



# Caldicot Town Council King George V Playing Field, Caldicot Management Plan, Green Flag Award



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# King George V Playing Field, Management Plan

## Introduction

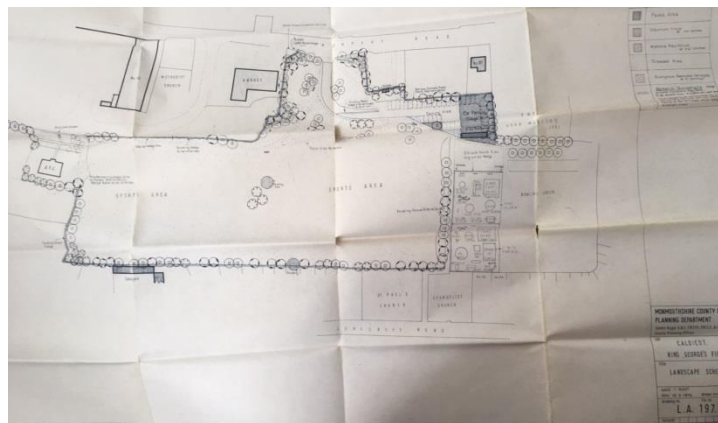
A jewel in the crown, unique green space within the centre of the town, Caldicot Town Council is proud to manage and maintain King George V Playing Field (KGVPF), Caldicot. The Town Council is Trustee of the playing field, which has historical links and significant heritage to the people of Caldicot, the fields can be enjoyed throughout the year by residents and visitors alike.



The King George's Fields Foundation was established as a memorial to King George V by trust deed dated 3 November 1936. Grants were made by this Foundation in respect of a number of recreation grounds throughout the United Kingdom, Caldicot was dedicated as memorial to His Late Majesty and donated to the Council in November 1952.

KGVPF is a recreation ground located in the centre of the town, near to the shopping precinct. The Fields cover approximately 8 acres of land, encompassing a bowls green and associated club, children's play area, adult exercise equipment, storage compound, car park and two football pitches.

KGVPF is managed from the Town Council Office on Sandy Lane, Caldicot, the Clerk is responsible for the day to day management and work is undertaken by contractors.



## Opening Hours

The playing field is open to members of the public at all times. However, due to the nature of the bowls green and associated maintenance, the area is locked overnight.

The Play area at the Playing Fields is locked overnight. It is open as follows:

March – October 8am – 7pm

October- March 8am – 5pm

## Contact Details

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## History of King George V Playing Fields

The King George's Fields Foundation ("the foundation") was established by declaration of trust on 3 November 1936. It has objects directed to promoting the establishment of playing fields (each to be styled "King George's Field" and physically distinguished by the placing of panels or an inscription). Its trustee is the National Playing Fields Association (incorporated by charter in 1933).

In 1935 Caldicot Parish Council held a meeting to consider a celebration of the Silver Jubilee of King George V, a committee was established to arrange a church service, parade, fete, teas, sports and carnival ball. Following the celebrations the committee had a funding balance remaining and a proposal was made that this formed the basis of a fund for a Playing Field.

Over a number of years the committee (now named 'The Caldicot Jubilee Playing Fields Association') held discussions with the National Playing Fields Association, operations were suspended during the war and recommenced in 1946, by 1950 the Association had sufficient funds and a number of sites were considered.



On consultation with Planning Officers, 7 acres of land at Longcroft, owned by Mr W.P. Anstey, was approved and purchased. In 1951 a meeting was held between the Association, Parish Council and District Council and a resolution passed to vest the land in perpetuity to the Rural District Council. The conveyance agreement was signed on 17<sup>th</sup> November 1952.

Grants were obtained from the National Playing Fields Association and King George V memorial fund, a plan was drawn to provide cricket and football pitches, tennis courts, bowling green and children's area. These facilities were included on the playing fields, along with an old army hut for changing rooms and toilets. The small bowling green pavilion was erected by the bowlers.

Management was transferred from the District Council to Caldicot Community Council in 1976 and subsequently, Caldicot Town Council were appointed as sole Trustee, of King George V Playing Fields, in 1983.





*King George V Playing Field as seen from above*

## Section 1: A WELCOMING PLACE

King George V Playing Field is easily accessible either by foot or by vehicle. The main entrance, which can be accessed by vehicles, is located on Newport Road, Caldicot and the entrance is located very close to Caldicot Town Centre. A wide, accessible, entrance leads into a curved road which welcomes visitors into the playing fields.



The location of King George V Playing Fields ensures integration with the town centre and links the green space to the pedestrianised shopping area, with signage directing visitors from Waitrose.



At the main entrance, visitors will be immediately welcomed with the history of the playing fields and display of heraldic panels.

