



## **LLANHARAN COMMUNITY COUNCIL**

### **Minutes of the Open Spaces, Rights of Way and Allotments Committee (ORA) Meeting held remotely at 7.00pm on Tuesday 3rd July 2025**

**The meeting was held on a remote basis in accordance with:**  
The Local Government and Elections (Wales) Act 2021

**Present: Councilors:** Mark Steer (Chair), Neil Feist, Chris Parker, Robert Smith.

**Clerk to the Council:** Leigh Smith

**Assistant Clerk:** Rebecca Jenkins

**Apologies received:** Will Thomas.

**Absent:** None

#### **ORA2025/031 Welcome and Apologies for Absence**

The Chair welcomed everyone to the meeting.

#### **RESOLVED**

That the reason proffered with Cllr Will Thomas' apology for absence be accepted as a valid reason for absence.

#### **ORA2025/032 Disclosures of Personal and Prejudicial Interests**

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site and being a member of cycling UK.

#### **ORA 2025/033 Public Speaking Slot**

None.

#### **ORA2025/034 Minutes of the ORA Committee meeting 1<sup>st</sup> April 2025**



### **RESOLVED**

The minutes of the ORA Committee meeting held on 1st April 2025 were approved as a true and accurate record

### **ORA2025/0 35Correspondence**

None.

### **ORA2025/036 ORA Committee Action Plan**

Noted.

### **ORA2025/037 Verbal update on the progress of the Walking and Multiuser Leaflets Working Group**

Noted.

### **ORA2025/0 38Verbal update on the progress of the Hamlet/Ward Gateway Working Group**

Noted.

### **ORA2025/039 Verbal update on the potential to enhance biodiversity at the Meadow Rise play area.**

Noted.

### **ORA2025/40 Inspection results of the Council's playgrounds carried out in June 2025**

Noted.

### **ORA2025/041 Results of the Tree inspections carried out in April 2025**

Noted.

### **ORA2025/042 increasing the cost allocation for training for staff and others for playground inspections.**

### **RECOMMENDED**

To authorise the officers to spend up to £1,000 to facilitate playground inspection training for LCC staff and other interested parties. Final costs to be ascertained and reported once firm commitments received from other councils to share cost.



**ORA2025/043 Exclude the press and public**

**RESOLVED**

To exclude the press and public by virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public excluded from the following item of business on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Cllr Neil Feist wished the minutes to record the fact that he did not participate in the vote on the following item of business.

**ORA2025/044 Eviction from an allotment plot**

**RESOLVED**

Not to evict the tenant at this stage. The Clerk to write to the tenant to inform them that the plot must not be allowed to fall into a state of neglect at any time in the future and to remain in compliance with clause 5 of the tenancy agreement at all times, should they fail to do so then their potential eviction will be brought back before the committee. The Clerk to inspect the plot regularly to ensure standards are maintained.

**ORA2025/045 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda**

None.

**There being no further business, the meeting closed at 8.20pm**

**The next meeting is scheduled for 25<sup>th</sup> September 2025.**



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**The meeting was held on a remote basis in accordance with:**

The Local Government and Elections (Wales) Act 2021

**Present: Councilors:** Mark Steer (Chair), Neil Feist, Chris Parker, Robert Smith.

**Clerk to the Council:** Leigh Smith

**RFO/Deputy Clerk:** Lisa Phillips

**Apologies received:** Will Thomas.

**Absent:** None

#### **ORA2025/018 Welcome and Apologies for Absence**

The Chair welcomed everyone to the meeting.

#### **RESOLVED**

That the reason proffered with Cllr Will Thomas' apology for absence be accepted as a valid reason for absence.

#### **ORA2025/019 Disclosures of Personal and Prejudicial Interests**

Cllr Neil Feist declared a general personal interest, jointly holding an allotment tenancy on a council site and being a member of cycling UK.

#### **ORA 2025/020 Public Speaking Slot**

None.





## **ORA2025/021 Minutes of the ORA Committee meeting 5th February 2025**

### ***RESOLVED***

The minutes of the ORA Committee meeting held on 5th February 2025 were approved as a true and accurate record

### **ORA2025/022 Correspondence**

None.

### **ORA2025/023 ORA Committee Action Plan**

Noted.

### **ORA2025/024 Verbal update on the progress of the Walking and Multiuser Leaflets Working Group**

Noted.

### **ORA2025/025 Verbal update on the progress of the Hamlet/Ward Gateway Working Group**

No report received.

### **ORA2025/026 Verbal update on the potential to enhance biodiversity at the Meadow Rise play area.**

Noted.

### **ORA2025/027 Inspection results of the Council's playgrounds carried out in April 2025**

Noted.

### **ORA2025/028 Application to divert footpath LID10/01 – Llanilid Footpath**

Noted without comment.

### **ORA2025/029 Amendment to DMMO assistance policy**

Motion not seconded and withdrawn.



**ORA2025/030 Urgent Items for Information or Items Suggested to the Clerk for Future Agenda**  
None.

**There being no further business, the meeting closed at 8.15pm**

**The next meeting is scheduled for June 2025, date tbd**

DRAFT



## Llanharan Community Council - ORA Committee Action plan

Action no	Date added	Category	From	Action	Notes	Status
88	3.12.2020	ORA	ORA	ROW cemetery path - Check process to formalise as permissive path	Emailed JB 30.7.21	
2020/232h	19.2.2021	Full Council	ORA	That a draft leaflet/factsheet be produced containing information outlining the rights and responsibilities of landowners, RCT, The Community Council and members of the public.	To be progressed once ROW database progress made.	
2022/233	16.12.2022	Full Council	ORA	RESOLVED PSM32/1 near Gellifedi Road That the Clerk formally write to RCTCBC Rights of Way Officers to request a site meeting to consider PSM31 and PSM32.	The Clerk emailed JB 16th January 2023. Awaiting response. Agreed. LS to obtain residents contact details. JB has agreed to a meeting and will arrange. Received in March - 'the Council is unlikely to pursue legal action over a substantial long-standing obstruction (i.e. of considerable size, worth and requiring major engineering works to remove or to reinstate public passage), a diversion may be considered an acceptable solution in such extenuating circumstances. While we are open to discussions with the landowners, we currently have a small very small team compared to the size of the PRoW network and are prioritising are work/enforcement accordingly. I am happy to arrange a meeting but this unlikely to happy over the coming weeks due to current work load. ' No progress. currently with RCTCBC.	
2023/041	17.02.2023	Full Council	ORA	RESOLVED ORA2022/060 Urgent items for information or items for future agenda. Future agenda to include training on basic tree safety training for staff and interested members.	Add to future agenda.	
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/039 Signage for allotment site gates That the officers be authorised to spend up to £400 for signage for the allotment gates and sites.	To be decided upon and ordered with evidence showing best value.	
2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/041 Replacement way-marker for RAN 4/1 and RAN 3/2, and broken stile RAN3/2 For the Council to fund a replacement of the way-marker at RAN4/1 and 3/2, and to replace the broken stile on RAN3/2 with a self-closing gate. To be funded from CIL funds (pending approval from RCT CIL dept). the Clerk to obtain costs to be presented to Council.	Awaiting details of type and dimentions of required gate and consent from landowner. Cllr Steer engaging with landowner. June 2024. HOLD	
2023/142	16.6.23	Full Council	ORA	For the Clerk to be authorised to approach the relevant landowners to obtain permission for the Council to replace the way-marker and to replace the stile with a self-closing gate and to arrange access accordingly.	Clerk wrote to 3 x landowners 25.9.23. Awaiting responses. Response recieved from 1, awaiting response from other. Have telephoned second landowner but awaiting response. Cllr Steer directly engaging landowners. June 2024, HOLD	

