

Notice of a meeting of the

Environment and Climate Committee
Monday 21st November 2022 at 7.30pm
All Saints Room, Civic Hall



Members of the Environment and Climate Committee are summoned to attend a meeting on Monday 21st November 2022 at 7.30pm.

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

Reports and minutes

We add reports and minutes to our website.

Recording, photographs, and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

Public participation

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 30 - 32 on a matter before the Council).

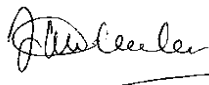
Please note that the wearing of masks both in the meeting and the communal areas in the Civic Hall is no longer mandatory. Please do not attend if you feel unwell.

At the relevant time during the meeting, the Chair will invite members of the public to present their questions, statements, or petitions. To find out about participation, please email the Planning and Environment Officer at

lblake@didcot.gov.uk

Agenda

1. To receive apologies
2. To received declarations of interests
Members are reminded to declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's Code of Conduct
3. To agree the minutes of the meeting held on 3rd October 2022 as a true and correct record (**attached**)
4. Questions on the minutes and review the progress report (**attached**)
5. To note the Outdoor Services Manager's Report (**attached**)
6. To consider the suggested budget for 2023-2024 (**attached**)
7. To consider the vehicle access deterrents for Smallbone Recreation Ground report and recommendations to the Committee (**attached**)
8. To consider applying to 'drop the kerb' on Park Road, to create a staff only access to the Outdoor Services Depot report and recommendations to the Committee (**attached**)
9. To note the Edmonds Park Noticeboard update (**attached**)
10. To consider the revised proposal from the LTA and NTA for the tennis courts in Ladygrove



Janet Wheeler
Town Clerk
15th November 2022

Voting members:

Cllr Axel Macdonald (Chair)
Cllr Celia Wilson (Vice Chair)
Cllr Marie Walsh
Cllr Phil Davies
Cllr Paul Giesberg
Cllr Alan Thompson
Cllr Anthony Hudson

Nominated Substitute Members

Cllr Denise Macdonald
Cllr Eleanor Hards
Cllr Amanda Sandiford
Cllr Bill Service
Cllr Dave Chandran

Didcot Town Council

Environment & Climate Committee

Monday 3rd October 2022 at 7.30pm

All Saints Room, Civic Hall

(Following on from the extraordinary meeting of Full Council)



Minutes

Note: These minutes are subject to approval as a true and correct record by the next meeting of this committee.

PRESENT

Councillors:

A Macdonald (Chair)
C Wilson (Vice Chair)
P Davies
A Hudson
A Thompson
P Giesberg
M Walsh

Officers:

Mrs J Wheeler (Town Clerk)
Mrs L Blake (Planning and Environment Officer)

Non-Committee members

Cllr V Haval

The meeting started at 20.05.

15. To receive apologies.

No apologies were tendered. All members were present.

16. To receive declarations of interests.

No declarations of interest were received.

17. To approve the minutes of the meeting held on the 16th May 2022.

It was proposed by Cllr A Macdonald, seconded by Cllr A Hudson and **RESOLVED** to **APPROVE** the minutes as a true and accurate record of the meeting, and note them as such.



All members agreed.




18. Questions on the minutes and review the progress report.



The Committee heard the updates for each item as listed on the following five pages.




DRAFT

Action	Responsible	Rating	Meeting 16.05.2022	Meeting 03.10.2022
Ladygrove Sandpit – Improvement of Ladygrove Park	Officers	Amber	Fixings, fittings, and sand would be transported to site after the Jubilee weekend event, when work would commence in Ladygrove Park. Work to construct the sandpit would be arranged by the OSM – although the train wasn't due to be delivered until early August.	Work on the construction of the sandpit in Ladygrove was started w/c 26 th September 2022.
				The Huck Rotator Basket in Ladygrove had been repaired.
Bus Shelter adoption	Officers	Amber	No further update had been received.	No further update had been received.
Tidying up of the noticeboards	Officers	Amber	The OSM would arrange this.	Due to staff shortages this had not been possible, but it was hoped this could be done in the coming months.
Wheelchair Inclusive Swing	Councillors & Officers	Amber	The matter was on the agenda for consideration.	Item was addressed in the OSM's report for noting by the Committee.
Jubilee- Trees	Councillors & Officers	Amber	The matter was addressed in the Outdoor Services Manager's report.	TOE funding application was approved, on the condition that SODC give permission for the planting to proceed. Officers were still waiting on updates from SODC.
Replacement trees in Edmonds Park	Officers		The OSM was investigating.	Investigations were on-going but a new order would be needed.
Tiny Forest in Edmonds			The Committee was updated and informed that no funding has been approved yet.	No further update had been received.

<p>Shared cycle path additions to visible desired line in Ladygrove</p>	<p>Officers & Councillors</p>	<p>Amber</p>		<p>The OSM would investigate costings for work at location 3 (SW corner of the football club enclosed land and the path from the end of Bowmont Water to the connection at the far NW end under the pylons) to 'widen the 2m tarmac path to 3m wide block paved path' (E&C Minutes 21.03.2022).</p>
<p>Wildflower areas</p>	<p>Officers</p>			<p>The wildflowers in the cemetery were growing well.</p> 
<p>'Do not feed the Ducks' signs at Ladygrove Lakes</p>	<p>Officers</p>	<p>Green</p>	<p>The 'Do not feed the ducks' signs were ordered from Scorpion Signs on 12th April 2022, at a cost of £235.50 for the three signs.</p>	<p>The signs were installed at the beginning of June 2022.</p> 

<p>½ end panel at the Bus Shelter on Mersey Way</p>	<p>Officers</p>	<p>Green</p>	<p>The ½ panel was ordered on 30th March 2022 from Externiture, at a cost of £337.35 (ex VAT). It was due to be installed on 11th May 2022</p>	<p>The ½ panel had been installed.</p> 
<p>Timber surrounds to replace damaged sections of the bark play areas</p>	<p>Officers</p>	<p>Green</p>	<p>The surrounds were ordered on 12th April from Bouchier, at a cost of £1413.79 (ex VAT) and were delivered on 21st April. These would be installed as soon as possible.</p>	<p>The damaged surrounds had been replaced.</p> <p>Extra bark was spread in the needed areas on 20th June 2022.</p>  
<p>Wall at Broadway Allotments</p>	<p>Officers</p>	<p>Green</p>		<p>The damaged sections were fixed and the work on the wall was finished at the end of June 2022.</p>

				
Replacement Zip wire in Ladygrove Park	Officers	Green		<p>Zip wire replacement complete, damaged surrounds replaced, and play bark topped up.</p>  <p>The Outdoor Team had to fix the surrounds on the new zip wire (31st August 2022) as they had been damaged.</p>
Bench in Ladygrove	Officers	Green	Location was chosen for the bench requested by a Didcot resident. Total cost amounted to £529.54 (ex VAT).	Bench was installed by the Outdoor Team 21 st June 2022 in the location they deemed most suitable.

				
Welfare Units in Edmonds Park	Officers	Green		<p>The changing room and toilet block units were delivered 20th July 2022. The sewage had been plumbed in.</p>  

19. To consider the Outdoor Services report

The Committee noted the Outdoor Services report.

6. New Road Allotments

The Committee discussed the issue with the waste at both New Road Allotments and Millenium Woods, and the issues arising with members of the public using the areas for general waste. The OSM had received a quote for £1,000 a day for a contractor to process the current green waste at both sites into a useable soil conditioner, reducing the bulk by a ratio of 1:7. This would potentially take three days.

It was proposed by Cllr A Macdonald, seconded by Cllr A Thompson, and **RESOLVED** to hire the contractor to process the waste at a cost of **£3,000** (three days' work). Suggested cost centre 101/1173 Green Projects.

All members agreed.

9. Broadway Allotments

The Committee considered the OSM's recommendation to re-point the roadside of the wall at Broadway Allotments at a cost of £1,255.

It was proposed by Cllr A Macdonald, seconded by Cllr A Thompson, and **RESOLVED** to commit to repointing the roadside of the wall at a cost of **£1,255**.

All members agreed.

11. Parks General

The Committee considered the OSM's recommendation to repair the railings in Stubbings Field, Loyd Recreation Ground and Great Western Drive Park. The cost of these repairs was as follows:

- **Stubbings Field:** To weld in 25 replacement 12mm round vertical bars in two areas and treat with galvanised spray – Cost **£800** suggested cost centre 308/3154 (other parks and recreational areas maintenance).
- **Lloyd recreation ground:** To repair and re-weld railing section mounting points, to weld in 15no. 40x10mm support stanchion bars to holes dug by others and to supply and install 3 no. sections of bow top railing – Cost **£1,920.00** – cost centre 309/3162
- **Great Western Drive** - To reinforce rusted tube and weld in 18 no. replacement 16mm round bars in two areas – Cost **£1,100.00** – cost centre 309/3162

It was proposed by Cllr A Macdonald, seconded by Cllr P Giesberg and **RESOLVED** to accept the quotes for these works.

All members agreed.

29. Edmonds Park

The Committee noted the OSM's recommendation of the need to 'overseed' Edmonds Park at an approximate cost of £8,000, before the end of October.

The Committee considered this and **RESOLVED** to commit to overseeding Edmonds Park this year, if the costs are within budget, but requested that the OSM continue to investigate costs to ensure the best value – cost centres 310/3162 Football pitch maintenance and 101/1173 Green Projects.

All members agreed.

30. The Committee **RESOLVED** to allow the OSM to investigate costs to install a noticeboard in Edmonds Park to display bylaws and all relevant documentation relating to hiring Council Parks.

The information would be presented at the next Environment and Climate Committee meeting.

All members agreed.

33. Smallbones Recreation Ground

The Committee discussed the various types of deterrents for Smallbones to deter vehicles from gaining access to the open green space. Although bunding was the most cost effective, members felt it would not be in keeping with the area.

It was **RESOLVED** to ask the OSM to investigate other options, especially bollards, and bring the findings back to the Committee in November.

40. Ladygrove Lakes

The Committee **RESOLVED** to purchase a two-way pump costing between **£15-25,000**, as previously agreed at the meeting of the Extra Ordinary Council meeting on 18th July 2022.

20. To consider the recommended changes to the Events on Council Land booking process and policy

The Committee discussed the changes to the Events on Council Land booking process documents, policy, and appeal procedure.

It was **RESOLVED** to accept these changes and recommend them to Full Council for adoption.

21. To consider the Outdoor Services Manager's proposed Ladygrove Lakes Management plans and recommendations to the Committee

The Committee considered the report.

As most of the costs were high and the information quite in depth, the Committee felt that the Ladygrove Lakes Management Working Group should be set up first to discuss and consider the report. The rats would need to be addressed on health and safety grounds.

It was **RESOLVED** to proceed with the formation of the Working Group.

22. To consider the Outdoor Services Equipment report and recommendations to the Committee

The Committee considered the report but noted that more investigations were needed.

It was **AGREED** that the OSM should continue to investigate equipment and gather more quotes. This could then be presented to the Committee at the next meeting.

23. To note the draft minutes from the Allotment Liaison Group and to consider the ALG's recommendations to the Committee

The Committee considered the report and the recommendations.

It was **RESOLVED** to accept the suggested amendments to the Tenancy Agreement, Allotment Rules, Inspection Procedure, Probationary Period, and the Terms of Reference.

The Committee also **RESOLVED** to recommend the suggested Allotment Site Representative Code of Conduct, to Full Council for adoption and to purchase two smaller noticeboards for New Road and Mereland Road Allotments at a cost of **£516** each.

All members agreed.

24. To note the Noticeboard incident at the Millenium Woods

The Committee noted the report.

25. To consider the Bus Shelter Cleaning report and recommendations to the Committee

The Committee considered the report and the quote included therein.

It was proposed by Cllr A Macdonald, seconded by Cllr P Davies, and **RESOLVED** to contract Shield to clean the six bus shelters and 3 Table Tennis Tables once a year, at a cost of **£168.75**, using the timetable below:

Month	Structures	Costs
Month 1	2 structures (1 shelter and 1 table)	£37.50
Month 4	2 structures (1 shelter and 1 table)	£37.50
Month 7	3 structures (2 shelters and 1 table)	£56.25
Month 10	2 structures (2 shelters)	£37.50
Total	9 structures	£168.75 per year

All members agreed.

26. To review the draft risk sheets for specific risk assessments

The Committee discussed the risk assessments. The Committee felt that they would benefit from being looked at by a professional Health and Safety Advisor. The Town Clerk explained that Didcot Town Council has had contact with a consultant who had been used recently and who could be consulted on the health and safety assessments. The Committee discussed that accountants could be consulted on those covering business continuity risks.

