

MINUTES OF A MEETING OF SOUTH WONSTON PAVILION COMMITTEE 14-06-2022 AT 2.00 pm at the Pavilion

**PRESENT**

Cllrs Perrins (JP) (Chairman), Cllr Street, Nicola Baldwin and Clerk Mrs Jones (RJ)

**APOLOGIES FOR ABSENCE**

Cllr Selby & Peal

**PLAYGROUND**

Nicola Baldwin was invited to the meeting as she is a landscape designer who the Council are looking to commission to develop the recreation grounds; and in particular the playground. Below is her background information and proposal.

The Playground

The playground is situated to the southeast of the village in a rural setting with lovely views. Approached by a tarmac car park leading to the Pavilion community building, outdoor seating area with covered benches, tarmac tennis court, MUGA (Multi-User Games Area) and an outdoor gym. There are several open playing fields to the west of the playground with skatepark, BMX track and wooded walks.

The playground is enclosed to north, south and west by waist height timber fencing. The west boundary has been moved out leaving an additional strip of land within the park. Beyond this fence is a new zip wire and bank. The east boundary does not belong to the PC and is currently marked with barbed wire which is an issue.

The enclosed park is designed for newborns-13 year olds, while teenagers generally go to the skate park and pod at the other end of the playing fields. It is a very popular venue for local families, particularly in the summer when people picnic in the park and surrounds.

The park comprises several pieces of play equipment that have recently been added to. There are several established trees and shrubs in the park that the children like to play amongst. Some of these bushes are quite untidy.

The Brief

1. Following some recent changes to the playground you are looking for a composite redesign of the area, that you can roll out over the next 5 years or so
2. As part of this you want the playground to look more attractive. The area looks ok in summer but in the winter it looks sad. You would like to add plants to the park and introduce colour.
3. You want the space to look naturalised and connected to its rural setting

4. We agreed this is a good opportunity to use the space to help children connect with nature and the senses
5. Whilst the play equipment is to stay, you are not sure the pieces are in the right places. The smaller pieces can be relocated. The vintage metal rocking horse needs a facelift but is also to be retained. The small wobbly animals are to be removed
6. You are interested in suggestions for different equipment that will add to the playground. You mentioned wigwams, mud kitchen, pretend fire pit
7. The additional area of the park (gained when the fence moved) needs to be incorporated into the playground design
8. I recommend extending the design to include the approach to the playground. With the aim of improving the pedestrian route. Vehicular access to the playing fields needs to be retained and there is presently a steep camber in the grass
9. Several established ash trees must be removed. You would like to try and incorporate the wood in the playground design. You suggested bird nesting boxes and we discussed bat and owl boxes
10. Seating in the playground is important. You already have several seats and moveable benches that can be reused. Shaded seating to be included
11. The space will be maintained. Currently you have a man who strims and you employ someone to cut the grass. You propose to employ a new grounds man. As such the design can be mid maintenance
12. Security is generally ok and you have CCTV and signage. You don't want any additional lighting in the play park

We discussed a budget for the redesign of the playground and although you don't have a figure in mind you do have budget available for the project over the next few years. You would like design inspiration to stimulate discussion so we agreed I will design to the brief producing plenty of ideas that can be paired back if required.

### My Proposal & Commercials

1. **DESIGN PLAN** I will produce a scaled concept design illustrating my suggested layout for the playground and approach. This colour and scaled plan shows hard and soft landscaping and encompasses the elements you require. We will discuss and perfect this design before I draw up the final design plan. This final plan can then be used by a landscape contractor or yourselves to roll out the garden design.

As well as the plans, I will also produce a mood board illustrating the type of materials, features and planting I am recommending, so you get a feel of how it will look in the garden.

The cost of the garden design is £5,200 – VAT is not applicable. This includes the initial design, the final plan, mood board, all materials and mileage.

2. **SITE SURVEY** As part of this design project, I propose commissioning a professional scaled topographic survey of the playground and the approach from the car park. This will enable me to understand the size and scale of the area, the levels, boundaries and the sight lines.  
The surveyor has quoted £525 + VAT to produce a topographic survey of this area.

### Other Services

3. **PLANTING PLAN** The plan will illustrate in detail what plants should be planted where in the beds. This A2 colour and scaled planting plan comprises a detailed layout of the plants, indicating their size at maturity and a planting schedule listing how many of each plant are required to roll out the design. The plan is comprehensive so it can be used to roll out the final planting design. I will also produce a mood board illustrating the style of planting and type of plants I am recommending.  
I am happy to provide an additional quote for designing a planting plan when the final design plan has been agreed.

### The Commercials

Payment terms when commissioning a garden design plan are:

10% on commissioning the designs	£520
60% payable on presentation of the initial garden design	£3120
30% upon supply of the final design plan	£1560

Payment of the survey will be due in full on completion of the survey (anticipate October 2022.)

### Timescale

I am currently free to work on your designs in November 2022.

### The Next Step

To commission a design please sign and date this letter to confirm the outline brief is correct and as approval to proceed.

Please return a copy with the initial payment (I've provided an invoice with my online payment details) and then I will add you to the next available slot in my schedule – currently November 2022.

In addition to the survey, I'll also take my own photographs and key measurements so I can accurately scale my designs. I will also take small soil samples to test the soil pH, to ensure the plants I recommend will thrive.

I look forward to hearing from you and in the meantime there's more information about the services I offer on my web site [HerOutdoorz.co.uk](http://HerOutdoorz.co.uk) and you can follow/like Her\_Outdoorz on Instagram and HerOutdoorz on Facebook to receive my seasonal updates.

#### DATE OF THE NEXT MEETING

Tuesday 5<sup>th</sup> July 2022