

**WESTON-SUPER- MARE TOWN COUNCIL  
MINUTES OF THE TOURISM AND LEISURE COMMITTEE  
HELD AT THE BLAKEHAY ON TUESDAY 27TH FEBUARY2023**

**Meeting Commenced:** 2.28 pm

**Meeting Concluded:** 3.26 pm

**PRESENT:** Councillors Peter Crew (Chair), Joe Bambridge, Mike Bell, Annabelle Chard, James Clayton, Simon Harrison-Morse, Richard Tucker, and John Standfield.

**ALSO, IN ATTENDANCE:** Sarah Pearse (Town Clerk/RFO), Fay Powell (Assistant Town Clerk-Operational Services) and Rebecca Saunders (Civic & Committee Officer).

<b>347</b>	<b>Apologies for Absence and Notification of Substitutes</b>  Apologies were received from Councillors Catherine Gibbons who was substituted by James Clayton and Marc Aplin who was substituted by Roger Bailey.
<b>348</b>	<b>Declarations of Interest</b>  There were no declarations of interest received.
<b>349</b>	<b>To approve the accuracy of the minutes of the Tourism and Leisure Committee meeting held on the 17<sup>th</sup> December 2023</b>  The minutes of the meeting had been previously circulated with the agenda.  <b>PROPOSED BY:</b> Councillor Simon Harrison-Morse <b>SECONDED BY:</b> Councillor Roger Bailey  A vote was taken and accordingly it was <b>carried</b> .  <b>RESOLVED:</b> That the minutes be approved as a true record of the meeting and signed by the Chair
<b>350</b>	<b>Finance Reports</b>  The report of the Financial statements had been previously circulated and it was noted by the Chair that the data supplied was in reference to other services not covered by this committee.  The Town Clerk informed that the correct reports would be circulated after the meeting and there were no issues of concern with the correct ones. It was once again reiterated that Investment in parks and play areas would be required from remaining revenue budgets 2023/2024.  <b>RESOLVED</b> That the correct reports be circulated after the meeting.
<b>351</b>	<b>Tourism Update</b>  <u>.1 General update</u>

The Assistant Town Clerk-Operational Services reported that there had been a strong growth in statistics month on month over all social media platforms, with Instagram particularly gaining traction.

Banner advertising had been launched with new and existing partners taking advantage of the scheme which had been very well received.

The Assistant Town Clerk-Operational Services and Visitor & Information Manager had attended an event on The Pier organised by North Somerset Council to boost recruitment in the hospitality and tourism sector which had taken a downturn since the pandemic. The Visitor & Information Manager spoke at the event and it was hoped another would be held later in the year.

**351.1 RESOLVED:** That the written report of the Visitor & Information Manager and verbal update from the Assistant Town Clerk be noted.

## .2 Update Partners

### 5.2.1 New partners and changes to partnership levels

The Assistant Town Clerk Operational Services reported the Ale Trail had been successful and other businesses had expressed an interest in taking part in future schemes. A Gin Trail would be explored later in the year.

It was further reported that there had been two new platinum partners signed up at Tyntesfield National Trust and Laurel Farm Glamping site in Mark.

Social media influencers had been used to promote Glow Festival and would be working with other partners over Easter.

**351.2 RESOLVED:** That the report of the Visitor & Information Manager and verbal update from the Assistant Town Clerk be noted.

### 5.2.2 Business Closures & Openings

The Assistant Town Clerk-Operational Services reported that Clip and Climb was on the market for sale and that Can't Dance Coffee in the Sovereign had closed. However, two new activity venues had opened.

In response to a question regarding target partners, the Chair informed that 100 partners was the aim and it was a good idea to give some targets around banner advertising, as this could create good revenue.

**351.3 RESOLVED:** That the report of the Visitor & Information Manager and verbal update from the Assistant Town Clerk be noted.

### 5.2.3 Airbnb in North Somerset

The Assistant Town Clerk-Operational Services informed that there was no update for the committee in lieu of an expected review from the Tourism Board regarding their handling of Air B&B accommodation.

**351.4 RESOLVED:** That the Visitor and Information Services Manager reports back to the committee once the Tourism Board report was released.