Cllr A Thompson proposed that Councillors could become 'representatives' for the parks in their wards and aide with routine checks of the conditions of the equipment in the areas.



It was suggested that a 'checklist' be created for Cllrs to consider at the next meeting.


All members agreed.

The meeting closed at 21:00

Signed: _____ Chair

Date: _____

Action	Responsible	Rating	Meeting 03.10.2022	Meeting 21.11.2022
Ladygrove Sandpit	Officers	Amber	<p>Work on the construction of the sandpit in Ladygrove started w/c 26th September 2022.</p> <p>The Huck Rotator Basket in Ladygrove had been repaired.</p>	<p>The Sandpit in Ladygrove has been completed:</p> 
Tidying up of the noticeboards	Officers	Amber	Due to staff shortages this had not been possible, but it was hoped this could be done in the coming months.	This is ongoing.
Wheelchair Inclusive Swing	Councillors & Officers	Green	<p>The matter was addressed in the Outdoor Services Manager's report.</p> <p>Work was due to start at the beginning of November.</p>	<p>The swing has been installed.</p>  <p>Signs will be installed, and the relevant RA written before the swing is officially opened.</p>
Jubilee- Trees	Councillors & Officers	Amber	TOE funding application had been approved, on the condition that SODC gave permission for the	SODC supplied DTC with an agreement which went before Full Council on 7 th November 2022. The trees have now been ordered and will be

			planting to proceed. Officers were still waiting on updates from SODC.	planted asap.
Replacement trees in Edmonds Park	Officers	Amber	Investigations are on-going but a new order may be needed.	These have been ordered with the TOE application trees.
Shared cycle path additions to visible desired line in Ladygrove	Officers & Councillors	Amber	The OSM would investigate costings for the work at location 3 (E&C Minutes 21.03.2022).	To be re-visited again in 2023 due to the departure of the OSM.
Wall at Broadway Allotments	Officers	Amber	Min.19 (9) it was agreed to repoint the roadside of the wall at a cost of £1,255.	The roadside wall along the Broadway allotments will be repointed 26 th -27 th November 2022.
Cableway Dismantling Inspections	Officers	Green		Dismantling Inspections were carried out and issues found, were fixed.
				The new zipwire in Ladygrove has been damaged, therefore the seat has been removed until the company can rectify it.
Cemetery Soil Box	St Birinus School	Green		Technology Technicians at St Birinus School made a beautiful wooden soil box for DTC to use when overseeing interments in the cemetery. 
St Annes Playground refurbishment	Officers & Councillors	Amber		The refurbishment to St Annes Playground is due to commence before Christmas.

Environment and Climate Committee

21st November 2022 at 7.30pm

Report author: Fred Lamb



Outdoor Services Manager's Report

Introduction

1. This report updates the Committee on all matters regarding the Outside Services.

Recommendation

2. The Committee is asked to review the report, note any updates, and consider decisions and actions to be made, where required.

Allotments

3. All inspections for this year have now finished, bar Wantage road.

New Road allotments

4. There was a situation this month during the burn period where a gentlemen accessed the allotments and began threatening holders as he has a daughter with profound respiratory problems. Although with a fair point the manner in which he approached this issue has caused some distress and forced us to cancel the remaining burn dates.

Recommendation

Moving forward it is best to review burn date practice across the sites. Some of the messaging regarding the burning of wet material has sunk through, and it is causing a number of issues with residents across the sites. Specifically for New Road, the idea has been mooted that

material for burning be deposited behind the compost bins and then burned on a specific date with the reps in attendance. This site is the furthest away from all the houses and should allow some control as to what is being burnt and wind direction etc.

5. Contractor is due to process the waste at New Road on 17 and 18 November.

Broadway allotments

6. The grass has taken on the teardrop by the entrance to Broadway, and we have now put in a number of small daffodils "tete-a-tete" for the spring.

7. Pointing is set to be carried out 26-27 November.

Cemetery

8. There have been four full burials and nine cremated remains burials since the last meeting of the Environment and Climate Committee.

Parks General

9. White crocuses have been planted around the Birch trees in the war memorial.

10. All swings have now been replaced.

11. **Civic Hall "Eat the Rainbow border"** I have been given a proposal to turn the border near the disabled parking bays. This has been put forward by Sam Mallet, who manages the very popular NHS border nearest the Civic Hall entrance. The idea is to have a small healthy eating border aimed largely at children, with raised beds and hanging baskets containing vegetables and fruits. A plan is attached (appendix 1).

Recommendation- An underutilised area of the civic hall and given the popularity of the NHS border could well highlight and raise awareness of an important issue. Cost has been placed at 1480. This could be found in 334- EMR community projects. **OR** there is the potential to obtain the funds via Grant aid funding 201/3188. It would be my recommendation to **approve** the plan in principle, given the funding can be obtained.

Playgrounds

12. Dismantling inspections have been carried out on all cable ways and any issues found has been rectified. The newly installed zip wire in Ladygrove has had to have the seat removed due to damage to the wire. Centurian have been contacted to rectify this, as the zip wire will still be in warranty. Some of the findings were sobering, and well worth reviewing.

Recommendation. Given the condition and results of these inspections and given the length of time that this has not been done, it is highly recommended that these are done at a far more regular interval. Ideally this would be annually, however, as budget allows biennially would still probably fit into an acceptable level of due diligence.

It would also be my recommendation to investigate the possibility of getting an external contractor to carry out quarterly inspections of all sites. These usually involve a full operational inspection of all the sites, as well as any ad-hock repairs, alterations or general housekeeping by suitably qualified and insured individuals. The fourth inspection is also the full annual inspections. Weekly visual inspections would still need to take place, however liability and exposure to risk is extensively reduced with this in place.

Financial implications

To disassemble and inspect all five zipwires costs approximately £1500.

There are a total of 12 play or gym areas across the parks that are managed by Didcot Town council. The cost from our current play expert is £80 per site. Below is a table of inspections that I would suggest will keep DTC within due diligence. The total would suggest that this regime would easily fit in the annual playgrounds maintenance budget and will probably be cost effective in the Longterm. Bear in mind that catching up with the basic maintenance this year has cost DTC approximately £10,000, as basic maintenance tasks have been missed.

Site	Inspected	Annual cost
Edmonds Park Junior	Quarterly	£320
Edmonds Park Northeast corner Gym	Biannually	£160
Edmonds Park Northwest corner Gym	Biannually	£160
Edmonds Park Teenzone outdoor Gym	Biannually	£160
Edmonds Park Teen zone	Biennial cableway inspection+ biannual operational	£311
Great western drive	Quarterly +biennial cableway disassembly inspection	£480

Ladygrove park	Quarterly +biennial cableway disassembly inspection	£480
Ladygrove skate park	Biannually	£160
Lloyd rec	Quarterly +biennial cableway disassembly inspection	£480
Marsh rec	Quarterly +biennial cableway disassembly inspection	£480
Small bone	Quarterly	£320
St Annes Playground	Quarterly	£320
Total		£3,391

13. The group swing at Ladygrove should be back up by the end of the month.

14. The Sandpit and train have now been installed at Ladygrove park and been signed off by ROSPA. This has been well received and is a useful addition to the park.

15. Work to install the Inclusive Swing in Loyd Recreation Ground, commenced on 1st November 2022. A section of the park will be out of action throughout the duration of the construction. The work will include the creation of a new path from the entrance of the park to the swing and signs will be created to inform visitors of the new structure.

16. The condition of the net play equipment in the Edmonds Park "Teen Zone" continues to deteriorate. Whilst currently not an unacceptable risk the whole structure is unlikely to continue to be viable into the new year.

It would be my **recommendation** to remove the red net and start considering a viable replacement item.

Vehicles

17. There has been an unfortunately high number of issues with all the vehicles used by the outdoor services team. There has been extensive damage to the parkway three mower, as well as some general misuse of all the equipment. Investigations are ongoing into this. The tractor, trailer, Gator and Alke have all been repaired/made roadworthy.

Ladygrove Park

18. Tree works have been complete in the Ladygrove play area, a dead elm has been removed from the pathway by the tennis courts and the overhanging willows cleared from the path to edge of Venner's water.
19. There is a proposal from Style Acre to position a container on the Ladygrove that houses specially adapted bikes and trikes. The bikes would be for use by the Style Acre community of adults with learning disabilities and autism and potentially in the longer term, the wider community.

Recommendation- An interesting request that ties in with our wider inclusivity drive highlighted by the swing in Lloyd and other ongoing developments. Style acre could well be worth working with whilst developing an inclusivity action plan for the wider parks. I would suggest that we agree this in principle, subject to establishing particulars such as liability, insurances and so forth. I would also consider charging a small but appropriate annual fee for the siting of this container. There is ample room between the tennis courts and existing playground, which should not have an effect on other events that take place in Ladygrove. Style Acre would be able to apply to DTC for grant funding to cover this (appendix 2).

Boulders

20. It has been requested that we investigate the possibility of installing a couple of climbing boulders in the Ladygrove. This would provide a novel feature covering a range of age groups. Attached are two quotes from companies and some pictures of the specified units. With install, two such units would cost approximately £40,000 allowing for price increases.



Recommendation- It is for the committee to agree as to whether there is viable demand and budget to proceed with the install of these features. There is currently EMR reserves in community projects or skatepark improvements, as well as the potential to secure external funding via 106 funding or CIL.

Artificial Cricket wicket

21. The idea has also been mooted to install an artificial cricket wicket on the flat grassed area at Ladygrove. Estimated costs to do this are approximately £12,000. There was some interest from a local cricket team to have the flat area at Ladygrove as a home pitch, however, the land is not suitable without major works and an artificial wicket would provide a facility for interested parties to use for informal matches and recreation.

Recommendation- It is for the committee to decide if there is a viable project to install an artificial wicket, and where funding might be obtained from. It should also be born in mind that the outfield as such has a number of issues that make it unsuitable for formal sports. This is due to rubble appearing in the ground in dry weather and causing a number of liability issues. If a pitch was to be installed the area would need to be thoroughly cleared of any debris above the surface of the field.

Edmonds Park

22. The toilet is now being used by Didcot Youth. It is to be assessed how the key system progresses. Currently we lock and unlock the top lock in the mornings, and the club can access and secure the toilets via the second lock.

Smallbones

23. The fence at Small Bones was an issue with sharp edges from the material present. Part of this has been partly replaced, however a more suitable material should really be considered in the next 6-12 months. There is potential 106 funding available to do this.

Ladygrove Lakes

24. On October 12th a company netted the small lake as there was a welfare issue with the exceptionally low water and the fish in the lake. At the same time a netting of the large lake was also carried out as part of the deal to assess fish stocks and types. A number of surprises were found, including a pike and a catfish which escaped. This proves that there are catfish present in the lake. There are a healthy collection of silver fish and unsurprisingly a large number of carp.

25. With the wet weather the lakes have filled up considerably and water levels now appear to be stable and healthy.

26. There is a blockage to the ditch to the North-West of the site. This has been caused by fly-tipped soil. This appears not to be within DTC remit; however, it is imperative to establish ownership and liability as the ditch is a drainage installation.

Recommendation letters have been sent to both SODC and ODC. It is probably prudent to ascertain via a land registry search clear liability for this ditch, as it is a fairly high-risk installation.

27. It is highly recommended that the Ladygrove Management Committee is organised as a matter of priority. With potentially five viable options for the area now in place it would be useful to agree a way forward and then how to fund it.

Wildflower areas

28. A number of bulb planting events took place this month: English native Bluebells and snowdrops were planted in the Millenium woods with volunteers from Wild Didcot. Daffodils are due to be planted in the banks with the help of children from all saints and Ladygrove schools, on 20 November.

Events

Ladygrove Park

29. Didcot Railway centre would like to hold an event on Sunday the 21 May 2023 at the Ladygrove. Similar to the Transport Rally held at Ladygrove Park in 2022, the expected numbers are approximately 1000. The Didcot Festival of transport was well received last year and is a fundamental aspect of the general heritage of didcot. A standard booking fee for the park in 2023 would be £350, for which grant aid can be applied for. It is **recommendation** to allow this event to take place.

Trees

Queen's Jubilee – Green Canopy

30. Trees have been ordered and are due in mid-December. With the success of the recent bulb planting, involving Sustainable Didcot and the Ladygrove community should be highly successful. There does seem to be a groundswell of willing to be more involved in projects related to the parks, and this would be a perfect project to keep this moving.

31. The basic tree inspection course for the outdoor services team has been re-scheduled for the 17th of January.

32. Christmas trees arrived 16/11/22.

33. Appendix 3& 4 - The results are in regards to the large Beech tree outside the Civic Hall, number **01090**. The results conclude that there is decay present in the trunk, however, currently this sits within the relevant safety factor. However, given the presence of *Ganoderma* at the base of the tree, the health of this tree will need to be monitored and the decay re-assessed in three years' time.

