

Kings Worthy Parish Council

**Minutes of the Recreation & Amenities committee meeting
held on Thursday, 09 July 2020 at 18:30
Meeting was held electronically due to COVID-19 restrictions**

Chair of the meeting:	Cllr Mandy Hallisey	Clerk to the meeting:	Lucia Foster-Found
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Attendees:		Apologies given:
Cllr Stewart Newell	Cllr Dorry Lawlor	Cllr Sue Cook
Cllr Emily Fish	Cllr Charlotte Smith	

Members of the public:	1, Cllr Waters, Cllr Miller-Hall
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RA/20/80 - Election of Vice Chair

Cllr Emily Fish was proposed by Cllr Mandy Hallisey, seconded by Cllr Stewart Newell and voted in unanimously by the committee.

RA/20/81 – Public question time

The following questions from a member of the public were requested to be asked in his absence. The Chair commented that these questions had already been responded to via email by the Assistant Clerk.

Q1. "Regarding the incomplete development at Lovedon Fields. I notice that an excavator was levelling ground in the area designated for allotments in the last week of June. Is the Parish Council aware of this work, and monitoring the material that is used on the land which will ultimately grow crops?"

A1. Please be assured that Kings Worthy Parish Council (KWPC) are currently corresponding with Winchester City Council (WCC) Planning Enforcement with our concerns, including compacted soil under the compound which may cause future drainage issues, soil quality as the allotments will largely be used to grow food etc.

Q2. "What progress has been made with HAB and Fields in Trust to secure the Parish Councils ownership of the land subject to the Fields in Trust Deed of Dedication, and the transfer of ownership of the allotments?"

A2. KWPC are not due to take ownership of the land until it is satisfied that all the requirements have been met with regards to groundworks, landscaping and funding.

The Chair proposed that these questions should be raised at Planning & Highways committee and full Parish Council as they were more relevant to them. All agreed.

Action	To be actioned by:	Target date:
Phil Allen's questions to be raised at Planning & Highways committee meeting and full Parish Council meeting in July.	Clerk	21/07/20

RA/20/82 – Agree and sign the minutes of the meeting held on the 04 June 2020

The minutes were agreed as a true record of the meeting and Chair requested agreement to sign them after the meeting. All agreed.

RA/20/83 – Matter arising from the meeting held on the 04 June 2020

RA/20/77 – Table Tennis Table at Tubbs Hall – It has been suggested by someone using the table tennis table that the stub wall at either end of the base may be a trip hazard. Cllr Newell inspected the area and it was concluded that to properly reduce the risk would require quite a bit of soil removal and restoration, otherwise there would be an earth "cliff" which would still present a hazard, albeit slightly less obvious and be generally untidy. As there has only ever been one adverse comment it was decided that the risk was low and that the wall should left as it is for the time being.

Action	To be actioned by:	Target date:
Clerk to get quote for painting wall.	Clerk	03/09/20

RA/20/76 – Volunteer Recruitment and Organisation – This was discussed and it has been decided that under the present circumstances of CV-19 and the associated regulations, liabilities, insurance implications, additional workload for the Clerks etc, the Parish Council is not able to undertake an organised volunteer scheme at this time.

Cllr Smith highlighted a Keep Britain Tidy initiative that KWPC might be able to advertise.

Action	To be actioned by:	Target date:
Cllr Smith to provide Keep Britain Tidy information for Comms.	Cllr Smith	ASAP

RA/20/84 - Fence at play area in Eversley Park

Quotes for roll top fencing a work in progress; full site visits (suppliers require this) are currently being organised from suppliers to get an accurate quote.

Action	To be actioned by:	Target date:
Clerk to organise site visits and detailed comparative quotes for supply, installation and removal of current fence.	Clerk	03/09/20

RA/20/85 – Security of Parish Council Land

Eversley Park Barrier proposal: Three quotations had been sought for the installation of a height restrictor barrier at the entrance to the car park. One of the 3 companies that quoted were not willing to provide a cost for the installation and groundworks due to their location.

	Company A	Company B	Company C
Barrier Cost:	£ 1,792.46	£ 1,674.00	£ 2,600.00
Groundworks Cost:	N/A	£ 1,500.00	£ 1,520.00
Installation Cost:			£ 1,535.00
Total:	£ 1,792.46	£ 3,184.00	£ 5,655.00

Given the importance of this project and the potential cost to the Council in delaying, it was agreed to proceed with the quotation Company B.

Action	To be actioned by:	Target date:
Send to Finance, Administration & Remuneration committee for approval.	Clerks	14/07/20

Church Green – Bollard and hard standing project is a work in progress. Clerk is obtaining quotes for both works.

Action	To be actioned by:	Target date:
Quotes for supply and installation of bollards and hard standing.	Clerk	ASAP

RA/20/86 - Tree Works / Maintenance

Ash at Broadview – Tree inspections by Plane Arboriculture revealed early signs – tree inspector will monitor.

Trees at Hinton Fields East: Plane Arboriculture have reported the dead wood risk is minimal and should be dealt with within 3 – 6 months.

Action	To be actioned by:	Target date:
Quote to be sought for dead wood removal at Hinton Fields.	Clerk	ASAP

Poplars at Church Green – Quotes were presented, of these, quote 2 was the preferred quote at a cost of £2,550.00.

