



**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 16<sup>th</sup> April 2019 at 7pm

**Present:** Cllr Mr N Cole  
Cllr Mr R Haysom  
Cllr Mrs J Marsh  
Cllr Mr B Nicholson (Chairman)  
Cllr Mrs P Wilson  
Cllr Mr T Wilson (Vice Chairman)

**Non-Committee Members:** 0

**In attendance:** Mrs F Harris (Halls Manager)  
Mrs E McKenzie (Clerk to the Committee)

**Public:** 1

**HG224/18** **To receive and accept apologies for non-attendance**  
No apologies received.

**HG225/18** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda**  
None

**HG226/18** **To receive and accept any personal, non-pecuniary interests relating to items on this agenda**  
None

**HG227/18** **To approve the minutes of the Halls & Grounds Committee – 19<sup>th</sup> March 2019**  
**Resolved: To accept the minutes of the Halls & Grounds Committee – 19<sup>th</sup> March 2019**  
**Proposed: Cllr Mrs P Wilson**  
**Seconded: Cllr Cole**  
**All in favour**

**HG228/18** **Public Session - for information only**  
A member of the public in attendance requested the addition of the need for a second cricket ground noted within the Forward Plan 2019-2022. Further points raised were noted as a request for the improvement to the track leading from Albany Road to the Cricket ground, the response from the Parish Council to the Winchester City Council's Pitch Playing Strategy with its recommendations, a comparison of Eastleigh Borough Council with Winchester City Council with regard to provision of community facilities which are then passed to the Parish Council for management, a query on the cricket club lease regarding tenure of the access road, awareness raised of the natural spring on Albany Road which was causing ongoing problems and issues regarding parking for allotment holders and ensuring an appropriate number of spaces was provided. The Chairman noted the points raised and reassured the resident that the Parish Council was in regular contact with the Cricket Club regarding issues involving the club, that improvements to the access track was under consideration with the developers of the planned new housing estate and Parish Council and that other issues would be discussed as appropriate as agenda item at future meetings.  
A second member of the public presented information to the committee regarding the consideration of purchase and location of defibrillators at Parish Council venues. With a background as a Community First Responders and a member of the Meon Valley Heart Start group, the view was given that the town was currently very effectively and efficiently served by heart care experts. The Chairman thanked the speaker and indicated that the points would be taken into consideration during the discussion on the relevant agenda item.  
A councillor raised a query from the Gardening Club in their request for hiring an additional room on Friday as well as all day Saturday. The Halls Manager replied that the hire was

possible but would be charged at standard rates with the appropriate community discount applied as usual.

A councillor noted that the cricket club facilities were mentioned in the Forward Plan and therefore had been taken note of so should be of reassurance to the club members.

**HG229/18**      **Actions arising from meeting 19<sup>th</sup> March 2019 - for information only**

Noted.

The Senior Groundsman noted that the manhole at Hoe Road recreation ground had been assessed and the tap had been blanked off. This action should now be noted as complete. The high wall heater had been installed in the Jubilee Hall kitchen.

Entrance flooring at the Jubilee Hall was due to be installed by the end of the month.

Refurbished 'rocket' play equipment at Claylands Road play park complete. It was noted that the equipment base was worn and would need to be fully replaced in due course.

**HG230/18**      **Financial Position Year to Date - to note current position**

A favourable position was noted but, unfortunately, not as many projects completed as planned for during 2018/2019.

**HG231/18**      **Capital Control Report Review – for consideration**

New projects noted. A lot to be carried forward for 2019/20 from 2018/19, as ran out of time to carry out or complete certain projects, so the committee were reminded to focus on projects earlier in the financial year to ensure timely completion.

**HG232/18**      **Hall's Manager's written report – for consideration**

Noted.

New regular hirer for one evening in Jubilee Hall.

Missing glasses had been replaced in Jubilee Hall kitchen and Halls Manager monitoring the situation. The committee recommended that quarterly checks were in place and a notice regarding breakages put on cupboard.

**HG233/18**      **Senior Groundsman's written report - for consideration**

Noted.

Further vandalism at Priory Park football pitches was noted. The ASCO is aware and undertaking regular patrols in the area. Portable dugouts considered but not very practical.

**HG234/18**      **Correspondence**

- i) Albany Road Access to Cricket Club Ground – *for consideration*
- ii) Request for Hire of Gold Room on a Bank Holiday – *for consideration*

Albany Road Access to Cricket Club Ground

The points raised were noted.

Point 6 regarding water on the track was being targeted by digging a ditch to divert water which was hoped to ease the situation.

