



PARISH COUNCIL OF DENMEAD

MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON WEDNESDAY 23 MAY 2018 IN THE BARN GREEN ROOM, THE OLD SCHOOL, DENMEAD COMMENCING AT 7:30pm

Cllr K Andreoli (Chairman)	(P)	Cllr I Brown	(P)
Cllr A Jones	(P)	Cllr N Lander-Brinkley	(P)
Cllr P Langford-Smith	(P)	Cllr E Marks	
Cllr R Pearson	(P)	Cllr K Scholey	(P)
Cllr G West		Cllr M Willoughby	

Also present were two members of the public, and Mr Tony Daniells, Committee Clerk.

- 001/19A** Apologies: Apologies were received from Cllrs Marks, West and Willoughby
- 002/19A** Declarations of Interest: There were no declarations of interest made at this time.
- 003/19A** Minutes of the Previous meeting: The minutes of the Amenities Committee meeting held on 11 April 2018 were submitted for approval. **It was unanimously RESOLVED that the minutes of the Amenities Committee were accepted as an accurate record and duly signed.**
- 004/19A** Matters arising and Outstanding matters from Previous Minutes: The Chairman considered each item in the list of outstanding matters and the following comments were made:
- The recent Pavilion electrical safety inspection had identified the need for RCD's to be fitted, although the Clerk did not believe this was a retrospective requirement. Cllr Brown would check this with a qualified electrician.
 - The village planters were still available for sponsorship. The sponsor plaques from previous sponsors would be removed.
 - Previous investigations into funding to level the football pitches identified a requirement to match fund.
 - Quotes for replacing the Pavilion kitchen worktops were awaited.
 - An application for works to protected trees in Ashling Park had now been approved. **It was unanimously RESOLVED that a quote for the work of £1,100 be accepted and the work completed. Funding would be taken from SAGE code 6085 (Tree Works)**
 - The safety sign for the Wetlands Pond would need to be bespoke as a standard sign was not available.
 - Target dates should be updated
 - The bench had been installed in the play area at The Old School
 - The access area into Goodmans Fields needed to be confirmed as DPC did not own the area between the roadway and its land
 - Some cold tarmac had been used to repair the holes to Cemetery Lane but it was unknown who had carried out these repairs.
- 005/19A** Public Participation (S.0.1 (c)): There was no requirement for a public session.
- With the agreement of the Committee, agenda item 9(h), License to Cultivate, was taken as the next item of business.
- 006/19A** License to Cultivate: The Chairman referred to a request from a resident to cultivate a small piece of open space land in Great Mead. A reference was made to a letter sent to another resident to advise that she could cultivate this area but no request to do so had been received. The area was not considered to be a soft footway. The area would be planted with low shrubs and bulbs to give it some colour. **It was unanimously RESOLVED to grant a License to Cultivate the small area in Great Mead.**
- 007/19A** Correspondence :
- a) The Chairman read out a letter from the Ville Bowmen commenting on the fact that the Scouts had been given permission to hold a car boot sale at Kidmore Field on a day when the field was normally used by them. The Ville Bowmen asked if they could use Kidmore Field in the afternoon after the car boot sale had ended. **It was AGREED that the Clerk would reply to the Ville Bowmen and apologise for the conflict of use of the Field, and agree that they could use the Field in the**

afternoon and that the fee for use would be waived. It was further **AGREED** that the Council would reassure the Ville Bowmen of their continued use of the Field; this would not be done through a lease or rental agreement.

- b) A memo was received from the RFO suggesting how the purchase of a water bowser could be funded as an application for a grant to part fund was unsuccessful. **It was unanimously RESOLVED that the purchase was funded from money held in SAGE code 3011 (Village Centre Maintenance) with the balance taken from Earmarked Funds SAGE code 3010 (Landscape Maintenance)**

008/19A Scale of Charges.

A comparison of charges had been previously circulated and was also tabled at the meeting. This showed the existing cost to hire DPC facilities and a proposed new charging structure.

Cllr Langford-Smith summarised the rationale behind the simplified charging structure, which aimed to provide consistency in charging across facilities and a reasonable charge for additional facilities such as storage. In the discussions on this item, Councillors considered that

- The Bowls Club were charged a peppercorn rent provided their membership was at least 50% residents of Denmead. A peppercorn could be a monetary sum. Legal advice should be obtained to clarify this.
- Fees paid by the Tennis Club and Scouts would increase by inflation as defined in the Lease agreement.
- Scouts were not allowed to sublet as per the alienation clause in their Lease
- Heath Field and Kidmore Field were simplified to commercial use and non-commercial use. Charities would be charged, although it was considered distasteful to charge for charitable use. It was suggested that charging should be consistent. Cllr Andreoli remembered when a fee that had been paid by a charity was given back by way of a grant.
- Charges should be proportionate to the amount of land used.
- The proposal included charging groups using facilities without payment today. The charging structure for these groups would provide a basis for discussion. Any challenge to being charged would need to be supported by production of accounts. All groups should pay something for usage.

It was unanimously RESOLVED to adopt the revised scale and structure of charges for use of DPC facilities with immediate effect.

