



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

[www.bramshottandliphook-pc.gov.uk](http://www.bramshottandliphook-pc.gov.uk)

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## RECREATION COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL  
AT THE NEXT MEETING**

A MEETING OF THE RECREATION COMMITTEE TOOK PLACE AT 7.30PM IN THE CANADA ROOM, THE MILLENNIUM HALL, ONTARIO WAY, LIPHOOK ON MONDAY 2<sup>ND</sup> DECEMBER 2019.

## MINUTES

### PRESENT:

Cllr Trotter - Chair  
Cllr Hall  
Cllr Mitchell  
Cllr Olson

Mr P. Stanley – Executive Officer  
Mr D. Cornish – Grounds Manager  
Mrs N. Sosin – Senior Administration Officer

### ALSO IN ATTENDANCE:

Cllr Kirby - Chair of Council, 1 member of the press, and 2 members of the public.

### 50/19 CHAIRMAN'S ANNOUNCEMENTS

The arrangements for fire exits and mobile phones were explained.

### 51/19 APOLOGIES FOR ABSENCE

Cllr D. Curnow-Ford and Cllr Coyte sent apologies and these were accepted.

#### **64/19 DECLARATIONS OF INTEREST**

None were made.

#### **65/19 MINUTES**

The Minutes of the meeting held on 7<sup>th</sup> October 2019 were approved.

**All Agreed**

#### **66/19 MATTERS ARISING FROM THE MINUTES**

Cllr Hall asked about progress with the litter bins. The Grounds Manager, DC, explained that they had been delivered but unfortunately were not up to standard and were being returned.

#### **67/19 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

Public questions - Items not on the agenda

None

Public questions – items on the agenda

None

#### **68/19 REPORTS**

##### **Grounds Manager**

DC read his report to the meeting.

MH asked about the cleaning of bus shelters particularly the one on the Midhurst Road which is covered with posters. DC replied that the shelter on The Avenue which was particularly dirty, and covered in algae, has been cleaned as a priority but other shelters would be left until the spring.

MH also asked about the leaves which were covering paths on PC land and DC replied that these were regularly blown from the paths onto the grass and left to compost down.

SO asked DC about the Play Equipment Inspection course he had attended and what he learnt that could be shared.

##### **Radford Park Working Party**

JK explained that the first thing that will be completed is the 'Mission Statement'. The Working Party have identified seven aims. They will provide recommendations to the Committee. Included will be plans for a circular walk around the park with more disabled access on to the top area (10b), more benches and a map. There should be a separate management plan for the river and its banks as this needs more specialist input. The next step would be a site visit to the Dead Water Valley Nature Reserve to look at how this is managed.

##### **Radford Verges Working Party**

There had been a delay to work starting on the verges due to the tractor being broken however it was hoped that the seed could be sown this week. DC suggested installing a post and rail fence once planting was complete to prevent parking which was still a problem by a persistent few.

**69/19 TREE SURVEY**

It was agreed that in order to proceed with the tree survey it was necessary to categorise the trees into high, medium and low risk for Radford Park. We could then prioritise the high risk areas to begin with, which would generally be trees that were adjacent to paths. All trees should be tagged whether they need work to be done or not so that a database of trees within the park can be built up for future reference.

The scope of the tree survey was agreed.

It was agreed by all Councillors to carry out the tree survey in this financial year.

It was noted that three quotations would need to be provided in view of the likely cost.

**70/19 FORMER WILLOWS BUILDING WORKING PARTY**

Members of the working party would be Cllr D. Curnow-Ford, Cllr P. Curnow-Ford, Cllr Winfield, Cllr Olson, Cllr Kirby and Cllr Coyte. Stakeholders and potential users would also be invited to join the working party.

**71/19 FOOTBALL STOP BALL SYSTEM**

The EO explained that he had written to the football club to confirm they would put up and take down the netting for each game. The Chairman explained that the club are no longer happy to do this as they have been advised that if it is not installed correctly the club are liable not the Parish Council. The EO requested the Football Club send over a copy of their Public Liability Insurance.

**72/19 REQUEST TO HOLD A COLOUR RUN AT RECREATION GROUND**

The Committee agreed to the request subject to the necessary paperwork being provided (Risk Assessment, Public Liability Insurance).

**73/19 REVENUE BUDGET**

The Executive Officer stated that the Finance & Policy Committee had considered the first draft budget and agreed the total budget for the council. There was no requirement to change any of the Recreation Committee figures from the first draft. The committee agreed that no changes were necessary.

**74/19 BUDGET MONITORING**

The expenditure on protective clothing was overspent as little had been spent in previous years. The budget for Equipment Purchases was also overspent due to the purchase of a flail mower. Both were planned overspends. The overall Recreation Committee budget will be underspent at year end due to an unfilled vacancy.

Meeting closed 8.30pm