Points 1-5 and 7, regarding road surface, access and parking, were all one issue and were under consideration by the Parish Council in talks with the company developing the housing estate in the area. It was noted that the Parish Council were disappointed at the lack of action in the area due to be developed and they were actively chasing the company for news on the site.

Point 1 regarding a Highways standard surface would have to be referred to Hampshire Highways for guidance on. Point 4 regarding a second access to the cricket ground would be considered when developer next considers progressing the site plans. Point 5 regarding speed control would be discussed as appropriate with the two companies previously noted. At present, speed control is not an issue.

**Resolved:**

**i) To contact Hampshire Highways to request a survey of the track to provide an estimate on cost to bring the track to Highways standard and also to consider parking spaces alongside the track.**

**ii) To contact the Developer and request a timescale for action on the site.**

**Chairman's Proposal**

All in favour

**ACTION: DEO**

Request for Hire of Gold Room on a Bank Holiday

The matter was discussed and the request favourably received. It was noted as very commendable that a voluntary group undertake this community event. An exception to opening the hall on a Bank Holiday could be made if Parish Council staff would be willing to work on this day. The group would be recommended to apply for a grant to help cover costs.

**Resolved: If Parish Council staff available to service the hall, the room should be made available at standard rates, with community discount applied as appropriate, on this exceptional occasion. A letter to confirm this response, with costs applicable, would be sent.**

**Chairman's Proposal**

All in favour

**ACTION: Halls Manager/DEO**

- HG235/18**     **Development Strategy – for consideration**  
Noted.  
High priority projects to be added to the agenda for the next council year and focused on accordingly.
- HG236/18**     **Forward Plan - for consideration**  
As above.
- HG237/18**     **Councillors/Clerks Reports - for information only**  
Noted.  
Priory Park overflow car park project was ongoing with three quotes now having been received.  
The first quotation for works at Priory Park Clubhouse was noted as submitted, with two further quotations due.  
Painting of playground equipment was due to be undertaken by the Community Payback Scheme and it was recommended that the first equipment painted was at Blanchard Road as a test, prior to resurfacing.
- HG238/18**     **Requests for future agenda items – for information only**  
Forward Plan Projects
- HG239/18**     **Date of next meeting – 21<sup>st</sup> May 2019**  
Noted.
- HG240/18**     **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’.**
- HG241/18**     **Quotations for Defibrillator Units – for consideration**  
The presentation during the Public Session was noted as very insightful. The effectiveness of the Community First Responders was highly valued and the town considered very fortunate to have this service. A full discussion and debate on the need for, and positioning of, the units was held before decisions concluded.
- Resolved:**
- i)     **Following a review of the need for a defibrillator at Priory Park, as requested by the local Football Club and Bowls Club, the Parish Council would request that the Bowls Club relocate their defibrillator at the site to be of public access and to which the Parish Council would then take on any future maintenance costs.**

- ii) **The Community Development Committee of the Parish Council would be recommended to highlight Heart Start Training for the community to support the need for further trained practitioners available to the town.**
- iii) **To locate a defibrillator unit at Hoe Road Pavilion as supplied by Primary Care Supplies at a cost of £1,269 + VAT with an installation charge of £150 + VAT by Bishop's Waltham Electrical.**

**Chairman's Proposal**

**All in favour**

**HG242/18**

**Quotations for Priory Park Ground Maintenance – for consideration**

Following substantial reports commissioned for the grounds in 2016, and the need to follow the recommended schedule set out in the report, it was decided to continue the plan to ensure the maintenance of the current pitch condition.

**Resolved: To recommend to the Finance, Policy and Resources Committee the cost of £12,300 + VAT, as quoted by Frouds for verti draining of the top tier pitches and sand banding of the lower pitches at Priory Park.**

**Chairman's Proposal**

**All in favour**

**ACTION: DEO/Exec Officer**

**HG243/18**

**Quotations for update to CCTV system at Hoe Road Recreation Ground – for consideration**

The three quotations were duly considered with care.

**Resolved: To approve the company, Blades, for the supply, installation and maintenance of the new updated wireless CCTV system at the Hoe Road recreation ground site at a cost of £2,449.20+ VAT for supply and installation and ongoing current charge for maintenance.**

**Proposed: Cllr Mrs J Marsh**

**Seconded: Cllr Mrs P Wilson**

**All in favour**

**HG244/18**

**Debtors Report - for information only**

Noted.

The Halls Manager explained that this report was not up to date, as generated over a week ago, but that the office staff were monitoring the situation regularly.

There being no other business the meeting ended at 21.07