2023/142	16.6.23	Full Council	ORA	RESOLVED ORA2023/042 Cut and collect techniques The Officers carry out a cost benefit exercise on the proposal to use cut and collect techniques on Council land	Awaiting information on the potential for a grant to purchase equipment from Rachel Carter ref 2013/225. Note Emailed RC on 25.9.23 to seek help on what equipment req and what funding might be available.Cllr Steer carrying out further investigations.	
2023/205	22.12.2023	Full Council	ORA	RESOLVED ORA2023/091 Adding individuals to long standing tenancy agreements, creating joint tenancies circumstances where this might be considered. To allow the principle of new joint tenancies under certain circumstances and the Clerk (alone or in conjunction with a working group) to draft a process and application form designed to allow the applicant to demonstrate that the applicant can meet a certain criteria (to be decided) and provide evidence of such. This would include an investigation by the Clerk to attempt to ascertain the validity of the application.	Clerk to draw up draft process map.	
2024/135	21.06.2024	Full Council	ORA	ii. RESOLVED ORA2024/023 Draft appeals procedure in the case of an eviction decision. To adopt the appeals procedure for allotment evictions as Council policy as presented to the ORA Committee (Appendix 6, 2nd April 2024). Detail of Appendix 6, 2nd April 2024. (Text not reproduced here).	Clerk to add to the draft of the 2025 tenancy agreement. Note: 2025 agreement the same as the previous year. This to be added to the next revision.	
2024/135	21.06.2024	Full Council	ORA	iii. RESOLVED ORA2024/037 Summer planting of seeding/bulbs on sections of 'New Road' (A473). Referred to ORA by the Community Engagement Committee. To proceed with planting of seeds/bulbs on sections of new road (A473) as per the drawings attached in the appendix provided (appendix 4). Allowing the grounds-person some practical leeway to make minor alterations depending on ground conditions and ensuring appropriate plants are planted. The Clerk to seek permission from the landowner. The Clerk to ensure the landowner/local authority consents not to mow the areas where planting takes place in future.	Obtain consent from RCTCBC and / /or landowner. Issue instruction to senior grounds person.  RCT contacted 27.3.25 Landowner contacted Feb 25 - Awaiting consent. Nudged 9.5.25 Meeting offered my management company to take place July 25	
2024/135	21.06.2024	Full Council	ORA	vi. RESOLVED ORA2024/045 Action plan regarding the ongoing upkeep of an allotment plot on Jubilee Street site and to consider next steps - For the Clerk to continue to monitor progress on a monthly basis regarding cultivation and attendance on the plot.	Monitor monthly report progress to ORA. Checked early July 24 - Good progress. March 25 - Some limited progress following a period of inactivity.	
2024/213a)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024  a)RESOLVED ORA2024/054 Development of small 'Starter plots' on the councils allotment sites. To hold back 1 plot on each of the Council's allotment sites to be divided up and developed into smaller 'starter plots', with a view to letting in January 2025.		

2024/213b)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024 b) RESOLVED ORA2024/056 Quotations for work on barriers and gates at Meadow Rise open space. To select Vendor 1, MT Tarmac to carry out the work at a cost of £700 pending the receipt of proof of public liability insurance. The council's financial regulations (11.3e)iii) being duly satisfied.	Inform contractor - Completed Awaiting installation. Sept 24. Chased Nov 24. Gates and steelwork installed Jan 25. Chasing completion of asphalt.	Completed
2024/213c)	20.09.2024	Full Council	ORA	2024/213 Resolutions and Recommendations of the ORA Committee meeting held 30th July 2024 c) RESOLVED ORA2024/057 Risk assessments on Mountain Hare play area and Oakbrook skate Park and next steps. For the condition of and future options for the repair or development of the Oakbrook Skatepark to be referred to the 'Oakbrook Refurb working Group' as a matter of urgency. The group's existing terms of reference are: Reporting to the CIL Committee. To investigate the feasibility and arrangements of refurbishing the Oakbrook skatepark. And to request that the group make recommendations to the CIL Committee, the outcome to be considered by Council at a future meeting.	Inform Chair of working group. - Completed. Awaiting outcomes. Note working group reports to CIL.. WG arranged visit to site by skatepark provider for July 25.	
2024/301	20.12.2024	Full Council	ORA	a) RESOLVED ORA2024/084 Expansion of the Pendre Allotment site. For the Clerk to advertise for expressions of interest for plots at the site to gauge demand with a view to having extra plots available in January 2026.	Pending. Current demand low. Engagement exercise to be planned for later in the year given current resources and time constraints.	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) b) RESOLVED For the Clerk to arrange the appropriate ROSPA training for 2 employees and 1 member during 2025 in order to ensure those carrying out the weekly inspections are 'trained and competent', for the officers to be authorised to spend up to £500 on this training. It is proposed to provide this training during Summer 2025.	Provider contacted for a quote 25.6.25 . Other interested attendees have been identified to attend/share cost and quotation received.	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) c) RESOLVED ORA2025/010 To proceed with placing a bus shelter at the High Corner bus stop and to authorise the officers to spend up to £5,000 to facilitate the project and any consultation with interested parties via RCTCBC. The money to be taken from CIL funds if resolved by council following a recommendation of the CIL Committee, otherwise a virement to be made from general reserves.	Instructed RCT to proceed. March 25. Nudged June 2025, awaiting progress report.	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) f) RESOLVED ORA2025/012. To install signage on the new barriers at the Western End of the Meadow Rise Open Space stating, "Beware of traffic on road." For the Clerk to take advice on placement from RCTCBC highways.	RCT consulted, awaiting response. 26.6.25	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) g) RESOLVED ORA2025/013 To carry out some in-house maintenance work on the path at the western end of Tan Y Bryn Bridleway.	Informed maintenance staff. In workflow.	
2025/040	21.02.2025	Full Council	ORA	2025/040 ORA Committee Recommendations (5th February 2025) h) RESOLVED ORA2025/014 Removal of Collapsed Fence on the Northern Boundary of Tan Y Bryn Bridleway. To approach the owners of the fence the northern boundary of Tan Y Bryn Bridleway for consent for Council staff to remove the damaged section of fencing.	Clerk to approach landowner	