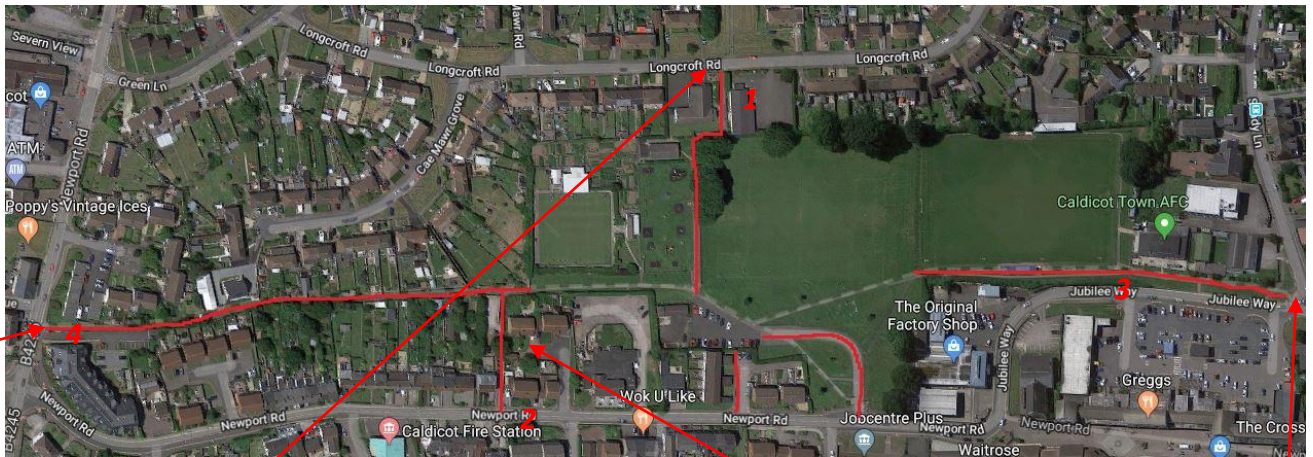


The main entrance to the playing field is located on Newport Road, easily visible to those passing by foot, vehicle or cycling.

The approaching wall is bordered with seasonal flora and fauna, which provides a welcoming and attractive setting.



In addition to the main entrance, pedestrians can enter the area through a number of alternative routes



1. off Loncroft Road (between two churches)

2. off Newport Road, through Waghausen Close



3. off Sandy Lane, onto Jubilee Way and past Caldicot Town AFC

4. In addition, the playing fields can be accessed from the B4245, through a pathway.



On entering the site, visitors are welcomed by a large green open space. The contractor is conscientious of the environment, which remains clean, well maintained and attractive. Seasonal planting is undertaken, which ensures an aesthetically pleasing area, some benches are located around the playing fields for people to sit and enjoy the surroundings.







The Town Council recognise that the use of the space can be maximised and plan to incorporate additional benches within the playing fields. There are picnic benches in the play area which are regularly used and well maintained, these are made of recycled materials and therefore subject to less repair/refurbishment.

The Town Council office is located within a two minute walk of the playing fields, therefore, staff can be at the site in minimal time. In addition, the contractors working within the playing fields are frequently on site and can offer assistance to visitors.

Contractors are extremely courteous in terms of when work is undertaken, for example the bowls green would be treated out of season or when there are no games scheduled and the playing area grass would be cut early morning, prior to the play area being opened, in addition the football pitches are maintained (out of season) to an appropriate standards and grass cut to the required length for playing.



A safe and secure play area welcomes children, there are a number of seating areas within the play area for families to enjoy picnics or for people to relax whilst children play. For safety and hygiene reasons, dogs are not permitted within the play area.

The adult exercise equipment was purchased in 2013 and provides an outdoor exercise venue for people, whilst in the playing fields. Alongside the adult exercise equipment there is a large field, suitable for football, running and other outdoor sports. Caldicot Town AFC use the fenced in Football pitch and frequently hold matches, which are well attended by the public.



Extending the recreational sporting activities within the playing fields, there is a fantastic bowls green and club. The bowls green is well maintained by specialist contractors and is deceptive on approaching through the gate along the path, behind immaculate herbaceous borders the green and bowls club emerge.



The playing field also contains a storage compound, which has previously been used by a charity and the Town Council has plans to develop the compound into a community facility, with public toilets.

The whole site is accessibility inclusive and safe, adhering to requirements set out within the Equality Act 2010 in protecting characteristics such as age, disability, gender reassignment, marriage or civil partnership (in employment), pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The wide road at the entrance has speed bumps to ensure that vehicles travel at minimum speed. There is sufficient space for two vehicles to pass and the car park is located to the side of the fields, which minimises impact on pedestrians.



Wooden bollards surround the playing fields, this gives protection and prevention for the fields and users. As the bollards are of natural material, they complement the appearance of the playing field.

At the main entrance, there are steps for pedestrians to access the playing field, alongside the steps is a path, which is suitable for wheelchair and pushchair users. As the playing field is a large open green space, it lends itself to clear sightlines.

There is sufficient space within the playing field for a myriad of users at the same time i.e. pedestrians, dog walkers and parent with prams/pushchairs. Dogs are required to remain on leads whilst in the playing fields and dogs are not permitted within the children's play area.