## 5.3 Silica Update – Asset transfer update from the Town Clerk

The Town Clerk reported that discussions had continued with North Somerset Council to find a suitable, enclosed exterior to avoid Anti-Social Behavior issues currently faced at the structure. It had been decided that a screen would be located in the hatch and a

straight glazed area with an (digital) community / advertising board behind it to have ability to make-revenue (subject to NNDR liability confirmation) would be installed. There had been challenges obtaining quotes from contractors willing to work on such an unusual structure but progress had now been made and there had been some expressions of interest for advertising shown by Super Weston. North Somerset Council would retain responsibility for the maintenance and lighting of the site.

**351.5 RESOLVED:** That the Verbal report of The Town Clerk be received.

**352 General Play Provision Update**

.1 Existing play area repairs-To provide direction for interim needs of play strategy

The Assistant Town Clerk-Operational services informed the committee that some emergency interim work was required for safety at the Waterpark, Millennium Green and The Maltlands sites. Some equipment would need to be removed while some could have their life extended with repair and repainting. All works would be carried out without the need to close the park to avoid disruption.

There were plans to improve signage in all areas and tidy up over grown sites which would enable goal posts to be installed to improve play provision at some sites whilst the play strategy was being worked on.

The Chair reminded members that there would be opportunity for members to go on a site visit of all parks to better understand the current condition of equipment, once the weather improved.

.2 To receive the condition surveys from GB Sports & Leisure to date

The Assistant Town Clerk-Operational services invited questions on the reports and none were received.

**RESOLVED:** Grounds Manager to arrange visit with the working party to all play areas when weather permits.

**353 Castle Batch all-inclusive SEND Play Park**

.1 Future Steps-Community engagement & safety, confirmation of next Community engagement

The Town Clerk reported that a community engagement event would take place in the spring to discuss continued security.

Park watch and the increased presence of the PSCO and new CCTV camera installation had worked well to curtail the pervious Anti-Social Behaviour problems with no recent incidents having been reported.

**353.1 RESOLVED:** That the report be noted.

.2 Update on Future development areas from the Town Clerk

The Town Clerk informed that the Council had been appointed as Locality lead for Big Worle and as such a member of the Development team would be working at Big Worle two days per week. From initial project meetings there was recognition of further partnership opportunities where Big Worle aspired for a 'Life trail/ Adult Gym' in their next project plan which was waiting approval. Officer teams would be working with Big Worle to explore options on this project as it was also a project area of interest to the council

Following a site meeting with NSC officers it was confirmed that the ability to increase car parking non the site had little scope to expand easily due to any extra space being located on boggy land. The existing car park had been re marked which had relieved some of the parking issues. There was however opportunity to put a mobile concession with the curtilage of the play area and potential opportunity to have access to further land / and current muga facilities. The Town Clerk advised she had been advised to formally request this in writing to NSC, should the committee want to pursue this.

**353.2 RESOLVED:** That the verbal report of The Town Clerk be received.

7.2.1 Additional equipment provision (older youths/adults)

North Somerset Council had expressed a willingness to give extra space for more provision but would not be able to fund any equipment.

Options to secure funding for an outdoor gym continued.

**353.3 RESOLVED:** That the verbal report of The Town Clerk be noted.

7.2.2 Opportunities for concession/park facilities

The chair reported that there was a need to look at toilet facilities at the site and obtaining use of The Community centre would be the best route to achieving this.

**PROPOSED BY:** Councillor Peter Crew

**SECONDED BY:** Councillor Simon Harrison-Morse

A vote was taken and accordingly it was **carried**.

**353.4 RESOLVED:** To explore the possibility of gaining the use of the Community Centre to further enhance the park facilities and operations (to include toilet facilities).

**354**

**Waterpark**

8.1 Operational model 2024

The Town Clerk reported that the concession had now been taken back but negotiations had been difficult and negotiation to offset outstanding monies owed to the council with equipment on site had been necessary. It was felt to be the best option for the council to be able to take back ownership of the kiosk in time to operate as per the business plan in April 2024. The Assistant Town Clerk reiterated that the condition of the Kiosk was exemplary and that to buy equipment that we would require to trade would be in excess of the final settlement value of £10,000.

**354.1 RESOLVED:** That the settlement of £10,000 be approved noting the early termination of the concession agreement had been achieved.