Recommendation- Although not immediate, the removal of this large statement tree is probably a question of when and not if. Given that we know that it will certainly have to be significantly reduced in the next five years, it would be prudent to get an alternative tree in and established nearby to fill the space that will be left when this eventually happens. A red Oak (*Quercus Robur*) would add some variety and autumn colour out there.

Staffing

34. Two members of the team undertook a 1-day Management Techniques course.

35. I will be leaving Didcot Town Council on 30th November 2022.



The Vitamin "G" Garden

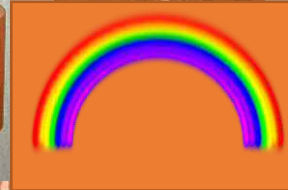
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high**



1m

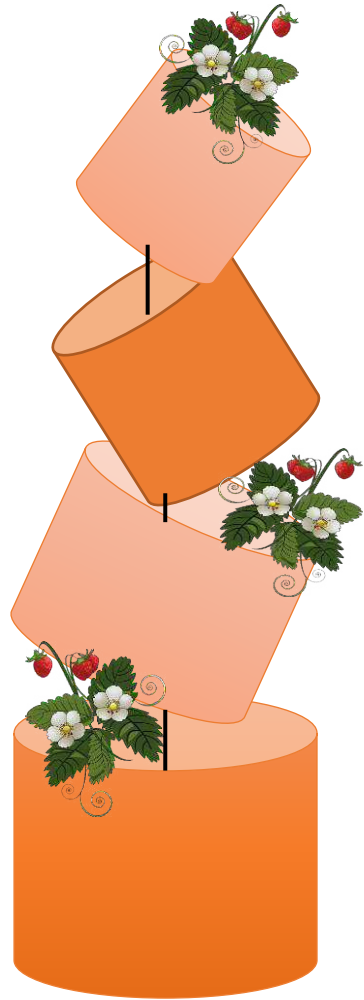


**134
cm**



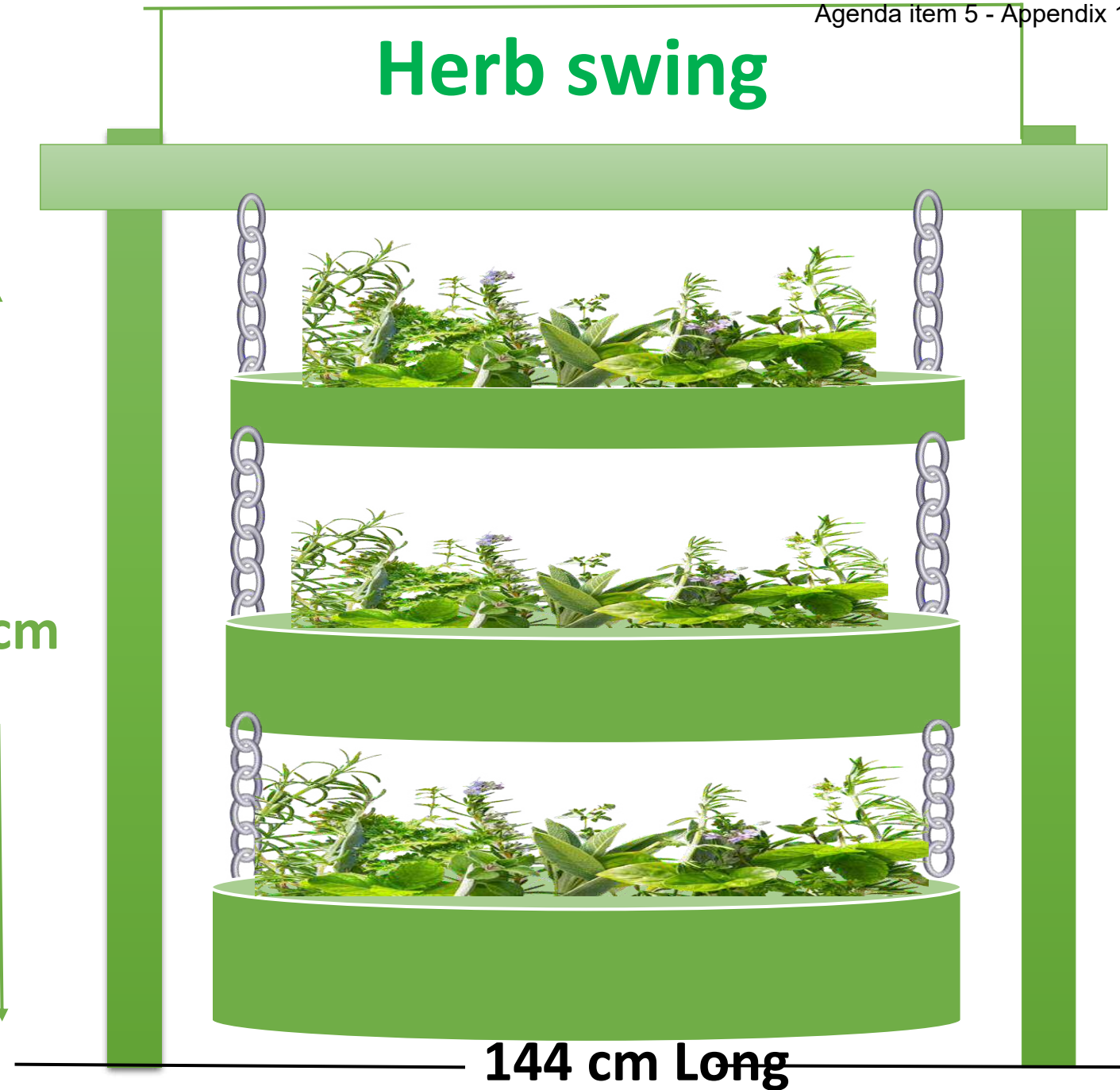
Approx 12m

2 X Strawberry and tomato tower

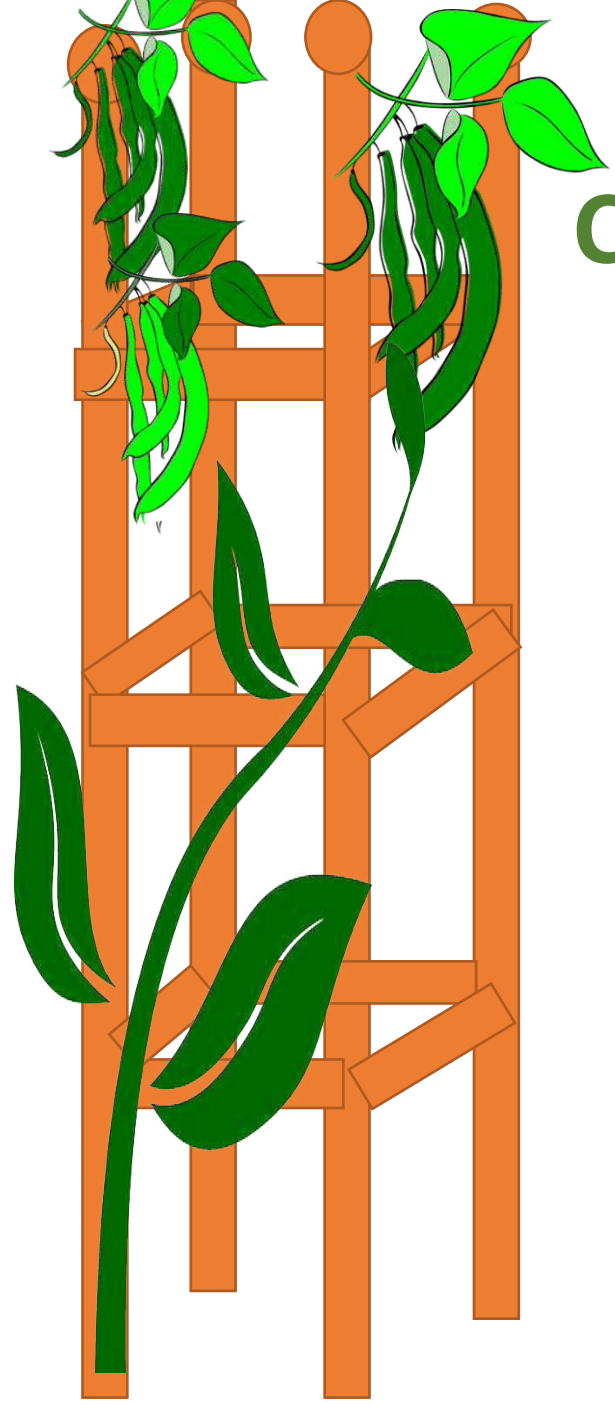


165 cm
Tall

Herb swing

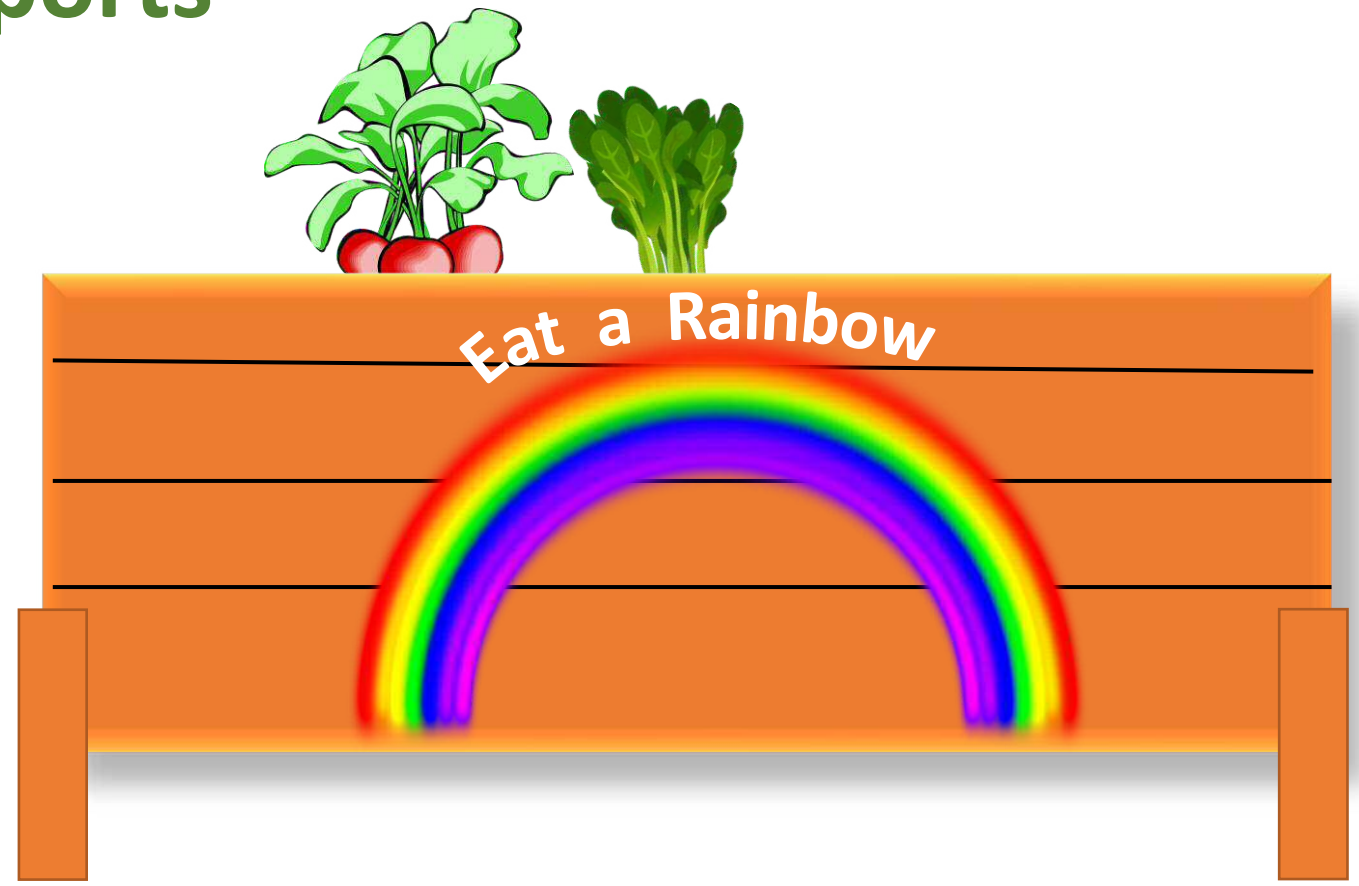


144 cm Long



**2 X
Climbing bean
supports**

**1 X Salad crop
Raised bed**



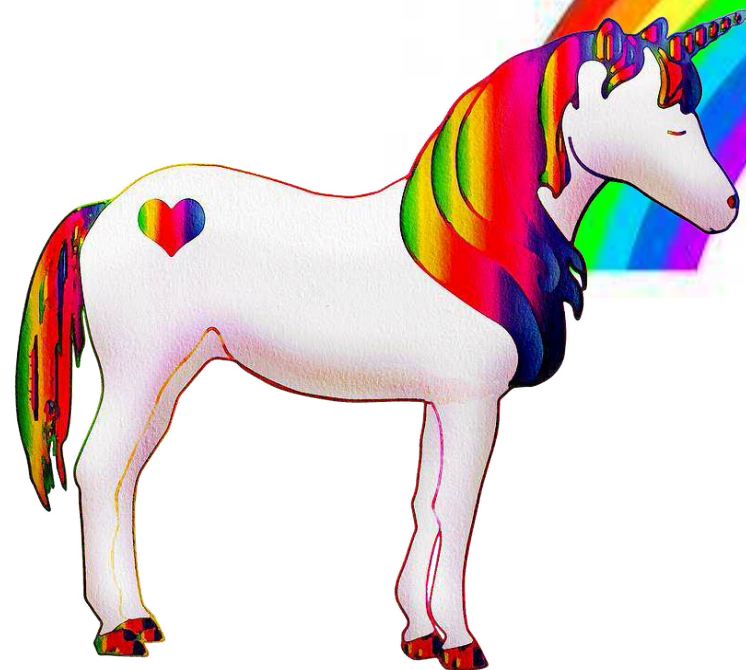
2 X Maypole

Apple trees

**Specially designed to
only grow to 70cm**



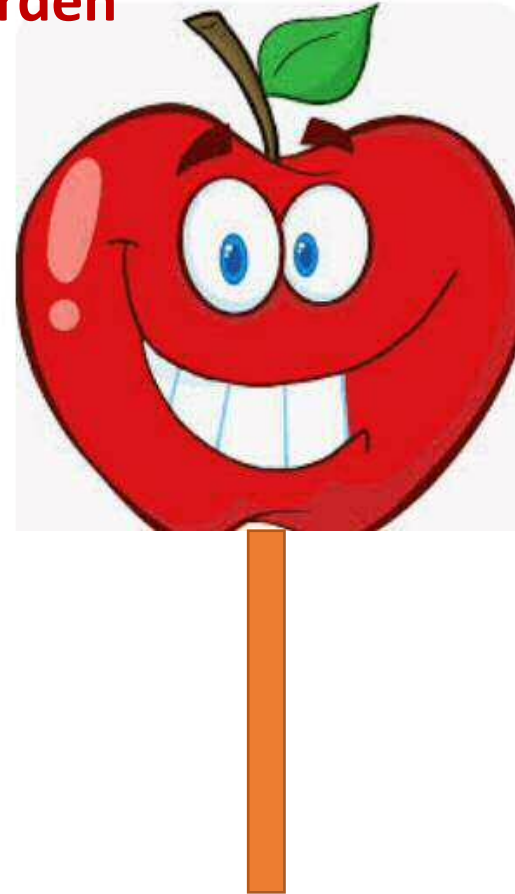
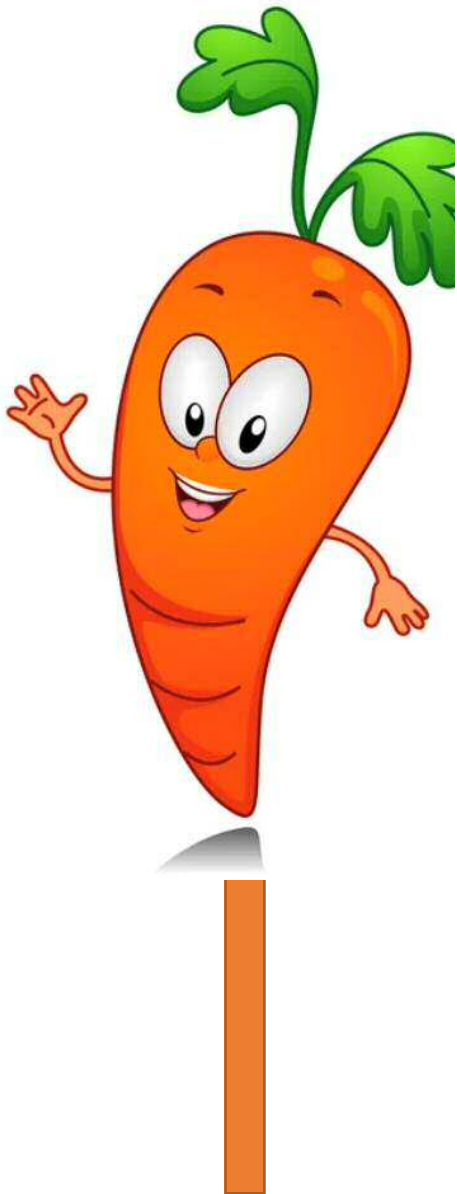
Eat a Rainbow



**Encouraging
people to eat a
wide selection of
fruit and veg**



**Wooden stakes placed in the garden
to engage children**



The garden has been designed to give people ideas on how to grow their own food in whatever size garden and to get the children involved .

Costings

My plan is to hand build structures. I tend to use the wood recycle centre near Abingdon and they have always been very supportive when it comes to community projects.

I'm hoping to grow most of the plants from seed apart from the more mature things like the Maypole apples and soft fruit.

It is quite a difficult thing to cost when you upcycle so hopefully I can give you a rough guide.

Wood Approx £400 that will include all containers, edging, obelisks and decorative items.

Paint and varnish to give it a rainbow feel £120.00

Seeds for salad crops and vegetables £40 All will be started off at home until the weather allows for planting out.

Maypole fruit trees X2 £100.00

Selection of soft fruit £200.00

Compost/soil conditioner £200.00

My time both off site growing seeds and building structures and onsite installation 3 days at a total of 21 hours

£20.00 per hour total £420.00

Total cost £1480.00

Style Acre

Supporting people with learning disabilities



Evenlode House, Howbery Park, Benson Lane, Wallingford, OX10 8BA
01491 838760 info@styleacre.org.uk www.styleacre.org.uk

Enabling cycling for all at Ladygrove Park, Didcot

The proposal

A secure shipping container positioned near the tennis courts at Ladygrove Park, for storage of bikes including adapted trikes, bikes and tandems. The bikes would be for use by the Style Acre community of adults with learning disabilities and autism and potentially in the longer term, the wider community.

The challenge

People with learning disabilities have worse mental and physical health than people without learning disabilities. We want to provide as many opportunities as possible to help address these health inequalities. Many of the people we support love to cycle, and regularly attend Wheels for All sessions in Oxford, cycling on adapted bikes around the athletics track. This has huge health benefits. However, most people have no other opportunities to cycle closer to home or on more open, rural routes. This is often because storing and transporting adapted bikes is logistically impossible, and it is very rare to find a safe accessible route that you can join straight from your doorstep.

The opportunity

We anticipate that regular cycling will improve cardiovascular health, boost mental health and improve balance, coordination and confidence. Studies have shown that regular cyclists enjoy the health benefits of someone 10 years younger*. Cycling also reduces the risk of life-threatening illnesses such as cancer, heart disease, diabetes and obesity**. Ladygrove Park in Didcot is an ideal location for inclusive cycling. Not only does it have the tennis courts and tarmac area in a safe area away from roads, but it also has a wide and safe loop to have a bike ride around, only crossing a couple of minor residential roads. There is also easy access to NCN5 towards Long Wittenham and NCN544 towards Upton/Wantage for longer rides. Many of the people we support live in South Oxfordshire and Ladygrove Park is easily accessed by road, train, and bus.

The plan

If Didcot Town Council approves our proposal, Style Acre will seek funding for a 20ft shipping container to be installed at Ladygrove Park. We will store our existing bike fleet in the container (we currently have a trike, side-by-side tandem and a few two-wheelers), and seek funding for additional adapted bikes according to need. We will run weekly organised cycling sessions and we will explore membership options to enable people to access the bikes at times that suit them. We will charge a fee for sessions and memberships to cover ongoing costs such as bike maintenance, volunteer costs etc.

For more information or if you have questions please contact Anita Powell, Wellbeing Manager, apowell@styleacre.org.uk 07760 527 610.

* <https://www.britishcycling.org.uk/recreation/article/ww-Wise-Words---Cycling-and-Health-0>

** <https://www.cyclinguk.org/briefing/case-cycling-health>

Arbotom[®] Sonic Tomography Report (Test 1)

Client: Didcot Town Council
Tree Species: Beech *Fagus sylvatica*
Location: Broadway, Didcot, Oxfordshire
Tree number: 01090
Test date: 26th September 2022
North at Measuring Point: 1
Tomography level at height (cm): 3

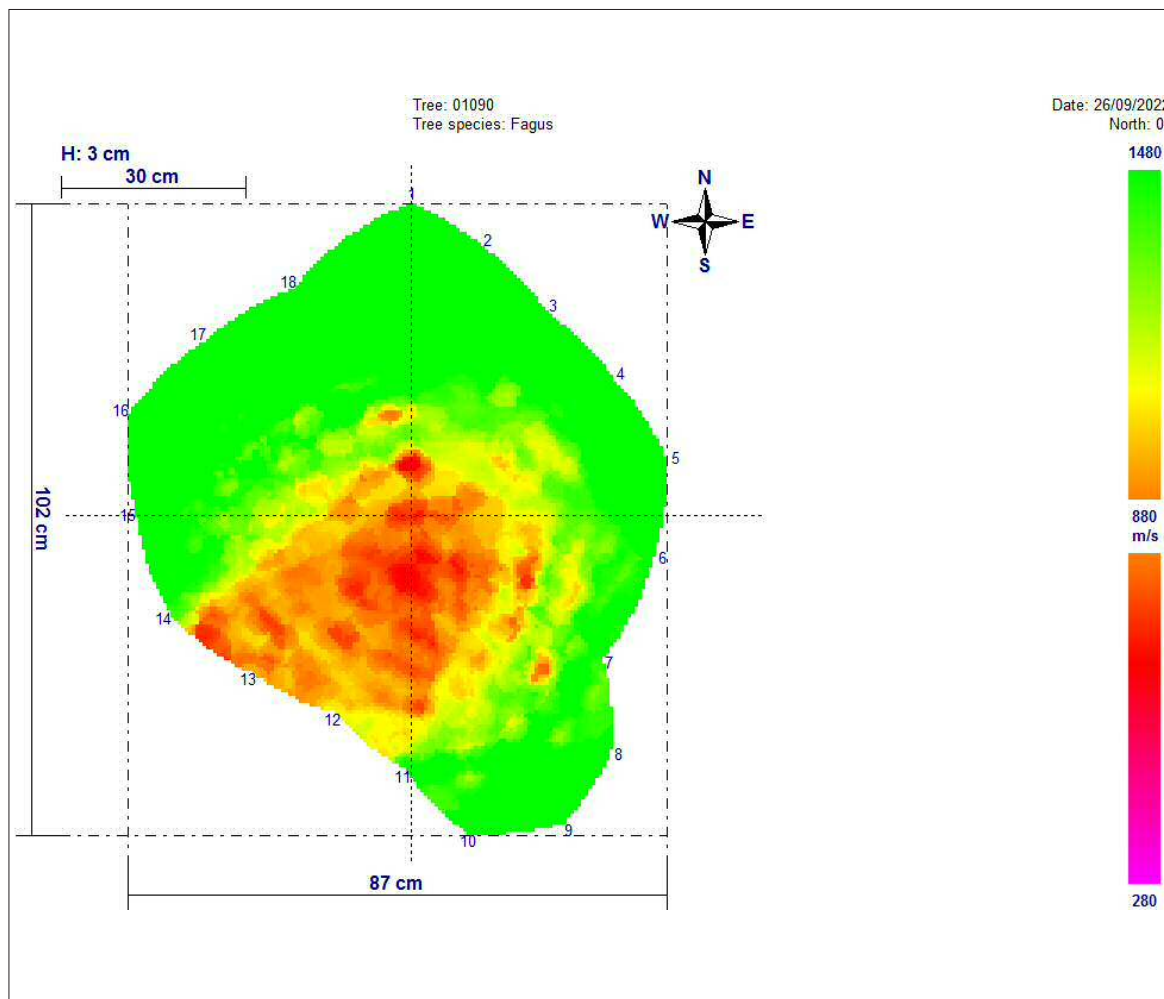


Figure 1. Tomogram - Figures around the circumference indicate each measuring point.





