



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Halls & Grounds Committee
held at the Jubilee Hall on Tuesday 21st March 2023 at 7.00pm

Present:	Cllr B Nicholson	Chairman
	Cllr A Webb	Vice Chairman
	Cllr R Latham	
	Cllr J Marsh	
	Cllr M Pavey	
	Cllr R Stallard	
	Cllr P Wilson	
In Attendance:	Mr R Thorne	Project Manager
	Mr T Veck	Senior Groundsman
	Mrs C Wilkinson	Administration Officer
Members of the Public:	1	

- HG284/22** **To receive and accept apologies for non-attendance.**
All councillors present. Apologies had been received from the Halls Manager.
- HG285/22** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- HG286/22** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
Councillor Pavey – FOBS Fireworks
- HG287/22** **To approve the minutes from the meeting of the Halls & Grounds Committee – 21st February 2023**
Resolved: To approve the minutes of the Halls & Grounds Committee – 21st February 2023
Proposed: Cllr P Wilson
Seconded: Cllr J Marsh
All in favour.
- HG288/22** **Public Session**
Councillor Wilson noted that in some advice received from NALC regarding how to promote car parks, Parish/Town Councils were advised to repeat messages frequently. Councillor Wilson suggested that all channels available, including the Parish Council's newsletter and social media should be utilised to promote the facility. The subject of the car park at the Jubilee Hall was to be a future agenda item.

A query was raised in relation to the Section 106 funds for the planned play area at Montague Road, the Chairman clarified that the design for the drainage was awaited after which quotations for groundworks would be gathered to enable to the project to progress further.

It was agreed that some suggested guidelines be drafted for consideration by the Committee at a future meeting regarding the maintenance and decoration of memorial trees. **ACTION: Cllr Pavey**

An update had been received by the Clerk regarding the Community Orchard. A new tree had been purchased to replace one of the trees that had failed. At this point there were no further plans to replace more trees, but maintenance of the orchard was ongoing.

Several complaints had been received regarding parking by weekend users of Priory Park. The Bowls Club, Dynamos and hall hirer had been made aware of the complaints and they would be reminding their members to park considerately.

- HG289/22** **Actions Arising from the meeting of the Halls & Grounds Committee – 21st February 2023**
Noted.
- HG290/22** **Halls Manager's Written Report** – for information
The Administration Officer gave a brief update in the Halls Manager's absence.
- HG291/22** **Senior Groundsman's Written Report** – for information
Noted. Some fencing work had also been completed at Priory Park in the recent days.
- HG292/22** **Financial Position Year to Date** – to note current position
Noted.
- HG293/22** **Capital Control Report** – for consideration
Resolved: To submit a request to the Finance, Policy and Resources Committee that ear marked reserves be created for the items highlighted in red in the tabled capital control report to ensure capital was available for these purchases at a later date.
Proposed: Cllr B Nicholson
Seconded: Cllr A Webb
All in favour. **ACTION: Clerk**
- HG294/22** **Forward Plan 2019-2023** – for information
Noted.
- HG295/22** **Grant Opportunities** – for information
Noted.
- HG296/22** **Skatepark Project Update** – for consideration
This item was moved to the confidential section of the meeting since it contained commercially sensitive information.
- HG297/22** **Montague Road Play Area Project Update** – for information
The Project Manager reported that they expected the drainage report to have been received for discussion at the Committee's next meeting.
- HG298/22** **Southern Footpath Update** – for consideration
A meeting had been held on Friday 17th March with Crest Nicholson. Difficulties were being experienced regarding the route of the path through the Tangier Gardens development. An alternative route was discussed and was being considered by the working group.
- HG299/22** **Warm Space Sessions Report** – for consideration
It was agreed that the sessions would not be extended beyond their original planned conclusion at the end of March. The Committee wished to pass on their thanks to all of the volunteers who had helped to host the sessions, for their generous contribution of their time. **ACTION: Clerk**
- HG300/22** **Memorial Bench Requests** – for consideration
The Committee agreed in principle with the request for a memorial bench.
Clerk to contact the requestor to offer the suggestion that the bench be located next to the new play area planned for Montague Road. **ACTION: Clerk**
- HG301/22** **CEC Request for TerraCycle bin** – for consideration
The usage of the bin would be monitored and frequency of emptying adjusted as necessary.
Resolved: To grant permission for the Community and Environment Committee to locate a TerraCycle recycling bin in the outer lobby of the Jubilee Hall for access during office hours (10am to 2pm on weekdays).
Proposed: Cllr R Latham
Seconded: Cllr M Pavey
All in favour **ACTION: Clerk**
- HG302/22** **Tractor and Mower Demonstration Report** – for information
Noted.

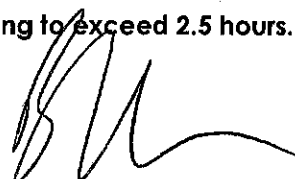


- HG303/22** **Proposed Bishop's Waltham to Swanmore Cyclepath – for consideration**
Resolved: To agree in principle to the broadening of the footpath that runs along the Parish Council's land at the Hoe Road Recreation Ground to form part of the proposed Bishop's Waltham to Swanmore Cyclepath.
Proposed: Cllr R Latham
Seconded: Cllr M Pavey
All in favour
- HG304/22** **Correspondence – i) Futsal – for consideration**
The suggestion from the correspondent that space at Priory Park pitches for a futsal facility was discussed. It was raised that due consideration should be given to emergency access and access to the necessary utilities.
Resolved: To agree to meeting with the correspondent should they wish to discuss whether they would like to put a feasibility study and formal proposal together.
Proposed: Cllr B Nicholson
Seconded: Cllr R Stallard
All in favour **ACTION: Clerk**
- HG305/22** **Correspondence – ii) Letter from Hirer – for consideration**
Resolved: To request that the Finance, Policy and Resources Committee that they consider the proposal to offer the hirer a 25% discount for a period of 6 months as a means for them to continue to develop their business in the hope that they could then continue to be a halls hirer.
Proposed: Cllr M Pavey
Seconded: Cllr J Marsh
5 in favour, 2 abstentions. **ACTION: Clerk**
- HG306/22** **Request for Future Agenda Items – for information**
None.
- HG307/22** **Date of next meeting – Tuesday 18th April 2023**
Noted.
- HG308/22** **Motion for Confidential Business – for consideration**
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.'

The member of public left at this point.
- HG309/22** **Hoe Road Fireworks 2023 - for consideration**
Resolved: To approve the licence as tabled and the charge of £170.18 including VAT, for the FOBS Fireworks event. To recommend these to the Finance, Policy and Resources Committee for their consideration along with an administration fee of £20 and staff charge for toilet cleaning.
Proposed: Cllr J Marsh
Seconded: Cllr R Latham
6 in Favour, 1 Abstention. **ACTION: Clerk**
- HG310/22** **Oak Road/Gunners Mews Hedge Cutting – for consideration**
The Committee discussed the three quotations tabled and agreed that the Council were to deal with the contractor directly not via the resident who is also having work done at their own cost.
Resolved:
To appoint Pipers Tree Services to undertake the work on the hedge at Oak Road/Gunners Mews, to both cut the laurel back and reduce its height at the cost of £800 excluding VAT.
Proposed: Cllr B Nicholson
Seconded: Cllr M Pavey
All in favour.



- HG311/22** **Application for Deed of Access – for consideration**
 Full consideration was given to the request.
Resolved:
 i) To contact the resident to update them that the Council cannot currently grant their request under the Deed of Access Policy. **ACTION: Clerk**
 ii) To request that the Finance, Policy and Resources Committee review the policy to consider whether an amendment could be made to allow for the application for a deed of access to be approved. **ACTION: Clerk**
Proposed: Cllr B Nicholson
Seconded: Cllr R Stallard
All in favour.
- HG312/22** **Land Sale – for consideration**
 The Clerk reported that the Finance, Policy and Resources Committee was currently looking into a land disposal policy that would be of relevance to this matter. The Committee were amenable to the idea of a sale in principle.
 It was agreed that the Clerk to the Committee would use some time to familiarise themselves with the relevant process and FP&R draft policy in order to be able to estimate the time involved should the Committee decide to proceed with this matter. **ACTION: Clerk**
- HG313/22** **Play Park Resurfacing Quotations – for consideration**
 Following the change to one of the supplier's quotations that was considered in the February meeting of the Committee, the updated quotations were reviewed.
Resolved:
 i) To appoint Vitaplay Limited to undertake the resurfacing work at Priory Park play area to construct a pathway (option 2 as quoted) to the main entrance at the cost of £661.64 before VAT.
 ii) To appoint Vitaplay Limited to undertake the repair to the surfacing joins under the Spinning Bowl in the Priory Park play area at the cost of £3,323.76 excluding VAT.
Proposed: Cllr J Marsh
Seconded: Cllr M Pavey
All in favour **ACTION: Clerk**
- HG314/22** **Skatepark Project Update**
 The Committee gave full consideration to the three tabled skatepark designs and the data gathered during the public consultation, which had involved in-person sessions, the public display of the designs in the foyer of the Jubilee Hall and feedback gathered online.
Resolved: To recommend to the Finance, Policy and Resources Committee that Gravity Engineering Ltd be selected as the contractor for installation of the new skatepark at Priory Park. The acceptance of the quotation is conditional upon working with the contractor to refine the final design and obtaining the necessary planning permission.
Proposed: Cllr B Nicholson
Seconded: Cllr P Wilson
All in favour. **ACTION: Clerk**
- HG315/22** **Quotations for Goal Posts for Hoe Road Recreation Ground – for consideration**
Resolved:
 To purchase a pair of Premium Heavy Duty Goals from Mark Harrod at a cost of £1,045.58 excluding VAT.
Proposed: Cllr B Nicholson
Seconded: Cllr M Pavey
All in favour. **ACTION: Snr Groundsman/Clerk**
- HG316/22** **Agree to suspend Standing Orders – for consideration**
Resolved: To suspend Standing Order 3.x to allow the meeting to exceed 2.5 hours.
Proposed: Cllr B Nicholson
Seconded: Cllr P Wilson
All in favour



HG317/22

Dynamos Football Club Update – for consideration

The Committee were updated regarding the recent payment made by Dynamos and the updated offer and the ongoing discussion regarding compensation for the period when two pitches were unavailable last summer.

Resolved:

To forward the grant money approved by the Council to Dynamos and to meet in person with representatives of Dynamos to work towards the settlement of their account.

Proposed: Cllr J Marsh

Seconded: Cllr M Pavey

All in favour.

There being no further business the meeting closed at 9.37pm.

A handwritten signature in black ink, appearing to be 'BU' followed by a long horizontal stroke.