



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council Halls & Grounds Committee
held at the Jubilee Hall on Tuesday 23rd May 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 T Wilson | |
| Non-Committee Members: | Cllr E Jelf | |
| | Cllr P Wilson | |
| In Attendance: | Mrs E McKenzie | Executive Officer |
| | Mr R Thorne | Project Manager |
| | Mr M Wanstall | Halls Manager |
| | Mrs C Wilkinson | Administration Officer |
| Members of the Public: | 4 | |

- HG001/23** **To elect the Chairman of the Committee**
Resolved: To elect Cllr B Nicholson as Chairman of the Committee
Proposed: Cllr J Marsh
Seconded: Cllr M Pavey
All in favour.
- HG002/23** **To elect the Vice Chairman of the Committee**
Resolved: To elect Cllr A Webb as Vice Chairman of the Committee
Proposed: Cllr J Marsh
Seconded: Cllr R Latham
All in favour.
- HG003/23** **To receive and accept apologies for non-attendance.**
Apologies had been received from the Senior Groundsman.
- HG004/23** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- HG005/22** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- HG006/23** **To approve the minutes from the meeting of the Halls & Grounds Committee – 18th April 2023**
Resolved: To approve the minutes of the Halls & Grounds Committee – 18th April 2023
Proposed: Cllr J Marsh
Seconded: Cllr A Webb
All in favour who were present at the meeting.
- HG007/23** **Public Session**
A member of Bishop's Waltham Gardening Club reported that parking at the allotments had become challenging, particularly during periods when the Men's Shed and Cricket Club also had activities running. They were concerned about the impact of parking issues on local residents. Members of the Gardening Club proposed that the dog-walking area be considered as a location for additional parking provision, and asked whether the SINC area on Albany Road could be used by dog walkers instead, noting that it was closer to street lighting.

Correspondence had been sent to the family relating to their memorial tree on the green space at Victoria Road, the Councillor was awaiting a response.

A Councillor was aware of a project where solar panels had been installed on top of car parks and could provide an option Parish Council-owned car parks. This was to be investigated further, alongside progressing with current plan for installing solar panels on the Jubilee Hall roof.

ACTION: Clerk/Halls Manager

Two residents had volunteered to replace the dead tree in the Jubilee Hall car park and had offered to tend to it whilst it became established. The generous offer had been accepted by the Committee Chairman and the tree would be planted later in the year.

The Reappointment of the Committee's Working Groups would be included in the agenda for the June meeting.

ACTION: Clerk

The play park surfacing work that had been approved by the Committee had been completed, and the start point of the new pathway to the entrance of the Priory Park play area had been agreed in collaboration with the Southern Footpath working group.

Maintenance of the ditch alongside the Priory Park kickabout was planned, it was scheduled to be cleared later in the week.

HG008/23 Actions Arising from the meeting of the Halls & Grounds Committee – 18th April 2023

The Halls Manager had researched high speed electric vehicle chargers. Suppliers contacted had not been interested in installing this type of charger at the Jubilee Hall. Providers of 22kW chargers would be approached next, continuing under the same action item.

Councillor Latham had approached WCC's Sustainability Officer to see if there was a wider plan for the decarbonisation of buildings owned by local authorities.

HG009/23 Halls Manager's Written Report – for information

Noted. A visit to Well House had been undertaken to create an Energy Performance Certificate for the property. The Jubilee Hall floor scrubber repair had been completed and it had returned to the Council.

HG010/23 Senior Groundsman's Written Report – for information

Noted.

HG011/23 Financial Position Year to Date – to note current position

Noted.

HG012/23 Capital Control Report – for consideration

Noted.

HG013/23 Forward Plan 2019-2023 – for information

Noted.

HG014/23 Grant Opportunities – for information

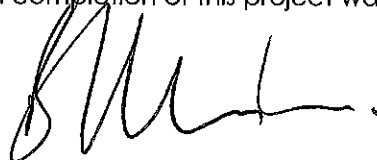
Noted.

HG015/23 Montague Road Play Area Project Update – for information

Noted.

HG016/23 Churchill Avenue Play Area Roundabout Replacement – for information

The successful completion of this project was noted.



HG017/23

Skatepark Project Update – for consideration

The Project Manager had investigated grant opportunities with Sport England, an application would not be considered until later in the project when planning permission had been received and was likely to be for ancillary items such as seating for example. The necessary documentation for the planning permission was continuing to be gathered by the planning consultants.

Resolved: To approve the completion of a noise impact assessment to be carried out as part of the planning application for the refurbished skate park project at Priory Park, at the price of £1,200 excluding VAT.

Proposed: Cllr R Latham

Seconded: Cllr M Pavey

All in favour.

