

Kings Worthy Parish Council
RECREATION AND AMENITIES COMMITTEE MEETING

**Minutes of the Meeting held on Thursday 6 November 2014
at Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Phil Allen [Chairman], Bob Barnes, Mandy Hallisey, Stewart Newell and Sarah White.

Clerk: Adrian Reeves

Public: None

RA/14/167 Apologies for Absence

Apologies for absence had been received from Dorry Hudson.

RA/14/168 Public Question Time

None.

RA/14/169 Minutes of the Parish Council Meeting held on the 2 October 2014

The minutes of the meeting of 2 October 2014 were agreed and then signed by Cllr Allen.

RA/14/170 Matters arising from the Minutes of the Meeting held on the 2 October 2014

- **RA/14/154 CCTV for Fraser Road Play area** – legal advice had been received from Hedleys Solicitors but had not yet been studied. This advice to be circulated to members of the committee. A request for advice on systems to be requested for the next HALC Clerks' Round Robin.
- **RA/14/154 Church Green Entrance** – Cllr Newell is to prepare a specification for the work. Winchester City (WCC) have been approached to confirm whether or not planning permission is required; a response is awaited.
- **RA/14/154 Wooden Posts** – Cllr White showed photographs of examples of posts up to 15 cm in diameter. Cllr White agreed to contact potential suppliers. The posts will need to be fitted by someone possessing an auger and the Clerk is to request this be added to the HALC Round Robin to request names / companies.
- **RA/14/154 Sundial** – Vokes & Beck have emailed to say that they will be in contact soon to arrange a meeting to discuss options.
- **RA/14/154 Extra Lines In Eversley Car Park** – This matter is to be

Action

Clerk

**Cllr
White/Clerk**

Cllrs

discussed at the next meeting with the Worthies Sports and Social Club.

**Allen/Newell
/White**

- **RA/14/154 Bins at Eversley Car Park** – The grounds maintenance contractor has been monitoring how full the bins have been on Monday mornings. It was reported that there was no regular problem at the moment. However there were a considerable number of plastic bottles being left on the grass after the junior football. Cllr White undertook to speak with the organiser.

Cllr White

It was noted that the parish litter pick outlined for 15 November was not now happening, due to an overload of meetings. It was agreed to wait for spring and the Clerk was requested to put this as an item for the March meeting.

Clerk

RA/14/171 Report From Playground Inspections

The main areas for immediate work were in the children's play area at Eversley Park, The plywood board with footholds which needed replacing and the protruding handles on the large gates needed covering or removing.

Clerks

It was noted that a very helpful valuation report of all the playground equipment had been received as part of the work.

RA/14/172 Accessible Swing and Fencing

It was noted that the quote received from Sutcliffe Play was for 19 lm (linear metres) and not 191m as previously believed. A lower quote has been received from Creative Fencing and it was agreed to request that Sutcliffe's fit the swing but that Creative Fencing carry out the fence work subject to references and confirmation of their insurance.

Clerks

The Clerk was requested to ask Headbourne Worthy Parish Council if consideration could be given to them making a contribution from their s106 funds.

Clerk

PC/14/173 Tree and Hedge Inspection / Maintenance

The phase 1 work carried out by Mulberry Tree Services has been compared with the specification. The following was noted:

- a) The big beech tree at Eversley Park had not been done. There were a few other minor issues which Cllr Allen would take up with the contractor.
- b) The extra job of the leaning tree at Hinton Park had not been dealt with.

Cllr Allen

These outstanding issues to be chased by the Clerks and Cllr Allen.

Cllr Allen is to work out the requirements for phase 2 after receiving the next report from the tree inspector.

**Clerks/
Cllr Allen**

PC/14/174 Future Maintenance Plans for Broadview and Hinton Park

In respect of hedge maintenance future management was discussed. There had been concerns regarding general neatness / height of hedges. It was agreed to deal with any areas where there was an impingement on neighbours.

The suggestion of a management plan to tackle Broadview in stages over the next

few years was discussed, in order to allow a more “natural” rather than “manicured” effect. There were various views on this.

The tree and hedge maintenance plan is to be an agenda item for the next full parish council meeting.