8.2 Play Park Procurement and Intermediate works

A report was presented on a PowerPoint. Some immediate works were needed at The Waterpark site to replace the following pieces of equipment. In order to have an element of play provision at the site for the planned Easter Opening.

These pieces of equipment were:

- Zip wire
- Cradle Swing
- Snake swing

Quotations have been received as below:

- Peak Playgrounds
- GB Sports
- Green Play
- Outdoor Play

Members discussed the quotations.

**PROPOSED BY:** Councillor Peter Crew

**SECONDED BY:** Councillor Simon Harrison-Morse

A vote was taken and accordingly it was **carried**.

**354.2 RESOLVED:** To approve the use of the EMRRP budget to carry out these works by Outdoor Play as they meet the conservation requirements negating the need for planning consent and offering a like for like replacement at a cost of £37.025.

There being no further business, the Chairman closed the meeting at 3.26 pm

Signed: ..... Dated: .....

**Chair of the Tourism and Leisure Committee**

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>470 Parks &amp; Play Areas</u>							
1076 Water Play Area Kiosk Income	0	3,850	7,000	3,150			55.0%
1077 Water Park Admissions	0	18,381	45,000	26,619			40.8%
Parks & Play Areas :- Income	0	22,231	52,000	29,769			42.8%
4102 NNDR	0	0	449	449		449	0.0%
4104 Utilities - Water	44	1,119	3,004	1,885		1,885	37.3%
4105 Utilities - Heat & Light	220	17,932	11,500	(6,432)		(6,432)	155.9%
4109 Alarm system	0	398	500	102		102	79.6%
4114 Refuse Removal	0	0	500	500		500	0.0%
4138 Water Play Area Rent	989	12,754	10,242	(2,512)		(2,512)	124.5%
4140 Recreation Grounds	0	78,060	86,725	8,665		8,665	90.0%
4300 Parks&Play Area EMRRP Holding	3,840	6,080	(20,725)	(26,805)		(26,805)	(29.3%)
4301 Ashcombe Park Lower	0	3,095	3,094	(1)		(1)	100.0%
4302 Ashcombe Park Upper	0	1,243	1,242	(1)		(1)	100.1%
4303 Broadway Play	0	2,191	2,190	(1)		(1)	100.0%
4304 Broadway Skate Park	0	1,243	1,242	(1)		(1)	100.1%
4305 Byron Rec	0	1,243	1,242	(1)		(1)	100.1%
4306 Castle Batch Lower	0	14,100	14,100	0		0	100.0%
4307 Canberra Road	0	3,089	3,089	(0)		(0)	100.0%
4308 Clarence Park	0	1,816	1,814	(2)		(2)	100.1%
4309 Conniston Green	0	1,243	1,242	(1)		(1)	100.1%
4310 Ellenborough Park East	0	1,849	1,847	(2)		(2)	100.1%
4311 Grove Park	0	1,243	1,243	(0)		(0)	100.0%
4312 Hutton Moor Skate Park	0	1,926	1,927	1		1	99.9%
4313 Jubilee Park	0	1,588	1,590	2		2	99.9%
4314 Locking Castle (Maltlands)	0	1,243	1,243	(0)		(0)	100.0%
4315 Lynch Farm	0	1,243	1,244	1		1	99.9%
4316 Millennium Green	0	2,005	2,006	1		1	100.0%
4317 Uphill Junior Play Area	0	5,400	5,402	2		2	100.0%
4318 Uphill Toddler Play Area	0	4,332	4,333	1		1	100.0%
4319 Water Adventure Play Park	0	87,349	87,349	(0)		(0)	100.0%
4320 Worle Recreation Ground	0	1,672	1,672	0		0	100.0%
4321 Wyvern Close	0	1,470	1,472	2		2	99.9%
4322 Ellenborough Park West	0	1,243	1,243	(0)		(0)	100.0%
4324 Dartmouth Close	0	1,669	1,668	(1)		(1)	100.0%
6000 Admin Salaries Recharge	0	11,063	11,902	839		839	93.0%
6005 Admin Overhead Recharge	0	3,043	3,341	298		298	91.1%
6009 HQ recharges	0	1,220	3,377	2,157		2,157	36.1%
6010 Grounds Salaries Recharge	0	56,063	63,745	7,682		7,682	87.9%
6015 Grounds Overhead Recharge	0	12,116	15,609	3,493		3,493	77.6%

