

Farnsfield Parish Council Play and Open Space Policy

Farnsfield Parish Council aims to ensure that our play spaces are safe and pleasant for all users, that any risks are low and that maintenance is timely to minimise major maintenance and replacement costs for equipment. The public are encouraged to report any issues by email to clerk@farnsfield-pc.uk.

Playground insurance is included in our insurance schedule and is reviewed annually.

The Council is responsible for managing and maintaining play areas and open spaces at

- Hadleigh Park open space, off Parfitt Drive, which includes a play park
- Wilson's Field, off Station Lane, which includes the Multi-Use Games Area (MUGA)
- Lady Goodwin's Memorial Park off Station Lane, which includes the mini tennis court and a play park
- the Acres football pavilion, pitch and Reynolds field excluding the allotments
- the Millennium Woods at the Acres

The Council also maintains a number of public footpaths and hedges and smaller grassed areas.

Dog waste bins and litter bins are provided and both can be used for dog waste. Dogs must be kept on leads at Wilson's Field and are excluded from the enclosed play parks at Lady Goodwin's and Hadleigh Park. Owners are required by a Dog Control Order to clean up after their dog if it fouls in a public space and incidents of non-compliance should be reported to Newark and Sherwood District Council (NSDC) who can issue Fixed Penalty Notices and can pursue prosecutions.

Responsibilities

Councillors are responsible for:

- ensuring an appropriate play space inspection and maintenance budget is allocated
- ensuring that appropriate and timely remedial action is undertaken and that spending is approved taking account of the budget, risks and maintenance impact.

The Clerk has delegated authority to take any action needed to make safe or manage risk that cannot wait until a council meeting and is responsible for:

- ensuring that appropriate training is completed
- ensuring that regular inspections take place and reports are filed
- presenting any issues and reports from the inspections to Council, ensuring council decisions are actioned and Council are kept up-to-date on issues and progress
- working with the Caretaker to engage contractors when required.

The Caretaker is responsible for:

- undertaking visual inspections and reporting any issues to the Clerk
- undertaking minor maintenance and repairs as appropriate and isolating any equipment considered to be high risk
- working with the Clerk to engage contractors when required.

Budget

The Council have provided in the annual budget for playground inspections, maintenance and minor works, dog waste and litter disposal and grounds maintenance.

An ear-marked reserve has been set up to provide for future major capital expenditure on play parks.



Training

The Caretaker has been trained to undertake visual inspections.

Inspections

Hard and soft copy inspection reports and logs are filed by the Clerk.

There are no specific legal requirements regarding playground inspections and maintenance, but best practice recommended by RoSPA, the Health and Safety Executive and insurers is for an annual inspection and risk assessment to be carried out by an independent specialist. NSDC arrange this for us with The Play Inspection Company (PI) and the inspection considers vandalism, wear and tear, long term structural problems, standards compliance and design and looks at the whole of each site including paths, fences and seating as well as equipment. The report covers the overall safety of the playground and any issues are assigned a risk rating.

NSDC complete quarterly and at least monthly the Caretaker completes a visual check which is reported on his monthly timesheet.

Reports inspections and any unresolved issues noted by the public or the Caretaker are presented to the Facilities committee so that the risk can be assessed and any remedial action considered.

Maintenance

Where possible, maintenance and minor repairs will be carried out by the Caretaker. Where this is not possible suitable contractors will be used.