Figure 2. North side of trunk - sensors indicate height of test



Figure 3. South side of trunk - sensors indicate height of test

Comments

The tomogram (Figure 1) indicates that there is an eccentric column of decay (coloured red and yellow) which extends out to the bark on the southeast. There are also fragmentary zones with reduced sound transmission properties (coloured red and yellow) visible on periphery of the main decay column. These are likely to represent zones of incipient decay. The fragmentary distribution of the degraded wood is likely to indicate that the decay is not yet compartmentalised and has the potential to progress further.

A fruiting body consistent with those of the fungus *Ganoderma sp.* is visible immediately below sensor 12 (Figure 3). A second fruiting body consistent with those of the fungus *Ganoderma sp.* was emanating from the trunk at the same position as sensor 7.

The software that accompanies the Arbotom equipment calculated the strength loss associated with the decay and hollowing to be approximately 14% at this height (Figure 4 - Page 3).

Specialist online software 'TreeCalc' was used to evaluate the fracture stability of the trunk. The estimated safety factor for stem fracture (based on the degree of strength loss computed in the Arbotom software) was calculated to be approximately 3.8 at this height, which exceeds the desired minimum threshold of 1.5. On this basis no remedial works are required at present to improve the fracture stability of the main stem.

It is recommended that sonic tomography testing of the main trunk is repeated within three years to check that the situation has not deteriorated.



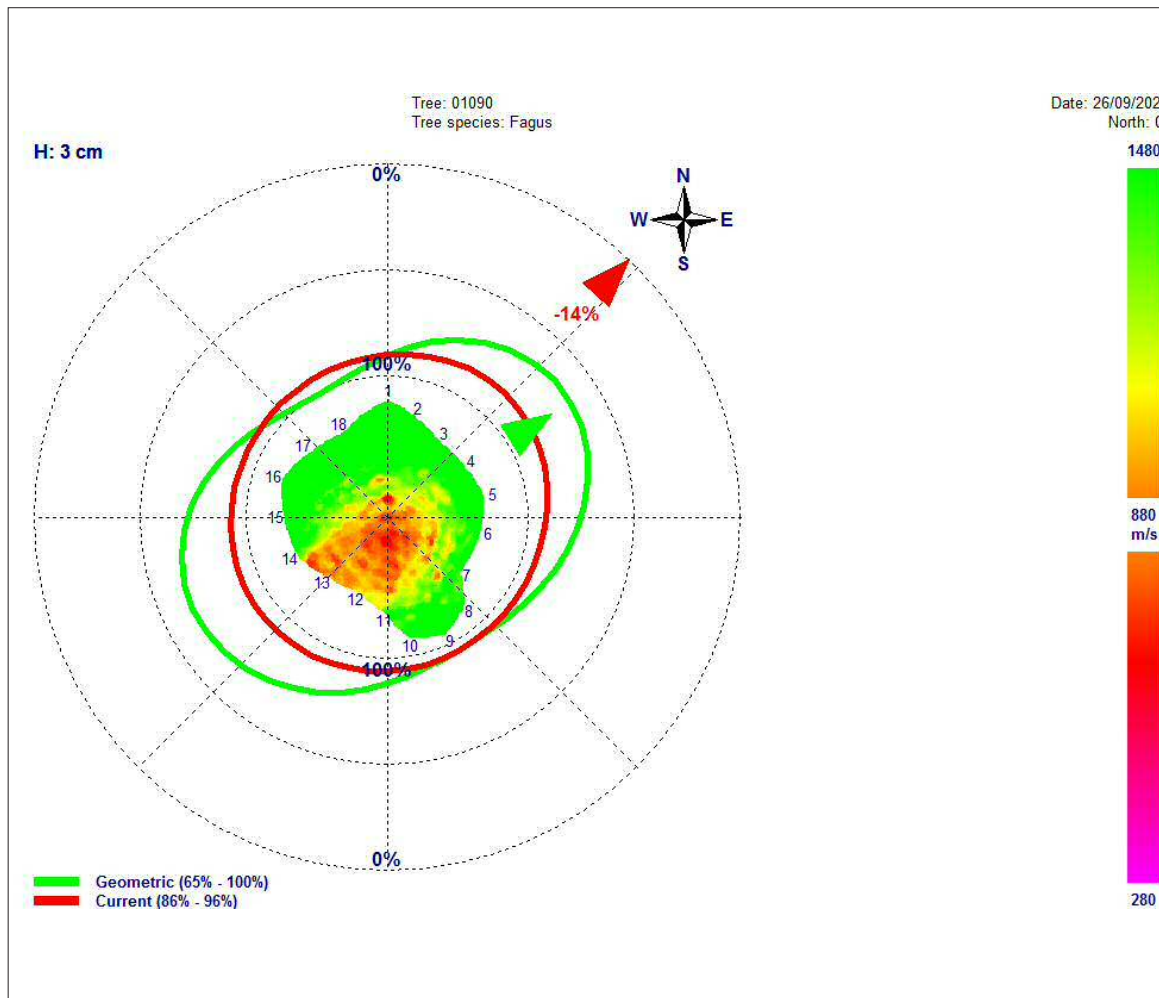


Figure 4. Mechanic graph - Showing the bending resistance of the trunk without consideration of internal decay (green) and with consideration of internal decay (red).



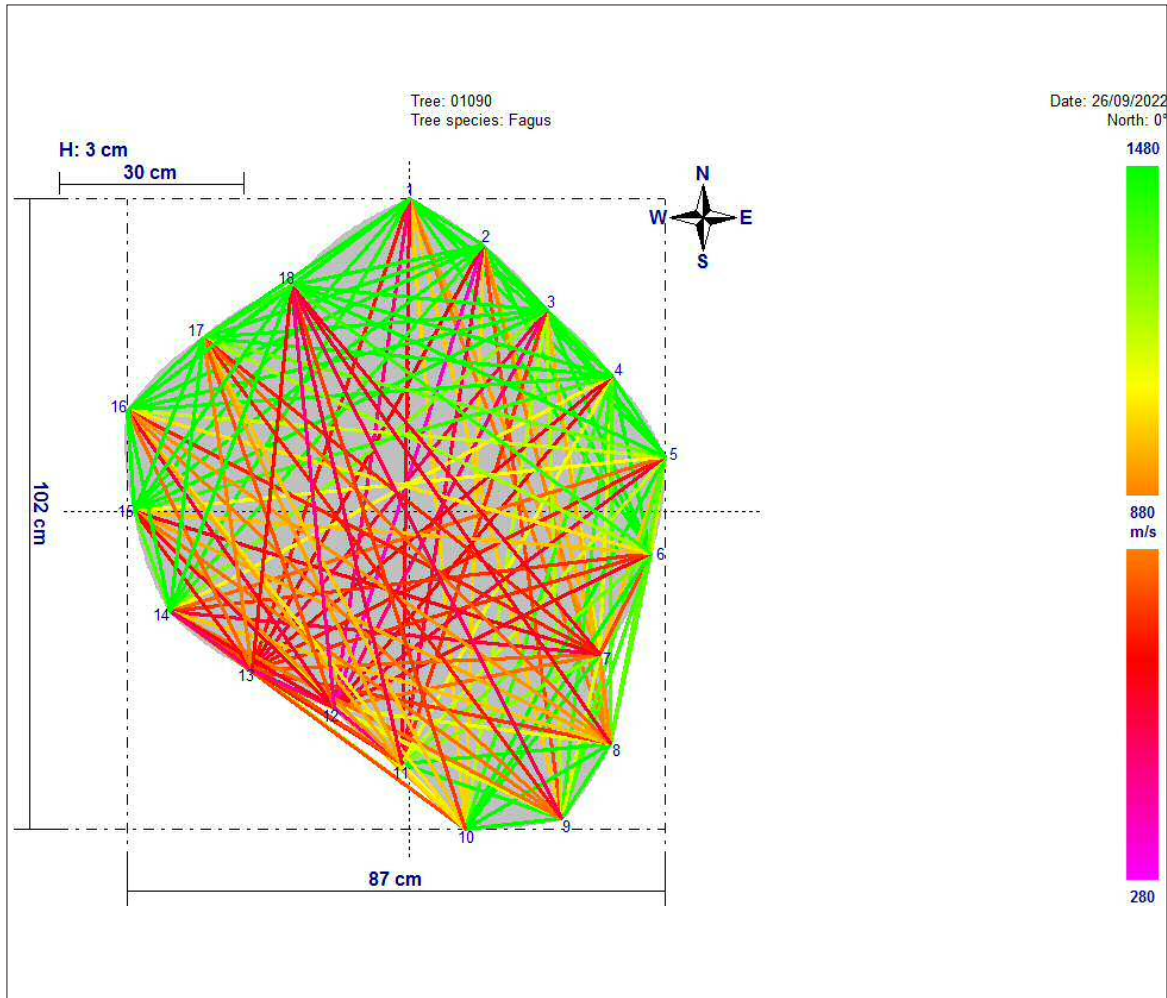


Figure 5. Line graph - Showing the velocities measured between each sensor.



Arbotom[®] Sonic Tomography Report (Test 2)

Client: Didcot Town Council
Tree Species: Beech *Fagus sylvatica*
Location: Broadway, Didcot, Oxfordshire
Tree number: 01090
Test date: 26th September 2022
North at Measuring Point: 1
Tomography level at height (cm): 26

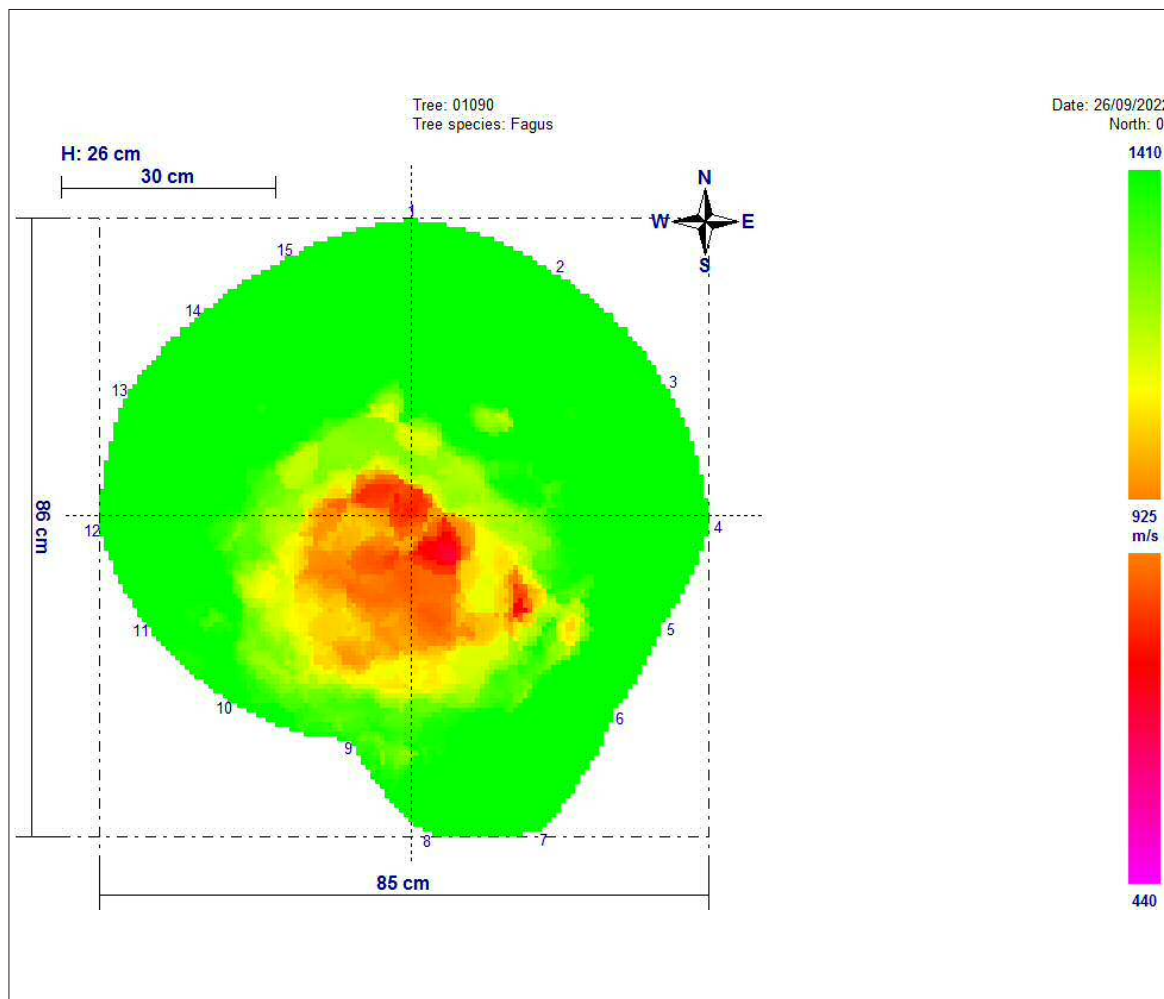


Figure 1. Tomogram - Figures around the circumference indicate each measuring point.





