC
WED	13	17	15	12	16	14	11	16	13	17	17	14	12												
THUR	14	18	16	13	17	P	15	12	17	14	18	18	15	P	13										
FRI	15	19	17	14	18	16	13	18	15	19	19	16	14												
SAT	16	20	18	15	19	17	14	19	16	20	20	17	15												
SUN	17	21	19	16	20	18	15	20	17	21	21	18	16												
MON	18	22	20	17	21	19	16	21	18	22	22	19	17												
TUE	19	OS	23	21	OS	18	22	20	CN	17	OS	22	19	OS	23	20	CN	18							
WED	20	24	22	19	23	21	18	23	20	24	24	21	19												
THUR	21	P	25	23	20	24	22	19	24	21	P	25	22	20											
FRI	22	26	24	21	25	23	20	25	BH	22	26	23	21												
SAT	23	27	25	22	26	24	21	26	23	27	27	24	22												
SUN	24	28	26	23	27	25	22	27	24	28	28	25	23												
MON	25	BH	29	27	24	28	26	23	28	BH	25	29	BH	26	24										
TUE	26	30	28	25	29	27	24	29	TCC	26	30	27	ATM	25											
WED	27	29	26	30	28	25	30	TCC	27	31	28	26													
THUR	28	30	27	29	P	26	31	TCC	28	29	27														
FRI	29	31	28	30	27	29	30	27	29	30	28														
SAT	30	29	31	28	30	27	29	30	27	29	30	28													
SUN	31	30	29	31	28	30	27	29	30	27	29	30													
MON				31	BH			30					31	BH											

Please note the following:

- Meetings are usually held in the Council Chamber, Town Hall, but the ATM may take place at an alternative venue. Please refer to the published agendas for confirmation.
- Additional meetings may be held beyond those shown on this calendar. See published agendas for details.
- August: council in recess

BH	Public holidays
TCC	Town Council Closed

- * Additional meetings scheduled as required
- ** Except July/August
- *** Except September

AMFC	Annual Meeting of the Full Council	7.30pm	Yearly	In line with legislative requirements
FC	Full Council	7.30pm	Once every two months	Alternate months, second Tuesday of the month
F&GP	Finance and Gernal Purpose Committee	7.30pm	Once every two months	Alternate months, second Tuesday of the month
S	Staffing	7.30pm	Held annually *	First Tuesday of October
OS	Open Spaces	7.30pm	Once every two months	Third Tuesday of the month
P	Planning	7.30pm	Every six weeks**	On a Thursday
CN	Climate and Nature	7.30pm	Every two months***	Third Tuesday of the month
ATM	Annual Town Meeting	TBC	Yearly	Fourth Tuesday in April

TERMS OF REFERENCE – OPEN SPACES COMMITTEE

These terms of reference should be read in conjunction with Thornbury Town Council Standing Orders.

1. COMPOSITION

- 1.1 The Committee shall consist of a minimum of 6 Councillors.
- 1.2 The Town Mayor (ex officio) and the Deputy Town Mayor (ex officio) shall be given first opportunity of membership, which they may decline.
- 1.3 Councillors who are not members of the Committee may attend the meeting, but they may not vote on a decision.

2. CHAIR

- 2.1 The Committee Chair will be elected at the Annual Meeting of the Full Council.
- 2.2 The Chair's period of office is for one year.
- 2.3 The Committee shall elect a Vice-Chair at the first meeting after the Annual Town Council Meeting. The Vice-Chair's period of office is for one year.
- 2.4 The Chair, if present shall Chair the Committee meeting.
- 2.5 In the absence of the Chair and Vice-Chair a vote of committee members will appoint a Chair for that meeting.

3. QUORUM

- 3.1 The Committee shall be subject to a quorum of 4 or one third of its membership whichever is greater.

4. CONDUCT OF THE MEETING

- 4.1 All meetings of the Committee shall be convened in accordance with Thornbury Town Council standing orders and current legislation.

