

PARISH COUNCIL OF DENMEAD
MINUTES OF THE AMENITIES COMMITTEE
MEETING HELD ON WEDNESDAY 30th SEPTEMBER
2015, IN THE BARN GREEN ROOM, THE OLD
SCHOOL, DENMEAD COMMENCING AT 7:30pm



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|---------------------------|-----|-----------------------------------|-----|
| Cllr K Scholey (Chairman) | (P) | Cllr M Willoughby (Vice Chairman) | (P) |
| Cllr K Andreoli | (P) | Cllr P Langford-Smith | (P) |
| Cllr I Brown | (P) | Cllr F Hull | (P) |
| Cllr N Lander-Brinkley | (P) | Cllr G West | |
| Cllr S Nienaltowski | (P) | | |

Also present: Mrs Debbie Cooper – Committee Clerk and one member of the public.

037/16A **Apologies:** Apologies were received from Cllr West.

The Chairman welcomed Cllr Nienaltowski to his first Amenities Committee meeting.

038/16A **Declarations of Interest:** There were no declarations of interest.

039/16A **Minutes of Previous Meeting:** The minutes of the Amenities Committee Meeting held on 29th July 2015 were submitted for approval. With the following amendments:
Page 7, paragraph 025/15A (b) – Add the following sentence. Charges for the Cultivation Areas will not begin until 1st April 2016 as a gesture of goodwill. Page 8, paragraph 026/16A(a) “Cllr Andreoli stated that the Archery, football and Scouts should still be invoiced for the use of Kidmore Field” should read “Cllr Andreoli stated that the Archery, football and Scout should still be invoiced for the use of Kidmore Field, as these are prompt payers. Page 8, paragraph 027/16A (a) third paragraph “Cllr Andreoli stated...” should read “Cllr Hull stated...”. **With these amendments, it was unanimously RESOLVED that the minutes of the Amenities Committee be accepted as an accurate record and were duly signed by the Chairman.**

040/16A **Public Participation (S.O.1 (c)):** At 7.37pm the meeting recessed into open forum to allow questions and comments from members of the public. The meeting reconvened at 7.41pm

041/16A **New Communications:**

- a) Email from Brian Goldacre, dated 24th August 2015, re Denmead Bowling Club Lighting columns. The Chairman stated that Denmead Bowling Club have decided not to proceed with the project. **Noted.**
- b) Email from Louis Marks, dated 1st September 2015, re Potential Funding for sport. The Chairman stated that this is potential funding to relay the football pitches in Ashling Park. Approximately six months ago, it was estimated that the costs would be in the region of £200,000. After some discussion it was suggested that Denmead Parish Council approach KGV Trust and Biffa and apply for Grants

Cllr Lander-Brinkley queried if relaying the football pitches would impact on the Cricket Square. Cllr Andreoli stated that the whole field would need to be dug-up and even if the Cricket square was unaffected, the Cricket club would not be able to play at Ashling Park for at least a year.

A proposal was made, that DPC obtain detailed quotations which should include:

- Cost
- Amount of time required to relay the football pitches
- Amount of time the pitches would be unusable, allowing settling time.
- Details of all work required
- Whether the Cricket Square would be affected

It was unanimously RESOLVED to investigate the relaying of the football pitches at

Ashling Park and to seek advice from Winchester City Council and the Football Association on the cost and timescales for relaying the football pitches in Ashling Park. Direct Information Service (DISExtra) a fortnightly bulletin from NALC gives details Government policy information and to investigate funding from KGV Trust and Biffa.