2025/040	21.02.2025	Full Council	ORA	<p>2025/040 ORA Committee Recommendations (5th February 2025)</p> <p>i) RESOLVED</p> <p>ORA2025/016 Removal of Barriers between Meadow Rise and PSM53/2</p> <p>To attempt to identify the landowner and to approach them and other interested parties for consent to remove the anti-motorcycle barriers on the permissive path between Meadow Rise and PSM53/2. If consent obtained or it is not possible to identify the landowner following reasonable attempts to do so, to remove the barriers.</p>	Informed maintenance staff. In workflow.	
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## **Operational Inspection**

### **Mountain Hare**

**22 June 2025**



**Inspection carried out by**

**Lyn Williams**



## Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of the current BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliances will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to EN 1176. We have not assessed these against the requirements of EN 17232 (Water play equipment and features).



Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

<b>BS EN15312</b>	Free access multi-sports equipment
<b>BS EN 14974</b>	Equipment - Skateparks
<b>BS EN 16630</b>	Permanently installed outdoor fitness equipment
<b>BS EN 16899</b>	Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards and defects related to wear and vandalism. Items on site but not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of the order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

**Table 1**

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

<b>Inspection Recommendations of relevant standards</b> Refer to relevant standards for full text	<b>Annual Main</b>	<b>RPII Annual Outdoor Inspection</b>
6.1 d) Overall levels of safety of equipment (see note 1)	Yes	Yes (1)
6.1 d) Overall levels of safety of the foundations (see note 1)	Yes	Yes (1)
6.1 d) Overall levels of safety of playing surfaces (see note 2)	Yes	Yes (2)
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	Yes	Yes (3)
6.1 d) Effects of weather	Yes	Yes
6.1 d) Presence of rot, decay or corrosion (see note 1)	Yes	Yes (1)
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	Yes	Yes (4)
6.1 d) Excavation or dismantling/additional measures	No	No
6.2.1 Assessment of glass reinforced plastic components (see note 5)	Yes	Yes
6.2.1 Inspection of one post equipment (see note 1)	Yes	Yes (1)
6.2.4 Undertaking the Operators inspection protocol	Yes	No

N.B: The clause numbers in table 1 are taken from BS EN 1176-7: 2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant Standards

#### Note 1

A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment (see additional comments below).

#### Note 2

Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

#### Note 3

The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

#### Note 4

The operator should use manufacturers' recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance of replaced parts.

#### Note 5

Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

### **Timber**

Where timber posts are set into the ground it is not always possible to determine levels of rot or decay, in particular internal rot. The owner/operator should ensure it conducts appropriate inspections to identify rot/decay in timber, especially at or just below ground level, before it becomes a problem

The majority of timber posts will rot/decay from the inside out making it difficult to identify a problem unless specialist tools (e.g. a Resistograph) are used and we would recommend the use of a Specialist to conduct such a survey when indications of rot are noted.

### General comments:

The Standards referred to above are not retrospective or a legal requirement, however a site risk assessment is a legal requirement and good practice encourages the carrying out of the risk assessment in conjunction with a Standards compliance assessment. The Standards limitations should be recognised as mere compliance will not automatically create a safe playground. Like previous playground standards they are intended to be used intelligently as an aid and are aimed at providing a uniform source of reference throughout the U.K and the rest of Europe.

Some elements of the Standards are open to interpretation. In the event of a dispute a decision on interpretation may be sought from the BSI or from the European Standards Committee.

### Risk Assessment Evaluation:

The risk assessment is based on a likelihood x possible severity of injury index with one being the lowest and safest value and five being the highest and most severe value.

Risk Score	Risk Categories
1 - 5	Low risk - Monitor
6 - 10	Low/medium risk - Carry out the inspectors recommendations
12 - 15	Medium risk - Programme actions to remove the hazard
15 - 16	Medium/high risk - Take action at the earliest possible opportunity / isolate the equipment
20 - 25	Unacceptable risk - Take immediate action to reduce the risk.

*The above table is a guideline only and should be read in conjunction with the individual recommendations*

NB: The inspection only identifies the current condition of the equipment, It is the responsibility of the owner/operator to provide a continued level of maintenance and to ensure that the equipment is kept in good working order and the site fit for use.