Cllr Allen

The plan was also discussed to remove the two overgrown evergreen bushes / trees abutting and increasingly obstructing the path at Hinton Park, and making the walk feel less safe; this was agreed. It was also agreed to remove the 6/7 horse chestnut trees and replace them with fruit trees to form the basis of a community orchard. Cllr Allen agreed to take this to full council.

Cllr Allen

PC/14/175 Project Updates

○ Cycle barriers at Eversley Park – The Clerk showed photographs of a mock-up of what the barriers would look like near the end of the path while leaving the required 1m gaps. Cllr White is to take advice from Kings Worthy Primary School’s Road Safety Team.

Cllr White

○ Eversley Park steps – Caroway have been asked to quote for the resurfacing of the steps at Eversley Park in the same material as the path, and have been chased up on repairing the cracks in the existing path. The Clerk reported back on Caroway’s comments. It was agreed to obtain a view from HCC’s Roads Safety Team and that Cllr Newell would speak to the supplier of the surfacing material.

Cllr Newell

○ Burial Ground Redesign of Planting – Cllrs Hallisey and Hudson and the Trainee Clerk met with a member of staff from Sparsholt College and 15 students. Sparsholt are keen to carry out the work and were given a scoping budget of £3,000. They have been informed of the criteria and the donated trees, and they are considering a water feature. They will be returning in December and each student has been asked to supply two designs each. Sparsholt are also keen to implement the chosen design, albeit with different students. It was agreed to defer moving the burial ground seat until the design work was complete. Thanks were expressed to Cllrs Hallisey and Hudson for their work on this project.

○ Bag It Bin It! – Cllrs Hudson and Hallisey have completed 50% of the work to advise on the positioning of the signs to be placed at the entrances to Eversley Park.

**Cllrs
Hallisey and
Hudson**

○ Church Green playground – Cllr Barnes reported on the progress on the redesign of this scheme. Suppliers are now to be written to ask for site visits and quotes.

Cllr Barnes

RA/14/176 General Maintenance / Equipment Repairs

○ Three cycle roundabout at Eversley Park – Agreement has been received from WCC this replacement equipment could be funded from s106 monies as the single quotation was acceptable as there were no other available suppliers. It was agreed to proceed with the order (inc. ground fixing).

Clerk

○ Paving Outside old entrance at Tubbs Hall – This work has been started

but had not yet been completed. Councillors were concerned about the length of time taken by the Maintenance Technician to complete some of the agreed works. The Clerk is to continue to chase progress on this and other works.

Clerk

- Instruction board in adult fitness area – This has been received and fitted by the Clerks.
- Adult surfer exercise equipment – This was now repaired and available for use.
- Tugboat at Fraser Road – The tugboat covers are outstanding; the Clerk is to chase this up.
- The Parish Council owned seats were now due to be repainted as this had last been done in January 2013. It was agreed to ask for quotes from the Maintenance Technician, Neptune and Waterman & Hayter. In addition expressions of interest are to be requested via the website and the Worthies Sports and social Club noticeboard.
- A chafer grub infestation has been confirmed at Eversley Park. It was anticipated that a full treatment, which should be carried out in May, would cost in the order of £4,000 for chemicals and a further £1,500 for its application. The Clerk was asked to put a request on HALC's next round robin to see if other council's had experienced this problem and what action had been taken. Cllr Allen agreed to research the problem further.

Clerk

Clerk

Clerk

Cllr Allen

RA/14/177 Plans for Routine Maintenance

Cllrs Allen and White agreed to produce a draft schedule of works based on the project list previously submitted by Cllr Allen.

Cllrs Allen & White

Cllr Allen referred to councillors to an email he had sent to a resident of Hinton Drive.

RA/14/178 Budget 2015-16

A first draft proposal for the 2015-16 budget was presented to the meeting.

It was agreed to recommend to the Finance Committee to agree to the request from Green Smile Ltd to extend their contract at the existing annual price.

The Clerks were requested to enquire what other parish councils were charging for the hire of football pitches to ensure that Kings Worthy is not undercharging.

Clerks

After discussion it was agreed to present the first draft budget, as attached, to the Finance Committee.

Clerk

RA/14/179 Footpaths, Cycle Paths and Ownership of Hedges

Cllr White requested that she receive the responses received so far to the letters requesting information on the ownership of hedges, in order that she could prepare a spreadsheet of the information.