- c) Email and letter from Bernie Reid, dated 2nd September 2015, re potential damage to Scout HQ. The Chairman stated that the Parish Clerk had advised Denmead Warriors to play along the pitch rather than across it. **Noted.**
- d) Letter from Bernie Reid, dated 26th September 2015 – regarding Dogs Signs in Kidmore Field, where the Archery takes place. After some discussion regarding the offer of a contribution towards Dog Signs for Kidmore Field, **it was unanimously RESOLVED that a contribution from Denmead Scouts and the Archery club for the dog signs at Kidmore Field would be appreciated.**

042/16A **Budget Requirements for 2016/17:**

Committee considered the draft Amenities budget. In the discussions:

- The repairs to the footpath between the new jogging track at Harvest Field and the oak tree in Creech view are already included in the Amenities budget.
- Training for the Groundstaff was discussed and it was asked if there were any clauses regarding the repayment of training costs, if the staff left within a 12 month period.
- Verti-draining for the football pitches at Ashling Park – it was considered that if the football pitches were to be re-laid, it would not be cost effective to have the verti-draining carried out in the next financial year.
- Furniture for the pavilion – an amount of £500 was included in the Amenities budget for these items.
- Pavilion shutters – Electric shutters should be considered for the Pavilion.
- Basketball Court – the re-marking out of the basketball court should be carried out by the Groundstaff.
- The footpath alongside the golf course should be re-laid with hoggin suitable for horses.

It was unanimously RESOLVED that the matter of the electric shutters for the Ashling Pavilion be included on the agenda for 11th November 2015.

It was unanimously RESOLVED to take the draft Amenities Budget forward to the budget meeting on 26th November 2015 with the following amendments:

- Increase Training – Groundstaff to £1,200
 - Increase Tree Planting to £2,000
 - Reduce - Fuel Groundstaff vehicles to £3,500
 - Increase Replacement tools to £2,500
 - Increase Furniture for Pavilion/Youth Room to £500
 - Increase improvements – pavilion to £5,000 (£2,000 15/16 & £3,00 16/17)
 - Increase Goodman Fields – Grass cutting & hedges to £1,500
 - Increase Casual labour - payback/others to £1,500 (15/16)
 - Reduce basketball marking out to £0.00
 - Increase fencing – general (Ashling Park & Kidmore Field) to £1,600
 - Increase footpath alongside the golf course to £250.00
- Youth Provision
- Increase salaries to £8,000
 - Increase general expenditure to £500

The Chairman stated that the Amenities Committee Budget had increased by 3.2%

043/16A **Matters referred by other Committees:** The Finance, Administration & Personnel Committee [min ref: 020/16FAP] asked that the job responsibilities of the caretaker / ranger role be reviewed and if external cleaning contracts for the Pavilion could be brought in-house.

It was unanimously RESOLVED that two Rangers were required and that investigations into a new cleaning company should be explored.

044/16A **Section 106 Funding:**

An application has been submitted to WCC for the remaining Section 106 funds to be released. All available section 106 funds have now been allocated.

045/16A **Cultivation Area at River End:**

The Chairman stated that the Parish Clerk had revamped the Cultivation Area Policy and that the Cultivation area had been rotivated.

5 of the 8 Cultivation area plots have been allocated and paperwork has been received.

The Chairman stated that there had been a number of minor issues raised:

- Path No 5 does not run the full length of the two plots – the chairman stated that the reason the path doesn't run the full length because there is a path on the other side. **Noted.**
- The plots will be marked by posts at the edge to show the plot lengths. **Noted.**
- The gate adjacent to plot no 1 had dropped, this issue has been rectified. **Noted.**

Cllr Lander-Brinkley stated that Denmead Junior School were very keen to have the school plot.

046/16A **Landscape Working Party:**

- a) The meeting scheduled for 8th September 2015 was inquorate.
- b) The next scheduled meeting of the Landscape Working Party will be held on 20th October 2015. **Noted.**

Apologies for the next Landscape Working Party meeting were given by Cllr Scholey and Cllr Hull. It was noted that Mr Harrison, Cllr Lander-Brinkley the Head Groundsman and Parish Clerk would be in attendance.

