



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

P.J. STANLEY  
EXECUTIVE OFFICER

Tel: 01428 722988  
e-mail: council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE  
HASKELL CENTRE  
MIDHURST ROAD  
LIPHOOK  
HAMPSHIRE  
GU30 7TN

## RECREATION COMMITTEE

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

**A REMOTE MEETING OF THE RECREATION COMMITTEE TOOK  
PLACE AT 7.30PM ON MONDAY 3<sup>rd</sup> AUGUST 2020.**

## MINUTES

### **PRESENT:**

Cllr Trotter – Chair  
Cllr Coyte  
Cllr D. Curnow-Ford  
Cllr Hall  
Cllr Olson (part)

Mr P. Stanley – Executive Officer

### **ALSO IN ATTENDANCE:**

Cllr Kirby - Chair of Council, Cllr P Curnow Ford.

### **31/20 CHAIRMAN'S ANNOUNCEMENTS**

The chairman stated that the meeting was being recorded both audio and video for the purpose of the minutes.

### **32/20 APOLOGIES FOR ABSENCE**

Cllr V. Mitchell.

**33/20 DECLARATIONS OF INTEREST**

None

**34/20 MINUTES**

The Minutes of the meeting held on 22<sup>nd</sup> June 2020 were approved.

**Proposed: Cllr Trotter      Seconded Cllr D. Curnow-Ford    All agreed.**

**35/20 MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

**36/20 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

Public questions - Items not on the agenda

**None**

Public questions – items on the agenda

**None**

**37/20 REPORTS**

**GROUNDINGS MANAGER**

As the Grounds Manager was not present at the meeting, his report was read out by the chairman. The report was noted.

**RADFORD PARK STRATEGY**

Cllr Coyte gave a verbal report on the work of the Strategy working group. Now that the strategy had been approved, the next stage was to develop a management plan for the water courses, flora and fauna. The Wildlife trust should be asked to provide a cost to assist the council in developing such a policy.

It was also stated that more of the public are accessing areas at the far end of Radford Park that is the wildlife area. The strategic plans state that this area should have restricted access. There was also concern that the area can be dangerous and as such it was agreed that the area needs to be fenced-off at the top path area.

Cllr Olson joined the meeting.

The Executive Officer will ensure the Grounds Manager is made aware of this requirement and that he provides a suitable costing for the fence to be erected for approval at the next meeting. It was also felt important that the public are made aware of the actions being taken and publicise the proposal.

**38/20 CONDITION OF PITCHES AT RADFORD PARK**

As requested at the last meeting, the Grounds Manager had provided a schedule of work for the football pitches. The costing covered two level of maintenance covering general and sports club. The general level would cost £3,672 plus machinery hire compared to the total budget for all grounds work at the Recreation Ground of £1,000. It was noted

that the income from the football club was about £2,000 per annum. Councillors felt that the council's liability should be to maintain the pitches to ensure they are safe. Any additional improvements required by the football club should be provided at their own expense. They could apply for a grant from the council and funding from other sources to assist with this.

It was agreed that the Grounds Manager should split the list into essential work required for health & Safety and optional work which would need to be funded by the football club.

#### **39/20 MEMORIAL BENCHES AT RADFORD PARK**

Cllr Trotter thank Cllr D Curnow-Ford for her work in providing information that was included in the Memorial Benches Policy agreed at the last Council meeting. The provision of benches and their maintenance would be at cost and not as a profit-making activity. The prices quoted are indicative and the Executive Officer will ensure full costs are passed onto the party requesting the bench. He will also ensure that we try to secure a discount when ordering benches due to the potential large number of benches that may be purchased over time.

#### **40/20 RADFORD PARK GATE**

Councillors considered an email received from a local resident. It concerned an incident where a small child ran towards the London Road from Radford Park and questioned why the area was not securely gated. The matter was debated and it was agreed that the existing gating was adequate and compatible with a large public open space with multiple usage. The Executive Officer will write to the local resident to confirm the outcome.

#### **41/20 REOPENING OF PUBLIC OPEN SPACES**

No bookings had taken place since the Governments Special measures were introduced in March. With the easing of restrictions, the council needed to decide its policy should it be approached for a booking. Contact had been made by a Fair about possible use of the Village Green. There was concern about hosting such a large public open event at this time and how practical it would be to maintain safe distancing.

It was agreed that no bookings should be accepted for parish open spaces at the present time and that the position will be reviewed at the next meeting in October.

#### **42/20 USE OF OPEN SPACES FOR TRAINING**

The council has been approached for permission to use a council open space to train clients. The Executive Officer stated that some years ago, an organisation was granted a license to train clients and a licence fee was charged. The organisation then stopped and no other licenses were requested.

The committee considered use of open spaces and noted that many people use the various areas for leisure activity and training already without notifying the council. It was agreed that the council would not grant individual permission for using its facilities. It would also not take any responsibility for that activity other than as the owner of the grounds. The Executive Officer will respond on this basis and also emphasise that when using an open space, they should be mindful of other users of the facilities.

#### **43/20 ROTATION OF SPORTS PITCHES**

The football club had requested that it be allowed to rotate the football pitches in the summer 2021. A diagram of how this will look was attached to the agenda. The Chairman confirmed that the cost of this rotation, including moving the permanent fence would be met in full by the football club.

It was unanimously agreed that the football club be given permission to rotate the pitches as per the drawing provided as long as no additional cost falls on the council.

#### **44/20 GATE AT THE ALLOTMENT**

Cllr Olson declared an interest in that she was an allotment holder.

The Property Manager had obtained a price for the replacement of old and dangerous gates at the allotments. It was proposed that the double gate be purchased at a cost of £1001.81 plus VAT from Firstfence.

**Decision: Replacement gate at allotment approved**

**Proposed: Cllr Coyte      Seconded: Cllr Hall.      All Agreed.**

#### **45/20 BUILDING AT THE RECREATION GROUND**

Cllr P Curnow-Ford presented a report from the Working Party looking at the former Willows Building. The TOR specifically referenced that it should look at phase 2 on the basis that phase 1 had been resolved. However, the Grounds manager has produced an updated set requirements. In addition, the costs provide for the phase 1 meant that it could not proceed on the specification used. The new proposals for phase 1 are:

- Demolition of the former Willows Building
- Refurbishment of the tractor shed as per drawing (Attachment 1)
- Add a new extension, 2 storey to provide
  1. New secure entrance and access to tractor bays
  2. Stairs to 1<sup>st</sup> Floor
  3. New drying area for cloths and lockers
- Minimize disruption, do only what is really needed.

The working party decided to defer phase 2 until such time as there is a better understanding of what is needed, potential users and what would or could be achieved.

The Executive Officer reminded councillors that the WM Recreation Ground Trustee had to authorise any work and that full council would need to approve the available budget.

A Quantity Surveyor will need to be instructed to provide details of materials and costings.

The committee were in all in favour of these proposals as set out above.

Meeting closed: 8.48pm