5. AREA OF OPERATIONS

The Committee shall be responsible for the following Town Council functions:

- 5.1 Open spaces owned by, or the responsibility of, the Town Council in the Town and surrounding areas.
- 5.2 Outside facilities such as play areas, skate parks and playing fields owned by, or the responsibility of, the Town Council.
- 5.3 Outside 'street furniture' owned or facilitated by the Town Council such as benches, bins, bus shelters, etc.
- 5.4 Services and projects delivered by the Council in the outdoors such as the hanging baskets.
- 5.5 The management of trees on Council owned land.
- 5.6 Contracts and partnerships with outside bodies that affect the outdoors e.g. grass cutting, Thornbury in Bloom, etc.

5.7 Overseeing the operations of the Cemetery and closed St Marys Churchyard.

6. POWERS AND RESPONSIBILITIES

- 6.1 The Committee may authorise expenditure in accordance with the budget and areas of operation approved and agreed by Full Council.
- 6.2 Overseeing the management of all aspects of upkeep, regulation, maintenance and administration of the Council's outdoor sites and facilities (excluding buildings).
- 6.3 Making recommendations to Council on any investigation or review into any of the areas of responsibility.
- 6.4 Deciding on requirements of any new signage, street furniture or facilities in Council outdoor spaces.
- 6.5 Ensuring any works carried out on the Council's behalf are completed as specified, or otherwise completed to a satisfactory standard.
- 6.6 To make recommendations for the purchase/maintenance of necessary equipment and vehicles for Town Council operations.
- 6.7 To monitor leases/licences and byelaws in connection with Council outdoor spaces.
- 6.8 To oversee bids to external parties for funds to carry out Council projects in outdoor spaces.
- 6.9 To seek to deliver activities, plans and methods of work that will help to tackle climate change and promote ecological benefits.

7. HEALTH AND SAFETY

- 7.1 To satisfy itself that Health and Safety and governance procedures are being followed in relation to the Finance Committee remit.

8. ENVIRONMENT

- 8.1 To give due consideration to environmental, conservation and climate change matters in reaching all decisions.

9. EQUALITY AND DIVERSITY

- 9.1 To consider equality and diversity (race, gender, sexual orientation, marital status and disability), tackling disadvantage, reducing social exclusion, and supporting society's most vulnerable groups, in carrying out the functions of this Committee.

10. FURTHER INFORMATION

- 10.1 The Committee shall appoint sub committees and working groups as and when it is deemed necessary and shall set out Terms of Reference for those bodies.
- 10.2 The Committee shall undertake reviews of Terms of Reference as and when appropriate for sub-committees and working groups under its remit and should make recommendations to Full Council regarding its own Terms of Reference.

