



# Bristol Parks Forum

representing resident led parks groups and city wide organisations  
involved in protecting and improving Bristol's green spaces

## MINUTES OF THE MEETING HELD ON 31st October 2009 AT WINDMILL CITY FARM, BRISTOL

### *Attendees*

**AA** - Alan Aburrow - Friends of Baddock's Wood, **AB** - Alison Bromilow - RCAS, **AC** - Andre Coutanche - Malago Valley Conservation Group, **AS** - Angela Stansbie - Friends of Brandon Hill, **BB** - Ben Barker - Dame Emily Park Project, **CL** - Catherine Lillis-James - Buried Treasure, **CN** - Catherine Newman - Bristol City Council – Admin Officer, **ES** - Eileen Stonebridge - Friends of Old Sneed Nature Reserve, **FB** - Fraser Bridgeford (Chair) - Castle Park / Friends of Brandon Hill, **GB** - Gill Brown - Civic Society, **GH** - Cllr Gary Hopkins - Friends of Redcatch Park, **HH** - Hugh Holden - Civic Society, **HW** - Heather Williams - Hartcliffe Millennium Green, **JC** - Jennifer Crook - BCC - Events Officer, **LA** - Cllr Lesley Alexander - Activate Fishponds, **LG** - Lois Goddard - Redland Green, **MC** - Marie Jo Coutanche - Malago Valley Conservation Group, **ML** - Mill Lusk - Buried Treasure, **NC** - Nancy Carlton, **NV** - Nicolette Vincent - Friends of Brandon Hill, **PS** - Peggy Stonebridge - Avon Garden Trust, **RB** - Richard Bland - Friends of The Downs, **RB** - Roland Bruce - Mina Road Park Group, **RAC** - Rob Acton-Campbell - Friends of Troopers Hill, **RK** - Raquib Khandker - BCC - Community Development Officer, **RT** - Robert Thurston - BCC - Operations Manager, **SAC** - Susan Acton-Campbell - Friends of Troopers Hill, **SB** - Sharon Bennett - Ashton Vale Heritage, **SP** - Steve Perry - Friends of St Andrews Park, **TY** - Trisha Young - Ashton Vale Heritage, **VS** - Vi Showering - Friends of Redcatch Park

### *Apologies*

**AM** - Alec Milne - Friends of Netham Park, **AS** - Angela Stuckley - Callington Road Nature Reserve, **CH** - Cheryl Hawkins - Friends of Stoke Lodge, **DR** - Doug Reid - Friends of St Andrews Park, **GD** - George Denton - Withywood Community Forum, **GT** - Gordon Tucker - Civic Society, **DH** - Derek Hawkins - Friends of Stoke Lodge, **DS** - Denis Stuckley - Callington Road Nature Reserve, **IH** - Ilse Hambrook - Friends of Easter Gardens, **JCH** - Janet Carr-Hyde - Gores Marshalls, **JC** - Jo Corke - Friends of St Andrews Park, **JP** - John Purkiss - Friends of the Avon New Cut, **MH** - Maggie Hughes - Kingfisher Group, **PW** - Peter Wilkinson - Bristol City Council - Park Service Manager, **SS** - Sheila Stevens - Bristol in Bloom, **WP** - Wendy Pollard - Avon Gardens Trust

<b>Agenda Item</b>	<b>Discussion Points/ Outcomes &amp; Actions</b>	<b>Actions</b>
<p>1.</p> <p>1.1</p>	<p><b><u>Operations Update</u></b></p> <p>Robert Thurston introduced himself as the new Parks and Estates Operations Manager.</p> <p><b>Central Contract</b></p> <p>The procurement process for the central contract is now on track. The team are currently evaluating 7 tenders and interviews are planned to take place on Thursday 05/11/09.</p> <p>Parks and Estates will be working on a recovery plan to ensure that maintenance standards are brought up to specification for the new contractor. These works will continue through to Autumn 2010 and will be funded in addition to the central contract.</p> <p>RB commented that he had more involvement during the quality assessment stage with the South Bristol contract and input on the interviews questions, overall he feels there has been a lack of communication throughout the process.</p> <p>RT acknowledged that there has been unavoidable delays in the process and this should have been communicated.</p> <p>RB will represent the BPF in the interviews - RT to arrange meeting with RB to update and discuss the next steps prior to interviews.</p>	<p>RT</p>
<p>1.2</p>	<p><b>South Contract</b></p> <p>Parks and Estates feel the contract is going well and are pleased with Quadron's performance - maintenance of grass/shrubs and quality of scheduled works.</p> <p>Currently the Quality Monitoring team within Parks and Estates monitor the quality of work. Contractors are also required to self monitor performance. Park groups stated that they felt they should also feed into monitoring process.</p> <p>Park groups expressed mixed opinions on Quadron's performance. Northern Slopes have recently met with the park manager and contractor and managed to resolve some issues but Manor Woods commented that they have not noticed improvements and feel that Quadron have not engaged with park groups.</p> <p>There was praise for the CPO's but the general view was that they seem to have unmanageable workloads and in some cases communication is worse now than before the restructure.</p> <p>Parks and Estates are holding a staff conference in December to</p>	

