



Bishop's Waltham Parish Council
Minutes of the Halls & Grounds Committee Meeting
held in the Jubilee Hall, Little Shore Lane, Bishops Waltham SO32 1ED
On Tuesday 17th July 2018 at 7pm

Present: Cllr Mr N Cole
Cllr Mrs J Marsh
Cllr Mr S Miller
Cllr Mrs P Wilson
Cllr Mr T Wilson

Non-Committee Members: 0

In attendance: Mrs F Harris (Halls Manager)
Mrs E McKenzie (Clerk to the Committee)
Mr T Veck (Senior Groundsman)

Public: 1

HG44/18 To receive and accept apologies for non-attendance
Cllr Mr B Nicholson – Family Commitment
Cllr Mr A Wright – Work Commitment

Resolved: To accept the apologies for non-attendance
Proposed: Cllr Mr S Miller
Seconded: Cllr Mr N Cole
All in favour

HG45/18 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda
None

HG46/18 To receive and accept any personal, non-pecuniary interests relating to items on this agenda
None

HG47/18 To approve the minutes of the Halls & Grounds Committee – 19th June 2018
Resolved: To accept the minutes of the Halls & Grounds Committee – 19th June 2018
Proposed: Cllr Mr S Miller
Seconded: Cllr Mrs P Wilson
All in favour who were at the meeting on that date

HG48/18 Public Session - for information only
The member of the public present wished to raise concern over the issue of cigarette smoke drifting from the youth shelter into her nearby garden. This was only occurring on sporadic days when the wind was blowing in a certain direction, and if people were in the shelter. The Committee considered whether it would be possible to enforce the youth shelter as a non-smoking area. They asked the resident to record any further concerns and noted that the Admin Officer would monitor any other concerns raised and investigate whether it was possible to enforce this as a non-smoking area.
A query had been raised by a resident regarding the progress of the car park extension planned at Jubilee Hall. It was noted that the application had been received by Winchester Planning Department and a Case Officer appointed.
The ACSO had requested a 'regulations for use of PC land' to be drawn up to ensure park users were aware of appropriate expectations.

- HG49/18** **Actions arising from meeting 19th June 2018- for information only**
 It was noted that the annual Playground Inspection survey had been carried out and the reports were being received in batches. A presentation of findings would be an agenda item for the September meeting.
 The water pipe in Hoe Road Recreation Ground had still not been located despite concerted efforts to do so. It was agreed that the item should be abandoned.
- HG50/18** **Financial Position Year to Date - to note current position**
 The current position was noted with a favourable forecast at the end of the financial year due, primarily, to a grant not yet being spent. The project earmarked for the grant to be spent was still under consideration and concerns had been raised over its effectiveness in achieving the goal of increasing accessibility to Priory Meadow with the balance of security to the land itself and risk of anti-social behaviour. Alternative plans considered were improving the current track to include additional rails over the bridge into Priory Meadow and a turning circle added for emergency vehicles, mobility scooters and wheelchairs. If the grant could be transferred to a different project then it was noted that the extension car park at Hoe Road was rapidly deteriorating and needs repairing or replacing with a strong surfacing.
ACTION: Investigate costs of installing rails over the bridge and providing a turning circle **ACTION: Admin Officer**
ACTION: Contact Solafields to query grant conditions **ACTION: Admin Officer**
ACTION: Check original project contractor and cost and check restrictions on surfacing in Hoe Road Recreation Ground **ACTION: Admin Officer/Cllr Miller**
- HG51/18** **Capital Control Report Review – for consideration**
 Noted. Senior Groundsman to gather quotes for a 30ft storage container to replace 20ft unit at Priory Park.
 S106 funding income for Pongside play area noted – query as to if this is held indefinitely or time limited. Noted that the Parish Council has not yet accepted the transfer of the ownership of the land because of drainage issues.
- HG52/18** **Hall's Manager's written report – for consideration**
 Noted.
 A hirer had complained, a week after hire, about the reportedly poor state of a room on arrival. It was felt that, although this could not be confirmed nor denied, a small goodwill gesture would be offered as well as reiterating that any concerns must be raised immediately with the caretaker.
 The Halls Manager queried the effectiveness of the invoice procedure and requested a review to improve it. **ACTION: Review invoice procedure** **ACTION: Halls Manager/ Cllr T Wilson**
ACTION: Quotes to be gathered for repairs to cubicles at Priory Park Clubhouse.
ACTION: Halls Manager
- HG53/18** **Senior Groundsman's written report - for consideration**
 Noted.
 The land was reported as very, very dry at present and the football pitches were too hard to play on due to this. Cracks were evident on all land.
ACTION: Warn Dynamos of pitch condition **ACTION: Snr Groundsman**
 The Music Festival at Hoe Road Recreation Ground on 14th July was heard to be a success, with very good land management noted. **ACTION: Request report from organiser**
ACTION: Admin Officer
 The weeds at Priory Meadow were reported as very high.
- HG54/18** **Dynamos Licence and Rates for 2018-19 – for consideration**
 A background and explanation of the current situation were given by the Vice-Chairman for the Committee. It was felt that very reasonable discussions had been held with the club, explaining the need for the review of charges after a number of years without a review and the subsidy levels currently very high for football. It was clearly communicated with an emphasis on wishing to support the club, whilst offering options to enable the club to be sustainable. Increased dialogue and support was encouraged.
ACTION: To write a letter to BW Dynamos Club requesting to view their accounts to consider their eligibility for grant opportunities to further support the club

ACTION: Admin Officer

- HG55/18** **Fireworks Display 2018 – Licence and Rates - for consideration**
The review of charges was noted.
Resolved: To recommend licence and rates to the Finance, Policies and Resources Committee as tabled.
Proposed: Cllr Mrs J Marsh
Seconded: Cllr S Miller
All in favour
- ACTION: Communicate charges to FOBS. Recommend licence and rates to F,P&R Committee.**
ACTION: Admin Officer
- HG56/18** **Winchester Playing Pitch Strategy – for consideration**
It was noted that this strategy is for Winchester City Council and is not a directive for the Parish Council. The strategy is to be annually reviewed.
Resolved: To investigate survey responses regarding Bishop’s Waltham sports clubs Chairman’s Proposal
All in favour
ACTION: investigate survey responses
ACTION: Cllr Miller
- HG57/18** **Forward Plan 2014/2018 - for information and update**
Noted.
The ‘Moors Edge’ Music Festival which took place at Hoe Road Recreation Ground on 14th July 2018 has met two criteria: -
Active Communities 9 - Increase facilities and services for young people
Active Communities 10 - Increase evening entertainment opportunities
- It was noted that a new plan was being formulated for 2019/2023.
- HG58/18** **Councillors/Clerks Reports - for information only**
Noted.
- HG59/18** **Requests for future agenda items – for information only**
Regulations Leaflet for ‘Use of Parish Council land’
- HG60/18** **Date of next meeting – 18th September 2018**
Noted.
- HG61/18** **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, and possible legal matters, as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw’.
- HG62/18** **Debtors Report - for information only**
Noted. Reminders and chases in progress where necessary.

There being no other business the meeting ended at 20.45pm.