NOTE: Operational inspections do not include compliance failures for the equipment or associated surfacing, though some non compliances will be noted if there is an elevated element of risk attached

**Items present on site but not contained within this report have not been inspected.**

### Site Overview

The site is overlooked by residential properties

### Disabled access:

The site is accessible to most people including those with severe disabilities if help is at hand

Site General



Comments:

- 1 There are weeds growing on the access footpath
- 2 There are trip hazards over the raised timber edgings
- 3 There are a number of molehills within the area and these may present unforeseen hazards for users
- 4 There are weeds growing through the stress fractures in the tarmac surface

Recommendations:

- 1 Remove the weeds

Risk Assessment: 2 x 3

- 2 Remove the trip points

Risk Assessment: 2 x 3

- 3 Remove moles by appropriate means, reinstate surfaces to level and maintain the area

Risk Assessment: 2 x 4

- 4 Remove the weeds and repair the surface

Risk Assessment: 2 x 4

## Site General continued



### Comments:

- 5 There is weed / vegetation growth on, between, or around the edges of the surfacing
- 6 There are trip hazards over the uneven tarmac due to settlement / subsidence of the surface
- 7 There are minor splits in the timber elements of the equipment

### Recommendations:

- 5 Remove the weeds

### Risk Assessment:

2 x 3

- 6 Repair to remove the trip hazards and provide a uniform surface

### Risk Assessment:

2 x 4

- 7 Monitor and replace affected components if required

### Risk Assessment:

2 x 3

## Sign



### Comments:

- 1 BS EN 1176 Part 7 recommends that signage with information including, but not limited to, the site address, contact information for maintenance issues and emergency contact details are provided at each entrance to the playground facility

### Recommendations:

- 1 Provide the required signage

### Risk Assessment:

2 x 3



Kissing Gate



Comments:

- 1 The opening between the gate and the post is less than 12mm and could trap users fingers
- 2 There are projecting screws in the timber
- 3 The posts are rotten at ground level
- 4 The gate battens have rotted

Recommendations:

- 1 Where possible a 12mm gap should be provided on both sides or between the gate leaves

Risk Assessment: 2 x 4

- 2 Remove the screws

Risk Assessment: 2 x 4

- 3 Replace affected components

Risk Assessment: 2 x 4

- 4 Replace the battens

Risk Assessment: 2 x 4



### Self Closing Gate



#### Comments:

- 1 The gate isn't operating correctly

#### Recommendations:

- 1 Adjust the gate too ensure closing time is between 4 and 8 seconds

#### Risk Assessment:

2 x 3

### Maintenance Gate



#### Comments:

- 1 There is a redundant chain and padlock secured to the gate

#### Recommendations:

- 1 Remove the chain and padlock

#### Risk Assessment:

2 x 3

### Picket Fence



#### Comments:

- 1 The posts are rotten at ground level

#### Recommendations:

- 1 Replace affected posts

#### Risk Assessment:

2 x 4

### Post and Rail Fence



#### Comments:

- 1 The posts are rotten at ground level
- 2 There is rot in the tops of the posts and a number of rails

#### Recommendations:

- 1 Replace affected posts

#### Risk Assessment:

2 x 4

- 2 Replace affected posts / rails

#### Risk Assessment:

2 x 3



## Bench



### Comments:

- 1 **Comments:**  
The item is satisfactory

- 1 **Recommendations:**  
No action required

### Risk Assessment:

2 x 2

## Bench



### Comments:

- 1 The item is satisfactory

### Recommendations:

- 1 No action required

### Risk Assessment:

2 x 2

## Bench



### Comments:

- 1 The timber stain is in poor condition

### Recommendations:

- 1 Treat and restain the timber

### Risk Assessment:

2 x 2



### Picnic Table



### Comments:

- 1 The item is satisfactory

### Recommendations:

- 1 No action required

### Risk Assessment:

2 x 2

### Litter Bin



### Comments:

- 1 The liner of the litter bin is not secured

### Recommendations:

- 1 Secure the bin liner in position

### Risk Assessment:

2 x 3



### Litter Bin



### Comments:

- 1 The bin wasn't locked at the time of the inspection

### Recommendations:

- 1 Lock the bin

### Risk Assessment:

2 x 3

### Basketball Post



### Comments:

- 1 There is rust on the metal work

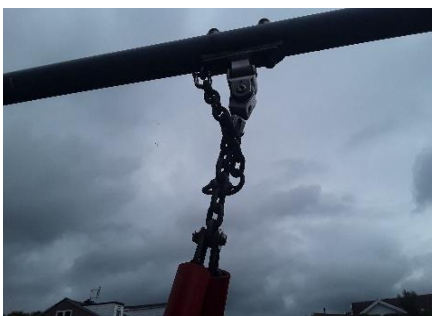
### Recommendations:

- 1 Treat and repaint as required

### Risk Assessment:

2 x 3

### Basket Swing



### Comments:

- 1 The safety chain is twisted around the suspension chain

### Recommendations:

- 1 Adjust the chain

### Risk Assessment:

2 x 4



### Climbing Frame



#### Comments:

- 1 The fixings have corroded

#### Recommendations:

- 1 Monitor and replace if required

#### Risk Assessment:

2 x 3



### Adventure Trail



#### Comments:

- 1 The item is satisfactory

#### Recommendations:

- 1 No action required

#### Risk Assessment:

2 x 3

### One Bay Cradle Swing



#### Comments:

- 1 There is minor chain wear
- 2 There is minor damage to the seat

#### Recommendations:

- 1 Monitor for further deterioration and replace when 40% worn

#### Risk Assessment:

2 x 3

- 2 Monitor and replace if required

#### Risk Assessment:

2 x 3

### Spring Bike



#### Comments:

- 1 The item is satisfactory

#### Recommendations:

- 1 No action required

#### Risk Assessment:

2 x 3

### Spring Chicken



#### Comments:

- 1 The spring is rusty

#### Recommendations:

- 1 Treat and repaint the spring

#### Risk Assessment:

2 x 3



### Spinning Bowl



#### Comments:

- 1 The item is satisfactory

#### Recommendations:

- 1 No action required

#### Risk Assessment:

2 x 3

### Spring See Saw



#### Comments:

- 1 The item is satisfactory

#### Recommendations:

- 1 No action required

#### Risk Assessment:

2 x 3



5 a side Goal



Comments:

1      The item is satisfactory

Recommendations:

1      No action required

Risk Assessment:

2 x 2



**Combined Playground  
Services Ltd**

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## **Operational Inspection**

### **Oak Brook Skate Park**

**22 June 2025**



**Inspection carried out by**

**Lyn Williams**



## Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of the current BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliances will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to EN 1176. We have not assessed these against the requirements of EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

<b>BS EN15312</b>	Free access multi-sports equipment
<b>BS EN 14974</b>	Equipment - Skateparks
<b>BS EN 16630</b>	Permanently installed outdoor fitness equipment
<b>BS EN 16899</b>	Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards and defects related to wear and vandalism. Items on site but not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of the order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

**Table 1**

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

<b>Inspection Recommendations of relevant standards</b> Refer to relevant standards for full text	<b>Annual Main</b>	<b>RPII Annual Outdoor Inspection</b>
6.1 d) Overall levels of safety of equipment (see note 1)	Yes	Yes (1)
6.1 d) Overall levels of safety of the foundations (see note 1)	Yes	Yes (1)
6.1 d) Overall levels of safety of playing surfaces (see note 2)	Yes	Yes (2)
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	Yes	Yes (3)
6.1 d) Effects of weather	Yes	Yes
6.1 d) Presence of rot, decay or corrosion (see note 1)	Yes	Yes (1)
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	Yes	Yes (4)
6.1 d) Excavation or dismantling/additional measures	No	No
6.2.1 Assessment of glass reinforced plastic components (see note 5)	Yes	Yes
6.2.1 Inspection of one post equipment (see note 1)	Yes	Yes (1)
6.2.4 Undertaking the Operators inspection protocol	Yes	No

N.B: The clause numbers in table 1 are taken from BS EN 1176-7: 2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant Standards

#### Note 1

A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment (see additional comments below).

#### Note 2

Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

#### Note 3

The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

#### Note 4

The operator should use manufacturers' recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance of replaced parts.

#### Note 5

Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

#### Timber

Where timber posts are set into the ground it is not always possible to determine levels of rot or decay, in particular internal rot. The owner/operator should ensure it conducts appropriate inspections to identify rot/decay in timber, especially at or just below ground level, before it becomes a problem

The majority of timber posts will rot/decay from the inside out making it difficult to identify a problem unless specialist tools (e.g. a Resistograph) are used and we would recommend the use of a Specialist to conduct such a survey when indications of rot are noted.

### General comments:

The Standards referred to above are not retrospective or a legal requirement, however a site risk assessment is a legal requirement and good practice encourages the carrying out of the risk assessment in conjunction with a Standards compliance assessment. The Standards limitations should be recognised as mere compliance will not automatically create a safe playground. Like previous playground standards they are intended to be used intelligently as an aid and are aimed at providing a uniform source of reference throughout the U.K and the rest of Europe.

Some elements of the Standards are open to interpretation. In the event of a dispute a decision on interpretation may be sought from the BSI or from the European Standards Committee.