In accordance with Caldicot Playing Fields Byelaw 4, 'A person shall not, except in the exercise of any lawful right or privilege, ride any bicycle, tricycle for other similar machine in any part of the recreation ground.'

Therefore, Cyclists are required to dismount when going through the playing fields and this contributes to the safety of all users.



There are many access points into the playing fields for pedestrian users and one entry for vehicles. The road access has 5 mph signs and speed bumps were installed in 2014 to slow traffic on entering and leaving the playing fields. There is a sign at the entrance warning drivers of the speed bumps.

At the road entrance, there are also two pedestrian access points and a disabled access ramp. The fingerpost signage directs users to the different areas within the playing fields.



The site has clear lines of visibility from the entrance and users can easily be drawn into the facilities that they require.



There are a number of signs located around the site, these provide details regarding what is and is not permitted on the playing field.



The facilities within the playing fields meet the needs of a diverse society, however, the requirement to further maximise opportunities is recognised.

## Green Infrastructure Proposals

The Council welcome the need for coherent communication and in considering development of the playing fields, an opportunity has arisen with the unitary authority, Monmouthshire County Council. Funding has become available through Green Infrastructure projects to enhance corridors and entrances into the town, plans have been drawn up so that some of the funding can be used for the wider Caldicot area and some will be utilised to enhance the gateway to the King George V Playing Field.

***See section 8***

### Compound Storage Building

In expanding the opportunities for visitors, the Town Council have undertaken consultation regarding the vacant compound building. The consultation was held with a variety of residents and results offered a wide range of suggestions. The Town Council agreed that further consultation was required prior to development of the compound building.



In 2014 Town Council commenced a project on the Compound Building at the Playing Fields. The compound was a disused building, historically used for equipment storage.

Town Council elected members felt that the residents of Caldicot would benefit from a facility within the playing fields which would complement outdoor recreation. The Town Council established a Compound Working group and through making recommendations to Council, plans have been drawn up and planning permission has been obtained.

The Compound Development project is ongoing, with investigations being undertaken to ensure that appropriate infrastructure is in place. Public consultation was held in November 2017 and further public consultation to be held.

## **Section 2. HEALTHY, SAFE AND SECURE**



As a dedicated recreation space, the charity commission specified the objects of the Charity, which were the provision and maintenance of a recreation ground for the use of the inhabitants of the Town of Caldicot and the neighbourhood thereof with the object of improving the conditions of life for the said inhabitants, the property would be held upon trust for the purposes of a recreation ground.

The outdoor adult exercise equipment was purchased in 2013. The Children’s play area has been continually developed, with new pieces of play equipment being purchased, in the past few years this has included a toddler labyrinth and swing, both are accessible for all and compliant with the Disability Discrimination Act.



The playing fields are regularly monitored by the contractor and any issues reported to Caldicot Town Council immediately. If a visitor has any issues or comments they are able to contact the Town Council office, details are displayed on notices around the playing fields.

All buildings, benches, trees, play equipment and other features at the playing fields are monitored visually by the groundsman to ensure no obvious issues arise.

Specialist contractors are appointed to ensure effective monitoring of buildings, trees and equipment, all contractors are required to submit risk assessments to the Clerk.



Tree surgeons undertake periodic testing, in addition to play equipment testing which is undertaken by an independent inspection company. The details within the inspections formulate part of the Health and Safety review and management plan.

Caldicot Town Council Health and Safety committee undertake regular assessments of the provision of buildings and equipment at the playing fields. An annual Health and Safety review is conducted which ensures that Council policies and procedures are up to date and in accordance with required legislation, risk assessments are undertaken and incident logs are maintained.

The equipment on the playing fields, including within the play area is regularly inspected. This is undertaken on a day to day basis by the contractor, as well as monthly inspections by the unitary authority and annually by an independent play inspection specialist. The inspection reports would be considered by the Health and Safety committee.



The main football pitch and bowls club are maintained by the respective clubs, to which they are associated. The Town Council, as trustee has overall responsibility for all facilities on the playing fields, however, the specific users of the playing field have requested to Town Council that upkeep remains that of the club. The Town Council have written agreements to this effect and the groups would be required to demonstrate that they are indemnified through their activities.

The public toilet facilities are located in jubilee way, a short walk from the playing fields. This is an area for potential improvement, as Town Council recognise that through development of the compound building, on site public toilets would enhance and elongate user opportunities on the fields.

The children’s play area and bowls green are locked every evening, this ensures that grounds are healthy safe and secure. The Town Council are committed to providing a safe facility, locking the gates contributes to preventing unwarranted entry and vandalism.



As a green space within a town, the playing fields are popular with dog walkers and families, the Council promotes responsible dog ownership and enjoyment of facilities for all users. Therefore, signs are clearly displayed which request that dogs are kept on leads whilst using the playing fields and dogs are not permitted to enter the children’s play area, this ensures that dog walkers are welcome and that users without dogs are able to enjoy the facilities.

