

PARISH COUNCIL OF DENMEAD



MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON WEDNESDAY, 11 OCTOBER 2017 IN THE BARN GREEN ROOM, THE OLD SCHOOL, DENMEAD COMMENCING AT 7:30pm

Cllr K Andreoli (Chairman)	(P)	Cllr I Brown	(P)
Cllr N Lander-Brinkley		Cllr P Langford-Smith	(P)
Cllr K Scholey	(P)	Cllr G West	(P)
Cllr M Willoughby	(P)		

Also present – Seven members of the public and Mr Tony Daniells, Committee Clerk.

032/18A Apologies: Apologies were received from Cllr Lander-Brinkley.

033/18A Declarations of Interest: Councillor Andreoli declared personal and prejudicial interest in agenda item 8 e) (i) as Mrs Andreoli was the applicant for a License to Cultivate land adjacent to 34 The Meadow.

034/18A Minutes of the Previous meeting: The minutes of the Amenities Committee meeting held on 26 July 2017 were submitted for approval. **It was unanimously RESOLVED that the minutes of the Amenities Committee be accepted as an accurate record and were duly signed.**

035/18A Matters arising and Outstanding matters from Previous Minutes:

In commenting on outstanding matters, the following update were given:

- The Committee considered the replacement costs for litter bins from the suppliers Glasdon and Broxap. Bins from Broxap were cheaper but did not come with a ‘firexpire’ option . It was considered that bins sited close to buildings should have this feature fitted. It was asked if this option was available, or could be fitted to Broxap bins. If it could, then it was agreed that bins were purchased from Broxap, otherwise the Council would continue to use bins from Glasdon.
- A meeting of the MUSA working party would be called soon with an application for CIL monies being considered.
- Signage at Goodman Fields had now been installed. A similar sign would be installed at Heath Field

These updates were **NOTED**.

036/18A Public Participation (S.0.1 (c)): At 7.40 pm the meeting recessed into open forum to allow questions and comments from members of the public. The meeting re-convened at 8.05 pm.

It was agreed that agenda items 8b) Kidmore Field and 8d) Heath Field were taken as the next items of business.

037/18A Landscaping

a) Kidmore Field

- i. The procedure for a review of the Scouts compliance with its lease had received no comment from Councillors. **It was unanimously RESOLVED that Cllrs Andreoli and West conduct the next review.**
- ii. Councillors considered a proposal from the Scouts to relocate their canoe cage to provide dedicated outside space for Busy Bees. In the following discussions,
 - Cllr Langford-Smith agreed she would visit the site at the weekend
 - Mrs Hardwood explained that the new position for the canoe cage would take addition space outside of their agreed area. Changes to the lease would be paid for by the Scouts. Mrs Harwood explained how frustrating it was to deal with different Councillor each time. Former Cllr Hull had always commented on the untidiness of the Busy Bees play area.
 - The new location would not alter the view of the canoe cage from the road

It was AGREED in principle by a majority to allow the canoe cage to be repositioned as proposed provided that Fields in Trust did not raise any objection. The Clerk would make this enquiry of FiT.

iii. The Clerk was asked to confirm with the Groundstaff that fences at Kidmore were secure.

- b) Heath Field
 - i. A decision on a cut of the boundary hedge at the Heath Field and car park had been referred to Amenities by FA&P. **It was unanimously RESOLVED to accept a quote dated 26 September 2017 from Norse SE to cut the perimeter hedge and funded from SAGE 5302, Outsourcing.** The Clerk would write to advise those affected of the need to keep the perimeter clear during works.
 - ii. The Head Groundsman had confirmed he was satisfied with the work of Norse SE, who had carried out other work in the Parish and was also the Council's gravedigger. **It was unanimously RESOLVED to use Norse as a preferred supplier for landscaping works for a one year period.**
 - iii. A gate giving access to the Heath Field from an adjoining property had now been secured by the householder to prevent access.