### Risk Assessment Evaluation:

The risk assessment is based on a likelihood x possible severity of injury index with one being the lowest and safest value and five being the highest and most severe value.

Risk Score	Risk Categories
1 - 5	Low risk - Monitor
6 - 10	Low/medium risk - Carry out the inspectors recommendations
12 - 15	Medium risk - Programme actions to remove the hazard
15 - 16	Medium/high risk - Take action at the earliest possible opportunity / isolate the equipment
20 - 25	Unacceptable risk - Take immediate action to reduce the risk.

*The above table is a guideline only and should be read in conjunction with the individual recommendations*

NB: The inspection only identifies the current condition of the equipment, It is the responsibility of the owner/operator to provide a continued level of maintenance and to ensure that the equipment is kept in good working order and the site fit for use.

NOTE: Operational inspections do not include compliance failures for the equipment or associated surfacing, though some non compliances will be noted if there is an elevated element of risk attached

**Items present on site but not contained within this report have not been inspected.**

### Site Overview

The site is overlooked by residential properties

### Disabled access:

The site is accessible to most people including those with severe disabilities if help is at hand



Site General



Comments:

- 1 There is fire damage to the surface
- 2 There is graffiti present
- 3 There is a build up of silt on the surface

Recommendations:

- 1 Monitor and repair if required

Risk Assessment:

2 x 3

- 2 Remove the graffiti

Risk Assessment:

2 x 2

- 3 Remove the silt

Risk Assessment:

2 x 4

Combination Ramp



Comments:

- 1 There is damage to the riding surface
- 2 The riding surface is lifting due to missing fixings
- 3 There is / are fixings missing

Recommendations:

- 1 Repair or replace the damaged riding surface

Risk Assessment: 2 x 4

- 2 Resecure the riding surface/replace missing fixings

Risk Assessment: 2 x 4

- 3 Replace the missing fixings

Risk Assessment: 2 x 4

Grind Rail



Comments:

- 1 The item is satisfactory

Recommendations:

- 1 No action required

Risk Assessment: 2 x 3

## Transition Ramp



### Comments:

- 1 The riding surface is lifting due to loose or missing fixings
- 2 There is damage to the riding surface
- 3 There are a number of fixings missing
- 4 There is a change in the level of the rolling surface at the end of the kicker plate in excess of 3mm

### Recommendations:

- 1 Resecure the riding surface/replace missing fixings

#### Risk Assessment:

2 x 4

- 2 Replace the damaged riding surface

#### Risk Assessment:

2 x 4

- 3 Replace the missing fixings

#### Risk Assessment:

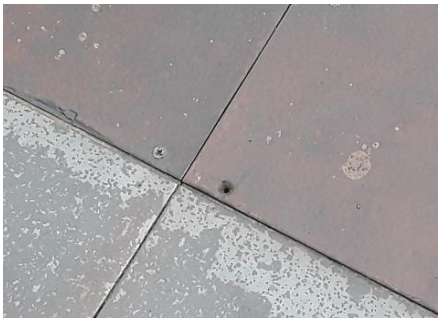
2 x 4

- 4 Adjust the to remove the lip in the tarmac surface

#### Risk Assessment:

2 x 4

Combination Ramp



Comments:

- 1 There is damage to the riding surface
- 2 There are a number of fixings missing

Recommendations:

- 1 Repair or replace the damaged riding surface

Risk Assessment:

2 x 4

- 2 Replace the missing fixings

Risk Assessment:

2 x 4



## Main

Ownership: Community Council

Housing Association :

Pollard:

TPO:

Conservation Area :

Common Name: Mixed Deciduous

Scientific Name: Mixed Deciduous

Life Stage: Mature

Estimated Tree Count: 9

Overall Health: Fair

Comments: Mixed group of diseased ash and willow with major deadwood in Llanharan Community council Meadow Rise Play Area/Public Open Space also overhanging adjacent highway.

Priority Rating: Cautionary 6 months

Last Inspection: 27/02/2023

Inspection Cycle: 3 Years

Next Inspection: 26/02/2026

## Location

Address: Meadow Rise Play Area

Address Number: 237

Address Street: Meadow Rise

City: Brynna

Post Code (if applicable): CF72 9TP

Location Type: Public Open space

Park Name:

Longitude:

Latitude:

## Diseases

## Photos



IMG-20250411-WA0002.jpg  
16/04/2025



IMG-20250411-WA0005.jpg  
16/04/2025



Date Inspected:	24/02/2023
Comments:	1 x mature ash overhanging Gelli Fedi Road junction - at Class 2 - 3 of ADD - marked with orange cross. 6 x mature ash along bank above Gelli Fedi Road/edge of play area marked with orange spots for re-inspection in 12 months time.
Ash Die Back Present:	Yes
Massaria Disease Present:	No