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6030 Operational Staffing Recharge	0	5,549	3,498	(2,051)		(2,051)	158.6%
6035 Operational Overhead Recharge	0	981	704	(277)		(277)	139.3%
Parks & Play Areas :- Indirect Expenditure	5,093	349,872	337,865	(12,007)	0	(12,007)	103.6%
Net Income over Expenditure	<u>(5,093)</u>	<u>(327,641)</u>	<u>(285,865)</u>	<u>41,776</u>			
Grand Totals:- Income	0	22,231	52,000	29,769			42.8%
Expenditure	5,093	349,872	337,865	(12,007)	0	(12,007)	103.6%
Net Income over Expenditure	<u>(5,093)</u>	<u>(327,641)</u>	<u>(285,865)</u>	<u>41,776</u>			
Movement to/(from) Gen Reserve	<u>(5,093)</u>	<u>(327,641)</u>					

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>480 Tourism &amp; Marketing</b>							
4031 Equipment - Rental	0	13	0	(13)		(13)	0.0%
Tourism & Marketing :- Indirect Expenditure	0	13	0	(13)	0	(13)	
Net Expenditure	0	(13)	0	13			
<b>481 Tourism Love Weston / Dest Mar</b>							
1040 VIC Advertising Income	6,401	17,465	15,000	(2,465)			116.4%
Tourism Love Weston / Dest Mar :- Income	6,401	17,465	15,000	(2,465)			116.4%
4000 Staffing Costs	0	57,232	53,427	(3,805)		(3,805)	107.1%
4030 Equipment Purchase	0	34	64	30		30	52.9%
4039 Advertising & Marketing	0	3,491	9,000	5,509		5,509	38.8%
4041 Fees, Subs and Conferences	0	45	250	205		205	18.0%
4062 Tourism-Love Weston website	4,509	12,306	11,500	(806)		(806)	107.0%
4107 IT Support & Upgrade	180	2,406	1,003	(1,403)		(1,403)	239.9%
6000 Admin Salaries Recharge	0	10,207	10,978	771		771	93.0%
6005 Admin Overhead Recharge	0	3,460	3,782	322		322	91.5%
6009 HQ recharges	0	1,124	1,408	284		284	79.8%
Tourism Love Weston / Dest Mar :- Indirect Expenditure	4,689	90,305	91,412	1,107	0	1,107	98.8%
Net Income over Expenditure	1,712	(72,839)	(76,412)	(3,573)			
<b>482 Tourism VIC costs</b>							
1040 VIC Advertising Income	0	99	1,500	1,401			6.6%
1043 VIC Retail/Shop Income	0	5,207	3,000	(2,207)			173.6%
Tourism VIC costs :- Income	0	5,306	4,500	(806)			117.9%
4000 Staffing Costs	0	48,047	61,137	13,090		13,090	78.6%
4013 Training	0	136	1,865	1,729		1,729	7.3%
4014 P P E / Health & Safety	0	51	1,000	949		949	5.1%
4031 Equipment - Rental	4	285	1,000	715		715	28.5%
4034 Equipment Repairs	0	71	1,000	929		929	7.1%
4035 Telephone	68	1,734	792	(942)		(942)	219.0%
4036 Stationery	0	179	200	21		21	89.7%
4039 Advertising & Marketing	0	213	1,000	787		787	21.3%
4119 Notice Boards	0	186	1,500	1,314		1,314	12.4%
4136 Credit Card Chgs	0	427	450	23		23	94.8%
4151 Catering	0	89	75	(14)		(14)	118.7%
4225 VIC Stock	0	1,165	2,000	835		835	58.3%
6030 Operational Staffing Recharge	0	8,820	34,705	25,885		25,885	25.4%



## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
6035 Operational Overhead Recharge	0	5,897	4,202	(1,695)		(1,695)	140.3%
Tourism VIC costs :- Indirect Expenditure	72	67,299	110,926	43,627	0	43,627	60.7%
Net Income over Expenditure	(72)	(61,993)	(106,426)	(44,433)			
Grand Totals:- Income	6,401	22,771	19,500	(3,271)			116.8%
Expenditure	4,761	157,617	202,338	44,721	0	44,721	77.9%
Net Income over Expenditure	1,640	(134,845)	(182,838)	(47,993)			
Movement to/(from) Gen Reserve	1,640	(134,845)					

