

Kings Worthy Parish Council

RECREATION AND AMENITIES COMMITTEE MEETING

**Minutes of the Meeting held on Thursday 5 January 2017
at Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Sarah White [Chairman], Bob Barnes, Mandy Hallisey, Dorry Hudson.

Clerk: Adrian Reeves

Public: None

		<u>Action</u>
RA/17/1	Apologies for Absence	
	Stewart Newell.	
RA/17/2	Public Question Time	
	None.	
RA/17/3	Minutes of the R&A Meeting held on the 3 November 2016	
	The minutes of the meeting held on 3 November 2016 were agreed as a true record of the meeting and signed by Cllr White.	
RA/17/4	Matters arising from the Minutes of the Meeting held on 3 November 2016	
	<ul style="list-style-type: none"> ○ RA/16/164 Site visit to tree at corner of Eversley Park - Mr Stephen Line cancelled the meeting as, once the leaves had fallen, he didn't consider that there was a particular problem. ○ RA/16/164 Signage – Eversley Park playground Painting of sign surround is completed. ○ RA/16/164 Church Green bench Installed and invoice sent. ○ RA/16/164 Electricity supply for Church Green A quote is awaited from Christine Cook. ○ RA/16/164 Litter / dog bins <ul style="list-style-type: none"> ▪ New bin for Stoke Charity Road - Andrew Turner (Contract Monitoring Officer, Joint Client Team, WCC) has said he will not be looking to install a bin based on the amount litter & dog fouling noted. He had 	

also noted that no-one other than KWPC had reported an issue.

○ **Decision:** *Charlotte Smith to be informed of this decision, and Mr Turner's comments.*

- Moving bin from end of Campion Way to the end of the school path - Andrew Turner (Contract Monitoring Officer, Joint Client Team, WCC) has said he will not be looking to install a bin based on the amount litter & dog fouling noted.

○ **Decision:** *This situation is to be monitored for future provision of a bin by Parish Council as WCC are unlikely to pay. The Clerk is to liaise with KWPS headteacher re reports on any issues.*

Clerk

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Cllr
White /
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○ **RA/16/164 Broadview "dip"**

Work completed by Green Smile.

○ **RA/16/164 Steps at Church Green**

Decision: *It was agreed to accept the lowest quotation received (for labour only) of £635 from A2 Building Services. The Clerk is to discuss the specification of the timber to be used with the contractor. Parish Council will purchase the timber up to a maximum of £1,000 (exc. VAT).*

○ **RA/16/164 Letter to Cllr Rutter re overhanging vegetation**

An email was sent on 11 November stating that Parish Councillors have asked that the PC is not to be committed to courses of action without prior agreement.

○ **RA/16/165 Lower Broadview fencing**

Quotation from Creative Fencing accepted and the 50% deposit has just been paid.

○ **RA/16/166 Email from resident whose property backs onto Broadview**

Decision: *Following the response from the resident it was agreed to offer the choice as only removal or leaving as is for two years, similar to that agreed with a neighbour bordering Lower Broadview. A letter will be sent to residents within the next 10 days.*

○ **RA/16/168 Footpath by school – tidying vegetation**

Green Smile have completed this task.

○ **RA/16/168 Hedge around bus shelter on Springvale Road**

Green Smile have completed this task.

RA/17/5 Tree Works / Maintenance

- **Hinton Fields** – removal of 3 beech trees now completed. Worthy Tree Care are to return to fill in the “dips” in the grass and offered not to invoice for any of the work until this had been done.
- **Trees at Nations Hill** – this work has started and it is anticipated that this will be completed in the near future.
- **Removal of Stumps at Eversley Park** – this work is scheduled for 6th January.
- **Broadview** – Merritt Tree Specialists Ltd will be carrying out this work during January.
- **Winter Tree Works and Stump Grinding** – Merritt Tree Specialists Ltd had omitted to cost part of the work in their tender; the additional work will cost an extra £500 (exc. VAT)

***Decision:** It was agreed to accept the price increase as the total was still below that of the next lowest tender.*

- **Kim Bishop Walk** – No urgent works are required.
- **Eversley Park tree roots by lower football pitch** –

***Decision:** The Clerk is to check that Mark Merritt was asked to include this work.*

- **Planting of new tree clumps and yew in gaps in top hedge** – Cllr White has met with Phil Jeffs, along with Phil Allen our advisor on trees, and it has been agreed that 3 silver birch and 3 field maple will be planted near the “new” path across Eversley Park. For the top hedge, Phil Jeffs has suggested 6 yew and 2 holly trees and removing the 3 dead trees. He will work with a contractor to supply a quote for replacing the dead conifers and replacing with something suitable e.g. laurel which seems to be growing better than anything else along the path.

***Decision:** Phil Jeffs to go ahead with these works (planting of silver birch, maple, patching holly and yews) as previously agreed.*

- **Tree inspections** – Consideration needs to be given as to which are the next areas for inspection for the summer/autumn and which inspection company to use.

***Decision:** The Clerk is to send round copies of Tree Care Associates and Professional Tree Services Limited for discussion at next meeting.*

Clerk

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RA/17/6 HCC's Rights of Way priority cutting list for 2017 -

***Decision:** It was agreed to submit the following list in order:*

Footpath no. 5 (from Nations Hill across Eversley Park and through to Lovedon Lane)
 Footpath no. 6 (from top of Hinton House Drive, across top of park and through to Legion Lane)
 Footpath no. 7 (from bottom of Mill Lane, south towards Easton Down)
 Footpath no. 8 (from A33 towards bottom of Mill Lane, continuing eastwards back up to B3047 opposite Princes Mead School)
 Footpath no. 3 (from Springvale Road, up past bottom of Churchill Close, across onto Edinburgh Road and down to Lovedon Lane)
 Footpath no. 11 (from offices at bottom of Church Green Close following St Swithun's Way towards Winchester – especially the muddy area under the road bridge).

RA/17/7 Budget 2017-18

The Clerk presented the latest draft budget, attached below.

Decision: It was agreed to submit this budget to the next Finance, Administration & Remuneration committee meeting.

Clerk

RA/17/8 Open Spaces Strategy

It was noted, and thanks were expressed, for the excellent work that the Assistant Clerk had carried out on the maps and data sheets for the Open Space Strategy.

Decision: There are a few areas to clarify and population numbers to confirm (e.g. inclusion of part of Headbourne Worthy within the built settlement boundary). When details have been agreed, it was thought the best time to submit our maps and figures to Steve Opacic, would be once Local Plan Part 2 has been finally approved.

Clerk

RA/17/9 Footpaths, Cycle Paths and Ownership of Hedges

Cllr White and the clerk had attended a meeting today run by Energise Me (formerly part of HCC) and Sports England re encouraging physical activity, especially in the over 55s. We hope to meet with some representatives from HCC to discuss cycle paths and health walks in Kings Worthy.

RA/17/10 Project Updates

- **Burial Ground (Inc. gate repainting/ orchids/ compost bins) –**
 The orchids are being moved by WCV on Sunday week.

Decision: Cllr White will email round the details.

The new compost bins have not yet been delivered.

Decision: Composter granules are to be purchased.

Gate repainting – there has been no progress on this item.

- **Eversley Park path –**

Clerk

Clerk

Decision: The Clerk is to chase up Surfacing Solutions for their report.

- **Eversley Park extension / allotments** – nothing to report.
- **Pump track and grind rail** – Cllrs Hudson and White have met with Russ Holbert (Maverick Industries). Cllr White has emailed Mike Roberts (HAB Housing) to state that the pump track would cost about £80k if the site handed over is completely flat. The grind rail, within the main existing park, will need to be about 20m long with 10m run-off area at each end, the whole area to be about 5m in width.
- **New facilities for adults – A report was given on** the points made at the Energise Me meeting, ie to ask older adults what is stopping them from taking exercise and what would encourage them to do so etc., in the next (February) newsletter.

- **Willis Way noticeboard** –

Decision: It was agreed to obtain quotes for a board holding 4 A4 sheets in each of the two sections, one of which is to be lockable. Quotes are to be obtained for a single sided board, to include the PC header, and legs similar to the board at Eversley Park).

- **Advertising banners** – various options were looked at and the idea of reducing the colours in the logo was suggested.

Decision: The Clerks were requested to produce an A3 design showing how the PC logo would look on each of 4 different styles of banner. These designs are to be replicated with the proposed new logo colour scheme for decision at PC.

Clerk

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RA/17/11 General Maintenance / Equipment Repairs

- **Annual maintenance regime** –

Decision: The Spring Litter Pick is to be held on Saturday 22nd April at 2 p.m.

- **Play area inspection report – action items** – these are progressing.
- **Maintenance Technician – task listing – this was reviewed.**

Decision: It was agreed to ask EHS to clean the PC's noticeboards and signs at roadsides and for MRS Services to be asked to clean the noticeboards and signs in the park / play areas.

Decision: Hampshire County Council are to be asked to remove all signs pointing to the now non-existent doctors' surgery in Pound Road.

