

## **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, an outdoor fitness area and has facilities for junior football.

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

Litter and refuse is regularly collected from the grounds.

Applications from local charitable organisations for use of the field for fund raising activities are normally granted and no fee is charged. Those holding an event, together with any organisation taking part, have to provide the Parish Clerk with a copy of their 3<sup>rd</sup>. party insurance cover and a risk assessment. All waste material must be cleared from the site at the end of the event.

It is not normal practice to allow Commercial Organisations access to the ground and approval for such use needs to be obtained from the Diocese and the Council's insurers.

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 manages and maintains the site and the surrounding area, which is leased from the Lichfield Diocese

#### **Allotment:**

The Council has just purchased an area of land adjacent to the playing field which is sufficient for one allotment. The allotment is sub-let and when it becomes vacant applications for a new tenant are invited from interested parties. In the event of more than one applicant, Council Members make the necessary decision at a Council meeting.

### **Burial Ground:**

The Burial Ground, which is adjacent to the Churchyard, is owned, maintained and administered by the Parish Council which arrange the burials and collects the fees levied by the Council. A register of fees is available on request. A Burials Register is held in the Church. Requests for burial plots or other information should be addressed to the Parish Clerk. The Council handles the administration and oversight of the burial ground for the Council.

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 Parish Clerk.

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

The Council leases the area of the Glebe which lies between the playing field and the River Roden and it is being developed as a Countryside Park area. Pathways have been constructed on the site and seating and picnic tables have been put in place. Bird nesting boxes have been established and wild flower areas planted.

### **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. The Council has erected fencing and a hedge to protect adjoining properties as the area can be 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 and some in Church Street/Poynton 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 Highline Electrical of Oswestry. In line with current Government policy, the Council has replaced sodium lighting with Led Units.

Any concerns about malfunctioning lights should be reported to the Parish Clerk or Shropshire Council.

### **Bus Shelters:**

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

### **Village Seats:**

The Council owns and maintains twelve seats set at various locations around the Parish and Council Members continually review the provision and undertake painting or replacement as necessary.

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

#### **1. Millbrook.**

This play area was developed as part of two housing developments which have taken place in the area and on completion ownership of the play area was transferred to the Council. This area is suitable for supervised children under the age of eight years. It is not suitable for ball games and parents and carers are urged to ask their children to respect this.

Grass cutting is carried out by Nobridge Ltd and regular equipment checks are carried out by Shropshire Council who are also responsible for the annual RoSPA detailed inspection. Any concerns about the area should be reported to the Parish Clerk.

#### **2. The Playing Field.**

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 young children, including a 'kick wall' for the older ones. Ownership was transferred to the Parish Council which has responsibility for the insurance and maintenance of the site.

Grass cutting is carried out by Nobridge Ltd. and maintenance and inspections of the site are carried out regularly by Shropshire Council. A full annual RoSPA safety check is carried out by Shropshire Council.

#### **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 Nobridge Ltd. and inspected regularly by Shropshire Council.

### **Outdoor Fitness Area:**

An excellent fitness area, comprising eleven varied items of equipment suitable for anyone over the age of ten has been constructed on the edge of the playing field opposite the Village Hall.

Funded in the main by grant aid, the site will be managed by the Council and inspected by Shropshire Council with an annual full inspection arranged and carried out during the summer months.

**CCTV Camera and recording equipment:**

The Council owns a CCTV camera which is situated on a street light 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.

Checks that the equipment is in working order are carried out by nominated Councillors.

**Defibrillator:**

The Council owns and maintains a defibrillator which is attached to the wall of the butchers shop at 122, Church Street, by kind permission of the owner.

The unit is monitored and maintained by a small group of volunteers.

**Community - Highways Environment Project:**

The Council currently receives an annual grant of £1,500.00 which has to be match funded by the same amount to create a budget which can be used to undertake outstanding projects on Shropshire Council owned facilities. This money is being used for the replacement and repair of signs; pavement and gully clearance and litter collection.