

Bishop's Waltham Parish Council

A Meeting of the

Parish Council Halls & Grounds Committee will be held in the
Jubilee Hall, Little Shore Lane, Bishops Waltham SO32 1ED

On Tuesday 18th April 2017 at 7.30pm

Present: 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 E McKenzie (Clerk to the Committee)
Mr T Veck (Senior Groundsman)
Mrs F Harris (Halls Manager)
Cllr R Shields

Public: 0

HG205/16 To receive and accept apologies for non-attendance.

Cllr T Conduct – family commitments

Resolved: To accept apologies for non-attendance

Proposed: Cllr S Miller

Seconded: Cllr B Nicholson

All in favour

HG206/16 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda

None.

HG207/16 To receive and accept any personal, non-pecuniary interests relating to items on this agenda

None.

HG208/16 To approve the minutes of the Halls & Grounds Committee – 21st March 2017

Proposed: Cllr Mrs P Wilson

Seconded: Cllr Mrs J Marsh

All in favour

HG209/16 Public Session - for information only

No members of the public were present.

HG210/16 Actions arising from meeting 21st March 2017- for information only

Noted.

There had been no response from the company contacted regarding repairs due to the skate park. This would continue to be followed up.

Three sites had been suggested for dog waste bag dispensers – Priory Park car park, the start of the Disused Railway Line and the start of the North Pond bridge, Lower Lane. The Chairman would liaise with the Chairman of the Planning, Environment and Highways Committee to organise purchase and erection of dispensers. It was queried how the effectiveness of this project would be measured and it was stated that the Parish Lengthsman would report back on this initiative. It was noted that this would be a six month trial.

The Jubilee Hall kitchen item would be discussed under item 11 – Councillors' reports.

HG211/16 Financial Position Year to Date - to note current position

Noted.

The PRS licences were clarified as both venues needed coverage.

The papers were not the final account for the year as does not cover accruals for items budgeted to year 2016/17.

It was noted that the budget had been set high for works to Priory Meadow but not all the work had been completed and would continue into the 2017/18 schedule.

The Committee reviewed the year's accounts and felt it to be a very well balanced financial record of the year.

HG212/16 Hall's Manager's written report - for information only

Noted.

The contractor was due to visit to review the pipework in the Jubilee Hall to check that an efficient and effective system was in place following ongoing incidents of inconsistent heating. The piano disposal was recorded with an asset value of zero noted.

A quote had been received for an alarm system at Hoe Road Pavilion (the only Parish Council venue not yet to have an alarm) which would be an agenda item for next month.

HG213/16 Senior Groundsman's written report - for information only

Noted.

A new van for the Parish Lengthsman was due this week.

The inner fence was being installed at Hoe Road Pavilion for Lilypad Pre-School.

One new football team had recently taken on hire of the Hoe Road pitch as a regular arrangement.

Replacement play equipment at Priory Park and Hoe Road were now installed but awaiting inspection before certificate of satisfaction signed off and invoices paid. Some issues had been noted with regard to site tidiness and the finish to the job was not as professional as other contractors. A meeting may be required prior to payment between the contractor and the Parish Council.

Moss treatment on the tennis courts was explained as per the maintenance schedule from the contractor who laid the surface. The courts had also been pressure washed as instructed.

The storage containers requested were to be two 20 foot units as one larger unit would not fit in the space. The Committee agreed the action, in view of the urgency of needing space, to purchase one new container, and an additional one in the near future, as second hand units were not fit for purpose and a new one represented better value for money and longer life span. **ACTION: The Chairman would take this updated request to the F,P&R Committee at their May meeting.**

ACTION: TW

A metal detector was requested for purchase by the Chairman for the grounds team for various reasons, one being to seek the water pipe at Hoe Road recreation ground in view of a possible Water Park facility being considered in that area. **ACTION: Purchase metal detector**

ACTION: TV

The Chairman thanked TV and the team for their continued good work for the Parish Council.

HG214/16 Forward Plan 2014/2018 - for information and update

Noted.

Continued concerns about Pondside area as even with dry winter weather the land underfoot is muddy and wet. It was noted that Winchester City Council have signed off the development and under the 106 agreement, Linden Homes now have 12 months to maintain the area before offering it for transferral to the Parish Council.

HG215/16 Councillors/Clerks Reports - for information only

Noted.

The health survey mentioned was clarified as being related specifically to newspaper reports concerning the dangers of diesel fumes. TV confirmed that contact by the grounds team was limited to use at the filling station and felt the team were not submitted to fumes. It was also noted that the team were considering using rechargeable battery powered strimmers in the future rather than petrol, and were trialling the use now. Battery pack chain saws were also suggested by a councillor.

A paper was circulated by Councillor Mrs J Marsh with regard to the storage of crockery in Jubilee Hall kitchen and the request made to combine resources to hire to all hall bookings. A discussion followed to consider use of Parish Council storage space and the business requirement to provide opportunities to increase bookings and facilities for hirers. **ACTION: To clarify any charge made to regular hirers for storage in kitchen. To discuss as**

agenda item at May meeting and consider a letter to be sent to all kitchen users to inform them that this review was taking place. **ACTION: EM**

HG216/16 **Requests for future agenda items – for information only**
Hoe Road Pavilion alarm system
Kitchen Storage at Jubilee Hall

HG217/16 **Date of next meeting – 16th May 2017**

HG218/16 **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’.

HG219/16 **Floodlights at Hoe Road tennis courts — for information only**
The paper was presented and the Chairman commented that the Parish Council would be concerned about residents’ opinions on this matter and it would be interesting in hearing the response from the South Down National Park. It was noted that floodlights are more advanced than in the past and light pollution would be kept to a minimum. No funding for this venture was offered from the Parish Council and it was suggested that the LTA could be approached for this project should it proceed any further.

HG220/16 **Audio Visual Equipment at Jubilee Hall – for consideration**
A paper was presented by Councillor R Shields who had created the specification for the project and met with contractors on site for them to then be able to create quotations for the venture. A detailed comparison of quotations was explained with queries arising considered.

Resolved: To recommend to the F,P&R Committee ‘TEC Knowledge’ as the supplier and installer of the required audio visual equipment for the Jubilee Hall at the price of £7,574, with £7000 of this cost covered by the Solafields Grant awarded for this project.

Proposed: Cllr Mrs J Marsh

Seconded: Cllr B Nicholson

All in favour

ACTION: EM/LE

HG221/16 **Works Required at Priory Park Football Grounds – for consideration**
The Chairman explained the schedule currently in place and reminded the Committee that this was an expensive year as anticipated but that the works had been budgeted for. In line with policy it would be advisable to seek quotations from other contractors for this work next time. It was noted that the Hampshire FA ground contractors would be a useful source of information. However, the Senior Groundsman added that quotations from various companies had been undertaken in the first place, the figures in this year’s quotation were in line with others and the selected contractor had a sound reputation and was very reliable in this task so felt confident in this company’s workmanship. It was queried whether reseeding of the pitches was necessary this year. The response given was that the dry weather had meant the pitches were in good condition but seeding had not been undertaken in recent years and was due to continue the pitches to be maintained to this high standard.

Resolved: To select Froud’s to undertake the pitch maintenance work at a cost of £8750 + VAT

Chairman’s Proposal

All in favour

HG222/16 **Debtors Report - for information only**
Noted as a very good position to be in.

There being no other business the meeting ended at 8:53pm.