Maintenance	
Work required:	Fell, Re-inspect, Remove Deadwood
Tree comments:	The 6 x smaller infected ash in the copse along the NW boundary of the site which also overhang the adjacent highway - Gellifedi Road - remain in reasonable condition and have not yet passed Class 1 stage of the disease. However, the large ash overhanging Gellifedi Road located 50m NE of the junction with Gellifedi Rise and just SW of the footpath junction - which was at Class 2 stage of ADD and marked for removal at my last assessment has not been remediated and is now at Class 3-4 stage of ADD and a significant failure hazard.
Maintenance Comments:	Trees marked with fresh paint for id purposes and a current photo has been added to this record. Elsewhere in the group - mainly



IMG-20250411-WA0006.jpg  
16/04/2025



IMG-20250411-WA0003.jpg  
16/04/2025

along the S edge of the copse and in its interior - 3 further hazardous goat willows require remediation.

Additional / consultant comments:

Site reassessed this day in company with Mark Steer, a local Councillor. The 2 x willows flagged up for work in my original assessment have been remediated satisfactorily. Firstly a large multi-stemmed mature tree which has been partially windblown during recent severe winter storms and is now hung-up in adjacent trees over an access footpath. Secondly and thirdly, two further mature trees with dead stem/branching overhanging access footpaths. All 3 trees have been marked with orange paint for id purposes and and current photos added to this record. Site for review during next Taff area survey cycle in 2026/2027.



IMG-20250411-WA0004.jpg  
16/04/2025

Map



Report Prepared: April 16, 2025



## Main

Ownership: Community Council

Housing Association :

Pollard:

TPO:

Conservation Area :

Common Name: Rowan

Scientific Name: Sorbus aucuparia

Life Stage: Early Mature

Estimated Tree Count: 3

Overall Health: Poor

Comments: 3 x moribund mountain ash in a mixed group with basal damage in waterlogged ground along bottom of play area. Trees marked with orange painted crosses.

Priority Rating: Advisory 12 months

Last Inspection: 27/02/2023

Inspection Cycle: 3 Years

Next Inspection: 26/02/2026

## Location

Address: Meadow Rise Play Area

Address Number: 237

Address Street: Meadow Rise

City: Brynna

Post Code (if applicable): CF72 9TP

Location Type: Public Open space

Park Name:

Longitude:

Latitude:

## Diseases

Date Inspected: 24/02/2023

## Photos



271.jpg  
16/04/2025

## Map



Comments:	3 x moribund rowan-dead/dying due to basal damage and damp nature of site. Trees marked with orange painted crosses.
Ash Die Back Present:	No
Massaria Disease Present:	No

Maintenance	
Work required:	Fell
Tree comments:	Site reassessed this day in company with Mark Steer, a local Councillor. The rowan at the SE end of the site behind no. 238 Meadow Rise is now moribund and ready for immediate replacement.
Maintenance Comments:	Consideration should still be given to replanting these ailing specimens with more suitable native damp site specialists e.g. <i>Betula nigra</i> . Tree photo re immediate removal added to this record.
Additional / consultant comments:	The growth of the 2 other semi mature rowans at the bottom of the bank in the dampest area of the site along the S boundary adjacent to rear of no's 9/10 Hillcrest remains poor in comparison with other better examples higher (& drier) up the bank with low levels of vigour and vitality. Site for review during next Taff area survey cycle in 2026/27.

Report Prepared: April 16, 2025

## Appendix 6

**To consider increasing the cost allocation for training for staff and others for playground inspections.**

Council has previously resolved:

**2025/040**

**ORA Committee Recommendations (5th February 2025)**

**b) RESOLVED**

*For the Clerk to arrange the appropriate ROSPA training for 2 employees and 1 member during 2025 in order to ensure those carrying out the weekly inspections are 'trained and competent', for the officers to be authorised to spend up to £500 on this training. It is proposed to provide this training during Summer 2025.*

Proposal:

The Clerk having received the following quotation for a course to be held locally using a local play area for the practical aspect of the training:

**Set Course fee for up to 6 delegates (includes trainer's expenses)**

£1353 plus VAT

**Course fee for each additional delegate over 6 up to 12 maximum**

£120 plus VAT per additional person

The Clerk has received expressions of interest from other local community councils for further attendees and to share costs.

Proposal to authorise the officers to spend up to £1,000 to facilitate training for LCC staff and other interested parties. Final costs to be ascertained once firm commitments received from other councils to share cost.