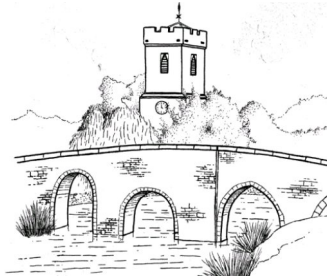


BIDFORD ON AVON PARISH COUNCIL

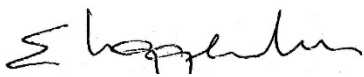
In the County of Warwickshire



To all Members of the Facilities Committee of the Council:
Cllrs. Hiscocks, Hopcraft, Moore and Paterson

You are hereby summoned to attend a Facilities Committee Meeting Committee to be held in the Parish Council Meeting Room, Bramley Way, on Monday 20th October 2025 at 5.00 pm to transact the following business.

15th October 2025


Elisabeth Uggerløse
Clerk to the Parish Council

AGENDA

1. To receive and accept apologies

2. To receive declaration of Interest on Items on the Agenda

- i. All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 28th February 2022, effective from 1st May 2022, and reviewed in May 2025, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.
- ii. Written requests for Dispensations for DPI should be received by the Clerk no later than 24 hours prior to the meeting.
Dispensations will be granted as appropriate.

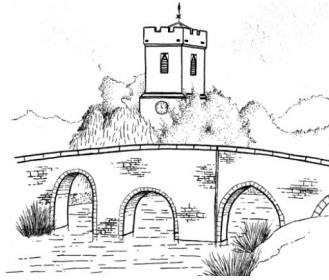
3. To approve the Minutes of the meeting held on 22nd September 2025

Facilities Comm Agenda October 2025

4. **Public Forum** - questions from members of the public. Please be aware that, although members of the public can raise any question concerning any issues, the Committee will only be able to respond to issues relating to the business to be transacted at the meeting. Approx. 15 minutes in total; 3 minutes per person. (Public Participation at Council Meeting Guidance Notes apply). Please note that this is the **only** opportunity members of the public have to raise issues as, once the meeting has started, all discussions are limited to the Council and Officers.
5. **To review** Big Meadow Summer 2025
 - i. Car park income
 - ii. Security guard expenditure
6. **To consider** adoption of Broom Coppice – report circulated
7. **To consider** Kings Lane (Broom) Bridle ay Clearance and Gate installation – report circulated
8. **To consider** Dugdale Sportsfield Tree work – report circulated
9. **To consider** where in the village speed checks should be considered as a starting point to the “Village Speed Review”

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Facilities Committee Meeting held on Monday 22nd September 2025
@ 5.00 pm at the Parish Council Meeting Room.

PRESENT Cllrs Hiscocks – Chairman
Hopcraft, Moore and Paterson.

In attendance Mrs Elisabeth Uggerloese, Clerk to the Parish Council

Also present 1 member of the public

1. TO RECEIVE AND ACCEPT APOLOGIES

None

2. TO RECEIVE DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

- i. All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 28th February 2022, effective from 1st May 2022, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.

None declared

1. Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.
Dispensations will be granted as appropriate.

None received

Facilities Comm Meeting Oct. 2025

Standing Order were suspended

3. PUBLIC FORUM

Standing Orders reinstated

4. TO APPROVE THE MINUTES OF THE MEETING HELD ON 21ST JULY 2025

Cllr Paterson proposed they be accepted as accurate and signed by the Chairman
RESOLVED to accept the Minutes which were signed by the Chairman

5. TO RECEIVE UPDATE FROM THE SPORTS PAVILION WG

Chairman gave verbal report. WG had met and it has been agreed that stakeholders and Cllrs should visit nearby Football and Cricket Clubs to obtain information as to how best to progress our local clubs.
Next meeting will be arranged once this information was collated
RESOLVED to note

6. TO RECONSIDER REQUEST FROM BUSINESS TO LOOK INTO THE POSSIBILITY OF THE PARKING TIME IN THE VILLAGE CENTRE CAN BE EXTENDED FROM 60 TO 120 MINUTES

As resolved by Full Council at its August meeting. It should be noted only the area in the village centre is being considered.
After a short discussion when it was agreed there had been no support from other businesses, it was unanimously
RESOLVED to recommend the period remain at 60 minutes

7. TO CONSIDER COST OF REPAIR TO THE FOOTBALL PITCHES AT DUGDALE SPORTSFIELD AND THE BIG MEADOW: THEY HAVE SUFFERED FROM THIS YEAR'S DROUGHT AND ARE UNPLAYABLE. TO SCARIFY, CLEAR OF WEEDS AND RESEED BOTH AREAS WILL COST UP TO £6,000

