



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Halls & Grounds Committee
held virtually on Tuesday 20th October 2020 at 7.00pm.



Present:

Cllr B Nicholson	Chairman
Cllr A Webb	Vice Chairman
Cllr Mrs L Clarke	
Cllr Mrs J Marsh	
Cllr Mrs P Wilson	
Cllr T Wilson	

In attendance:

Mrs L Edge	Hostess of Online Meeting
Mrs E McKenzie	Clerk to the Committee
Mrs A Trott	Bookings Clerk
Mr T Veck	Senior Groundsman
Mr M Wanstall	Halls Manager

Members of the public: 2

HG62/20 To receive and accept apologies for non-attendance.

All Committee members were in attendance. Apologies and a formal letter had been received from Cllr R Haysom which would be presented at Full Council in November.

HG63/20 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.

None relating to the business of the meeting.

HG64/20 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.

None relating to the business of the meeting.

HG65/20 To approve the minutes from the meeting of the Halls & Grounds Committee – 15th September 2020

Resolved: to approve the minutes of the Halls & Grounds Committee – 15th September 2020

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Clarke

All in favour.

HG66/20 Public Session.

Two members of the public were present. One wished to hear the update on progress being made on the open space at the Montague Road site and the other offered their support to the tree planting project at Langton Road/Morley Drive green area.

HG67/20 Actions arising from the meeting of the Halls & Grounds Committee -15th September 2020.

Noted.

HG68/20 Halls Manager's Written Report – for consideration.

Noted.

The Halls Manager clarified that the NHS booking were four hired events to hold flu vaccinations.

HG69/20 Senior Groundsman's Written Report – for consideration.

Noted.

The Senior Groundsman added that there had been incidents of flooding at the Estates Shed and compound behind due to the location of their site and the runoff from higher ground. It was suggested that the soakaway installed could be investigated and adjusted to provide better diversion of water.

ACTION: Snr Grdsman/Chairman

- HG70/20 Financial Position Year to Date – to note current position**
Noted.
- HG71/20 Capital Control Report – for information only**
Noted.
- HG72/20 Budget Setting 2021/22 – Update from the Working Group- for consideration**
Noted.
- Resolved: To recommend the budget tabled to the Finance, Policy and Resources Committee**
Proposed: Cllr B Nicholson
Seconded: Cllr Mrs J Marsh
All in favour
- HG73/20 Forward Plan 2019-2023 – for information only**
Noted.
Plan on hold due to the pandemic at present.
- HG74/20 Tree Planting at Langton Road/Morley Drive– for consideration**
The Chairman explained that this agenda item would be deferred until next month's meeting. Further information was required to enable comprehensive decisions to be made on the siting and provision of the trees, as well as the responsibilities for tree care. He added that planting season had not yet begun so plenty of time was available during the dormant period.
- HG75/20 Pondsides/Montague Road – Update – for consideration**
An update was provided by the Chairman and the land would be monitored over winter for signs of flooding issues, that could be eased with further drainage works being considered. It was hoped that the land transfer would be completed before the end of 2020 and the Parish Council could take over the land and start to make improvements in Spring 2021.
- HG76/20 Correspondence – for consideration**
- i) Skate Park**
A resident had emailed to request information on the state of the skate park and the future plans for the facility.
The Chairman explained that the site had not passed its health and safety inspection and had to be closed to the public. Consideration had been given to carry out repairs but parts required were now obsolete. Due to continued unsafe access to the site, quotes had been gathered to level the site to ensure the area was made safe. Designs for an upgraded facility had also been submitted for consideration. Fundraising would need to be planned to progress this.
ACTION: Quotations for Skate Park levelling to be submitted to the F, P&R Committee
ACTION: DEO
- ii) Scouts – External Lighting Request**
The Scout Leader had requested the use of temporary, low-level floodlights at the Hoe Road Recreation Ground to enable evening scouting activities to take place during the pandemic, in accordance with government guidelines.
The Committee wished to support the Scouts and agreed in principle to this request but asked that clarification was sought from SDNP regarding permissions for using lighting at this site. **ACTION: Contact SDNP to check lighting permissible at Hoe Road Recreation Ground**
ACTION: DEO
- HG77/20 Requests for future agenda items**
None at this time
- HG78/20 Date of next meeting – Tuesday 17th November 2020**
Noted

HG79/20

Motion for confidential business:

The Chairman then moved:

The following motion will be moved on the completion of the above business:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

The two members of the public left the meeting.

HG80/20

Quotations for Swing Set at Claylands Road Play Park – for consideration

The Committee considered all the quotations and options for this replacement swing set.

Resolved: To recommend to the F,P&R Committee the quotation from Vitaplay at a price of £3,463.75 + VAT for the swing set and surfacing, plus £680 + VAT for a Tango swing seat

Proposed: Cllr B Nicholson

Seconded: Cllr Mrs J Marsh

All in favour

ACTION: DEO

HG81/20

Quotations for Replacement Gates at Play Parks – for consideration

The Committee considered the quotations for the necessary replacement gates.

Resolved: To recommend to the F,P&R Committee the quotation from Playscene at a price of £7,712 + VAT

Proposed: Cllr B Nicholson

Seconded: Cllr A Webb

All in favour

ACTION: DEO

HG82/20

Quotations for Painting at Play Parks – for consideration

The Committee considered the quotations for painting equipment at two play parks.

Resolved: To recommend to the F,P&R Committee the quotation from Vitaplay at a price of £2,730 + VAT

Proposed: Cllr B Nicholson

Seconded: Cllr Mrs P Wilson

All in favour

ACTION: DEO

HG83/20

Quotations for Boiler Replacement at Priory Park Clubhouse – for consideration

The Halls Manager explained the situation, which had been more complicated than first anticipated, as the room in which the boiler is located has areas of asbestos.

The Committee discussed and considered the various options available.

Resolved: To further investigate the options presented and undertake a visit to see a preferred boiler already in action. To recommend most suitable option to F,P&R Committee/Full Council.

Proposed: Cllr B Nicholson

Seconded: Cllr Mrs J Marsh

All in favour

ACTION:

Contact a current user of the preferred boiler and consider suitability to the PC facility.

Further consider options and present recommendation to F,P&R or Full Council in November to ensure a decision is made as soon as possible.

ACTION: Halls Manager/ Chairman

There being no further business the meeting closed at 8:03pm.