Action	To be actioned by:	Target date:
Ratify expenditure at Parish Council.	Clerk	ASAP

Trees at Church Green – Issues with various trees discussed;
14 English oak Dying – fell
17 English Oak Selectively remove crossing/rubbing branches.
18 + 19 English Oak Lift canopy to 2.5m over footway.
Selectively remove crossing/rubbing branches.
22 Wellingtonia Remove self-set sycamore saplings from base of tree.
Prune back canopy to achieve 0.5m clearance to electric sub-station building. Sever ivy.

Action	To be actioned by:	Target date:
Notification of LPA about proposed tree works.	Clerk	ASAP

Legion Lane / Kim Bishop Walk – Two quotes were presented. Quote 2 was approved at a cost of £600 + VAT

Action	To be actioned by:	Target date:
Appoint successful contractor.	Clerk	ASAP

RA/20/87 Footpaths, cycle paths and hedges

Wooden Steps at Eversley Park - There is a deep dip in the ground immediately in front of the top step. Green Smile can fill this in with chalk, soil and seed and whack that down to create a hard surface. Also it was discussed that it may be advisable to put gripper on the treads, in the event that they are slippery when wet.

Clerk requested the Committee approve a £200 +VAT budget for filling in the 'dip' and applying grip tape. All agreed.

Eversley Park Path – Cllr Newell to arrange meeting on site with relevant contacts to discuss possible re-surfacing.

Kerb in Eversley Park car park – Cllr Newell to produce a sketch/plan of the requirements.

Footpath 134/5/1 – suggested to propose to WCC that they remove the vegetation from one side of this path completely to ease the annual ingress.

Actions	To be actioned by:	Target date:
Arrange for measures to improve steps at Eversley Park	Clerk	ASAP
Sketch dropped kerb at Eversley Park.	Cllr Newell	ASAP
Contact WCC to propose vegetation removal at 134/5/1 path.	Clerk	03/09/20

RA/20/88 – Project updates: 15-year play area plan

Cllr Newell has completed the report and has submitted it to Clerks for edit and review ASAP.

RA/20/89 – Lengthsman

Proposed tasks for September should include the graffiti if this is possible and clearing the drain at the Burial Ground. Councillors to submit other suggestions to Clerk.

Actions	To be actioned by:	Target date:
Clerk to check if Lengthsman can deal with the graffiti and submit list of proposed tasks for September visit.	Clerk	ASAP

RA/20/90 – Church Green and Fryers Close play areas

[Fryers Close Land Swap](#) – WCC Cllr Prince has visited site and is considering the KWPC request to swap this piece of land with the piece of WCC land at the entrance to Mountbatten Close.

RA/20/91 – General maintenance / equipment repairs:

[Wet Pour](#) – MRS Services has started work for repair of surfacing at 3 cycle and adult exercise area at Tubbs Hall with Rubber Mulch.

[Re-opening of Playgrounds \(COVID-19 related works\)](#) – Boarding up of tunnels was proposed due to increased risk of contamination; no UV light reaches inside and there is the added extreme difficulty of parents being able to clean inside. Councillors agreed to this modification.

Chair asked that the Clerks be thanked for their efforts with the increased workload caused by the COVID-19 situation.

RA/20/92 – Dog bins

Winchester City Council (WCC) have been asked to install dual use bins in various locations. Update: they are still considering our request.

Dual use bin has been reinstated at the bottom of Legion Lane.

RA/20/93 – Burial Ground

Subsequent to Councillors meeting at the Burial Ground;

[Water Feature](#) – Metal cap to be purchased, which will help to alleviate water loss.

Grave Spoil – ‘Dumping’ area under discussion. Councillors asked that the Clerk approaches the grave digger and asks him to move the spoil from the base of the trees. Worthy Tree Care has been approached – they will notify us if they would consider undertaking the chipping of the wood.

Cherry Trees – These are not thriving in their current location. Clerk to communicate with the donators of the trees to discuss move/replace options.

Action	To be actioned by:	Target date:
Clerk to contact cherry tree donators	Clerk	ASAP

RA/20/94 – Noticeboards

Signage costs to be sought with a comparison from the company used for the CV-19 signage.

Clerk to send the spreadsheet of the Councillor “ownership” to Cllr Hallisey.

Action	To be actioned by:	Target date:
Get a price for the new signage.	Clerk	ASAP
Send spreadsheet to Cllr Hallisey.	Clerk	ASAP

RA/20/95 – Comms Email

Various possible topics for the next email were suggested; Playground opening will be disseminated and request was made for topics for the Autumn newsletter.

Action	To be actioned by:	Target date:
Suggestions to be made/discussed with Cllr Hallisey and Cllr Lawlor	Councillors	ASAP

RA/20/96 – Clerk’s Notices

Opening of outdoor areas – Signage has arrived for the outdoor spaces and all works in hand for anticipated opening on 11th July 2020.

Disinfecting Bins – Under current COVID-19 circumstances, Clerk has proposed a bin cleaning regime of disinfecting 15 (non-wooden) bins once a week with disinfectant and paper towels by Green Smile at a cost of £45 + VAT per week. All agreed to the cost.

Action	To be actioned by:	Target date:
Notify Green Smile to proceed with bin disinfecting.	Cllr Newell	ASAP

RA/20/97 – Chair’s Notices

Meeting Start Time – it was decided to continue with the 18:30 start time for the foreseeable future whilst meetings continue on ZOOM.

Coordination of Park Activities – Cllr Hallisey offered to diarise and coordinate (if necessary) the organisations that regularly use KWPC open spaces and outdoor equipment.

Action	To be actioned by:	Target date:
Clerk to send Cllr Hallisey a diary spreadsheet and contact info.	Clerk	ASAP

None.

Meeting Closed:	21:00
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Signed:

Date:

DRAFT