Quotes were received on the morning of the meeting and had been circulated.
Cost for Dugdale £3,000
Cost to Big Meadow - £2,950
It was clarified that the Parish Council owns the land at Dugdale and leases the Big Meadow and it, therefore, has a duty of care, to ensure the pitches are playable.
RESOLVED to recommend approval at Full Council

Facilities Comm Meeting Oct. 2025

8. TO CONSIDER REQUEST FROM RESIDENT TO REQUEST A SPEED REDUCTION ON THE WIXFORD ROAD (END OF WATERLOO ROAD TO WIXFORD)

The current speed is 60 mph: the maximum reduction is to 50 mph and the cost will be £8 – 10,000, to be funded by the Parish Council or from the County Councillor allocated funds

This road does not have a pavement and there are other, safer ways of accessing Broom from Bidford, and vice versa, such as, Victoria Road and Damson Way and then the footpath to Jackson Meadow.

After a short discussion it was unanimously

RESOLVED not to recommend this to Full Council as the reduction from 60mph to 50mph is too small at a cost of £8-10k

9. TO CONSIDER REPORT REGARDING SPEEDING CONSIDERS IN THE VILLAGE - INCLUDES

- i. Background
- ii. Items to note
- iii. Items to consider
- iv. Items to approve

The Clerk advised that the WCC Officer referred to in the Report (Minor Works) is no longer working at WCC and suggested it may be a good idea to use him as a Consultant, subject to agreeable terms, to help Council audit speed in the village and propose adequate measure to reduce this.

RESOLVED to enquire as to the cost of Consultant and, if acceptable, recommend Council contract him to help plan speed reduction in Bidford

10. TO CONSIDER CARRYING OUT A SPEED SURVEY OF BIDFORD HIGH STREET WITH A VIEW TO REDUCING THE SPEED TO 20MPH

3 sites have been identified

- i. No 94 (Bidford Computers)
- ii. No 17 – Pharmacy
- iii. No 12 – Old Beans

Cost £720 for 2 x weeks

It was agreed that a speed survey was not required for the west end of the High Street.

RESOLVED to recommend speed survey for the east side of the High Street at a cost of £480

11. TO CONSIDER AND APPROVE THE ALLOTMENT DOCUMENTS, CIRCULATED, AND TO NOMINATE THE CLERK AS DELEGATED REPRESENTATIVE OF THE PARISH COUNCIL, AS RECOMMENDED BY THE NATIONAL ALLOTMENT ASSOCIATION

RESOLVED to recommend approval of documents (Constitution, Management and Tenants Agreements) and appoint the Clerk as the delegated representative of the Parish Council

12. TO RECEIVE VERBAL UPDATE ON BIG MEADOW

Full review to take place at the October meeting, to be able to assess the full season.

Numbers of vehicles using the Big Meadow should be available from Smart Parking. Clerk will be able to supply income (car park fees) and expenditure (Security)

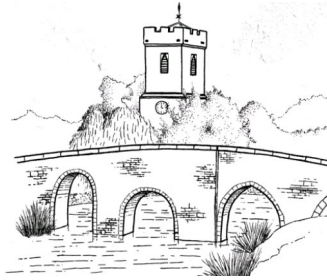
Clerk has requested WCC to advise if it is possible to have electronic signage by the roundabout indicating if the Big Meadow car park is full to avoid traffic chaos

RESOLVED to note

Meeting ended at approx. 5.35 pm

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 5 -BIG MEADOW - REVIEW/UPDATE

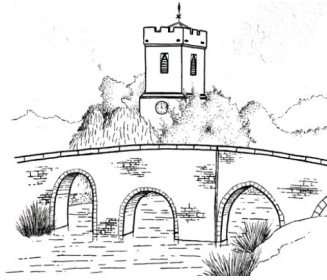
1. CAR PARK INCOME	2025	2024
• Aoril	£2845	£787
• May	£7169	£14422.15
• June	£4573.46	£13198
• July	£5973.02	£12897
• August	£6592.73	£8669
• September	<u>£2160</u>	<u>£1532.75</u>
	£29456.52	£51487.90
2. SECURITY GUARDS		
• 2024-	£15,498	
• 2025	£13,392	
3. NET INCOME		
• 2024 -	£35989.90	
• 2025 -	£16,064.52	

It should be noted that these figures show only the income from car park fees and the cost of 2 x security guards on weekends.