038/18A Correspondence:

- a) An email had been received from WCC's Sports Development Manager advising that holiday football coaching would no longer be supported due to budget cuts. **NOTED.**

039/18A Matters Relating to Ashling Park/Ashling Pavilion

- a) Pavilion Locks: Replacement keys for the external doors at the Pavilion were unavailable from the manufacturer or other suppliers due to the age of the locks. A quote to replace the locks was received. Councillors wished to consider alternative options for getting replacement keys before changing the locks. **It was AGREED that the Clerk would supply the keys that needed cutting for Cllr Brown or Cllr Scholey to investigate other suppliers and defer any decision until these options had been exhausted.**
- b) Fire Safety: A quote had been received to bring the Pavilion up to legal fire standards. The upgrade consisted of replacing the Youth Room door such that it opened outwards, adding signage and fitting intumescent strips to some doors. In the discussion, Councillors agreed that this was a necessary upgrade and the work should go ahead. **It was unanimously RESOLVED to accept quote QUO02299 from Dennison Doors funded from SAGE 6130, and to authorise the work.**
- c) Defibrillator for the Pavilion: The Committee considered that Denmead Youth Football Club's (DYFC) application for a defibrillator at the pavilion and subsidised by the FA should be supported. The defibrillator cost to DYFC would be £318 and the Club had asked if Council would contribute to the cost. **It was unanimously RESOLVED that DPC contribute half of the purchase cost from SAGE code 6301 Pavilion Improvement, that DYFC maintain the unit, that the unit could be charged using Pavilion power and that DYFC be asked if the unit could remain at the Pavilion for others to use.**
- d) Skatepark: **It was unanimously RESOLVED to accept the quote no. 2712 from Evolution Skatepark Ramps to carry out repairs to existing skatepark ramps funded from Sage 6120 Maintenance Play Equipment and Skatepark.**
- e) Pavilion Storage: The Committee had been supplied with options and indicative costs for additional storage at the Pavilion. A used shipping container was the preferred option although not all Councillors were in favour of where it would be sited. If the container was owned and installed by the Council, it would not require planning permission. A 20 feet container was suggested provided this was suitable for use by DDC. Fields in Trust would be asked to comment on the use and siting of a container on KGV land. **It was RESOLVED that DPC would purchase a used 20 feet shipping container and recoup the costs by charging DDC £10 a month for its use by them. The container would be painted green and fitted with a secure lock. The cost would be funded from Pavilion Income. The Clerk would make this enquiry of FiT.**
- f) Pavilion Cleaning: Cleaning of the Pavilion, including the hall and kitchen now took place on Saturday mornings. **NOTED.**
- g) Steam Cleaner: **It was unanimously RESOLVED to purchase a Karcher SG 4/4 steam cleaner for use at the Pavilion and funded from Pavilion income.**
- h) MUGA and Additional Tennis Courts: Cllr Langford-Smith confirmed that developer contributions for a MUGA would remain at the level agreed by the Planning Development Committee decision for Carpenters Field. A meeting of the MUGA Working Party would be convened to consider a way forward. **NOTED.**
- i) Other matters: Cllr West asked about training and pitch availability at Ashling Park as a Club had been advised that there was no capacity to accommodate another club. The Clerk would review the email sent regarding this and send Cllr West a copy.

040/18A Landscaping

a) Goodman Fields

- i. Welcome Board: The new signage had been installed. The sign was acceptable and a similar sign would be erected at the Heath Field with wording appropriate to that location. **NOTED.**
- ii. Information Board: In the absence of Cllr Lander-Brinkley, there was no update on the Board to advise visitors of what wildlife and flora could be expected to be seen at Goodman Fields.
- iii. Cllr Scholey reported that after visiting the Fields, he considered that spoils from hedge cutting could be chipped and spread on paths to improve the walking surface. An update was given on the repairs to the entrance to the surface at the entrance to the car park and a further layer of scalplings would be added to prevent the surface from rutting. It was asked that weeds to the entrance to the car park were cleared.

b) Harvest Field: There were no matters raised under this item.