**THORNBURY TOWN COUNCIL
STRATEGIC RISK REGISTER 2026**

Risk title	Category	Risk Detail & Consequence	Impact	Likelihood	Risk Rating	Risk Treatment	Risk mitigation controls in place (or required)	Mitigated	Mitigated	Likelihood	Mitigated Risk Rating	Risk Owner	Date Risk Owner Reviewed	Date Full Council Reviewed
Open Spaces maintenance	Reputation/H&S	Risk of Council owned spaces, and fixtures therein, falling into disrepair, or a poor state. Dirty, run-down or poorly maintained items/areas would have an impact on the reputation of the Town Council and unidentified hazards or faults could pose a serious health and safety hazards.	5	3	15	Treat	Risk assessments are carried out individually for different areas of open spaces and reviewed at least annually. These individual risk assessments are available for inspection in the Town Council offices and will be reported to the Open Spaces Committee. Individual issues to be escalated to this Risk Register only if the residual risk rating is 10 or above (amber). Regular schedule of maintenance checks are in place for all open spaces and assets located within open spaces, the frequency of which depends on the outcome of the individual risk assessments carried out.	5	1	5	Open Spaces Committee	18/03/2025	14/05/2024	
Cemetery governance	Legal, H&S and reputation	Historic sub-optimum practice means the Town Council is exposed to risk around legal/H&S compliance. Fairly routine issues arise resulting from historic practice which takes officer time to resolve and is a financial and legal risk to the Town Council.	4	4	16	Treat - cemetery practices and procedures audit	Issues arise from historic practices. Memorial inspection regime has been implemented. Third party independent audit of cemetery operations has taken place and recommendations have been implemented. Feedback with current practice is good. Cemetery management software has been implemented. Relevant information is publicised on website. Historic issues can only be dealt with and mitigated as they arise. The Town Council are members of the ICCM for expert advice, including legal. Relevant staff have received appropriate cemetery related training (ICCM). Have reviewed some historical issues and carried out mitigations to minimise future impacts where possible.	4	3	12	Open Spaces Committee	18/03/2025	14/05/2024	
Tree safety	H&S	Risk of falling trees/limbs causing damage to persons or property. Ash dieback risk.	5	3	15	Treat	Tree surveys carried out by qualified arboriculturalist every three years, or sooner if necessitated or following storm damage.	5	2	10	Open Spaces Committee	18/03/2025	14/05/2024	
Skate park	Provision/reputation/health and safety	Risk that skate park will become unsafe requiring closure	4	4	16	Treat	Annual ROSPA checks in place. Issues sourcing parts and contractors willing to carry out necessary repairs. Deemed safe currently, but cannot guarantee future viability. A CIC has been registered for the replacement skatepark project, draft tender documentation prepared. 40% of funding allocated by FC.	4	4	16	Open Spaces Committee	18/03/2025	14/05/2024	
Memorial Stability and Grounds Maintenance	H&S	Tombs and headstones at risk of collapse creating trip hazards, entrapment, skeletal injuries, and possible fatalities	5	3	15	Treat	Memorial safety management regime in place, including periodic inspection and testing by trained personnel. Risk zoning and access controls applied to high-risk areas to protect members of the public. Emergency information clearly displayed on site. Reporting and escalation arrangements in place for staff and volunteers to notify the council of safety or maintenance issues. Action remedial works following survey.	5	2	10	Open Spaces Committee			
Adjacent Hazards Affecting Public Amenity Areas (e.g. Picnic Areas)	H&S, Reputational Legal	Injury to members of the public (particularly children) or staff arising from exposure to hazards located adjacent to public amenity areas, including nearby vehicles, water features, play equipment, trees, or operational activities.	5	3	15	Treat	Integrated risk assessment approach applied, with amenity areas managed as part of the wider site risk framework. Existing site and play area risk assessments in place that identify, assess, and control adjacent hazards. Design and layout controls ensure picnic areas do not increase exposure to surrounding hazards beyond normal site use. Routine inspection and maintenance regimes in place to identify emerging risks. Operational activity controls applied to manage risks from staff machinery or works undertaken near public areas.	5	2	10	Open Spaces Committee			

Summary of Quotes for Tennis Courts Surface Deep Clean Spring/Summer 2026

To go to Open Spaces Committee on 17 March 2026.

Funding to come from 130/4430.

<i>Company</i>	<i>Quote (exc VAT)</i>	<i>Comments/Notes</i>
Company A		Declined to quote.
Company B	£1250	
Company C	£1690	
Company D	£1150	Carried out work in 2025 with no issues.

Summary of Quotes for Football Pitch Maintenance Summer 2026

To go to Open Spaces Committee on 17 March 2026.

Funding to come from 130/4432 with £7931 available.

<i>Company</i>	<i>Quote (exc VAT)</i>	<i>Comments/Notes</i>
Company A		Chased/no response – quoted unsuccessfully in previous years
Company B		Chased/no response – quoted unsuccessfully in previous years
Company C		Declined to quote due to workload
Company D	£7254.50	Carried out works in previous years, no issues, demonstrated value for money in previous years
Company E		Chased/no response – quoted unsuccessfully in previous years
Company F	£8900.00	