It does not include the cost of leasing and maintaining the Big Meadow

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 6 – BROOM COPPICE SITE – PROPOSED ADOPTION

Our inspection of the site revealed the naturalization of the site with dense undergrowth fallen trees and low tree canopies. There are no visible signs of substantial wildlife occupation.

It was noted that the site has been considerably flooded in recent times.

To allow public access to the site and designate it as a POS considerable remedial works may be required. Walkways through the site could be created to allow safe public access. Some tree removal may also be required along with ground debris and trip hazards being removed.

As a guide to creating a POS for the site we estimate a cost of £1,500 + VAT

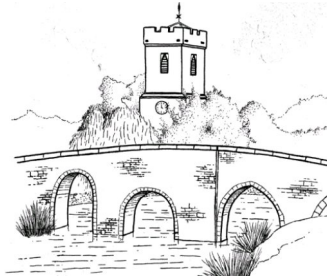
A further annual cost of maintaining the walkways with two site visits per year would be approximately £600.00 per annum

To designate the site as an environmental and wildlife protected site, we recommend a post and rail fence is installed over the entire river side boundary of the site, circa (75 metres) to discourage public access. Alternately, a suitable hedge planting on the river side boundary to discourage access to the site. Suitable signage could be installed stating the site is a wildlife sanctuary and is not to be disturbed.

To enhance the wildlife sanctuary bat and bird boxes could be installed on trees and hibernacula's installed within the site to accommodate amphibians and reptiles from the nearby pond and river as well as small rodents. As a guide to creating an environmental and wildlife sanctuary for the site we estimate a cost of fencing or hedge planting the frontage and supplying wildlife accommodation would be circa £3,500 + VAT

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 7 –KINGS LANE BRIDLEWAY CLEARANCE AND GATE INSTALLATION

Clearaance Works

A comprehensive inspection of the entire length of the bridle way has been undertaken. Based on this assessment, we propose to clear the overburden of trees and bushes to a height of 3.5 metres. The surface of the bridle way will be cleared to a width of 3 metres, ensuring safe and unobstructed passage. All resulting arisings from the clearance will be processed into woodchip, which will remain onsite.

The charge for the clearance works will be £480.00 plus VAT.

Bridle Way Gate Installation

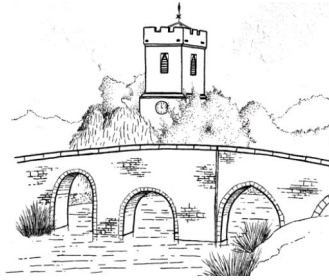
We propose to supply and install a new bridle way gate at the northern end of the bridle way. This installation will include a section of post and rail fencing, aligned with the existing garden fence of the last house, effectively securing the bridle way from unauthorised vehicle access. The new fencing will comprise a four-rail post and rail section, matching the existing field boundary fencing and filling the gap adjacent to the new gate.

The charge for the supply and installation of the gate and fencing will be £850.00 plus VAT.

As an alternative, two wooden bollards 150mm square and 1 metre high could be installed at the site to prevent vehicles from accessing the bridle way our charge for the supply and installation of two substantial bollard will be £180.00 plus VAT

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 8 – DUGDALE SPORTSFIELD TREE WORK

Having inspected all the trees on all the boundaries of the Dugdale playing field we offer the following remedial works specification and quotation:-

We offer to carry out the following works in a single operation.

Northern boundary of the playing field the two badly diseased willow to be completely felled to prevent any further potential damage or injury.

Next to the willow is a large oak tree leaning over the field and is at a dangerous angle due to its large size and its proximity to the maintained part of the field.

This tree will be felled for public safety.

Further along the northern boundary is another large willow showing extensive signs of disease in the canopy and trunk and this will be felled for public safety.

On the western field boundary there is a sizable dead prunus tree to be felled.

On the southern boundary several large lime trees have very low canopies over hanging the maintained part of the field which is a potential hazard to the public. The trees will have a canopy lift to 3 metres, and the tree's base growth is to be removed.

The above specification is to remove five trees which are a hazard in a public open space

Our charge to fell the trees and remove all the arisings from site for recycling will be £1850.00 plus VAT

Our inspection also noted that seven recently planted trees on the northern and southern boundaries are dead and need replacing.

We offer to replace the seven dead trees and if you wish more trees to compensate for the removal of the five felled trees

Facilities Comm Oct. 2025 – Item8) Dugdale Sportsfield Tree Work

Our charge to supply and plant new trees with tree stakes and guards will be £135.00 per tree.

If this quotation is acceptable, we will endeavour to carry out the felling and removal of arising in late October or early November while the field surface is still firm for vehicle access

Replacement tree planting will be in November onwards