

Bishop's Waltham Parish Council

A Meeting of the

Parish Council Halls & Grounds Committee will be held in the
Hoe Road Pavilion, Hoe Road, Bishop's Waltham SO32 1DU
On Tuesday 17th January 2017 at 7.30pm

- Present:** Cllr Mrs T Conduct
Cllr Mrs J Marsh
Cllr Mr S Miller
Cllr Mr B Nicholson
Cllr Mrs P Wilson
Cllr Mr T Wilson (Chairman of the Committee)
Cllr Mr A Wright
- In attendance:** Mrs F Harris (Senior Caretaker)
Mrs E McKenzie (Clerk to the Committee)
Mr T Veck (Senior Groundsman)
- Public:** 1
- HG140/16** **To receive and accept apologies for non-attendance.**
Cllr Mr A Wright had provided a note explaining he may be late for the start of the meeting.
- HG141/16** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda**
None.
- HG142/16** **To receive and accept any personal, non-pecuniary interests relating to items on this agenda**
None.
- HG143/16** **To approve the minutes of the Halls & Grounds Committee – 20th December 2016.**
Proposed: Cllr Mrs P Wilson
Seconded: Cllr Mr S Miller
All in favour
- HG144/16** **Public Session - for information only**
There was one member of the public at the meeting who indicated they would speak during the relevant related agenda item.
There was a request for a 'Clean up after your dog' sign on Victoria Road green area.
ACTION: TV to check if spare sign available or whether a reorder required.
ACTION: EM to alert ACSO to patrol in the area from Langton Road to Blanchard Road.
ACTION: EM to refer recommendations to F,P&R Committee as on public grounds.
It was noted that the result of the application for a grant from the Solar Farm Community Fund had been successful and four items had spending approval of which two or three were Halls and Grounds projects.
- HG145/16** **Actions arising from meeting 20th December 2016 - for information only**
Skate park minor repairs were in progress by the Groundsmen.
The idea of a disabled swing in Hoe Road play area would be progressed next month. A suggestion was made to apply to Winchester City Council for a small grant.
- HG146/16** **Financial Position Year to Date - to note current position**
Noted.
A query was raised on an insurance claim which was explained as the break in to Priory Park Clubhouse and how the report showed both the expenditure of the new doors required and the income from the insurance cover.
The Chairman noted that the position at the end of the financial year was currently estimated to be £10,000 overspend. This was explained as the unanticipated toilet development works at Hoe Road Pavilion plus new replacement play equipment (although the latter would be covered by reserves).

HG147/16 Senior Caretaker's written report - for information only

Noted.

The Senior Caretaker noted that there had been no heating in the Jubilee Hall on Monday which was possibly due to a fuse tripping. The service provider visited on Wednesday to undertake the annual check and detected a probable blockage which would be investigated further to remedy.

The annual deep clean of the cooker and ducting was considered but would be delayed for six months as the equipment was only usually used twice a week and therefore a deep clean was not warranted at this time. Additional quotes were to be sought to ensure the costs were kept competitive.

The plumber was due to visit shortly to undertake necessary works in the Jubilee Hall and Priory Park Clubhouse.

Issues arising from a booking on 23rd December were considered and a reminder given to ensure end of hire checks and cleaning procedures were followed through.

HG148/16 Senior Groundsman's written report - for information only

Noted.

Options for the shutter door height increase at the Estates Shed were being explored. Two councillors had visited the site to examine the situation.

Awareness was raised regarding parking in the Hoe Road recreation ground car park which was thought to be a car sharing venture. The Groundsmen were asked to monitor the situation. **ACTION: TV**

Cllr Nicholson said that he had visited the Hoe Road site on the first day of the new hire and reported that little noise was heard and all roads were used properly. The noise level rose slightly during the first hour but was nothing unduly noticeable.

The dog bin collection was still being monitored in the area.

The skate park was showing elements of wear in one particular area that the groundsmen could not tackle. Some metal work had worn through bolt holes. **ACTION: EM to contact contractor to visit the site to review the situation.**

HG149/16 Halls Hire Report – for information only

Noted.

HG150/16 Review of Hoe Road Pavilion Facility Modifications – for information only

The meeting was held at Hoe Road Pavilion to enable councillors to view the development of the building for this new community hire. The Chairman of Lilypad Pre-School gave thanks to the Parish Council for their support in the modifications of this facility for the new hire. It was reported that the children were settling in well – starting with a small number in January and increasing from February onwards. Invitations had been distributed for a 'grand opening' on Friday 27th January. The Lilypad Committee were building up awareness of the new site and felt the venture would go from strength to strength, providing pre-school education in the town, particularly supporting vulnerable families, and also providing three new jobs as well as two trainee opportunities. The H&G Committee wished Lilypad Pre-School continued success in their venture.

HG151/16 Grant Opportunity for adaption works of Priory Park Clubhouse changing rooms – for consideration

The Chairman provided some background to this agenda item. A specification was discussed to consider the necessary adaption works. The pitch designated as the one for Hampshire League play was 'Pitch 3'. It was noted that the club positioned the stakes and ropes themselves as one of the requirements. It was noted that at present the club were give a one year licence and this could tie in with the definition of 'adequate' hire period. Other points considered were 'safe passage' from pitch to clubhouse, perimeter barrier and walkways. It was decided that a meeting with the club officials would be required to progress this request and initiative.

Resolved: To appoint a working party of Cllr T Wilson, Cllr Mrs T Conduct and Cllr B Nicholson to meet with representatives of Dynamos Football Club to progress their request to consider adaption of the changing rooms at Priory Park Clubhouse to Hampshire League standards.

Chairman's Proposal

All in favour.

ACTION: EM

- HG152/16** **Community Emergency Plan – adaption works to Jubilee Hall – for information only**
Noted.
A query was raised over the actual cost of the generator and, although this was not required at this discussion, the approximate cost was given at £1,000, which was covered by grant funding secured by the Community Development Committee.
- HG153/16** **Youth Engagement Event by the Town Team – survey results – for consideration**
The Chairman provided background to this agenda item as he had attended the Town Team meeting which had conducted this survey. The information was shared to consider points in which the Parish Council could support the youth of the town. The results were discussed and noted.
- HG154/16** **Forward Plan 2014/2018 - for information and update**
Noted.
- HG155/16** **Councillors/Clerks Reports - for information only**
Noted.
Councillor Mr A Wright joined the meeting.
The Chairman gave a report from a meeting held recently with two residents of Hamble Springs concerning the new hire of Hoe Road Pavilion. Cllr B Nicholson added to this report.
- HG156/16** **Requests for future agenda items – for information only**
Quotes received for LED lighting for Priory Park Clubhouse
- HG157/16** **Date of next meeting – 21st February 2017**
It was decided that the meeting should be held at 4pm at the Priory Park Clubhouse (a Parish Council venue) to review works completed and proposed. Apologies were given in advance from Cllr Mrs P Wilson due to work commitments.
- HG158/16** **Motion for Confidential Business**
On completion of the above business the following motion will be moved:
‘That in view of the Confidential nature of the business about to be transacted involving Commercially Sensitive Business as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw’.
- HG159/16** **Debtors Report - for information only**
Noted. No actions arising.

There being no other business the meeting ended at 9:05pm.