Cllr Andreoli left the meeting for the next item and took no part in the discussion or decision. In his absence, Cllr Scholey took the Chair.

c) Other Open Spaces: A request for a License to Cultivate an area of open space land adjacent to 34 The Meadow had been received. The applicant had provided a proposal to grow fruit and vegetables and also herbs and flowers on the land. In the discussion, Councillors agreed with her proposal. **It was unanimously RESOLVED to grant a License to Cultivate the land to Mrs Andreoli.**

No other matters were raised relating to Council owned open spaces.

Cllr Andreoli rejoined the meeting and chaired the remainder of the meeting.

041/18A Budget Requirements for 2018/19

A draft budget for the Amenities Committee had been previously circulated. The Committee reviewed the budget line by line and commented that

- i. AM05 – AM28 should remain unchanged although item AM15 should also include bulb planting.
- ii. AMP04 Tennis Court re-skimming should be increased to £3000 to build funds to reflect the increased costs of this work
- iii. AMP05 Fencing- General. The need to maintain fencing at Ashling Park was questioned. This matter would be added to the next agenda of this Committee for discussion.
- iv. AMP13 Play Equipment – Creech View. This item would remain but would be considered further during the informal budget discussions.
- v. AMP15 Tractor. Until the need for a new tractor was better understood it would be removed from the budget. Costs for repairs for the old tractor should be obtained.
- vi. AM12 – Groundstaff Training. Based on recent incidents at the Ashling Park playarea it was asked that Dave Potter should carry out play ground safety inspections twice a year and that he should be asked to train up ground staff.

It was AGREED that the changes identified above would be reflected in the draft Amenities budget that would be taken forward to the informal budget workshop to be held on 16 November 2016.

042/18A Sports Policy

The Clerk reported that the changes to the Sports Policy were only to reflect changes to the training zone layouts. **It was unanimously RESOLVED to accept the changes and agree the Sports Policy**

043/18A Vandalism: The Clerk reported four instances of vandalism and these were **NOTED.** The Committee briefly discussed owners exercising their dogs in Ashling Park. No solution to this problem was proposed. It was noted that current signage advising that dogs were not allowed in the Park was overcrowding some notice boards and a change to the signs should be tried with other signs removed.

044/18A Sponsorship of Roundabouts in Forest Road and flower beds around the village.

Cllr Langford-Smith advised that a sponsor had been identified and the signage was being discussed. **NOTED.**

There being no other business the meeting closed at 9.45pm. The next scheduled meeting is Wednesday, 22 October 2017.

PUBLIC SESSION

Seven members of the Public

Amenities Committee – 11 October 2017

Mr Marks asked why charges for use of the Heath Field had been introduced and why no charge was applied to Goodman Fields. In reply, Councillors advised Mr Marks that charges applied for exclusive use of the Heath Field. This had been agreed by the Amenities Committee and the Clerk would give the minute reference to Mr Marks. Mr Marks asked about the costs of a survey of the Heath Field. Committee answered that the Hall Committee had asked for a lease of the land so there was a justification in getting a valuation. The cost for the survey and valuation was a maximum price. Mr Marks was also advised that signage was proposed for the Heath Field.

Ms Caine of Ashling Gardens referred to a lease the Scouts had for use of land a Kidmore. She was advised that a valuation had been obtained prior to the lease being agreed. A survey and valuation had also been obtained for the land and buildings at the Old School.

Mr Crewe asked for the reason for the survey. He was answered that a Council had a legal duty to make the best use of its assets and could not give these away for a peppercorn. The survey and valuation would not consider specific uses for the land. The land was previously identified as a site for new parish offices.

Ms Caine referred to the last Council meeting held on 6 September. She could not find a report on potential uses for the Heath Field. The Chairman replied that all options were still being explored. Questions specific to the Working Party should be directed to Full Council meetings. Once all options for use of the Field were understood, then a report would go to Council. If there was a need for public consultation, this would be identified in the report.

Mrs Harwood was attending to answer any questions Councillor may have on a proposal by the Scouts to relocate their canoe cage at Kidmore.