

## **SHAWBURY PARISH COUNCIL**

**Council Clerk - Jack Wilson**

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### **AREAS OF COUNCIL RESPONSIBILITY**

#### **Playing Field:**

The Playing Field is an open space area leased by the Council from the Lichfield Diocese, which is available for use by local residents. Nobridge Ltd. of Cold Hatton are contracted by the Council to cut the grass and carry out general maintenance work on the site

The area houses a children's play area and has facilities for junior football.

There is a 'dog fouling' order covering the whole area.

Litter and refuse is collected from the ground regularly.

Applications from local charitable organisations for use of the field for fund raising activities are normally granted and no fee is charged. Those taking advantage of the facilities have to provide the Parish Clerk with a copy of the organisations 3<sup>rd</sup>. party insurance cover and a risk assessment for the event and to clear all waste material from the site at the end of the event.

It is not normal practice to allow Commercial Organisations access to the ground.

The main access to the ground is controlled by a locked gate and those using the area need to make prior arrangements with the Clerk to gain entry.

#### **Car Park:**

The Council leases and manages the car park adjacent to the playing field.

Car owners leave their cars on the park at their own risk.

On the insistence of the Council's Insurance Company, the use of the car park for unsupervised skateboarding, roller blading and associated activities is prohibited.

#### **The Moat Area:**

The Moat, an area adjacent to the playing field, is an Ancient Monument which is an English Heritage site. The Parish Council has a management agreement with them for maintaining the site and the surrounding area, which is leased from the Lichfield Diocese

A local committee, currently chaired by Mr. Adrian Brown, oversees the development and management of the site and seeks grant aid to improve access and generally improve the area.

Regular reports are made to the Council who budget for the day to day site maintenance.

### **Allotment:**

The Council leases, from the Meres and Mosses Housing Association, an area of land adjacent to the playing field which provides for one allotment. The allotment is sub-let and when it becomes vacant, applications are invited from interested parties. In the event of more than one applicant, Council Members make the necessary decision.

### **Burial Ground:**

The Burial Ground, which is adjacent to the Churchyard, is owned and maintained by the Parish Council and administered by the resident Vicar, who arranges the burials and collects the fees levied by the Council. The current fee stands at £60.00 per site (single grave £60.00, double grave 2x £30) The Vicar also maintains the Burials Register.

The area is enclosed by a fence and a recently planted beech hedge.

In the interests of better management, the Parish Council has produced guidelines for those wishing to inter a relative in the Burial Ground. These can be obtained from the Vicar or the Parish Clerk.

### **Extended Area of the Glebe:**

The Council has just leased the area of the Glebe which lies between the playing field and the River Roden. It is being developed as a Countryside Park area and a committee has been set up under the leadership of Richard Bailey to take responsibility for improving, extending and maintaining the site.

Pathways have been constructed on the site and seating and picnic tables will be put in place early in the New Year.

### **Open Space Area:**

The Open Space area is situated in Bridgeway, Shawbury and is an area of land donated to the Parish Council under Section 10 of the Open Spaces Act 1906

The Act states that the Parish Council shall, subject to any conditions, hold the open space in trust to allow the enjoyment of the land by the public as an open space and to maintain and keep it in a good and decent state.

The Council can enclose it or keep it enclosed with proper railings and gates and it may drain, level, turf, plant, add ornaments or lights, provide seats or otherwise improve it.

However any actions taken by the Council cannot be to an extent whereby it frustrates the use of the space for the purpose of recreation or exercise.

The Council maintains the land and the grass is cut regularly as part of the overall contract with Nobridge Ltd. It has erected fencing and a hedge to protect adjoining properties as the area is used by young people for play activities.

### **Streetlights:**

Most of the street lights alongside the A53 that runs through Shawbury Parish are owned and maintained by Shropshire Council. This also applies to the lights in White Lodge Park, The Glebelands, Mytton Estate and Wem Road.

Other street lighting on adopted roads or areas deemed to be public highways is the responsibility of the Parish Council. A maintenance contract is in place, currently held by EON of Stoke. Lights are visually inspected every two weeks, apart from in the months of May, June and July.

Any concerns about malfunctioning lights may be reported to the Parish Clerk.

### **Bus Shelters:**

The Council owns and maintains the two bus shelters which are sited on either side of Shawbury alongside the A53.

### **Village Seats:**

The Council owns and maintains eight seats set at various locations around the Parish. Council Members will review the provision and consider the purchase of additional seats for locations around the Parish if requested by residents.

### **Children's Play Areas:**

The Council owns and maintains two play areas for children;

#### **1. Millbrook**

This play area has been developed as part of two housing developments which have taken place in the area and on completion the areas were transferred to the ownership of the Council. This area is suitable for supervised children under the age of eight years.

General maintenance of the site and grass cutting is carried out by Mr. Richard Bailey, who also does a weekly check of the equipment.

Any concerns about the area should be reported to Mr. Bailey or to the Parish Clerk

All the equipment is safety checked annually by RoSPA.

#### **2. The Recreation Ground:**

As a result of a tremendous effort by a dedicated team of volunteers who formed a Youth Action Group, sufficient funds were raised to provide a state of the art play area for children, including a 'kick wall' for the older ones. Ownership was transferred to the Parish Council and it has responsibility for the insurance and maintenance of the site.

Mr. Bailey will inspect the site weekly and the annual safety check will be carried out by RoSPA.

### 3. Cycle Dirt Track

Situated at the rear of the Glebelands and adjacent to the playing field, this area affords children of all ages the opportunity to use their cycles in a safe and interesting environment. The site is overseen and maintained by Mr. Richard Bailey and inspected annually by RoSPA.

#### **CCTV Camera and recording equipment:**

The Council owns a CCTV camera which is situated on a lamp post in the Council car park. The recording equipment is located in a locked cabinet in the Village Hall for which the Council pays a nominal rent. The system is managed for the Council by Shropshire Council, whose qualified and registered staff and the police are the only people able to access any recordings.

Checks that the equipment is in working order are carried out by Councillors Frances Medley and Dave Roberts.