Dog Waste bins have been installed, by the Town Council, in and around the playing field. The dog waste bins are emptied on a weekly basis by a contractor. In addition, the Town Council works in partnership with the unitary authority, Monmouthshire County Council on the ‘Give Dog Fouling the Red Card’ initiative. The scheme provides dog waste bags and reduced-price dog waste bins to Town and Community Councils, signs and stickers are displayed to further encourage dog owners to pick up waste.



This encourages dog users to collect dog fouling, so that it does not become a danger to children, other animals and wildlife.

### Section 3. WELL MAINTAINED AND CLEAN

There are numerous bins located around the playing fields and signs displayed in various areas.

The site is inspected daily, by a number of contractors. One opens and closes the play area, conducts litter picking as necessary, the contractor undertaking grass cutting also undertakes any litter picking as required.

The public and visitors are encouraged to use the bins located around the site (general waste, dog waste and recycling) and in addition, to clear rubbish after using the area. The Town Council and staff take pride in the appearance of the playing fields and act appropriately to mitigate any issues as they arise.



The Town Council has a number of policies and procedures in place, this includes risk assessments and health and safety. All aspects are monitored by the Health and Safety committee and reported to Town Council.



Waste disposal facilities on the playing fields include general waste, dog waste and recycling bins, the Council have recently installed additional recycling bins on the playing fields, to encourage and maximise recycling opportunities and improve sustainability of the playing fields

Caldicot Town Council is aware of the legal duties under the Environmental Protection Act 1990 and ensures that land is clear of litter and refuse. The Council is committed to protecting and enhancing the natural environment, this includes managing well maintained and clean spaces.

The contractor has a waste license to dispose of any waste/recycling and is very proactive in waste and recycling, through separation of materials in to relevant bins. All horticultural waste is recycled and reused by the groundsman.

The bowls green and one playing field are locked to prevent unnecessary vandalism and to protect any work undertaken by specialist contractors. The compound storage area is locked and secure, with the agreement of Town Council this area may be available for storage use. The area has proved useful in installation of new park equipment and upgrade of facilities, as all equipment, skips etc. has been locked within the compound, which does not encroach on on public access.

The qualified contractors are experts in horticultural issues, this extends from planting of flowers, hedge/tree maintenance, tree inspections, replacement planted trees, to maintenance of bowls green and fields, which are used for football matches.

As a playing field, the natural layout of the site lends itself to a requirement for water and storage. Therefore, all areas undergo legionella and asbestos testing, which contribute to the annual Health and Safety review. The bowls green is managed by specialists, this includes maintenance of the green and associated water systems.

Caldicot Bowls Club and Caldicot Town AFC are run by volunteers, these volunteers contribute to the upkeep of KGVPF, in terms of the time and dedication that they provide in maintaining the facilities for the clubs. The Town Council has established a 'Users Committee' (specifically for clubs using the playing fields), this is where communication becomes important and any issues that arise can be discussed.

Tree inspections are undertaken at regular intervals, with any necessary actions being taken and reports are considered by Town Council (available in the Town Council office). Reports are available within the Town Council office. In 2016 following a tree survey/inspections, it was recognised that a large tree within the playing fields was decaying, tree scans were undertaken which highlighted specific issues.



The Town Council made a difficult decision, as the tree had become part of the community removal of it was subject to public opposition, however, due to Health and Safety the tree had to be removed. This was undertaken safely and by qualified individuals, the dead wood was removed and disposed of appropriately.

The Council agreed that a replacement tree was planted and this was done shortly after removal of the large tree. Tree management is regularly undertaken, this includes planting of new trees, as required. Alongside tree inspections, the Health and Safety Committee also undertake inspections and any issues or concerns would be reported to Town Council. Tree maintenance is undertaken sympathetically and consideration given to bird nesting season and wildlife.



There are a number of trees on King George V Playing Field, this includes, Liquid Amber, Rowan, Sherry, Silver Birch, Oak, Maple, Ash, Pin Oak, Lime.

Should an issue arise at the playing field, such as dumping of waste or an issue with play equipment, the groundsman will report it to the town council. It is sometimes the case that issues are reported by members of the public. In this situation, we would record the complaint and contact the groundsman for him to confirm the issue. If it is believed that anti-social behaviour was involved, a report will be made to 101, the non-emergency number, to have the incident recorded.

The Compound Storage building is the only vacant premises on the playing fields, this is securely locked, alarmed and surrounded by high fencing. The Bowls Club premises and Caldicot Town AFC are securely locked and alarmed, which demonstrates proactivity against vandalism.



Caldicot Town Council has a security management company, who manage all aspects of security and alarm systems. The organisation is immediately notified if there is an issue with premises access or any faults.

All equipment on the playing fields, used by the public i.e. within the play area and adult exercise equipment, are regularly inspected this is to ensure safety of users and prevention of accidents/injury. Day to day visual inspections are undertaken by the contractor and minor hazards/litter addressed, monthly inspections by the unitary authority (Monmouthshire Council) and annual inspections by an independent specialist company (ROSPA). Logs and inspection reports are retained within the Town Council office.