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	review the restructure and BPF asked that they can also feed into this review.	
1.3	<p><b>Recruitment of Community Park Keepers</b></p> <p>The recruitment process for the nine additional CPK's is in progress. It is hoped that these posts will be filled by the end of February 2010. BCC will work with Quadron and the new central contractor throughout the employment process.</p> <p>The sites that will have a CPK have not yet been identified but allocation will be based on areas that experience high levels of ASB, drug use, dog fouling, etc. There are plans to give CPK's enforcement powers which will require collaborative working with PCSO's. BPF asked that CPK's worked with park groups over enforcement issues. Some CPK's may cover smaller parks in close proximity to each other. The CPK's will work annualised hours i.e more hours during the summer.</p> <p>It was queried whether the additional CPK's are an attempt to make up for gaps in the CPO role. Cllr Hopkins confirmed that this is not the case and the role of the CPK will focus on specific local communities.</p> <p>RAC to distribute job specification for CPK role.</p>	RAC
1.4	<p><b>Apprentices &amp; Trainees</b></p> <p>Five trainees have now been appointed and training will start following CRB checks - this is required to enable the trainees to work with children and vulnerable adults.</p>	
2.	<p><b><u>Workshop</u></b></p> <p>A workshop was held to explain the purpose of the current licensing process and gain input and ideas from BPF members to improve the process for future events.</p> <p>The workshop covered the following topics: Licensing process, Funding, Health and Safety, Communications, Consultation. See attached discussion notes.</p> <p>The following BPF members - RAC, SAC, LG, FB SP and TY volunteered to work with Jenny Crook to implement ideas. JC agreed to review ideas with colleagues and prioritise with input from BPF.</p>	

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3.  3.1	<p><b><u>AOB</u></b></p> <p><b>Ashton Vale</b></p> <p>The planning committee are meeting on Wednesday 04/11/09, 17.15 at the Council House to decide on stadium and housing developments.</p> <p>Ashton Vale Heritage Group asked BPF members to attend to show support. The Avon and Wildlife Trust have also produced a letter that can be down loaded and signed in support of this campaign.</p> <p>BPF agreed to support their Village Green application.</p>	
3.2	<p><b>Stoke Park</b></p> <p>Cllr Hopkins stated that Stoke Park conveyance should be completed by June 2010 if costs were agreed.</p> <p>BCC and developers are currently discussing restoration of the damaged wall.</p>	
3.2	<p><b>BRT Line 2 and 3</b></p> <p>Cllr Gary Hopkins confirmed that the BRT lines will not affect the Malago Greenway. However, there are still concerns for Northern Slopes and Ashton Vale fields. There were comments that it is still unclear how the various developments and AGSP's will work together.</p> <p>RAC to add details to BPF website</p>	
3.4	<p><b>Chocolate Factory</b></p> <p>Cllr Hopkins confirmed that development is going ahead , following the consultation regarding access to the cycle path. Cllr Jon Rogers will produce a report based on findings from the consultation.</p>	
3.5	<p><b>Play Pathfinder Projects</b></p> <p>Play Pathfinder projects are on schedule to develop 20 sites within 2 years. See attached document for further information.</p> <p>The renovation of parks that are not included in the Play Pathfinder projects will need to be identified through AGSP's.</p>	
3.6	<p><b>AGSP Programme and Confirmation</b></p> <p>To be discussed at the conference in January.</p>	
3.7	<p><b>Castle Park</b></p> <p>HH encouraged members to review Roger Mortimer's plans for a sustainable development at Castle Park.</p>	

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	RAC to add link to BPF website	
3.8	<p><b>Tree Forum</b></p> <p>The next Tree Forum will be held on Monday 16<sup>th</sup> November, 6pm at the Council House.            HH encouraged members to support the forum which are currently working on producing a Tree Strategy for the next 20 years.</p>	
3.9	<p><b>Snuff Mills - People's Millions</b></p> <p>Snuff Mills are competing for £50k from the People's Millions. To support the group - vote via ITV on Tuesday 24<sup>th</sup> November 2010.</p>	
4.	<p><b>AGM Business - election of chair and vice chair</b></p> <p>BPF members re-elected FB as Chair and HH as Vice Chair - this will be their final year in these roles. RAC, AB, RB and NC were re-elected to the committee.</p>	
5.	<p><b><u>Date of next meeting</u></b></p> <p>BPF Conference - 16<sup>th</sup> January 2010 at Vassells Centre with visit to Snuff Mills.</p>	