047/16A **Goodman Fields Working Party:**

The Chairman stated that the Car Park at Goodman Fields is now complete and the sight lines are very good. The Chairman further stated that the Car Park would not open until the signage is in place.

- The gate is still in position so that no-one can access the car park, once the signs are in place the gate will be moved.
- **Signage** - the Parish Clerk is obtaining quotations for the signs.
- **The kissing gate** - scalping have been put on the boggy and muddy bits of the pathway along with the old tree stumps.
- **Bunds** – Groundstaff to spray the weeds in the bunds ready for them to have grass seed and a wild flower mix in the spring. Cllr Brown stated that Angela Harwood, Denmead Scouts had informed him that she had lots of wild flower seeds that need to be used, and if DPC would like them to get in touch.
- **Bridges** - The handrail on one of the bridges has been welded.
- **Entrance** - Two lengths of chain fencing will be put in place to stop parking in the entrance.
- **The Queen Elizabeth II Cairn and the Memorial to Peter Goodman** to be sited by the Kissing Gate.
- Official Opening of Goodman Fields - **It was unanimously RESOLVED that a**

press release is prepared for the opening of Goodman Fields.

- An interpretation board detailing information relating to trees, wildlife, birds, grasses etc could be useful for visitors to Goodman Fields and a County Councillor grant could be applied for.
 - The Southern Water fence is very easy to see through, allowing the police to see into the car park.
 - **Dog waste bin** – to be moved next to the kissing gate on the inside by the tree trunk.
- It was unanimously RESOLVED that this matter be referred to H&GP**

048/16A **Sports User Group:**

- a) DYFC asked for re-consideration of adding respect lines on pitches. They could not believe the cost as reported to Amenities as the amount of extra time was not excessive.

Cllr Andreoli stated that DYFC were happy to pay for the extra paint. The Chairman stated that the costs associated with marking out the respect line should be investigated.

Cllr Andreoli further stated that Mr Harrison and Cllr West had both agreed that the post and tape arrangement was considered by the FA to be the more effective option.

After further consideration it was unanimously RESOLVED to ask the Head Groundsman to reassess the costs for painting the respect line.

- b) DYFC are asking for weekend access to the Pavilion in order to have their own version of the pop-up café, to sell ready-made snacks and hot drinks to parents / spectators. After some **discussion it was unanimously RESOLVED that DYFC could hire Ashling Pavilion and run a café which could sell crisps, chocolate bars and hot drinks from the Pavilion, providing the following conditions were adhered to:**
- Only named people would be able to run it
 - The kitchen and hall are left in the same condition as it was at the start of their session.
 - A deposit of £50 would be required.
 - The hire fee would be £26.00 (for 3 hours) with an addition £10.50 for subsequent hours.
 - They would need their own insurance.
- c) To install a key safe on the outside of the Ashling Pavilion building for access to storage.

It was unanimously RESOLVED that DYFC could purchase their own key safe, at a cost to them of approximately £70.00 (examples of police approved key safes to be provided) and DPC Groundstaff would install it as it is on DPC owned property. The key safe would be the responsibility of DYFC and if it is vandalised, they would be responsible for any associated costs.

049/16A **Matters relating to Ashling Park:**

- a) **Vandalism / Incidence Reports:**

The Committee Clerk stated that there had been no reports of vandalism during the reporting period.

On 22nd September 2015 – a strimmer was stolen from the truck, whilst the Groundstaff were working in Forest Road. This matter has been reported to the Police, who are investigating.

- b) **Ashling Pavilion:**

- i) **Outside toilet**

The Chairman stated that the outside toilet pan has been welded and so far there have been no issues, therefore there is no requirement to purchase a new toilet pan.

ii) Pop-up café / Accounts / Profit statement

Cllr Hull gave a verbal report on the Pop-up café in Ashling Pavilion.

Cllr Rusbridger acted as mentor with Cllr Hull carrying out the management for the Café (unpaid).