Figure 2. North side of trunk - sensors indicate height of test



Figure 3. South side of trunk - sensors indicate height of test

Comments

The tomogram (Figure 1) indicates that there is an eccentric column of decay (coloured red and yellow). The decay column appears to occupy less of the cross-sectional area of the trunk at this height.

A fruiting body consistent with those of the fungus *Ganoderma sp.* is visible below sensor 9 (Figure 3). A second fruiting body consistent with those of the fungus *Ganoderma sp.* was emanating from the trunk below sensor 6.

The software that accompanies the Arbotom equipment calculated the strength loss associated with the decay and hollowing to be approximately 4% at this height (Figure 4 - Page 3).

Specialist online software 'TreeCalc' was used to evaluate the fracture stability of the trunk. The estimated safety factor for stem fracture (based on the degree of strength loss computed in the Arbotom software) was calculated to be approximately 3.9 at this height, which exceeds the desired minimum threshold of 1.5. On this basis no remedial works are required at present to improve the fracture stability of the main stem.

It is recommended that sonic tomography testing of the main trunk is repeated within three years to check that the situation has not deteriorated.



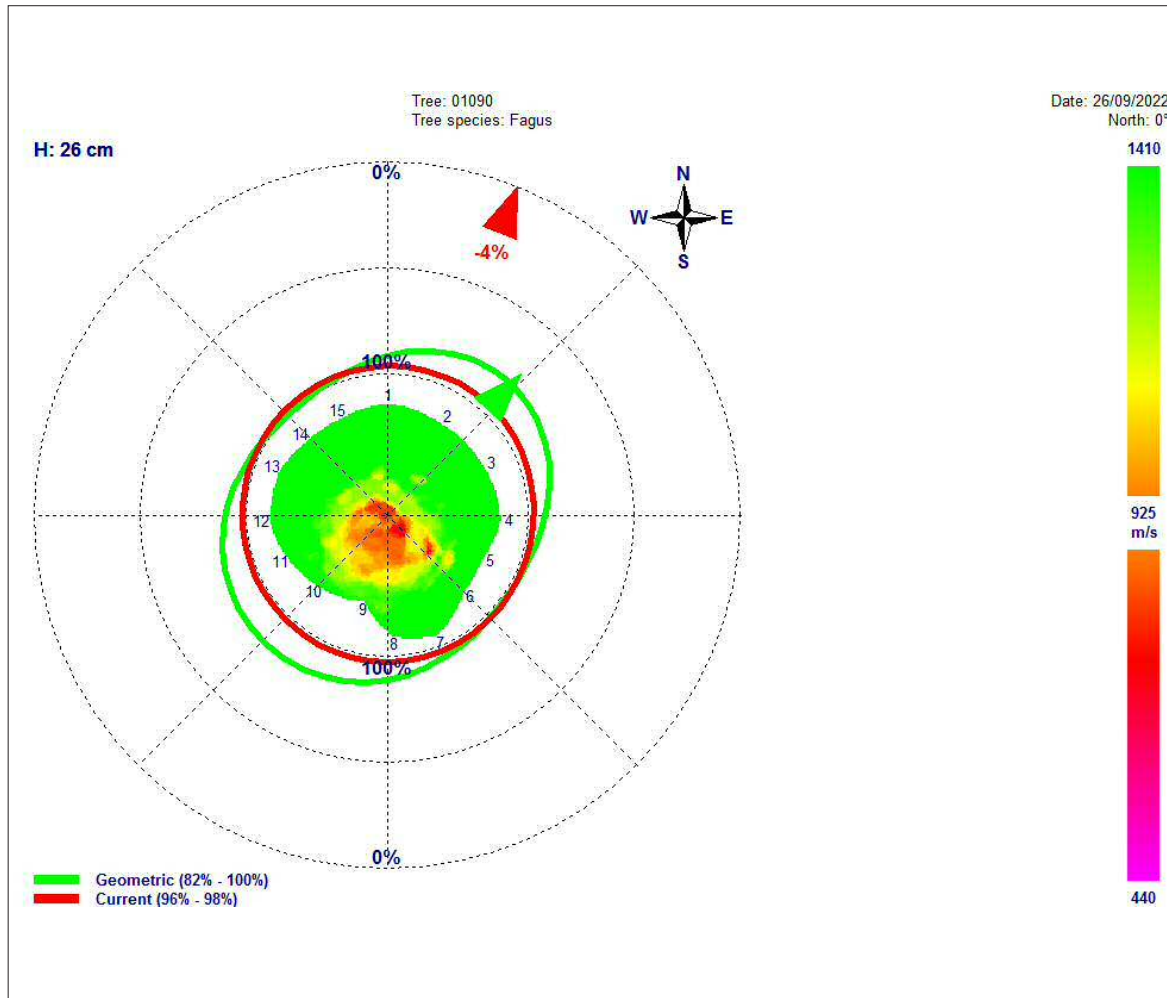


Figure 4. Mechanic graph - Showing the bending resistance of the trunk without consideration of internal decay (green) and with consideration of internal decay (red).



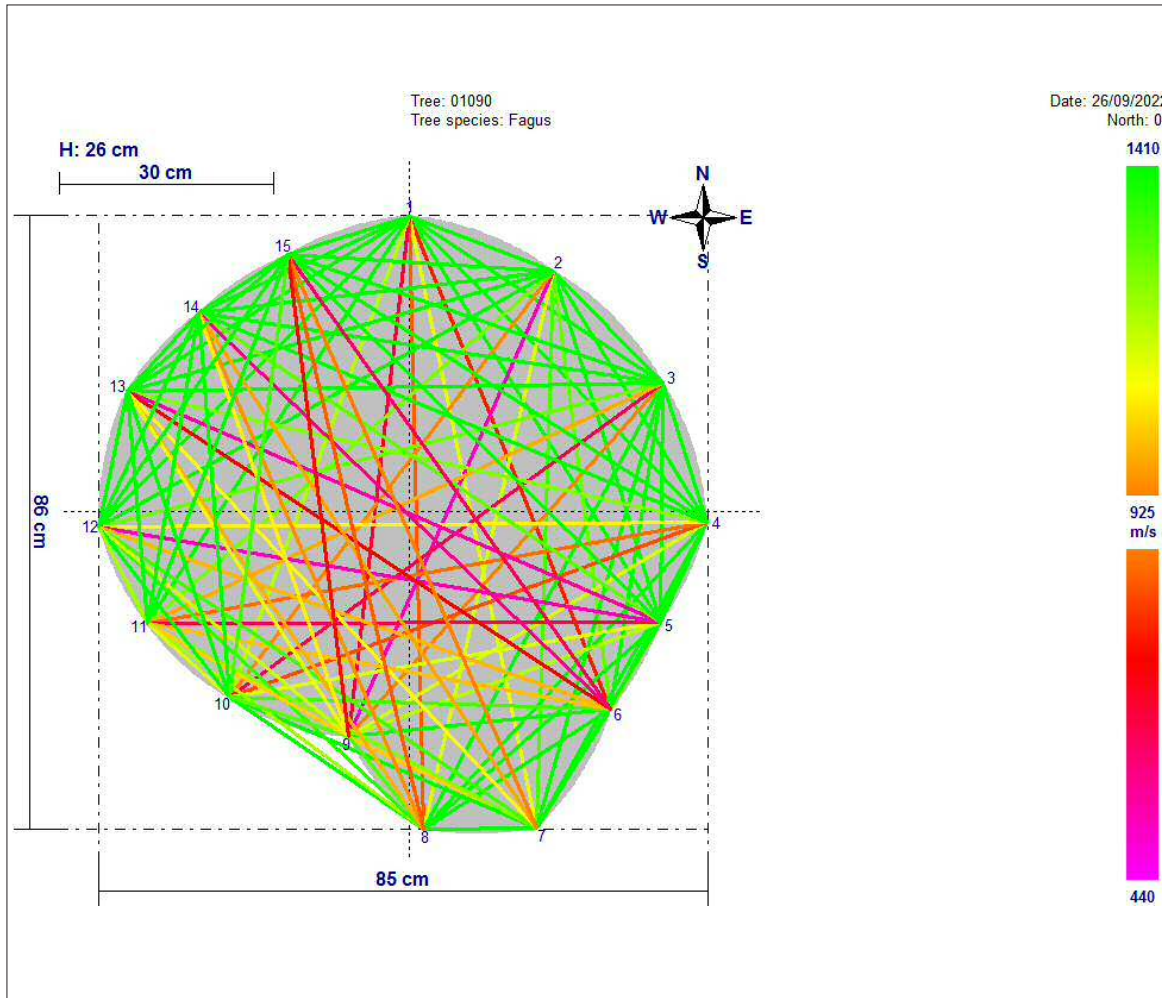


Figure 5. Line graph - Showing the velocities measured between each sensor.



301 External Works – Central Costs		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3104	Event Staffing	£ 2,200.00	£ -	£ 2,200.00	REMAIN THE SAME
3105	Agency Staff	£ 1,000.00	£ -	£ 1,000.00	REMAIN THE SAME
3108	Staff Travel	£ 2,370.00	£ 948.00	£ 2,370.00	REMAIN THE SAME
3120	Protective Clothing	£ 2,575.00	£ 681.00	£ 2,575.00	REMAIN THE SAME
3124	Telephone - Works	£ 1,500.00	£ -	£ 1,500.00	REMAIN THE SAME
3127	Subscriptions	£ 150.00	£ 55.00	£ 150.00	REMAIN THE SAME
3140	Vehicle Insurance	£ 2,932.00	£ -	£ 2,932.00	REMAIN THE SAME
3141	Vehicle Fuel	£ 6,000.00	£ 4,579.00	£ 6,000.00	REMAIN THE SAME
3145	Machinery Costs	£ 10,000.00	£ 1,854.00	£ 10,000.00	REMAIN THE SAME
3154	Maintenance	£ 546.00	£ 813.00	£ -	3154 general maintenance cost centre across many areas
9034	Ford Ranger Pick Up	£ 3,863.00	£ 2,126.00	£ 3,863.00	REMAIN THE SAME
9039	Ransomes HR300 Rotary	£ 5,110.00	£ 3,005.00	£ 8,000.00	On going maintenance
9045	Ransomes Parkway 3	£ 1,200.00	£ 1,006.00	£ 5,000.00	On going maintenance
9062	John Deere Gator	£ -	£ 3,892.00	£ 4,000.00	On going maintenance
301	Overhead Expenditure	£ 39,446.00	£ 18,959.00	£ 49,590.00	

302 Allotments		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3151	Water Charges	£ 2,500.00	£ 2,681.00	£ 2,500.00	REMAIN THE SAME
3154	Maintenance	£ -	£ 90.00		
3233	Allotment Competition	£ 350.00	£ -	£ 350.00	REMAIN THE SAME
3244	Allotment Maintenance	£ 2,000.00	£ 3,585.00	£ 5,000.00	Maintenance is ongoing and increasing (tree and concrete slab at
302	Overhead Expenditure	£ 4,850.00	£ 6,356.00	£ 7,850.00	
3282	Allotment Rents	£ 12,000.00	£ 13,279.00	£ 14,500.00	
302	Total Income	£ 12,000.00	£ 13,279.00	£ 15,000.00	
302	Net Expenditure	-£ 7,150.00	-£ 6,923.00	-£ 7,150.00	

303 Cemetery		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3151	Water Charges	£ 1,200.00	£ 92.00	£ 1,000.00	
3154	Maintenance	£ 5,000.00	£ 375.00	£ 5,000.00	REMAIN THE SAME
3340	Rates – Cemetery	£ -	£ -	£ 600.00	
303	Overhead Expenditure	£ 6,200.00	£ 467.00	£ 6,600.00	
3383	Cemetery Fees	£ 17,000.00	£ 13,940.00	£ 18,000.00	
303	Total Income	£ 17,000.00	£ 13,940.00	£ 18,000.00	
303	Net Expenditure	-£ 10,800.00	-£ 13,473.00	-£ 11,400.00	

304 Edmonds Park		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3151	Water Charges	£ 1,200.00	£ 148.00	£ 1,200.00	REMAIN THE SAME
3152	Electricity	£ 1,800.00	£ 93.00	£ 1,800.00	REMAIN THE SAME
3154	Maintenance	£ 10,000.00	£ 6,700.00	£ 10,000.00	REMAIN THE SAME
3155	Security	£ 4,000.00	£ 5,379.00	£ 6,000.00	