- **Fence repair on corner of Church Green** – all parts have now been received and this work will be carried out very soon.

Decision: The Clerk is to write to the estate agent responsible for the sign affixed to the PC's fence on Church Green stating that this be

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<p><i>removed and such signs not put on the fence or posts in the future, as the fencing is only decorative and not structural.</i></p> <ul style="list-style-type: none"> ○ Grass reinforcement around play equipment – still awaiting quotation from MRS Services. ○ Kim Bishop Walk - soil level at steps – Green Smile have been instructed to carry out the work at the appropriate time. ○ Fencing at Broadview and Kim Bishop Walk – Broadview post and wire fencing – work has been commissioned. ○ Sign for Church Green – <i>Decision: this is to be replaced with a similar one adding the existing multi-colour logo as per the new signs at Eversley, Tubbs Hall play area and Fryers Close.</i> ○ Bus Stop Sign at top of Fryers Close – this has fallen over and is lying on the verge. <i>Decision: Stagecoach to be notified.</i> 	<p>Clerk</p> <p>Clerk</p>
<p>RA/17/12 Clerk’s Notices</p>	
<ul style="list-style-type: none"> ○ Gecko AFC – Unsuccessful attempts have been made to obtain payment against this outstanding debt of £42.50. <i>Decision: It was agreed to write-off this outstanding debt.</i> ○ Small Grants Scheme – The 23 January closing date for countryside access grants was noted. 	<p>Clerk</p>
<p>RA/17/13 Chairman’s Notices</p>	
<p>None.</p>	
<p>RA/17/14 Items for Communications</p>	
<ul style="list-style-type: none"> ○ Tackling Inactivity Event on 5th January 2017 – Cllr White and the Clerk had attended this event organised by Energise Me. <i>Decision: It was agreed to put an article in the next newsletter asking adults to let PC know what would make them more active and what obstacles were preventing them becoming more active.</i> ○ Litter pick. ○ Litter around the village. 	<p>Comms Team</p>
<p>RA/17/15 Items for the Next Meeting</p>	
<p>None.</p>	
<p>RA/17/16 Burial Registrar’s Report</p>	

The following burials/cremations have taken place since the 30 September 2016:

Date	Name	Address	Plot No.
Burials			
26/10/2016	Peter Egiet BEUSMANS	Hamble Heights Care Home, Southampton	185
04/11/2016	William Roger BETTERIDGE	16 Springvale Road, Kings Worthy	186
Cremations			
None			

RA/16/17 Items for the Next Meeting

- Advertising banners.
- Projects 2017/18
- Open Spaces Strategy

RA/17/18 The next meeting is scheduled for 7.30 pm on the 2nd February 2017

The meeting closed at 22.45

Signed Date

Forecast Outturn	2017/18 Budget	Income Item/Description
4,500.00	6,300.00	Burial Ground
2,500.00	2,200.00	Pitch fees
200.00	204.00	Communication
0.00	0.00	Ground Fees/other
1,146.92	0.00	Grants : s106
8,346.92	8,704.00	Total Income

Forecast Outturn	2017/18 Budget	Expenditure Item/Description
30,719.45	32,897.00	Grounds maintenance contract
660.00	600.00	Contract supervision (trees)
9,650.00	8,000.00	Maintenance Pitch/Playgrd
4.62	0.00	Sport/Play Facilities (from s106)
5,061.00	5,160.00	Dog bins (emptying)
1,500.00	1,000.00	Notice Boards & Signs
3,563.72	3,109.00	Seats, Tables & Shelters
293.95	170.00	Litter pickers & bins
7,688.00	5,000.00	Trees (inc. inspections)
1,853.34	950.00	Burial Ground - capital items
789.98	100.00	Burial Ground Maintenance
8,003.92	7,500.00	Maintenance Technician
50.00	40.00	Water - Burial Ground
22.00	25.00	Water - Eversley Park
69,859.98	64,551.00	Maintenance/Servicing
0.00	200.00	Publicity & Advertising
1,769.00	1,400.00	Leaflets and publications
450.00	438.00	Website fees
2,219.00	2,038.00	Communication Expenses
1,140.00	0.00	Eversley Park Path & Steps
0.00	0.00	Jubilee Obelisk & Sundial
787.00	0.00	Fryers Close Play Area
2,521.00	0.00	Playground Gates
2,133.00		Fencing
552.00	4,000.00	Capital Projects (R&A)
7,133.00	4,000.00	Capital Projects (R&A)
79,211.98	70,589.00	Total expenses