ACTION: Project Manager

HG018/23

Jubilee Hall Car Park Report – for consideration

The information supplied by the Finance Manager was given full consideration. It was agreed that a working group would be required to identify the options available. **ACTION: Working Group**

Resolved:

- i) **To challenge the business rates for the Jubilee Hall Car Park with Winchester City Council on the basis of the points tabled by the Finance Manager.**

Proposed: Cllr J Marsh

Seconded: Cllr B Nicholson

All in favour.

ACTION: Finance Manager

- ii) **To appoint a Jubilee Hall Car Park Working Group to comprise Councillor Pavey, the Halls Manager and the Finance Manager.**

Proposed: Cllr B Nicholson

Seconded: Cllr R Latham

All in favour.

HG019/23

Correspondence Request from BW Gardening Club Regarding Allotments Car Parking

– for consideration

The Committee acknowledged the multiple options that could be considered, including roadside options and the land at Bishop's Meadow that would be transferred to Parish Council ownership in due course. These were to be investigated and brought to the Committee as a future agenda item.

ACTION: Clerk

The permitted uses of land designated as a SINC was to be researched.

ACTION: Clerk

A meeting was planned for the week commencing the 29th May to discuss damage to the site during the recent pipeline installation, it was agreed that options for parking could also be discussed during this meeting if time was available.

ACTION: Clerk/Cllr Marsh/Cllr Webb

It was noted that Crest Nicholson were yet to install the deer fencing alongside Albany Road. The Gardening Club had requested some correspondence from the Council, to provide evidence of Crest Nicholson's commitment to provide the fencing.

HG020/23

Request for Future Agenda Items – for information

Land at Bishop's Meadow

Reappointment of Working Groups

HG021/23

Date of next meeting – Tuesday 20th June 2023

Noted.

HG022/23

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'.

HG023/23

Dynamos Update – for consideration

The Committee discussed Dynamos' formal request to be allowed to continue the arrangement with Atalanta Football Club as permitted during the 2022/23 season. The current 3-year licence agreement was to end in May 2024 at which point the terms of the licence would be re-examined.

Resolved: To approve the request from Dynamos that up to six of Atalanta's development teams be allowed to continue to use the Priory Park football pitches within Dynamos' Licenced periods, providing other terms and conditions of the licence agreement were met and payment received promptly.

Proposed: Cllr R Latham
Seconded: Cllr M Pavey
All in favour.

ACTION: Clerk

HG024/23

Jubilee Hall Gas Supply – for consideration

Resolved: To sign a 12-month contract extension with British Gas at the cost of £14,465.47 excluding VAT to allow for investigation and potentially implementation of the replacement of the gas supply.

Proposed: Cllr J Marsh
Seconded: Cllr R Latham
All in favour.

ACTION: Halls Manager

HG025/23

Bin Compound at the Jubilee Hall – for consideration

Resolved: To request approval from the Finance, Policy and Resources Committee for a bin compound to be installed to the rear of the Jubilee Hall, to be constructed with wooden fencing by Dick Randall Services at the quoted price of £2,756 excluding VAT.

Proposed: Cllr J Marsh
Seconded: Cllr R Stallard
All in favour.

ACTION: Clerk

HG026/23

Montague Road Play Area Drainage Quotations – for consideration

Resolved: To recommend to the Finance, Policy and Resources Committee that Reeve Construction be selected to install the drainage system as specified for the site of the Montague Road Play Area at the price of £17,836.78 excluding VAT.

Proposed: Cllr J Marsh
Seconded: Cllr M Pavey
All in favour.

ACTION: Clerk/Project Manager

HG027/23

Quotations for Pitch Maintenance Work – for consideration

Resolved: To select PJ and CM Froud to supply and apply the sand dressing for the Priory Park Football pitches as quoted and to undertake one round of Verti-Draining at the cost of £6,750 excluding VAT.

Proposed: Cllr J Marsh
Seconded: Cllr R Latham
All in favour.

ACTION: Senior Groundsman

HG028/23

Quotations for Construction of Southern Footpath Alongside Allotments – for consideration

Resolved: To select Aquascience as the preferred contractor to construct the pathway for the Allotments section of the Southern Footpath project for recommendation to the Finance, Policy and Resources Committee. However, in addition, to request a revised quotation to include the cost of a greater depth of subbase and to include timber edging in line with the original specification for consideration by the Finance, Policy and Resources Committee.

Proposed: Cllr B Nicholson
Seconded: Cllr A Webb
All in favour.

ACTION: Clerk/Executive Officer

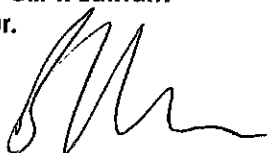
HG029/23

Tree Maintenance Quotations – for consideration

Resolved: To recommend to the Finance, Policy and Resources Committee that Titchfield Tree Services be selected to undertake the necessary tree work on the Council's green space at Victoria Road at the price of £3,350.00 excluding VAT.

Proposed: Cllr B Nicholson
Seconded: Cllr R Latham
All in favour.

ACTION: Clerk



There being no further business the meeting closed at 9.05pm.