Contractors working on the playing fields are required to submit risk assessments and relevant insurance details. This ensures that Health and Safety legislation is adhered to and that operators are acting accordingly.

## **Section 4. ENVIRONMENTAL MANAGEMENT**



The Council is committed to the well-being of residents of the town, contributing to improve the social, economic, environmental and cultural aspects in the long term.

The Council plays a vital part in representing the interests of the community that it serves within and around Caldicot. The aim is to improve the quality of life of local people and the local environment. Caldicot Town Council is extremely conscious of the environment and through management of the playing fields, do our best to impact on the environment as little as possible, as well as promoting environmental awareness.

The playing fields are a natural home for plant life and wildlife and the green space uniquely located within a town benefits the local environment in many ways, it is visually appealing with trees, flowers and bedding.

The work undertaken by contractors, ensures that wildlife is not disturbed as existing hedgerows, trees and plants provide a natural habitat for birds and insects.

In undertaking work on the playing fields, the contractors ensure that measures are taken to minimise impact to the environment, these include:

- Natural pollination through planting flora and attracting bees
- Environmentally friendly and biodegradable weed killers
- Recycling and appropriate disposal of litter and materials
- Birds, insects and wildlife considered when hedge and tree maintenance undertaken

In appointment of contractors, the Town Council require that public liability and risk assessments are produced, these form part of the Health and Safety requirements and set a base for environmental management. Contractors complete the relevant paperwork, provide qualifications and certificates of competency, this assures Caldicot Town Council that relevant legislation is being adhered to, examples within specific areas for King George V Playing field are:



### **General Grounds maintenance**

- Appropriate footwear and PPE to be worn – to ensure safety, avoidance of slips and trips, flying debris from machinery
- Training and care when using and re-fuelling machines
- Consideration of public when undertaking works - notify any approaching persons
- Ensure safe handling and use of substances
- Safe use in ensuring blades covered, on cutting machines, after use
- Avoidance of cutting in wet weather
- Clear cut grass from pavements/path areas and ensure machine switched off when unblocking
- Monitoring of trees and shrubs – check for services, drawings, scans
- Appropriate usage of tools and manual handling
- Empty bins, keep free of litter/debris, mow and strim, trim hedges/shrubs, clear leaves
- Cutting of playing field grass – suitable length for football matches
- Weed spray in specified areas – using environmentally friendly products
- Inspections of play equipment and adult exercise equipment



## **Bowls Club**

- Appropriate footwear and PPE to be worn – to ensure safety, avoidance of slips and trips, flying debris from machinery
- Training and care when re-fuelling machines and manual handling – avoiding spillages and injury
- Training and appropriate clothing to be worn when using machinery
- Safe use in handling substances or spraying, specified control of fertiliser usage amounts
- Safe and Healthy working conditions – records maintained and regular inspection of machinery
- Monitor of green for moss establishment, pest and disease activity
- Ensuring appropriate condition of soil, grass and water presence
- Monitoring of hedge heights, to ensure appropriate light penetration
- Use of environmentally friendly weed killers and withdrawal of insecticides,
- Cutting of green to appropriate height, at specified intervals per annum
- Ensure that ‘substance washings’ are not done on the green and appropriate removal from site
- Avoidance of herbicides in small weed areas, preference to hand weed small populations
- Appropriate notice and signage to be displayed for users when treatment in progress
- Specified intervals for cutting, weeding and ‘dead heading’ to maximise flora and fauna display
- Town Council to be regularly informed of green condition, water use and treatment applications
- Annual renovations of bowls green to be undertaken in accordance with specification

## **Future projects**

It has been agreed, that working in conjunction with the unitary authority, a project has been established to develop green infrastructure projects and enhance gateways into the town. The project recognises the environmental benefits and focus on tree planting, wildflower planting and active travel management. The project will improve first impressions and set a quality standard for green infrastructure that will form part of future community projects in delivering Monmouthshire County Council’s green infrastructure plan – further information Section 8.



## Section 5: BIODIVERSITY LANDSCAPE AND HERITAGE



The Town Council conscientiously encourage management of natural features and conservation of landscape features. The contractors appointed are professional experts, with absolute regard for flora and fauna. Conservation is undertaken regularly and maintained in accordance with natural wildlife habitat, flora and fauna perennial seasons. The flora and fauna present at the playing field include:

- Trees:
  - Rowan/Mountain Ash (*Sorbus aucuparia* 'Golden Wonder' & 'Cardinal Red') – A deciduous tree (loses its leaves in the autumn and grows new leaves every spring). Rowan is a native tree to Britain, growing to about 15 metres high. White flowers appear in May followed by yellow (Red – Cardinal) berries in September which the birds love to eat.
  - Sweet Gum (*Liquidambar styraciflua* 'Worplesdon') – A deciduous tree. Grows to about 20m in height, has a corky bark and deeply cut leaves which turn yellow then orange and finally a deep red in autumn.
  - Lime/Linden/Bee (*Tilia cordata* 'Green Spire') – A deciduous tree, native to Britain. It has smooth grey bark, which cracks into shallow plates when older. Creamy white sweet smelling flowers are produced in early July which bees are very fond of.
  - Cherry or Gean (*Prunus avium* 'Plena') – A deciduous tree, native to Britain. The tree has a shiny bark and white flowers, which open before it grows any leaves in the spring. It produces dark coloured berries in August, which taste bitter but the birds like to eat them. In autumn the leaves turn from green to red and gold.
  - In addition, the following species are present, Liquid Amber, Sherry, Silver Birch, Oak, Maple and Ash
- Flowers – Naturalised Daffodils, wildflowers. These flowers have been identified as they contribute to natural pollination through attraction of bees.



In 2012 the Mayor planted a tree, on behalf of Cadicot Town Council, in an elected member planted a tree for the Queens jubilee – 2012 diamond jubilee tree planted. In 2016 the Town Council purchased and planted a silver birch tree to commemorate HMRH the Queen's birthday

Section 8 provides further information regarding green infrastructure project proposals.

## Heraldic Panels

The entrance pillars were designed to the wishes of the King George Fund Trustees.



The dedication of the field was effected by a declaration by the authority that the land (in respect of which heraldic panels had been provided to the foundation) should be preserved in perpetuity as a memorial to King George V and should be known as “King George’s Field”. The National Playing Field Association, which was appointed as trustee of the King George’s Field Foundation by a Scheme of the Commissioners 1 December 1965, has a duty to see that this is done.

The heraldic panels were issued, free of charge, as a gift by the Foundation to all approved scheme and became the official emblems of the national memorial to the Late Sovereign.

The arrangements between the Foundation and the National Playing Fields Association (NPFA), the national voluntary organisation which, since 1925, was recognised authority on all playing fields matters, were as follows:

- Playing fields were to be acquired locally, planned, equipped, maintained and safeguarded for recreational purposes with the help of a *Grant-in-aid Policy* set up on 1 March 1937.
- All schemes, or proposals for schemes, were submitted in the first instance to the Foundation. Those which became eligible to become a ‘King George’s Field’ were remitted for inspection and report. The Foundation’s final approval of each scheme for official recognition as a ‘King George’s Field’ carried with it the provision of heraldic panels, and the grant to be given.

The object of the King George V Charity shall be the provision and maintenance of a recreation ground for the use of the inhabitants of the Town of Caldicot and the neighbourhood thereof with the object of improving the conditions of life for the said inhabitants. The property of the Charity shall be held upon trust for the purposes of a recreation ground.

## **Section 6. COMMUNITY INVOLVEMENT**

Caldicot Town Council is committed to the well-being of residents within Caldicot and visitors to the playing fields. The King George V Playing Fields are held in perpetuity as a recreation ground for the community and Town Council welcome involvement from the community in all aspects of using the playing fields.

The field has no specific demographic for use, provision of facilities are for all ages and abilities, which contributes to a fully inclusive area. The objectives of the playing fields fit into modern day lifestyle, where well-being for all and play for children are so very important. Caldicot has a unique facility, a peaceful green space within the centre of a town, which benefits all residents and excludes none.



In 2010, Caldicot Town Council resolved to agree a proposed project, where children from local schools would plant a tree. Each tree would be planted by the four primary schools in Caldicot; Castle Park (previously Church Road), Dewstow (previously Green Lane), Durand and Ysgol y Fin (previously Sandy Lane). The four trees planted are located to the right of the entrance to the playing fields, the species of tree include Rowan/Mountain Ash, Sweet Gum, Lime and Cherry.

Caldicot Town Council has drawings and planning permission for development of the compound storage building. The project has been ongoing for a number of years and at the end of 2017 community consultation was held, in order to ascertain what facilities the public would like on the playing fields. There is a need for Caldicot Town Council to undertake further public consultation regarding the project.

This year, Caldicot Town Council has established a working party, purpose is to arrange an event for summer 2019. The event intends to showcase and promote Caldicot and will be held on King George V Playing Fields. The day will comprise a 'community picnic' type event, with stalls and demonstrations. The group includes relevant organisations within the community, volunteers, churches, societies, unitary authority and the group are in preliminary stages of gaining expressions of interest regarding those who would like to take part (groups, individuals, businesses, organisations).

Consultation was held in relation to Green Infrastructure projects (*Section 8*).

## **Section 7. MARKETING AND COMMUNICATION**

Caldicot Town Council welcome community use of the playing fields. The Council publishes fixtures for football matches of Caldicot Town AFC as well as having links to the Bowls Club present on the Town Council website.

In the event that the Town Council purchase new play equipment, press releases are published and local children invited for photographs for media promotion. The photographs and press releases are also published on Town Council website and Facebook page.



