



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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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
7.30 PM ON MONDAY 4th OCTOBER 2021 AT THE LIPHOOK
MILLENNIUM CENTRE

MINUTES

PRESENT:

Cllr Trotter – Chair
Cllr Coyte
Cllr Garnett
Cllr Hall
Cllr Olson
Mr P. Stanley – Executive Officer

ALSO IN ATTENDANCE:

One member of the public was in attendance.

48/21 CHAIRMAN'S ANNOUNCEMENTS

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

49/21 APOLOGIES FOR ABSENCE

An apology was received from Cllr D Curnow-Ford.

50/21 DECLARATIONS OF INTEREST

No interests were declared.

51/21 MINUTES

The Minutes of the meeting held on 2nd August 2021 were approved.

Proposed Cllr Trotter, Seconded Cllr Garnett, all in favour.

52/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

53/21 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public questions - Items not on the agenda

None

Public questions – items on the agenda

None

54/21 RADFORD PARK STRATEGY

It was noted that the work of the Radford Park Strategy Working Party had been concluded following the approval of the Radford Park Strategy by the Council. The working party was therefore disbanded.

The next task is to develop a long-term management plan now that the new Grounds Manager is in place. It was agreed that an item be placed on the agenda for the next full Council meeting to establish a new working party that will report back to the Recreation Committee. Cllr Coyte agreed to draft some Terms of Reference for the working party to be approved by Council.

55/21 GROUNDS MANAGERS REPORT

The new Grounds Manager introduced himself and provided an update of the work that has been carried-out to date and plans for the coming months as the grass cutting comes to the end of season. Work included the replacement of knee rail fencing at Fletchers Field, new planting at the LMC and Haskell Centre and replacing rotting wood on steps at Locke Road. He had also had discussions with the tennis club concerning future maintenance arrangements and will also be meeting with the football club for a similar discussion. He has met with numerous contractors concerning repairs to the play park and the path between the Little Rec and the Recreation Ground which needed attention. There had been several incidents of anti- social behaviour involving a small fire in the Recreation Ground and some graffiti in the Skate park both of which had been reported to 101. There had also been a break-in at the tractor shed and five items had been stolen which will be subject to an insurance claim. During the winter, it is planned to clear the Radford Park compound including the removal of some asbestos.

There was concern about the break-in at the Tractor Shed and measures to provide addition security were discussed. The planned replacement building will be more secure but in the meantime additional security measures will be considered. This could be authorised under the Executive Officer delegated authority to approve spending.

56/21 THE SHED PROJECT

The Executive Officer provided an update on the project. The council had recently approved an updated budget of £120,000 following a tender process that had not been successful. The plan is to complete the first two phases that will see the existing buildings demolished and the new prefabricated building erected on a slab. The fitting-out of the building will happen at a later date. A decision on temporary accommodation for the grounds staff will be made once a timeline has been established following the tender process.

The Grounds Manager stated that a fence around the hardstanding area would provide additional security and storage for the skips and waste bins.

57/21 OUTDOOR GYM EQUIPMENT AT THE WM RECREATION GROUND

Councillors had been asked to visit sites that have outdoor equipment. Cllr Garnett had visited Brockwell Park and reported that they suffer from a lot of vandalism on the equipment. They now tend to provide more basic equipment made from timber. Cllr Olson had seen the facilities at Eastney which were always well used. It was suggested that the council needs to consider what use it wished to make of the area and that work undertaken by the NDP may give some information about what the community wants in the area. It was agreed that the item will be considered at a future Recreation Meeting.

58/21 PLAY EQUIPMENT

It was reported that the councils play parks are increasingly in need of repair and replacement. Much of the apparatus is of wooden construction which deteriorates over time. Two pieces of play equipment had been taken out of action following inspection. The cost of repair & replacement was £2,495 for the Cable Way and £1,845 for the Trim Trail

It was proposed that the two quotations be recommended to full council for approval and that the council be asked provide funding.

Proposed Cllr Garnett, Seconded Cllr Trotter, all in favour.

Councillors had also been provided with a list of outstanding maintenance work at the play parks. Most of the work was not of immediate concern but will need attention in the future. It was agreed that council be asked to provide a sum of £6,000 to assist with the backlog of work that can be used to tackle priority work.

59/21 SIGNAGE

The Grounds Manager stated that he had been looking at signage requirements for our public open spaces. Some of the existing signage was inadequate or missing. He had obtained a quotation for a number of new signs at a total cost of £3,849. A particular priority was signage at the play parks that provides the rules for its use. An example of the signs had been provided to show possible layout however, the final version will need to be approved. It was noted that the Communications Working Party had suggested a change in logo so this needs to be agreed before any signage is ordered.

Because of the cost of this signage, it was agreed that the Council be asked to provide a sum of £5,000 to fund this project.

Proposed Cllr Olson, Seconded Cllr Garnett, all in favour.

60/21 BUDGET 2022/23

The Executive Officer stated that he had prepared the draft budget for 2022/23 which had been considered by Finance & Policy Committee and was now being considered by committees.

The main changes to the budget from last year are:

- £2,500 for play equipment maintenance
- Water reduced from £1,200 to £750
- Consultancy reduced from £3,000 to £0
- Parish Trees reduced from £10,000 to £9,000

The draft budget was noted.

61/21 HEDGE BY TENNIS COURTS

Councillors considered a request by the Tennis Club that the hedge by the tennis courts be removed. The hedge has provided some screening to the courts in the past and was a feature in the Recreation Ground, however it was felt unnecessary now by the club. Following discussion, councillors had mixed views about the request.

It was proposed that the hedge by the tennis courts be removed.

Proposed Cllr Garnett, Seconded Cllr Trotter, 3 in favour, 2 objected so approved by a majority vote.

62/21 LITTLE REC FACILITIES

It was agreed that this item be deferred to the next meeting.

63/21 BENCHES POLICY

The Executive Officer stated that the policy had been amended now that it had been in use for some time. This was to ensure that the administrative process worked better and that the process was clearer for those requesting a bench. The policy document was for the council only. A separate document that summarises the policy and provides only the parts relevant to the applicant would be placed on the website together with the application form.

It was proposed that the updated policy be approved.

Proposed Cllr Olson, Seconded Cllr Coyte, 4 in favour and 1 against so approved by a majority vote.

Meeting closed: 9.39 pm

Signed:
Chair

Date: