**Bishopton Playground Association**

**DRAFT Minutes of the Bishopton Playground Association (BPA) General Meeting held on Wednesday 7th August at 7:00pm in The Blue Bell Public House, Bishopton Village**

#  Present: N’ Melaney, S. Harker, S. Pilkington

#  Apologies for AAbsence: J. Kerry, P. Slater, L Foggett

1. **Minutes of the Previous Meeting**
	1. The minutes of the meeting dated 11th July 2019 were accepted with some minor amendments.
2. **Matters Arising**
	1. Item 3: Bank account. No update in absence of Peter Slater and still pending amendments to the Parish Council Bank Account.
	2. Item 4: Returned Questionnaires and initial feedback: Picnic Benches appear to be popular, and it must be noted that the questionnaires have been completed by children. The other popular option is “Big Adventure Tower” which is generally a large play frame incorporating slide(s) and climbing / lookout stations. **ACTION:** S. Harker to prepare a more detailed report for the next meeting.

*The playground association would like to thank Katy Harker aged 6 for assisting with collating the 46 responses into numerical feedback.*

* 1. Item 8: An email address has been set up: **Secretary.BPAssoc@gmail.com**.
1. **Update from Bishopton Parish Council (BPC)**

*BPC recently held an emergency meeting to discuss among other things the matters arising from the inaugural BPA meeting; the following was agreed;*

* 1. Seating: BPC has agreed to purchase 3.no picnic benches on behalf of BPA, to be actioned by Parish Clerk.
	2. Signage: BPC Clerk has sourced and is to order signage as requested.
	3. Maintenance: BPC agreed to reduce grass cutting to 3-weekly intervals during the growing season, which was felt to be adequate and in line with Darlington Borough Council (DBC) timescales. This will continue to be paid for by BPC.
	4. Publicity: BPC Clerk as requested obtained prices for a large advert in the Parish News in order to include details about the playground. This was thought to be too expensive. The playground details are instead to be incorporated within the existing space.

Flyer to advertise an opening event is not feasible as there isn’t a Parish News issue during August and the subsequent issue would be too late. As an alternative it was agreed that the Parish Council will provide A5 flyers, to be distributed by councillors and volunteers.

* 1. Waste Bins: DBC to be asked to provide 2.no waste bins to be sited outside of the gate.

**ACTION:** L. Foggett.

1. **Opening Event**
	1. It was agreed that an opening event will be held on the afternoon of Sunday 22nd September to ensure enough time is allowed for planning and publicity. The style of event will be “bring your own” picnic, chairs, gazebos etc with entertainment consisting of community games to form a low-key family fun afternoon.
	2. The opening event would be used to launch a competition to name and design an official permanent sign for the playground.

# Access

* 1. Access needs to be improved as currently wheelchair/ pushchair access is difficult due to the landscape around the entrance gate. This is to be put to BPC for consideration as inclusive access is a ROSPA requirement.

# Heath & Safety

* 1. ROSPA guidelines were circulated and these are to be adhered to at all times when planning layout, landscaping and equipment to ensure that inspections will be passed. The ROSPA inspection will be annual, however additional 6-monthly inspections will be the responsibility of and undertaken by BPA until the facility is handed over to BPC in future.

# Equipment:

# Members of BPA are to begin to formulate a wish-list, considering ROSPA guidelines, the forthcoming survey report and costs. Initial ideas are to be brought to the next meeting. Once a draft “long list” is prepared, equipment suppliers are to be consulted to assist with narrowing down potential requests to go back to public consultation.

The meeting closed at 8:30 pm.

Then next meeting will be held at 7:30pm on Wednesday 4th September in the Conservatory room in the Blue Bell Public House.

Signed: Chairperson:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_