Staff – 3 adults, 4 youngster and 3 trainees

All staff (adults and youngsters/trainees) underwent training.

Menu was varied

Visitors consisted of playground users, skatepark users and elderly visitors.

All feedback very positive, people were appreciative of the pavilion being in use.

Rubbish and vandalism was down on previous years, and the profile of the pavilion was increased.

The weather made a big difference, as there was no passing trade.

The football club asked if the café could be open for them to use. Some pensioners enquired if it would be possible to have activities in the Pavilion (Lunch & Tea).

Full accounts and a written report on the Pop-up café to be available for the next Amenities meeting on 11th November 2015.

Cllr Hull to produce a written report and full accounts for the next Amenities Committee meeting on 11th November 2015.

iii) Fees for the hire of Ashling Pavilion

Current Fees

Resident £26.00 (per 3 hour session) & £10.50 (per additional hour).

Non-resident £36.50 (per 3 hour session) & £10.50 (per additional hour).

New fees (2016/17)

It was RESOLVED by majority vote that the new Pavilion fees for 2016/17 would be:

Residents: £10 per hour (minimum booking of 3 hours) and £10 per additional hour.

Non-Residents £40 (per 3 hour session) and £12 per additional hour.

iv) Line Marker machine for pitches

3 quotes obtained – 2 from Fleetline markers and one from Pettitt's

It was unanimously RESOLVED to purchase the Kombi 3 Line Marker and 2 x 15 Litres of Paint from Fleetline Markers, funds to be taken from 6070 facilities maintenance.

- v) Smoke detector in staff entrance at Ashling Pavilion needs to be relocated, due to water setting the smoke detector off. DPC are currently awaiting a quotation from CIA to relocate smoke detector.

It was unanimously RESOLVED to allocate £250.00 from Pavilion Maintenance.

It was unanimously RESOLVED to allocate £400 to have the roof repaired and made water tight.

050/16A Denmead Tennis Club – Partnership Agreement:

Cllr Willoughby stated that this matter is in progress and that **a report to clarify the position would be prepared for the next Amenities meeting on 11th November 2015.**

051/16A Sponsorship of Roundabouts in Forest Road and flower beds around the village.

Cllr Langford-Smith stated that the roundabouts need to establish before they can be sponsored. **Cllr Langford-Smith AGREED to produce a document regarding the sponsorship of the roundabouts for the next Amenities Committee meeting on 11th November 2015.**

052/16A **Forestry Commission Liaison Group:**
Next meeting due to take place on Monday, 2nd November 2015. **Noted.**

Cllr Hull stated that Simon James had been promoted and would therefore be replaced by Andy Brunt.

053/16A **Matters arising and outstanding matters from previous minutes:** To consider any matters arising or outstanding from the previous Amenities meetings. The outstanding matters were reviewed and updated.

054/16A **Matters raised by Councillors:**
Nothing to report under this agenda item.

There being no other business the meeting closed at 10.08pm. The next scheduled meeting is Wednesday, 11th November 2015.

Amenities Committee – 30th September 2015

Public Session

Mr Kennett, as resident of Park Road, raised the following regarding Goodman Fields:

- Mr Kennett stated that he had been in contact with George Hollingbery (MP) who will be looking into the pollution of Goodman Fields. In response to this matter, an official from Winchester City Council had informed DPC that WCC would not be doing any tests on the land at Goodman Fields, as this was not a genuine source of contamination on the land and was not a health hazard. The Chairman stated that Mr Hollingbery was very welcome to contact DPC regarding this matter.
- Mr Kennett raised concerns that the left hand exit from new entrance into Goodman Fields would cause issues, especially when the tankers are parked in the public layby. In response to this matter, the Chairman stated that this matter had been investigated and the layby was owned by DPC / WCC and DPC had the right of way.
- Mr Kennett queried if there should be a gate in the entrance to Goodman Fields. In response, Mr Kennett was informed that the original gate was installed by the Environment Agency.