

held	Bishop's Waltham Parish Council Minutes of the Halls & Grounds Committee Meeting I in the Jubilee Hall, Little Shore Lane, Bishops Waltham SO32 1ED On Tuesday 19 th March 2019 at 7pm
Present:	Cllr Mr N Cole Cllr Mrs J Marsh Cllr Mr B Nicholson (Chairman) Cllr Mrs P Wilson Cllr Mr T Wilson (Vice Chairman)
Non-Committe	ee Members: 0
In attendance:	Mrs F Harris (Halls Manager) Mrs E McKenzie (Clerk to the Committee)
Public:	3
HG202/18	To receive and accept apologies for non-attendance Cllr Mr R Haysom– family commitments
	Resolved: To accept the apologies for non-attendance Proposed: Cllr Mrs J Marsh Seconded: Cllr N Cole All in favour
	The Senior Groundsman had also sent his apologies which were noted.
HG203/18	To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda None
HG204/18	To receive and accept any personal, non-pecuniary interests relating to items on this agenda None
HG205/18	To approve the minutes of the Halls & Grounds Committee – 19 th February 2019 Resolved: To accept the minutes of the Halls & Grounds Committee – 19 th February 2019 Proposed: Cllr Mrs P Wilson Seconded: Cllr Mrs J Marsh All in favour
HG206/18	Public Session - for information only Two representatives of the Bishop's Waltham In Bloom gardening group queried a hall booking request for February 2020. The group wished to book an evening which was held by a regular hirer. The Halls Manager had offered other dates. The Chairman stated that the work undertaken by the club was greatly appreciated and a written reply to the letter submitted would follow. A resident had emailed regarding the road leading to the cricket ground and querying whether a second access road or second cricket ground was being planned. The email was noted as being received and the matter would be raised as an agenda item for next month's meeting. It was stated that the issues would be passed to the cricket club working group and the access issues were under consideration with the developers. The resident queried why these plans were not discussed earlier to which the Chairman replied that the Parish Council had been involved in the consultation stages of the new site and efforts had also been made to find an additional sports ground but restrictions from South Down National Park had meant plans had been declined so far.

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Cllr Mrs Wilson noted that the new resurfacing at Jubilee Hall play park was a great improvement. The Halls Manager added that she had received positive comments about it too. Actions arising from meeting 19th February 2019 - for information only HG207/18 Noted. Priory Park Clubhouse designs sent to FA as initial funding request. Contractors to undertake site visits to provide quotations for works. Hard Wire Testing complete – reports due for April meeting. Heater for Jubilee Hall kitchen - due to be installed this month. One further legionella quotation had been received which was comparable with the first one. No updated quotations for the CCTV system with cable had been received as yet. HG208/18 Financial Position Year to Date - to note current position Noted. HG209/18 Capital Control Report Review – for consideration Noted. It was commented that that the report had been very useful to check updates on a month by month basis. A report would be drawn up for the new financial year and actions to be taken encouraged to be taken in good time. HG210/18 Hall's Manager's written report – for consideration Noted. One of the Jubilee Hall boilers was reported as not working and an engineer had been called. A new part was on order. The NHS van that had requested to park at a PC site had now found an alternative site in a neighbouring town so will not set up in Bishop's Waltham. A report of intruders at Hoe Road Pavilion was noted. The police had been called and no actual damage reported fortunately. HG211/18 Senior Groundsman's written report - for consideration Noted. The ACSO noted, in respect to increased anti-social behaviour in the area, that groups had travelled in from Southampton so it should be noted that it was not always local youths creating problems. HG212/18 Matters Relating to Bishop's Waltham Dynamos Football Club Matters i), ii) and iii) moved to confidential items iv) Vandalism of Dug-Outs at Priory Park Pitches - for consideration It was noted that the dug-outs at Priory Park Pitches had been sadly vandalised. The dug outs are required for senior matches. Examples were considered and a suggestion of a metal structure made. It was decided to gather and present other examples of dug outs, with costings, at a future meeting. **ACTION: Gather dug out examples ACTION: Clerk to the Committee** HG213/18 **Results of Skate Park Survey** – for information Noted. The overall result appeared to be that few people use it. It was recommended that the whole area needs consideration to improve the flow and usage of the land. ACTION: To arrange a site visit from the design team used for the Swanmore skate **ACTION: Clerk to the Committee** park to gather ideas and costings HG214/18 Notes and recommendations/proposals from the Forward Plan Working Group – items for consideration The Vice Chairman informed the committee that the Forward Plan and Development Strategy were currently being updated following the two working group meetings that had been held. It

had been very useful to have input on issues surrounding the halls and grounds from the Halls Manager and Senior Groundsman respectivel