3170	Waste Recycling	£ 9,500.00	£ 5,811.00	£ 9,500.00	REMAIN THE SAME
3387	Prefab Toilets	£ -	£ 19,578.00	£ -	Suggest deletion
304	Overhead Expenditure	£ 26,500.00	£ 37,709.00	£ 28,500.00	
305 Ladygrove Park					
		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3154	Maintenance	£ 5,000.00	£ 4,781.00	£ 7,000.00	
3163	Sandpit and Train	£ -	£ 5,185.00	£ 1,000.00	Maintenance
3165	Ladygrove Lakes	£ -	£ 8,010.00	£ -	Ear marked reserves
305	Overhead Expenditure	£ 5,000.00	£ 17,976.00	£ 8,000.00	
306 Loyd Park					
		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3183	Ladygrove Park Income	£ 2,000.00	£ 2,340.00	£ 2,000.00	
3185	Ladygrove Lakes Income	£ 300.00	£ 3,429.00	£ 2,500.00	100 x permits
305	Total Income	£ 2,300.00	£ 5,769.00	£ 4,500.00	
305	Net Expenditure	£ 2,700.00	£ 12,207.00	£ 3,500.00	
308 Other Parks & Recreation Areas					
		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3151	Water Charges	£ 80.00	£ 539.00	£ 550.00	
3152	Electricity	£ 200.00	£ 326.00	£ 350.00	
3169	Outside Table Tennis	£ -	£ -	£ 2,000.00	For maintenance
306	Overhead Expenditure	£ 280.00	£ 865.00	£ 2,900.00	
309 Play Areas					
		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3149	Bark Top-up	£ 3,000.00	£ 2,084.00	£ 3,000.00	REMAIN THE SAME
3153	Play Equipment Maintenance	£ 15,000.00	£ 25,719.00	£ 25,000.00	On going maintenance needed
309	Overhead Expenditure	£ 18,000.00	£ 27,803.00	£ 28,000.00	
310 Environmental Services					
		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
3148	Bus Shelter Contract	£ 7,657.00	£ -	£ 7,657.00	REMAIN THE SAME
3150	Plants	£ 2,000.00	£ 457.00	£ 2,000.00	REMAIN THE SAME
3157	Dog Fouling Clean-up Service	£ 1,350.00	£ 1,941.00	£ 3,024.00	28 bins emptied weekly with extra 2 at Stubbings, plus 5%
3158	Trees	£ 8,500.00	£ 4,460.00	£ 8,500.00	REMAIN THE SAME
3159	Grass Cutting	£ 25,000.00	£ 28,224.00	£ -	Unknown
3162	Football Pitch Maintenance	£ 8,000.00	£ 2,087.00	£ 8,000.00	REMAIN THE SAME
3168	Street Furniture Maintenance	£ 3,000.00	£ 530.00	£ 3,000.00	More structures have been added and cleaning quotes agreed
310	Overhead Expenditure	£ 55,507.00	£ 37,699.00	£ 32,181.00	

£

1183	Bowls Club Rent	£ 50.00	£ -	£ 50.00	REMAIN THE SAME
3180	Sports Hire	£ 3,000.00	£ 3,850.00	£ 4,000.00	Increase in charges
3184	Funfair Hire	£ 4,000.00	£ 2,000.00	£ 4,000.00	REMAIN THE SAME
3186	Agency Income OCC	£ 13,424.00	£ -	£ -	Unknown
3198	Bus Shelter Advertising Income	£ 7,657.00	£ -	£ 7,657.00	REMAIN THE SAME
310	Total Income	£ 28,131.00	£ 5,850.00	£ 15,707.00	
310	Net Expenditure	£ 27,376.00	£ 31,849.00	£ 16,474.00	

325 Projects		Last year (22-23)	Actual Year to Date*	Suggested next year (23-24)	Notes
9031	Tree Management - Contract	£ 5,000.00	£ -	£ 5,000.00	REMAIN THE SAME
9051	MemorialWW1 Commemorative Seat	£ 500.00	£ 499.00	£ 500.00	Rename 'Commemorative Seat'
9059	Bus Shelters	£ 5,000.00	£ -	£ 5,000.00	Looking at installing a new one soon
9060	Noticeboard Replacement	£ 1,000.00	£ -	£ 1,000.00	REMAIN THE SAME
325	Overhead Expenditure	£ 11,500.00	£ 499.00	£ 11,500.00	
TOTAL EXPENDITURE		175,783	152,725	185,621	
TOTAL INCOME		59,431	38,838	53,207	
TOTAL NET EXPENDITURE		116,352	113,887	132,414	

* As of 8th November 2022

Environment and Climate Committee

21st November 2022

Report Author: Lucy Blake



Vehicle access deterrents for Smallbone Recreation Ground report

Introduction

1. The Environment and Climate Committee considered deterring vehicles from accessing the green space at Smallbone Recreation Ground at their meeting on 3rd October 2022 and asked Officers to investigate options.
2. The Committee felt bunds would not be in keeping with the area and suggested using bollards as an alternative.

Background

3. DTC have had uninvited vehicles gain access to the green space at Smallbone Recreation Ground in the past year and occupy the space for several days. This resulted in the Council having to hire Enforcement Officers to evict them. The Outdoor Team then spent numerous days cleaning the site, while another outside company disinfected the play area.
4. The green space area is popular with dog walkers, families, children, visitors to the Civic Hall and visitors to the assisted living centre nearby.
5. Whichever deterrent is chosen, they would need to cover an area of approximately 112 metres.



Leaving the recommended spacing of 1.2 – 1.5m between each bollard, Didcot Town Council would need approximately 94 bollards for the straight (outlined in the picture opposite) with an additional 4 bollards to block access from the Bowls Club side of the card park and from the pedestrian access.

Total of 98 bollards with a space of 1.2m between them.

6. Officers have investigated the various deterrent options available, and the costs associated with them. Examples of which can be found below:

a. Bollard style 1

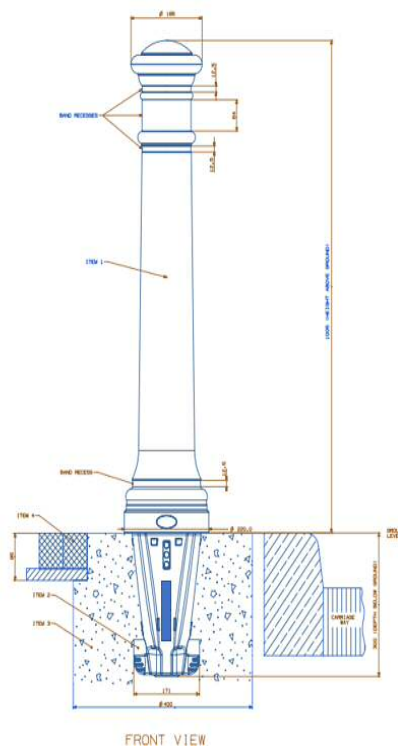
These ‘rebound’ bollards could potentially be pulled out or even driven over.



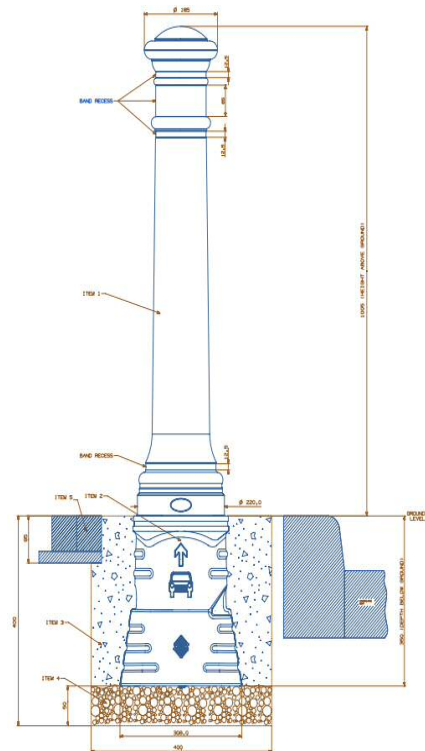
These bollards cost £171.35 each (exc. VAT and installation). There would be additional charges for lockfast sockets (£57.17 each) and for temporary and locking plates (£16.07 and £92.71 respectively) if the Council wished to include them.

- Rebound bollards – the bollards should ‘rebound’ back to position after impact
- Durapol bollards – solid bollards which would collapse on impact (Neither would stop a vehicle from accessing the space).

Pic 1



Pic 2



- Pic 1 shows a rebound bollard with extended base (also available as a Durapol bollard) – cost would be £171.35 each.
- Pic 2 shows a Durapol bollard with a lockfast base (also available as a Rebound bollard) – cost would be £228.52 each.

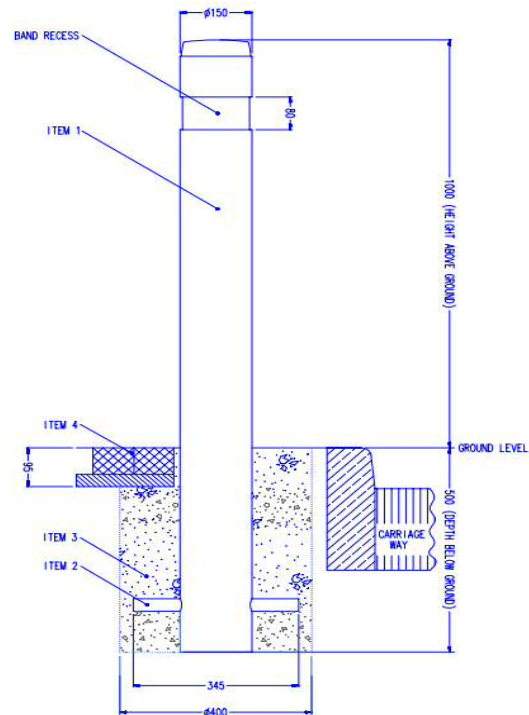
Lockfast base would allow the Town Council to remove the bollard using a key if they so wished.

Dimensions:

- Height above ground: 1005mm
- Maximum Diameter: 220mm
- Banding diameter: 1x 63mm and up to 3x 12mm
- Socket depth below ground: 350mm
- Extended base depth below ground: 300mm

b. Bollard Style 2

Made of recycled material. *'This rigid permanent bollard is ideal for schemes where vehicle impact is unlikely'*.



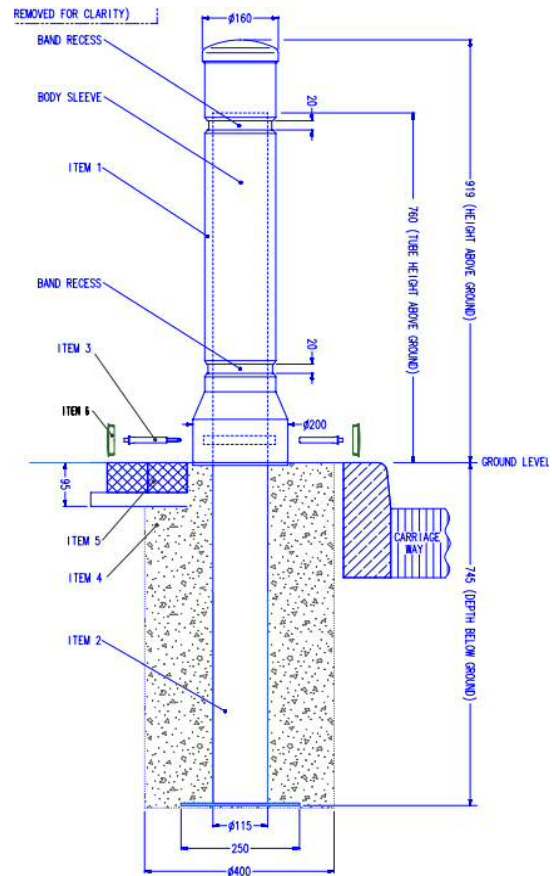
These bollards cost £154.65 each (ex VAT and installation) and are available with a flat top, or a rounded top at an additional charge of £12.95 each.

Dimensions:

- Height above ground: 1000mm
- Maximum diameter: 150mm
- Depth below ground: 500mm

c. Bollard style 3

“Featuring a galvanised steel reinforcing tube which extends 745mm below ground level, this bollard provides excellent security, and has been shown in tests to stop an unladen van at speeds of up to 30mph”.



This bollard is ‘supplied with anti-ram raid fixings for optimum security and impact resistance, to help protect premises and property’.

The cost of this bollard is £384.64 each (ex. VAT and installation).

One colour banding on the bollard’s costs £7.96 each, with the price increasing to £15.48 for two coloured bands.

Dimensions:

- Height above ground: 925mm
- Maximum diameter: 200mm
- Depth below ground: 745mm

7. With approximately 112 metres to cover, the Council would need to realistically install 98 bollards at Smallbone Recreation Ground.

8. The PEO had contacted OCC for advice on whether the Town Council would need planning permission to install the bollards and if there was anything else the Council would need to adhere to to ensure it complied with the Road Traffic Regulations.
9. The area where the bollards are needed, is lined with trees and electric lampposts. DTC would need to ensure any groundwork did not encroach on any tree protection areas and was kept well away from the underground electric cabling.
10. The Property and Facilities Manager had previously investigated the cost to install small, soil bunds at Smallbone Recreation Ground, similar to those at the entrance to the Great Western Development (pic a).

Pic a:



Pic b:



Pic b shows what a wildflower bund could look like.

The bunds would be made of soil and would have no impact to tree root protection areas, or electricity cables. They could also be planted with wildflowers and/or trees and create a habitat for local wildlife, whilst also being somewhere for people to sit during the nicer weather.

11. The Property and Facilities Manager had previously contacted a local developer to enquire about using the excess soil from their sites for bunds. The developer informed the PFM that there is currently soil that could be used and delivered to DTC.

The quote received at the time is shown below:

Supply of soil	£500
Supply of top soil	£1,000
Supply of labour and excavator to form bunds	£4,000
Supply and install of 2 bollards to carpark side of park	£600
Total	£6,100

The developer did state that this soil may only be available for a limited amount of time as they would need it removing from site so costs could vary.

12. The PEO contacted OCC for opinions on whether the Town Council would need planning permission for bollards and bunds, and whether there would be anything the Council would need to consider from a highways point of view. The Officer informed the PEO that there is a small section of 'highway verge' but it would be unaffected by the alignment the Council are considering. He also stated that if the Town Council wanted to deter motorbikes as well, birdsmouth fencing should be considered:



In his opinion, if the Town Council were to install bollards, due to the length being considered, it would be good to consider 'breaking up the line' with some planters/benches or some other recreational feature as a single line of bollards "would not look great".

Legal Implications

13. Under the Open Spaces Act 1906, Didcot Town Council has a duty to maintain and keep an open space in a good and decent state 'and may enclose it, or keep it enclosed with proper railings and gates' – s10.
14. Didcot Town Council has the power to provide and maintain open space as gardens – Open Spaces Act 1906, ss9-10.
15. The Public Contracts Regulations 2015 may apply.

Financial Implications

16. There will be costs involved with any type of deterrent being installed at this site. The prices will depend on what measures are used. Examples of which are supplied in this report.

- If the Committee were to go with 98 of bollards style 1 with no additional extras, the total cost would be approximately £16,792.30. Whereas if the Committee were to go for 98 of style 3, the cost would be approximately £37,694.72 (without the bands) ex. VAT and installation.

Example:

Deterrent Style	Cost	Total
Bollard Style 1		
Rebound bollard with extendable base	£171.35 each	£16,792.30
Durapol bollard with lockfast base	£228.52 each	£22,394.96
Bollard Style 2		
Flat top	£147.28 each	£15,155.70
With rounded top	£160.23 each	£15,702.54
Bollard Style 3		
With no coloured bands	£384.64 each	£37,694.72
With one coloured band	£392.60 each	£38,474.80
With two coloured bands	£400.12 each	£39,211.76
Bunds		
Soil as per quote received	-	£6,100

- *Please note these prices are subject to change (they had already done so throughout the process of writing this report) and they are exclusive of VAT, and installation costs*

17. As per the Council's Financial Regulation 11.1b, any project over £25,000 would need to be advertised on the Contracts Finder website – as defined by The Public Contracts Regulations 2015.

18. A suitable cost centre for this project will need to be found.

Risk Implications

19. Didcot Town Council would need to ensure any deterrent is kept safe and secure.

20. Bollards may become damaged, depending on the type chosen and could potentially need replacing.

Recommendations

21. The Committee is asked to consider whether installing bollards at Smallbone is the preferred option and if so, what type of bollard would be most suited.

22. Should the Committee resolve to install bollards, members should instruct Officers to gather more concise quotes and if above £25,000 and once approved by Full Council, put the project out to tender on the Contracts Finder website.
23. If the Committee resolve to go with 'bunds', members should instruct Officers to contact local developers for updated quotes/news on soil prices and if the cost is the same as originally stated, instruct Officers to pursue this.

Environment and Climate Committee 21st November 2022

Report Author: Lucy Blake



Dropped Kerb on Park Road application for staff access to the Outdoor Services Depot report

Introduction

1. Didcot Town Council are progressing with the new pavilion project at Edmonds Park and the construction of a new Splash Pad at the same location. Both new facilities will increase footfall to Edmonds Park.
2. Edmonds Park has one vehicle access to the car park, which is from Park Road. This access is used by users of the area and the Outdoor Team using their work vehicles.



Background

3. The Outdoor Team turn right when entering the car park and continue on the 'work access' track around the outside of the tennis courts, to the Outdoor Services

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Depot. Access to this track is blocked to members of the public outside of work hours and throughout the day by means of a small barrier.

4. The car park is used sporadically during the week, causing little issues for the Outdoor Team when accessing their depot.

During the Summer and all school holidays the car park can get extremely busy which obviously increases risks to safety.

5. There is a small gate entrance to the 'work access' track from Park Road which could be utilised solely for the Outside Team:



6. If the Council were to consider installing a dropped kerb at this location, the Outdoor Team would have very limited interaction with members of the public when accessing the site. There would be no need for them to use the public car park.
7. Another small vehicle barrier could be installed either at the end of the 'work access' track or just to the left inside the new entrance, to ensure no members of the public try to gain access to the track in vehicles.
8. The new Outdoor Services vehicle entrance would require a new gate, which would need to remain locked throughout the day and only opened when the team need access to the site. Considerations would need to be had on whether a height restriction barrier should also be installed.
9. To ensure the safety of walkers, the Council could install birdsmouth fencing along the track, to make it visually clear the track is used for vehicles. 'Works access only' signs should also be considered.

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Location of the proposed fencing:



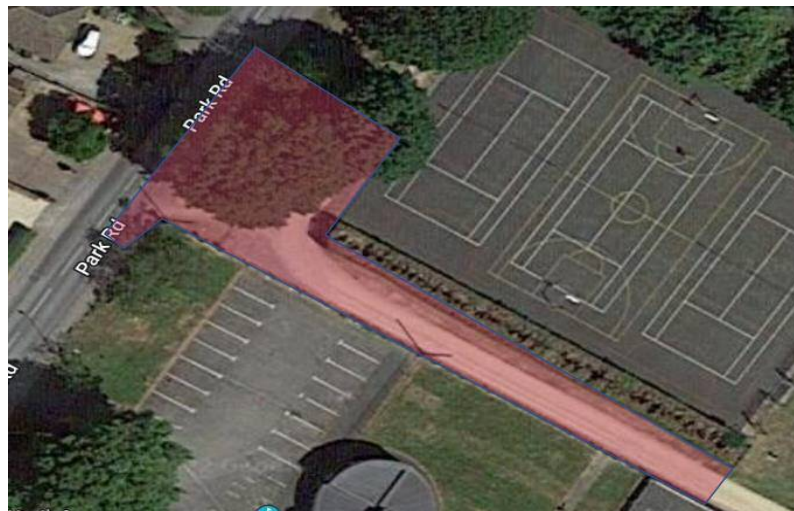
10. Whilst investigating this project, the PEO sought advice from both South Oxfordshire District Council and Oxfordshire County Council. It was confirmed by SODC that installation of the knee height fencing could be carried out by permitted development (as confirmed by pre-app advice received 11th October 2022), however, as Park Road is a classified road, full planning permission would need to be applied for to drop the kerb. The cost of applying for planning permission from SODC is £462, which could vary depending on what permission is needed. The Town Council would be eligible to a 50% reduction of this cost.

OCC confirmed that a dropped kerb at this location would be viable but highlighted a few things for the Town Council to consider:



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- a. The area in red shows where the access would need to be due to the concrete post with fencing and the tree, to leave adequate vision splays
 - b. Those in orange show the additional considerations which would add to the costs; the weir kerb would need to be moved as it would not be supported by the dropped kerb, there is a difference in levels which would need to be excavated and the dog waste bin would need to be relocated.
11. OCC confirmed that once permission has been granted from SODC, DTC would need to apply to the County Council for consent to create the access from the highway (the fee for commercial access/multi access consent would be £730).
12. The Town Council may need to have a drainage survey done to ensure there would be no unforeseen issues with the work, as well as an arboricultural and topographical survey to include the area shown in red:



A quote has been received for a Topographical survey, and a PAS128 Type B Utilities survey, which was £2,353 ex VAT.

A quote has been received for an arboricultural survey at a total of £495 ex VAT.

Requests have also been sent for quotes of the construction of the dropped kerb to five Construction companies. No responses have been received yet.

Recommendations

13. The Committee is asked to consider whether they wish to drop the kerb at this location to provide a permanent access for the Outdoor Team. Once the construction of the pavilion is underway, access to the depot for the team could be restricted for a temporary period. By creating a separate access, it would mean the team would not need to access the main entrance, used by visitors to the park.
14. If so, the Committee should consider:
- a. Agreeing the quotes for the Topographical and Utilities survey at £2,353 ex VAT

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- b. Accepting the quote for the Arboricultural survey at £495 ex VAT
- c. Apply to SODC for Planning Permission (at a 50% reduction of the charge)
- d. Once permission has been granted, apply to OCC for consent, at a cost of £730.

15. Allowing Officers to forward quotes for the construction of the dropped kerb to members for consideration, in between Committee meetings.

Legal Implications

16. Under the Open Spaces Act 1906, Didcot Town Council has a duty to maintain and keep an open space in a good and decent state 'and may enclose it, or keep it enclosed with proper railings and gates' – s10.

17. The Public Contracts Regulations 2015 may apply.

Financial Implications

18. There would be numerous costs involved with this project; surveys, drawings, permission/consent, the construction works, and smaller work involved with relocating the bin and potentially installing a new vehicle barrier.

- Surveys:
 - Arboricultural survey - £495 ex VAT
 - Topographical survey, a PAS128 Type B Utilities survey - £2,353 ex VAT
- Drawings
- Full Planning Application - £231 (although SODC did state that this figure may change, depending on what permission is needed)
- Consent from OCC - £730
- Construction – currently unknown
- Signs
- Fencing

19. As per the Council's Financial Regulation 11.1b, any project over £25,000 would need to be advertised on the Contracts Finder website – as defined by The Public Contracts Regulations 2015.

20. A suitable cost centre for this project will need to be found. This could be incorporated within the Pavilion project costs as a temporary access would almost definitely be needed during construction anyway.

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Risk Implications

21. Didcot Town Council would need to ensure that:

- all conditions of permission are adhered to
- all signs and fencing are secure and regularly inspected
- all contractors provide the Town Council with the relevant RAMS and copies of their insurance documents

22. Signs would need to be clear to inform visitors of the park that the new access is for work vehicles only.



Environment and Climate Committee 21st November 2022

Report Author: Lucy Blake

Edmonds Park – Noticeboard update

Update

1. The Environment and Climate Committee resolved at their meeting on 3rd October 2022 (minute 19, '30') to allow Officers to investigate the cost of installing a noticeboard in Edmonds Park to display the local bylaws within the parks, alongside acceptable usage.
2. The Planning and Environment Officer along with the Outdoor Services Manager, met with the Arts Development Officer (ADO) from the Vale of White Horse District Council, on 13th October 2022, to discuss potential public art projects.
3. The definition of public art is that it can be anything physical, that is made by a professional artist, is bespoke and of high quality.
4. It was confirmed that a bespoke noticeboard would constitute a public art project and for that reason, s106 public art monies, could be applied for to cover the costs.
5. There is currently £37,622 s106 monies available for Public Art for the Edmonds Park area.
6. The ADO supplied Town Council Officers will two examples of bespoke, notice boards:



- The first one is an information panel with carvings of local history.
 - The second one is more of a lockable noticeboard that has a designed boarder that celebrates local fossils and archaeology. It is a magnetic board and local children designed and made the magnets that hold up the notices.
7. Other projects were discussed at this meeting, and it was decided to arrange for the Public Art Delivery Group to meet to discuss what projects it feels should be considered.
 8. The first Public Art Delivery Group meeting will be arranged, and it is hoped they will be able to feedback their ideas to the Environment and Climate Committee in mid-January.