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>484 Waterpark Kiosk and Admissions</b>							
4013 Training	390	390	0	(390)		(390)	0.0%
4014 P P E / Health & Safety	13	13	0	(13)		(13)	0.0%
4030 Equipment Purchase	2,365	12,365	0	(12,365)		(12,365)	0.0%
4110 Cleaning	47	47	0	(47)		(47)	0.0%
4406 Bar Stock	253	253	0	(253)		(253)	0.0%
4407 Museum cafe stock	245	245	0	(245)		(245)	0.0%
4408 Museum shop stock	234	234	0	(234)		(234)	0.0%
Waterpark Kiosk and Admissions :- Indirect Expenditure	<u>3,547</u>	<u>13,547</u>	<u>0</u>	<u>(13,547)</u>	<u>0</u>	<u>(13,547)</u>	
Net Expenditure	<u>(3,547)</u>	<u>(13,547)</u>	<u>0</u>	<u>13,547</u>			
Grand Totals:- Income	0	0	0	0			0.0%
Expenditure	3,547	13,547	0	(13,547)	0	(13,547)	0.0%
Net Income over Expenditure	<u>(3,547)</u>	<u>(13,547)</u>	<u>0</u>	<u>13,547</u>			
Movement to/(from) Gen Reserve	<u>(3,547)</u>	<u>(13,547)</u>					

## **5.1 Start of Season & General Update**

### 5.1.1 – Start of Season

- Weston Welcomers – 19 Welcomers of which 10 are new to WTC
- The season has started well with Welcomers out every day, engaging with visitors

### 5.1.2 Website statistics for February 2024

- Please find below website statistics for [www.visit-westonsupermare.com](http://www.visit-westonsupermare.com) for February 2024 (organic). The increase has been due to signposting via our social media channels, driving up SEO and engagement on our website:
  - 43k sessions, up 43.8% on same time previous year
  - 72k unique views, up 33.9% on same time previous year
  - Organic search enquiries were up 33% on previous year to 33,672
  - Continue to be no. 1 in searches for main enquiries for WsM, when searching by Google (80% of world-wide searches)
  - Most viewed pages were (excl home page):
    - What's On in WsM
    - Things to do in WsM
    - Attractions
    - Reasons to visit WsM – dog friendly

### 5.1.3 Social Media Update

For the year commencing March 2023 to date the following has been achieved:

- Facebook – 1.4m reach (998% increase in engagement in the year)
- Instagram – 31.3k (337.7% increase in the year)

### 5.1.4 Explore North Somerset

The Tourism and Information Services Manager spoke at the last Explore North Somerset in March. Over 40 businesses were there, this enabled networking with three potential new partners (Motorhome Holiday Company in Hewish, Lower Laurel Farm in Banwell and Walnut Tree Holiday Farm in Hutton)

Visit Weston have been asked to attend the next to update on visitor in 17<sup>th</sup> June at Yeo Valley.

## **5.2 Partners report update**

The Visitor & Information Services Manger will verbally discuss in detail the listings below at the meeting:

### 5.2.1 New partners and changes to partnership levels

#### **New**

- Laurel Farm Glamping (Mark)
- The Grand Atlantic
- Little Town Adventures
- Lauriston Hotel
- The Winter Gardens

#### **Working with /in the pipeline**

- Nicks and Mentone Hotel
- Lower Laurel Farm (Banwell)
- Motorhome Holiday Company
- Walnut Tree Holiday Farm

### 5.2.2 Business Closures and openings

#### Closures

- Clip n Climb (up for sale)
- UFO (bike hire from Sovereign and the team are trading back from their original shop)

#### Openings/Opened

- Little Town Adventures – May 2024
- Rage Room (part of Laser Quest)
- The Art Gallery & Studio (opposite Plaza Cinema – opens 20<sup>th</sup> April)

### 5.2.2 Airbnb in North Somerset

a verbal update will be provided at the meeting from the Visitor & Information Service Manager.

#### **Members are requested to:**

Note the report.