Senior Groundsman respective

The notes from the working group were presented and two issues drawn for discussion:-

i) Public Access to Priory Park Clubhouse Toilet

The access was considered too open to misuse and vandalisation unfortunately and the plan for public access to the clubhouse for this purpose was abandoned. **ACTION: To investigate hire of portaloos for the site ACTION: Clerk to the Committee**

ACTION: To investigate cost of installing toilet block such as the one at the Swanmore skate park ACTION: Clerk to the Committee

ii) Pondside Play Area

Councillor Cole presented the paper outlining the fact that little progress had been made on the site for a number of years and that we needed to act for the benefit of residents in that area.

Resolved: To recommend to the Finance, Policy and Resources Committee to progress the land transfer of the Pondside site to Parish Council ownership Proposed: Cllr N Cole Seconded: Cllr Mrs J Marsh All in favour ACTION: Clerk to the Committee

- HG215/18 Councillors/Clerks Reports for information only Noted.
- HG216/18 Requests for future agenda items for information only Lights not working at North Pond Bridge – to be referred to the Planning Committee Capital Control Report Purchase of Defibrillators for Parish Council venues
- HG217/18 Date of next meeting 16th April 2019 Noted.
- HG218/18 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'.
- HG219/18 Annual Report from Active Academy Tennis Club for information Noted.
 Encourage club to meet with Parish Council, in due course, to discuss issues arising as necessary.
- HG220/18 Playground Inspection Report Update with quotations for recommended works for consideration

The paper was presented by the Chairman. **Resolved:**

- i) To undertake drainage works at Claylands Road as quoted by the approved contractor at a price of £800
- ii) To recommend to the F,P&R Committee to undertake drainage works at Hermitage Heights as quoted by the approved contractor at a price of £1850
- iii) To undertake repairs to the 'Rocket' play equipment at Claylands Road play area as guoted by the approved contractor at a price of £494 + VAT
- iv) To recommend to the F,P&R Committee to undertake resurfacing works at Priory Park play area (dual swing play equipment) and Blanchard Road play area as quoted by the approved contractor (£5814 and £5,601 + VAT)

ACTION: Clerk to the Committee

The Vice Chairman stated that it would be advisable to draw from capital reserves for some playground equipment projects to ensure they were done to meet health and safety recommendations.

HG221/18 Quotations for Required Fencing Works at Victoria Road – for consideration The quotations were presented for the required fencing works at Victoria Road. It was explained that one quotation did not cover the whole area required and so an updated version had been requested and submitted.

> Resolved: To approve O'Connor as the contractor to undertake fencing works at Victoria Road at a price of £1,239.76 Proposed: Cllr Mrs J Marsh Seconded: Cllr T Wilson All in favour

> A letter would be sent to the resident ahead of the works taking place to ensure that they cleared the area alongside the fence line to enable to works to be undertaken.

ACTION: Clerk to the Committee

HG222/18 Matters Relating to Bishop's Waltham Dynamos Football Club – for consideration

- i) Agreement 2019-2020
- ii) Hire Rates 2019-2020
- iii) Tournament Fee 25th May 2019

Resolved:

- i) To appoint a working group comprising of CIIrs Wilson, Cole and Marsh to progress the agreement required for 2019/20
- ii) To note that Option 3 had been selected by BW Dynamos Club To discuss with BW Dynamos Club, the possible use of the site with other clubs
- iii) To approve the fee for the tournament with charge of use of the skip to be added after the event in order to calculate the amount used accurately Proposed: Cllr Mrs J Marsh

Seconded: Clir T Wilson All in favour

ACTION: Clerk to the Committee

HG223/18 Debtors Report - for information only Noted.

Cllr T Wilson and the Halls Manager to review erroneous balances and take action as necessary.

ACTION: Cllr T Wilson/ Halls Manager

There being no other business the meeting ended at 21.03