*Town Councillors and Children from local schools – March 2017*



*Town Councillors and local children – June 2018*

Information regarding King George V Playing Fields is available through the following channels:

- **Notices displayed King George V Playing Fields**
- **Email: [towncouncil@caldicottc.org.uk](mailto:towncouncil@caldicottc.org.uk)**
- **Facebook: Caldicot Town Council**
- **Website: [www.caldicottc.org.uk](http://www.caldicottc.org.uk)**
- **Notice Boards – Caldicot Town Centre and Town Council building**
- **Town Council Office**

## Section 8 – MANAGEMENT



Money was raised locally to buy the land where King George V Playing Fields are located, in addition grant was made by the foundation. After purchase the land was passed to the **Fields in Trust**, to "preserve and safeguard the land for the public benefit". Land was still being acquired for the purpose during the 1950s and early 1960s.

When the King George's Fields Foundation was dissolved in 1965, there were 471 **King George Playing Fields**, all over the country. They are now owned by Fields in Trust Association and managed on their behalf by either the council or a board of local trustees.

There are strict **covenants** and conditions that all go to ensure that the public will continue to benefit from these open play areas.

Caldicot Town Council is the trustee for King George V Playing field, Caldicot. Decisions relating to the playing fields are dealt with in meetings open to the public and follow Town Council meetings.

King George V Playing Fields are an asset to Caldicot and contribute to the principles of wellbeing, through the ethos of the Charity being outdoor recreation. The playing fields are open to the public and used throughout the year, various sports clubs are located on the playing fields, including the Bowls Club and Caldicot Town AFC.

Caldicot Town Council does not employ any one person with sole responsibility for running the playing field. Decisions are made by Caldicot Town Council, as trustee and the Council employ a Clerk/RFO and a Deputy Clerk/Deputy RFO with responsibility for day to day management of the playing field. A number of contractors have been appointed for the varied specialist aspects of green space maintenance.

As a Charity, no profit can be made on or from the King George V Playing Fields, however, the Charity Commission schedule stated that *'The Trustee shall first defray out of the income of the Charity the cost of the maintenance and upkeep of the property of the Charity and all other charges and outgoings payable in respect thereof and all the proper costs, charges and expenses of an incidental to the administration and management of the Charity. Subject to payment of the expenses aforesaid the Trustees shall apply the income of the Charity in furthering the object of the Charity. Sums of cash at any time belonging to the Charity and not needed for immediate working purposes shall be invested in trust for the Charity.'*

The accounts for the playing fields are prepared by Town Council officers, however, are identified separately. This demonstrates, for audit purposes, the distinction between Town Council and Trustee business. The playing fields have significant expenditure and do not generate any income, however, the Trustee has reserves available for future projects.

A summary of the 2018/19 budget is provided below. Further budgetary information can be obtained on the Council website, agendas or via the office.

# King George V Playing Fields

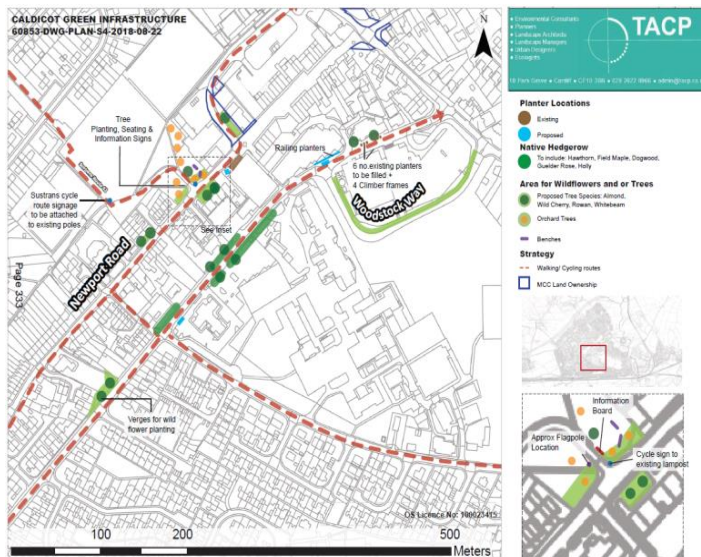
Start of year 01/04/18

	Account	2018/19	Revised	2019/20	Last year's actual
<b>Income</b>					
500	Bowls Club Fees/Insurance Recharged	5008534700	£0.00	£0.00	£0.00
505	Cald AFC Recharged Works	5008534700	£0.00	£0.00	£0.00
510	AFC Neutral Games	5008534700	£0.00	£0.00	£0.00
515	Allotments - KGVPF	5008534700	£0.00	£0.00	£0.00
<b>Expenditure</b>					
5010	Child Play Area Materials Etc	5008534700	£2,500.00	£0.00	£194.58
5020	Playarea Safety Inspections	5008534700	£1,500.00	£0.00	£526.39
5030	Playarea Gates	5008534700	£1,250.00	£0.00	£1,250.00
5040	Compound Elect Supply	5008534700	£150.00	£0.00	£131.00
5050	Welsh Water	5008534700	£100.00	£0.00	£46.49
5060	Security/fire alarm systems	5008534700	£600.00	£0.00	£540.00
5070	Compound Repairs	5008534700	£100.00	£0.00	£0.00
5081	Compound Plans/Project Manager	5008534700	£3,000.00	£0.00	£717.50
5090	Grounds Maintenance Contractor	5008534700	£12,000.00	£0.00	£11,532.61
5095	Waste Removal	5008534700	£200.00	£0.00	£0.00
5100	Fields in Trust Affiliation/Green Flag	5008534700	£60.00	£0.00	£50.00
5110	Signs KGVPF	5008534700	£500.00	£0.00	£25.00
5120	External repairs	5008534700	£200.00	£0.00	£0.00
5125	Trees/Bushes	5008534700	£3,500.00	£0.00	£1,765.00
5130	AFC Works	5008534700	£0.00	£0.00	£0.00
5135	Litter Bins	5008534700	£1,000.00	£0.00	£0.00
5140	Bowling Green Contractor	5008534700	£13,000.00	£0.00	£11,295.57
5150	STRI Subscription/Inspection	5008534700	£700.00	£0.00	£696.84
5155	Works to Bowls Club	5008534700	£500.00	£0.00	£4,086.80
5160	Pest Control	5008534700	£100.00	£0.00	£0.00
5180	Repairs to wall	5008534700	£100.00	£0.00	£120.00
5200	Replace bollards	5008534700	£2,000.00	£0.00	£1,032.00
5210	Compound Gates	5008534700	£0.00	£0.00	£0.00
5220	Installation of Item of Playequipment	5008534700	£0.00	£0.00	£0.00
5230	Asbestos re-inspect Bowls Club	5008534700	£0.00	£0.00	£171.88
5240	Asbestos re-inspect Compound	5008534700	£0.00	£0.00	£171.88
5250	Replace gates KGVPF [H&S]	5008534700	£0.00	£0.00	£1,420.00
5260	Legionella survey Bowls Club	5008534700	£0.00	£0.00	£221.67
5270	Legionella survey compound	5008534700	£0.00	£0.00	£221.67
5280	Bowls Club Fire Risk Assessment	5008534700	£0.00	£0.00	£0.00
5290	Inclusive Swing	5008534700	£0.00	£0.00	£0.00
	<b>Total</b>		<b>£43,060.00</b>	<b>£0.00</b>	<b>£36,216.88</b>

## Vision for the Future – Caldicot Green Infrastructure Project

On 5<sup>th</sup> September 2018 Monmouthshire County Council Cabinet approved that a capital budget of £57,000 be created in 2018/19 to fund the Caldicot Green Infrastructure Corridors Project and this is funded in part by a contribution of £27,000 from the Section 106 balances held by the County Council in respect of the Asda supermarket development in Caldicot and a further contribution of £30,000 from the Welsh Government's Green Infrastructure Capital Fund. The funding has been received and the date for the use of the balances is 25<sup>th</sup> July 2019.

The green corridor improvements will be carried out along entrances/exists to Caldicot as part of a wider scheme of town centre improvements. It is intended that the green infrastructure improvements will lead to:



- an enhanced perception of Caldicot town centre as a place to live, work and visit
- investment from the private sector in the town centre fabric and offer as a result of the environmental improvements
- a shift from local residents visiting the town centre by car to more access by walking and cycling
- a greater sense of belonging and well-being through social interaction on streets and in public spaces
- an improved sense of connection and flow between the town centre and the area's wider local environmental assets

Specific proposals for King George V Playing Fields are:

1. Incorporation of seating alongside the trees at the entrance within the right hand-side parcel of land (looking from Newport Road).
2. Wildflower planting as a swale along the front of the green space alongside the wall within this right parcel of land.
3. Incorporation of a notice board within top section to include a map indicating key walking/cycling routes throughout the town, highlighting key facilities and how to get to them. This could be combined with a lockable notice board beneath allowing advertisement of events, activities. The intention of this would be to promote the active travel agenda.
4. Incorporation of fruit trees set further back on this right parcel of land. In terms of management, the local gardening club have indicated they would be interested in taking on the management of these wildflower areas and Sustrans Volunteer Rangers have confirmed they would be happy to take on the updating of information for the notice board with shared access with the Town Council. It is understood there is a desire to see a bandstand within the same parcel of land where the seating, wildflower planting, notice board and fruit trees are proposed. These would be complimentary and indeed add value to a bandstand should this go ahead in the future. The notice board could be also used to advertise performances, so multi-functional in its use.

**Note :** the plan shows the possible incorporation of a cycle stand within the entrance on the left parcel of land. Following further discussion with Sustrans rangers it was agreed that as existing cycle stands are located at the entrance to Waitrose additional furniture here is unnecessary and the notice board would be a better contribution to the active travel promotion for Caldicot at this point.



