



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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

P.J. STANLEY  
EXECUTIVE OFFICER

Tel: 01428 722988  
e-mail: [council@bramshottandliphook-pc.gov.uk](mailto: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 MEETING OF THE RECREATION COMMITTEE TOOK PLACE AT  
7.30 PM ON MONDAY 2<sup>nd</sup> AUGUST 2021 AT THE LIPHOOK  
MILLENNIUM CENTRE

## MINUTES

### **PRESENT:**

Cllr Trotter – Chair  
Cllr Coyte  
Cllr D. Curnow-Ford  
Cllr Garnett  
Cllr Hall  
Mr P. Stanley – Executive Officer

### **ALSO IN ATTENDANCE:**

Cllr Kirby - Chair of Council

### **34/21 CHAIRMAN'S ANNOUNCEMENTS**

The chairman stated the meeting was being recorded for the purpose of the minutes.

### **35/21 APOLOGIES FOR ABSENCE**

None received.

### **36/21 DECLARATIONS OF INTEREST**

No interests were declared.

### **37/21 MINUTES**

The Minutes of the meeting held on 2<sup>nd</sup> August 2021 were approved.

Proposed Cllr Trotter, Seconded Cllr Coyte, agreed by a majority vote.

### **38/21 MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

### **39/21 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

Public questions - Items not on the agenda

**None**

Public questions – items on the agenda

**None**

### **40/21 REPORTS**

#### **RADFORD PARK STRATEGY**

Cllr Coyte provided a verbal report to the meeting. A site visit will be held to monitor the work that needs to be undertaken as part of the strategy.

#### **NEW RECREATION GROUND BUILDING**

The Executive Officer updated the committee. There had been a tender for the demolition of existing buildings and for the construction of the new prefabricated building. Tenders had only been received for the demolition. Full council had agreed that the demolition be put on hold. The working party have been asked to review the tender specification.

### **41/21 SIGN ON THE RADFORD PARK LONDON ROAD ENTRANCE**

Cllr Coyte stated that signage was needed showing ownership at Radford Park, contact details and any other useful information. He suggested the sign be sited to the left of the gate rather than on the gate itself. It was suggested that the sign could be double sided so that it can be viewed from either direction.

Proposed Cllr D Curnow-Ford, Seconded Cllr Coyte, all in favour

### **42/21 OUTDOOR GYM EQUIPMENT AT THE WM RECREATION GROUND**

The committee considered a report prepared by the Executive Officer. A large climbing frame had been removed as it was beyond economic repair several years ago when the new safety surfaces were installed. It was agreed at the time to consider a replacement for the equipment. One suggestion had been to install an outdoor gym which could be located in the Recreation Ground or another site owned by the council. Concerns were expressed about the possible vandalism to new equipment and also ensuring that the equipment is used safely.

It was agreed that councillors will look at facilities provided by other town and parish councillors and the options can be considered at a future meeting.

#### **43/21 ALLOTMENT TENANCY TERMS & CONDITIONS**

The Executive Officer's report was considered. The report was seeking clarifications of the status of the new Tenancy Terms & Conditions and how they would be implemented. The following arrangements were agreed.

- Allotment holders are notified individually on 1<sup>st</sup> September 2021 of the new terms & conditions document to be implemented on 1<sup>st</sup> October 2022, following the termination of their old tenancy agreement.
- New allotment holders are issued with the new document.
- The new document includes signatures for the tenant and the council.
- The deposit is £30 for new allotment holders only.
- The new agreement is signed once rather than every year.
- No further consultation on the document.

#### **44/21 ALLOTMENT RENT REVIEW**

The rent increase for 1<sup>st</sup> October 2021 had been agreed at the meeting held on 3<sup>rd</sup> February 2020. A decision was now needed on what the rent level should be for 2022 to ensure that sufficient notice is given for any rent increase from 1<sup>st</sup> October 2022.

Following a discussion, it was agreed to link future increases to the RPI by looking at price movements for the previous 12 months. This will provide a transparent process for allotment holders.

#### **45/21 RECREATION GROUND FOOTPATH**

Councillors considered some photographs of the footpath between the little Rec and the Recreation Ground. It was noted that the slabs had become uneven and some had broken. Following a discussion, it was agreed that the slabs should be relayed and reused. A quotation for the work will be obtained and the committee were happy for this work to proceed under Standing Orders & Financial Regulations delegated authority.

#### **46/21 POLICY FOR CHARITY & SPECIAL EVENT**

The council had been asked to consider a charitable event in the Recreation Ground which was approved by exchange of emails. Consideration was given as to whether a policy was required for future events. It was generally felt that a policy would need to cover all scenarios and may not be helpful.

It was agreed that future events will be considered on an individual basis.

Propose Cllr Trotter, Seconded Cllr D Curnow-Ford, all in favour

#### **47/21 CIL NEIGHBOURHOOD PORTION FUNDING**

The committee had been asked to consider a list of project that could potentially be funded by the CIL Neighbourhood Portion held by the council. The list of projects was discussed and agreed. The list will be submitted to the Finance & policy Committee. It was noted that some of the projects may be funded by other funding streams such as WHIPS, grants, EHDC CIL funding or the councils Earmarked Balances.

1. Tractor shed – currently being tendered and WP meeting on 9<sup>th</sup> August to review the specifications. Budget £60,000 currently from Earmarked Reserves.
2. Improvements to Radford Park Car Park - involving improved drainage and resurfacing. Currently part of a WHIPS application.
3. Board Walk Access off Locke Road - involving the replacement of steps to the sleeper bridge.  
Currently part of a WHIPS application.
4. Sleeper Bridge Replacement – to provide a safer crossing point  
Currently part of a WHIPS application.
5. Improvements to Footpaths at Radford Park – stabilising and improvement work.  
Currently part of a WHIPS application.
6. New Signage and Information – New signage and more information required.  
Currently part of a WHIPS application.
7. Replacement Play Equipment or Outdoor Gym – being discussed at the meeting.
8. Drainage at the WM Recreation Ground – this has been discussed at various times
9. Radford Park Compound Building – future use or demolition.
10. Amphitheatre – Remove rotting wood and replace with harder wearing material.

Projects 4,5,6 & 10 were deemed to be a more immediate priority with others more long term.

Meeting closed: 8.41pm

Signed:  
Chair

Date: