

CERNE VALLEY PARISH COUNCIL
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A meeting of the Play Park Committee to be held at 2 pm on Monday 04th March 2024
On site at Cerne Abbas Play Park, Duck Street

Committee: Cllrs C. Crosbie, L. Prowse, and K. Marshall
Ex Officio Cllr F. Horsington (Chair) and Cllr J. Bolt (Deputy Chair)

Agenda

1. Apologises for absence
2. Declarations of pecuniary and other interests
3. To agree the minutes of the previous meeting held on 11th September 2023
4. Chair update
5. Finance update
 - a. Income, expenditure, and reserves
6. Inspection Report, site inspection, and risk assessment.
7. Future projects
 - a. Water in roundabout and routine maintenance including greasing
 - b. Relocation of litter bin
 - c. Resurfacing of grassed areas
8. General discussion period
9. Items and date for next meeting TBC

Wayne Lewin

Parish Clerk

26th February 2024

Cerne Valley Parish Council

Minutes of the Play Park Committee held at 1.00 pm on Monday 11th September 2023
On site at Cerne Abbas Play Park, Duck Street

Present: Cllrs C. Crosbie, L. Prowse, and K. Marshall

1. Appointment of Chair

Cllr Crosbie was nominated, seconded, and duly elected as Chair of the Play Park committee.

2. Apologises for absence

All members were present.

3. Declarations of pecuniary and other interests

No declarations were made.

4. To agree the minutes of the previous meeting held on 06th March 2023

These were agreed as a true and accurate record of the meeting.

5. Chair update

The Chair wished to thank Mike Keating for all his hard work and endeavours in the Play Park over the past years.

6. Inspection Report and site inspection (remedial items for action)

Loose fence posts	Cllr Marshall would fix the issue
Trip hazards	The Clerk would contact Dorset Council with a view to getting a quote to reseal the edging of the jungle mulch.
Loose post on swing	This was not deemed an issue.
Non locking bin	This was not deemed an issue.
Gates not self-closing	This was not deemed an issue. A new latch had been added for extra security.
Benches	Cllr Crosbie put forward a proposal – see item 8.

7. Finance update

a. Income, expenditure, and reserves

Precept £ 600.00

Expenditure £ 431.61

Reserves £ 1733.08

b. Precept request for 2024/25

The committee suggested a request for £500 for the FY 24/25, with a view to using the reserve for any major works that may occur in the future.

8. Future projects

a. Cllr Crosbie was delighted with the quality of work on the varnishing of the two benches. It was requested, and unanimously endorsed to request the other three done as well.

b. Minor concerns were raised as to cracks in the framework of the swings. It was agreed to request a contractor fill in the cracks and wood stain the framework.

c. Turning of slates on Multi Play. It was agreed no further needed doing.

d. It was noted that the paving under the picnic table was looking rather tired. All agreed to ask a contractor to tidy up the area.

CLlr Crosbie was happy to get a quote for items 8a, b, and d.

9. General discussion period

It was seen that paint on the multi play needed a refresh. This was to be looked at next time.

It was noted that vegetation was ingressing from the riverside.
Members cut back this area, so it was more accessible.

It was mooted that the bin was in an impractical position. It was agreed that DWP should be contacted with a view to locating the bin in a more suitable place.

It was suggested that the fencing needed to be replaced at some point.
Members agreed that this was a good project for any future CIL receipts

10. Items and date for next meeting

Review paint work on multi play

11th March 2024

There being no further business the meeting closed at 1.59pm.

Clare Crosbie _____

Chair

Cerne Valley Parish Council

Committee Finances

Play Park

Income

Precept	£ 600.00
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Expenditure

Precept	£ 565.61
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Balance	£ - 34.39
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Reserves	£ 1325.08
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Elite Playground Inspections

'Keeping Our Children Safer at Play'

Inspection Report

This report shows Findings and Tasks recorded during the Inspection(s) matching the selection criteria set in the Report Wizard. If no Findings or Tasks are shown, none were recorded.

Each Inspection includes a declaration signed by the Inspector stating that no defects were found other than those recorded.

Inspections included in this report

Provider	Elite Playground Inspections	 08/02/2024
Site Name	Cerne Abbas Play Area	
Actual Date	08/02/2024 10:46:16	
Inspection Type	Playground-Operational	
Inspector	Steve Day	
Inspection Status	Completed	

Finding Summary

Cerne Abbas Play Area Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
Maintenance Gate	Gate - Maintenance - Not Locked	08/02/2024 10:55:43		Medium
Litter Bin	Bin - Not locked	02/02/2022 09:53:57		Low
Basket, Cradle & Flat Seat Swing	Item - Loose in Ground	02/02/2022 10:08:29		Low
Pedestrian Gates	Other / Miscellaneous	02/02/2022 10:20:19		Low
Basket, Cradle & Flat Seat Swing	Fixtures - Loose or Missing	08/02/2024 10:51:15		Low
5 Tower Multiplay Unit - Surface	Surface - Trip points	08/02/2024 10:54:37		Low

Inspection - Cerne Abbas Play Area - 08/02/2024 10:46:16

Provider	Elite Playground Inspections	
Site Name	Cerne Abbas Play Area	
Actual Date	08/02/2024 10:46:16	
Inspection Type	Playground-Operational	
Inspector	Steve Day	
Inspection Status	Completed	08/02/2024

Site Name	Cerne Abbas Play Area
Address	
Postcode	
Notes	

Cerne Abbas Play Area Inspected Asset List (see Inspection Notes for exceptions)

Asset Name	5 Tower Multiplay Unit	
Asset Sub Type	Multiplay Unit - Junior	
Asset Type	Multiplay	
Asset Category	Equipment (Outdoor Play)	
Manufacturer		
		02/02/2022

Asset Name	5 Tower Multiplay Unit - Surface	
Asset Sub Type	Rubber Mulch	
Asset Type	Safer Surface	
Asset Category	Surface	
Manufacturer		
		02/02/2022

Asset Name	Backless Bench	
Asset Sub Type	Bench with back rest	
Asset Type	Seating	
Asset Category	Facilities	
Manufacturer		
		02/02/2022

Asset Name	Basket, Cradle & Flat Seat Swing
Asset Sub Type	Type 1 - Traditional (Other)
Asset Type	Swing
Asset Category	Equipment (Outdoor Play)
Manufacturer	



02/02/2022

Asset Name	Basket, Cradle & Flat Seat Swing - Surface
Asset Sub Type	Rubber Mulch
Asset Type	Safer Surface
Asset Category	Surface
Manufacturer	



02/02/2022

Asset Name	Benches
Asset Sub Type	Bench
Asset Type	Seating
Asset Category	Facilities
Manufacturer	



02/02/2022

Asset Name	Crazy Nellie Springer
Asset Sub Type	Type 2B - Single Point - Multi-directional
Asset Type	Rocker
Asset Category	Equipment (Outdoor Play)
Manufacturer	



02/02/2022

Asset Name	Crazy Nellie Springer - Surface
Asset Sub Type	Rubber Mulch
Asset Type	Safer Surface
Asset Category	Surface
Manufacturer	



02/02/2022

Asset Name	Fencing
Asset Sub Type	Post & Rail with Chain Link
Asset Type	Fencing
Asset Category	Perimeter
Manufacturer	



02/02/2022

Asset Name	Inclusive Roundabout
Asset Sub Type	Type B Classic - Flush
Asset Type	Carousel
Asset Category	Equipment (Outdoor Play)
Manufacturer	



02/02/2022

Asset Name	Inclusive Roundabout - Surface
Asset Sub Type	Wet Pour
Asset Type	Safer Surface
Asset Category	Surface
Manufacturer	



02/02/2022

Asset Name	Litter Bin
Asset Sub Type	Bin
Asset Type	Bins
Asset Category	Facilities
Manufacturer	



02/02/2022

Asset Name	Maintenance Gate
Asset Sub Type	Maintenance Gate
Asset Type	Entrance
Asset Category	Perimeter
Manufacturer	



02/02/2022

Asset Name	Outside Area - MUGA
Asset Sub Type	Multi Use Games Area
Asset Type	Ball Play
Asset Category	Equipment (Multi Sports)
Manufacturer	



02/02/2022

Asset Name	Pedestrian Gates
Asset Sub Type	Pedestrian Gate
Asset Type	Entrance
Asset Category	Perimeter
Manufacturer	



02/02/2022

Asset Name	Picnic Table
Asset Sub Type	Picnic Table
Asset Type	Seating
Asset Category	Facilities
Manufacturer	



02/02/2022

Asset Name	Signs
Asset Sub Type	Children's playground
Asset Type	Children's Playground
Asset Category	Site
Manufacturer	



02/02/2022

Asset Name	Site
Asset Sub Type	Children's playground
Asset Type	Children's Playground
Asset Category	Site
Manufacturer	



02/02/2022

Asset Name	Tyre Agility Course
Asset Sub Type	Tyre Walk
Asset Type	Outdoor Fitness (Traditional Style)
Asset Category	Equipment (Outdoor Fitness)
Manufacturer	



02/02/2022

Asset Name	Ziggy Springer
Asset Sub Type	Type 2B - Single Point - Multi-directional
Asset Type	Rocker
Asset Category	Equipment (Outdoor Play)
Manufacturer	



02/02/2022

Asset Name	Ziggy Springer - Surface
Asset Sub Type	Rubber Mulch
Asset Type	Safer Surface
Asset Category	Surface
Manufacturer	



02/02/2022

Findings and Tasks reported within the Inspection

5 Tower Multiplay Unit - Surface - Finding

Finding Title	Surface - Trip points	
Asset	5 Tower Multiplay Unit - Surface	
Cause	Act of God	
Finding Creation Date	08/02/2024 10:54:37	
Finding Group	Maintenance	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Low	Asset Photo

Finding Photos



08/02/2024

Surface - Trip points - Task

Task Title	Make good surface
Resolve By Date	
Task Completed Date	
Task ID	3816
Task Notes	
Task Status	Unapproved

Basket, Cradle & Flat Seat Swing - Findings

Finding Title	Fixtures - Loose or Missing	 <p>Asset Photo</p>
Asset	Basket, Cradle & Flat Seat Swing	
Cause	Wear and Tear	
Finding Creation Date	08/02/2024 10:51:15	
Finding Group	Maintenance	
Finding Notes	Fixings are loose at the seat termination points. This has caused the holes to become enlarged- secure	
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Low	

Finding Photos



08/02/2024

Fixtures - Loose or Missing - Task

Task Title	Tighten loose fixtures & fittings
Resolve By Date	
Task Completed Date	
Task ID	3815
Task Notes	
Task Status	Unapproved

Maintenance Gate - Finding

Finding Title	Gate - Maintenance - Not Locked	 <p>Asset Photo</p>
Asset	Maintenance Gate	
Cause	Unknown	
Finding Creation Date	08/02/2024 10:55:43	
Finding Group	Maintenance	
Finding Notes		
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Medium	

Finding Photos



08/02/2024

Gate - Maintenance - Not Locked - Task

Task Title	Lock maintenance / vehicle gate
Resolve By Date	
Task Completed Date	
Task ID	3817
Task Notes	
Task Status	Unapproved

Previously Reported Findings and Tasks (unresolved at time of Inspection)

Basket, Cradle & Flat Seat Swing - Findings

Finding Title	Item - Loose in Ground	 <p>Asset Photo</p>
Asset	Basket, Cradle & Flat Seat Swing	
Cause	Unknown	
Finding Creation Date	02/02/2022 10:08:29	
Finding Group	Maintenance	
Finding Notes	Swing leg appears to be slightly loose in the ground - monitor condition	
Finding Resolved Date		
Finding Status	Open	
Location		
Risk Level	Low	

Finding Photos



02/02/2022

Item - Loose in Ground - Task

Task Title	Monitor
Resolve By Date	
Task Completed Date	
Task ID	2214
Task Notes	
Task Status	Unapproved

Litter Bin - Finding

Finding Title	Bin - Not locked	 <p>Asset Photo</p>
Asset	Litter Bin	
Cause	Operator Error	
Finding Creation Date	02/02/2022 09:53:57	
Finding Group	Maintenance	
Finding Notes	Lock bin to help stop contents being emptied out in the play area	
Finding Resolved Date		
Finding Status	Open	
Location		
Risk Level	Low	

Finding Photos



02/02/2022

Bin - Not locked - Task

Task Title	Lock Bin
Resolve By Date	
Task Completed Date	
Task ID	2212
Task Notes	
Task Status	Unapproved

Pedestrian Gates - Finding

Finding Title	Other / Miscellaneous	
Asset	Pedestrian Gates	
Cause	Other - See Finding Notes	
Finding Creation Date	02/02/2022 10:20:19	
Finding Group	Maintenance	
Finding Notes	Gates do not self close. It is recommended that they close between 4-8 seconds	
Finding Resolved Date		
Finding Status	Open	
Location		
Resolve By Date		
Risk Level	Low	Asset Photo

Finding Photos



02/02/2022



02/02/2022

Other / Miscellaneous - Task

Task Title	Refer to Inspection Notes / Description
Resolve By Date	
Task Completed Date	
Task ID	2215
Task Notes	Fit self closing mechanisms to gates to keep users in the park & dogs out
Task Status	Unapproved

**Findings and Tasks Reported Outside of the Inspection
(unresolved at time of Inspection)**

None Recorded.

Previously Reported Findings Marked Complete During Inspection

None Recorded.

Cerne Valley Parish Council Risk Assessment

“The greatest risk facing a local authority is not being able to deliver the activity or services expected of the Council.”

Risk assessment is a systematic general examination of conditions AND environmental factors that will enable the CVPC to identify any and all potential risks inherent in the place or practices. Based on a recorded assessment the CVPC should then take all practical and necessary steps to reduce or eliminate the risks, **insofar as is practically possible**, making sure that the General Public are made aware of the results of the risk assessment.

This document has been produced to enable the Parish Council to assess the risks that it faces and satisfy itself that it has taken adequate steps to minimise them. In conducting this exercise, the following plan was followed:

- ✍ Identify, the area to be risked assessed.
- ✍ Identify the potential risks.
- ✍ Evaluate, manage and control of the risk and record all findings.
- ✍ Review, assess and revise if

HIGH	Requires urgent attention
MEDIUM	Requires review
LOW	Requires no further action

<u>PLAY PARK</u>					
Subject	Risk(s) Identified/ Injury	H / M / L	Management/Control of Risk/ Remedial action as required to reduce risk.	Risk after control H/M/L	Review/Assess/Revise
Communal pathways	Slips, trips and falls	M	Keep pathways mowed and clear of debris	M	Routine inspections
Debris	Cuts and infection	M	Remove debris from site on a regular basis	M	Routine maintenance
Vermin and insects	Disease, bites and stings	L	Individual monitoring	L	Annual checks
River	Drowning	L	Ensure safety barriers are maintained	L	Routine checks
Road	Collision	M	Ensure road is visible for pedestrians	M	Monthly checks
Gates and fencing	Cuts, scratches and bruising	L	Visual check for defects	L	Periodic checks
Play equipment	Slips, trips and falls	L	Weekly checks	L	3 external inspections
Hedges and vegetation	Cuts, stretches and poison	L	Maintenance of all areas	L	Routine checks
Benches	Collapse and trips	L	Maintenance	L	Periodic inspection