**Jane Murch**

Visitor & Information Services Manager

29<sup>th</sup> March, 2024

**Tourism & Leisure Committee Tuesday 9<sup>th</sup> April 2024**

**Item 6.1 General Play Provision Update**

**Report of the Assistant Town Clerk – Operations Services**

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**6.1 Play Strategy progress**

A meeting has been arranged for Friday 12<sup>th</sup> April 2024 with three selected members of the Tourism and Leisure Committee and Assistant Town Clerk for Operational Services to take part in a site visit of Weston Town Councils play provision across Weston-super-Mare.

It was agreed that 3 councillors would take part in this assessment of the play areas ahead of the play strategy.

**6.1.1 Initial play areas to visit 12<sup>th</sup> April 2024**

- Millennium Green
- Maltlands
- Jubilee Park
- Byron Rec

**6.1.2 Play areas to visit following recent work to show comparison**

- Castle Batch
- Coniston Green

**Members are requested to:**

To note the visit and provide any further play areas they wish to see visited as part of this exercise ahead of the play strategy development during 2024.

**Fay Powell**

Assistant Town Clerk – Operational Services  
27<sup>th</sup> March 2024





Castle batch all-inclusive SEND play...

Worle Recreational Ground

Ashcombe Park Playground

Ashcome park lower

Grove Park Play area

Maltlands Play Area

Spirit Wedding Cars

Hutton Moor Skatepark

Childrens Play Area

Byron Recreation Ground

Canberra Road Play Area

Uphill Playground

Carousel



**Tourism & Leisure Committee Tuesday 9<sup>th</sup> April 2024**  
**Items: 6.3 & 6.4 - General Play Provision Update continued**

**Report of the Grounds Manager**

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**6.3 General Play update**

We have carried out the repairs to the wooden fort to make this safe and usable for the summer season, boarding up the main fort entrances where there was fire damage and repairing rotten timbers. We have levelled areas of the ground and added top soil where there was excessive ground erosion, installed turf and rubber matting to BS EN 1177 slip and fall resistant with a falls height of 2 meters to go around the fort and other play equipment to make this safe and prevent injury from falls and to avoid potential trip hazards. We have also infilled the sand pit with play sand.

The grass has been cut and strimmed around the edges of the park. We have jet washed the Splash Pad and infilled the wet pour shrinkage area as a short-term measure, whilst we work with our contractor on a resolution for this for the longer term.

We have instructed Outdoor Play to carry out the replacement of the zip wire, snake rope swing and the basket swing due to the wooden frame structures being rotten. Outdoor Play have scheduled in the work to commence on 15<sup>th</sup> April and will need to close the park for 1 day (they are proposing the 22<sup>nd</sup> April to enable the concrete mixer to come into the park safely and for them to be able to move their machinery safely.

We have successfully completed the wet pour repairs at Upper Ashcombe park and are commencing wet pour repair works at Ashcombe Lower park.

We are continuing to carry out play repairs across all our play facilities, which is making a positive impact. We are also continuing to carry out monthly inspections of our play equipment across all our play areas.

Castle Batch continues to be very popular and the vandalism appears to have reduced at this present time.

**6.4 Existing play area repairs - To provide direction for interim needs ahead of play strategy adoption**

We have created a timeframe for the works at some of the play areas which we have identified as a priority:

Site Name	Description of work	Start	Finish	Duration	Date Complete
Water Park	Water Park start to finish Grounds Team	05/02/2024	11/03/2024	26 day	Items 6.3 & 6.4
	Organise Materials for works, meet potential suppliers, etc	05/02/2024	08/02/2024	4 day	8.02.24
	Erect Harris fencing around the fort - Repairs to fort - remove draw bridge, create wooden frame to take boarding up, repair wooden walkways where needed and fort turrets where rotten etc	12/02/2024	16/02/2024	5 day	19.02.24
	begin ground works, levelling existing area, add new soil, re-turf all around fort and other areas as needed to make safe	19/02/2024	23/02/2024	5 day	11.03.24
	install rubber matting and peg down into new turf around Fort and other areas where needed for H & S	26/02/2024	08/03/2024	10 day	11.03.24
	clear sand pit, make good with wood, infill with soil and re-turf outside	04/03/2024	06/03/2024	3 day	11.03.24
	reinstate sand to the sand pit	06/03/2024	08/03/2024	3 day	15.3.24
	Any catch up works due to poor weather	11/03/2024	15/03/2024	5 day	infill wet pour w/c 4.4.24 weather dependant
	Mow and strim Grass, clean Splash Pad	18/03/2024	22/03/2024	5 day	28.03.24
Wet Pour Repairs Ashcombe Upper & Lower	Recommence wet pour repairs - Ashcombe Upper	18/03/2024	22/03/2024	5 day	14.03.24
	Recommence Wet Pour repairs Ashcombe Lower	25/03/2024	05/04/2024	10 day	In progress
Maltlands	Maltlands Park erect Harris Fencing/ close park remove grass matting and reinstate soil and turf	08/04/2024	19/04/2024	10 day	0
	Remove Toddler Multi play	17/04/2024	19/04/2024	3 day	0
	Toddler Multi-play Area - reinstate soil & re-turf area	22/04/2024	23/04/2024	2 day	0
	move green slide into play area and secure. Close entrance (where green slide was) to the park	24/04/2024	26/04/2024	3 day	0
	remove brambles, cut grass, strim	29/04/2024	01/05/2024	3 day	0
	catch up days weather dependant	01/05/2024	03/05/2024	3 day	0
Byron Rec	Bryron Rec - Harris Fence/ Close park remove Gorilla wooden structure	20/05/2024	24/05/2024	5 day	0



**Items 6.3 & 6.4**

	Remove green matting reinstate soil , re-turf and install rubber matting and peg down	27/05/2024	07/06/2024	10 day	0
	reinstate swings	10/06/2024	11/06/2024	2 day	0
	Paint hop scotch onto tarmac area	10/06/2024	10/06/2024	1 day	0
	mow existing grass and tidy brambles, cut epicormic growth from base of trees	11/06/2024	12/06/2024	2 day	0
<b>Wet Pour Repairs Uphill Toddlers and Ellenborough</b>	Wet Pour Repairs Uphill Toddlers and Ellenborough East (swings)	20/06/2024	28/06/2024	7 day	0
<b>Millennium Green</b>	Millennium Green erect Harris Fencing/ close play area remove multi play	01/07/2024	02/07/2024	2 day	0
	Remove brambles to tree line on entrance	03/07/2024	05/07/2024	3 day	0
	Mow/ strim play area and football area	08/07/2024	08/07/2024	1 day	0
<b>Grove park</b>	Grove Park Harris Fence/ Close	09/07/2024	09/07/2024	1 day	0
	Remove Multi play tidy grounds, mow/ strim re-turf	10/07/2024	12/07/2024	3 day	0
<b>Re-painting play equipment across all play areas</b>	re-painting works across all play areas	15/07/2024	05/08/2024	16 day	0

**Members are requested to:**

Note the report.

**Sharon Miles**  
 Grounds Manager  
 9th April 2024

**Tourism & Leisure Committee Tuesday 9<sup>th</sup> April 2024**

**Item 7 Castle Batch all-inclusive SEND Play Park  
Report of the Assistant Town Clerk – Operations Services**

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**7.1 Future steps- community engagement & safety; confirmation of next community engagement meeting**

To further our ongoing community engagement with Castle Batch we are working across departments on a Community Engagement programme. This is in its early stages and we will continue to populate a calendar of engagement exercises at Castle Batch play area with the community.

We will be working with our colleagues in North Somerset Council's Community Response Team and our Local Police Beat Team to look at community safety and anti-social behaviour. Run SEND sessions with SEND providers. Use out Weston Welcomer resource to go to site on specific dates highlighted in the example calendar attached to talk to park users and collate information to feed into our Community Engagement plan to help assess the park and its needs for the future.

**Members are requested to:**

To note the report

**Fay Powell**

Assistant Town Clerk – Operational Services  
27<sup>th</sup> March 2024

# 2024

Need a different year? Enter your preferred calendar year in cell B2.

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
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## JAN

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## FEB

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31						

## MAR

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## APR

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## MAY

Tourism Team Surveys

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## JUN

Tourism Team Surveys

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# 2024

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## JUL

Tourism Team Surveys

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
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## OCT

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## AUG

Tourism Team Surveys

Tourism Team Surveys

Su	Mo	Tu	We	Th	Fr	Sa
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
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## NOV

Su	Mo	Tu	We	Th	Fr	Sa
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## SEP

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15	16	17	18	19	20	21
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## DEC