009/19A Matters Relating to Ashling Park/Ashling Pavilion

- a) Football Training: The Clerk had written to the Youth Football Club regarding their unauthorised training session on the pitches at Ashling Park. This was preventing the ground staff from reseeding the grass playing surface in the goalmouths and undermining the recent vertidrainage activity. Training had not stopped and no reply to the letter had been received. The Committee considered the options of using the card system, and the consequences of using this, or imposing a fine. **It was AGREED to wait for a reply before deciding upon any action.**
- b) Pavilion Door Locks: Replacement keys for the locks were unobtainable. A quote to replace the locks was received. **It was unanimously RESOLVED to replace the locks on external doors with funding taken from SAGE code 6056 (Pavilion Security and Maintenance)**
- c) Ashling Park locking times: The Chairman reported that following a meeting with the Head Groundsman, he had been made aware of the difficulties in staffing gate locking when the times changed each month. **It was unanimously RESOLVED that gate locking to the Park would be 9.30pm during British Summer Time and 4.30pm for the rest of the year.**
- d) There were no other matters raised relating to the Ashling Park or Ashling Pavilion

010/19A Landscaping

- a) Goodman Fields:
- (i) Information board: The Committee were pleased with the revised layout and content of an information board for visitors to Goodman Fields. This was based on input from Hants and Isle of Wight Trust. **It was unanimously RESOLVED to use the layout as an insert to an A2 lectern as previously agreed.**
 - (ii) There were no other matters raised relating to Goodman Fields
- b) Kidmore Field:
- (i) Groundstaff work area: A second quote to provide a hardstanding for use by the Groundstaff had been received. The layout had previously been agreed between the Ville Bowmen and the Council. A discussion took place regarding the need for a second container or if the original container could be emptied and the roof replaced. The cost to remove the original container was also considered. The cost of a second container was yet to be obtained. Permission would

be needed from FiT for a siting a second container. **It was unanimously RESOLVED to accept the proposal as previously agreed and provide a hard standing and progress the siting of a second container and funded from SAGE code 6070 (Facilities Maintenance)**

(ii) There were no other matters relating to Kidmore Field

c) Harvest Field:

(i) ECOSA: Ecological Survey and Assessment had been given permission to take a water sample from the Wetlands pond to test for great crested newt environmental DNA. **NOTED**

(iii) Cllr Brown had observed that the fence adjacent to the double gates was in need of repair and asked for this to be attended to.

d) Heath Field:

(i) Tree Works: A request had been received from a resident to carry out some works to the tree adjacent to her garden in Heath Field. Minute 113/16A had resolved that the tree was in DPC ownership. **It was unanimously RESOLVED to ask the Council's approved tree surgeon to look at the tree and advise if any work was necessary.**

(ii) It had previously been agreed to hire a skip for Heath Field to remove accumulated debris and it was asked if this could now be actioned.

e) Trees:

(i) Tree Survey: It was proposed that a further tree survey was carried out to identify trees that may pose a nuisance threat now or in the future, and to seek advice on suitable replacement trees. It was also suggested that (based on that survey) DPC adopt a "rolling programme" of tree replacement to avoid cutting down whole areas of trees of the same age & spread. **It was AGREED that a quote was obtained for the survey and if the quote was for less than £5,000, the survey should go ahead.**

(ii) Trees along Ashling Park Road Greenway: A letter had been received from Environmental Group advising that trees in DPC ownership were a significant factor in damage to a property in The Meadow. The Committee agreed that it had no choice but to remove the trees but to replant with a suitable species if possible. **It was unanimously RESOLVED to remove four Aspen trees along the Ashling Park Road Greenway.**

(iii) Beech Tree on The Green: The tree was damaged and the advice from an arborist was that the damage would prevent the tree from maturing into a safe tree and that it should be removed. **It was RESOLVED by a majority that the tree was removed at the end of the nesting season and replaced with a suitable species of fir tree that could be used to decorate with Christmas lights in December.**

(iv) **Trees along Southwick Road:** A letter from Crawford advised that trees in DPC ownership posed a potential threat to an adjacent property. Council had previously inspected these trees and removed some but were reluctant to remove all of the trees suggested. **It was AGREED to ask a qualified arborist for an opinion on whether the trees would pose a threat to property in the vicinity.**

Cllr Jones left the meeting following conclusion of the above item

f) Village Memorial: Cllr Langford-Smith had requested a design and quote from a blacksmith and this was awaited. Another blacksmith had suggested using poppies made for Ypres 2016 but remaining unused. She would obtain a design and price for the next meeting.

Cllr Lander-Brinkley corrected the belief that it was the Scouts who had proposed a non-denominational memorial when it was he and Cllr Andreoli who had originally made the suggestion. **NOTED.**

g) HAVi: The Head Groundsman was concerned that accurate monitoring of time spent using different pieces of equipment by the Groundstaff was not accurate from using just the operations manuals and the Council could be open to future claims from hand-arm vibration damage. Monitoring equipment was available and two options had been previously circulated. **It was unanimously RESOLVED to purchase a Standard Level HAVi Watch Manager Pack at a cost of £1,970.00 funded from SAGE code 6130 (Health & Safety & Fire) with any additional funds taken from Sage code 3011.**

011/19A Vandalism: There were no reports of vandalism.

There being no other business the meeting closed at 9.14pm. The next scheduled meeting is Wednesday, 4 July 2018