Clerks / Cllr White

Cycle paths within Eversley park – this was deferred to the spring when footpath maintenance was more in order.

RA/14/180 Clerk's Notices

- The Play Inspection Company had sent information about courses, which would provide a qualification upon successful completion, for people carrying out the weekly play inspections. It was agreed to ask the Maintenance Technician if he was interested in attending on the basis of costs being split equally between himself and the Parish Council.
- The Local History Group had submitted information about the historic The Whiteway the line of which runs across Eversley Park. The Parish Council supports the idea of this being more clearly identified and looks forward to working with the Worthys Local History Group. It was noted that the involvement of the Hampshire County Council's Rights of Way Officer might be required.
- The suggested litter bin for the adult exercise area in Fraser Road was a Topsy 2000; Cllr Allen agreed to confirm its suitability.

Clerk

Cllr Allen

RA/14/181 Chairman's Notices

None.

RA/14/182 Items for Communications

- Litter Picking
- Chafer grubs
- Burial ground redesign
- Adult surfer back in use

RA/14/183 Items for the Next Meeting

None.

RA/14/184 The next meeting is scheduled for 7.30 pm on the 8 January 2015.

The meeting closed at 22.49

Signed.....

Date.....

2013/2014 Budget	2014/2015 Budget	2014/2015 Budget ytd	2014/2015 ytd	Variance ytd	Forecast Outturn	2015/16 Budget Proposed	Income Item/Description
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4,000.00	4,000.00	2,333.33	2,620.00	286.67	3,900.00	4,000.00	Burial Ground
2,400.00	2,500.00	1,187.00	556.00	-631.00	1,668.00	1,800.00	Pitch fees
500.00	300.00	300.00	300.00	0.00	300.00	300.00	Communication
100.00	250.00	109.41	0.00	-109.41	0.00	100.00	Ground Fees/other
0.00	0.00	0.00	22,242.00	22,242.00	22,242.00	0.00	Grants : s106
7,000.00	7,050.00	3,929.75	25,718.00	21,788.25	28,110.00	6,200.00	Total Income

Expenses: Recreation & Amenities Committee

2013/2014 Budget	2014/2015 Budget	2014/2015 Budget ytd	2014/2015 ytd	Variance ytd	Forecast Outturn	2015/16 Budget Proposed	Expenditure Item/Description
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36,000.00	32,392.50	18,895.63	18,895.62	0.00	32,393.00	32,393.00	Grounds maintenance contract
500.00	0.00	0.00	0.00	0.00	0.00	0.00	Contract supervision
3,000.00	3,500.00	2,041.67	22,751.35	-20,709.68	23,501.00	5,500.00	Maintenance Pitch/Playgrd
2,822.00	3,171.00	1,849.75	1,888.45	-38.70	3,255.00	3,280.00	Dog bins
500.00	500.00	291.67	476.82	-185.15	476.82	2,000.00	Notice Boards & Signs
1,000.00	500.00	500.00	0.00	500.00	0.00	1,000.00	Seats, Tables & Shelters
4,000.00	10,000.00	5,833.33	6,683.33	-850.00	18,000.00	7,000.00	Trees
500.00	1,000.00	583.33	0.00	583.33	500.00	3,500.00	Burial Ground Maintenance
4,000.00	7,000.00	4,083.33	2,997.31	1,086.02	5,000.00	5,000.00	Maintenance Technician
36.00	75.00	75.00	16.87	58.13	34.00	36.00	Water Rates - Burial Ground
900.00	75.00	43.75	48.70	-4.95	69.00	75.00	Water Rates - Eversley Park
53,258.00	58,213.50	34,197.46	53,758.45	-19,560.99	83,228.82	58,534.00	Maintenance/Serviceing

600.00	500.00	291.67	0.00	291.67	0.00	500.00	Publicity & Advertising
1,900.00	1,830.00	1,589.56	653.00	936.56	1,353.00	1,400.00	Leaflets and publications
1,500.00	800.00	466.67	0.00	466.67	250.00	250.00	Website fees
4,000.00	3,130.00	2,347.90	653.00	1,694.90	1,603.00	2,150.00	Communication Expenses

57,258.00	61,343.50	36,545.35	54,411.45	-17,866.10	84,831.82	60,684.00	Total expenses
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