



**BRAMSHOTT & LIPHOOK  
PARISH COUNCIL**

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*Councillors, you are hereby summoned to a meeting of Bramshott & Liphook Recreation Committee to be held at 7.30pm on Monday 8<sup>th</sup> April 2024 at the Liphook Millennium Centre, Ontario Way, Liphook.*

*J Sawyer*

Parish Clerk  
2<sup>nd</sup> April 2024

**RECREATION COMMITTEE MEETING  
Monday 8<sup>th</sup> April 2024, 7.30pm, Liphook Millennium Centre  
AGENDA**

- 1. Chairman's Announcements**
- 2. Apologies for Absence**
- 3. Disclosures of Interest**

*Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.*

- 4. Approval of minutes:** To approve the minutes of the meeting held on 4<sup>th</sup> December 2023.
- 5. Public Participation Session**
  - (a) To allow members of the public to address the Council with respect to items not on the agenda.*
  - (b) To allow members of the public to address the Council about business on the agenda at the discretion of the Chairman.*
- 6. Action List:** To review previous and outstanding actions (*Appendix 1*)
- 7. Grounds Manager Report:** To receive a report from the Grounds Manager (*Appendix 2*)
- 8. Radford Park pond & sluice gate:** To hear an update any agree any actions (*Appendix 3*)
- 9. Football Club dugouts:** To consider an offer from Liphook Football Club to refurbish and donate the dugouts for use during matches (*Appendix 4*)
- 10. Football pitches:** To hear an update from the Grounds Manager relating to the pitches
- 11. Food van at Recreation Ground:** To consider a request to set up a food van at the Recreation Ground (*Appendix 5*)
- 12. Allotment plots:** To consider splitting allotment plot 16A to make two half plots (*Appendix 6*)
- 13. Radford Park Interpretation Boards:** To consider and agree a contractor to provide interpretation boards (*confidential appendix 7*)
- 14. Green waste skip:** To consider siting a green waste skip at the allotments (*Appendix 8*)

- 15. Grounds machinery:** To consider making a recommendation to Council regarding the provision of a new tractor and ride-on mower (*Appendix 9*)
- 16. Date of next meeting:** Monday 3<sup>rd</sup> June 2024 (*to be confirmed following Annual Meeting*)

## Appendix 1: Action List

<b>Minute reference</b>	<b>Action</b>	<b>Lead person</b>	<b>Complete/updates</b>
R23.123 08/2023	Provide new noticeboards at Radford Park to show historic and biodiversity information plus flora and fauna. Purchase bat boxes and bee/insect hotels using S106 funds	Deputy Clerk	Agenda item
R23/148 12/2023	A new boardwalk to be installed in Radford Park at a cost of £69,688.95. To be funded from S106 developers contributions.	Clerk	Planning permission applied for 02/02/24

## **Appendix 2: Grounds Manager's Report**

Since the time of our last meeting myself and the team have been busy tidying up Radford Park after numerous storms that have plagued the UK this winter. We have also begun tidying up the area for the proposed boardwalk and keeping vegetation down ready for work to take place. We have also started tidying up the wooded area outside of the allotments.

The Clerk and I have had various meetings at Radford Park with contractors looking into the pond and the sluice gate. This is still currently ongoing.

During the last couple of months, we have been undertaking little one-off jobs around the village like cleaning certain road signs, cleaning play equipment, clearing pavements of leaves etc.

Now that spring is here, we are back to keeping all the public open spaces mown and tidy.

Due to all the wet weather we have had over the winter has made a certain path within the park rather muddy and sloppy in consistency so we have scraped back the previous year's wood chip which was originally put down on the path to reduce its muddiness and improve firmness and look to improve the surface over the spring/summer when the area has dried out enough for us to take equipment on it to put down a new surface material.

At the time of writing this report there was one incident reported to 101. The door of the pavilion building was broken through and the side gate to the grass courts was broken. These have been patched up.

**Dugg Budd**  
**Grounds Manager B & LPC**

### **Appendix 3: Radford Pond and Sluice Gate**

Our Grounds Manager and I have met with representatives from the Environment Agency (EA) on two occasions in recent weeks to discuss our plans for pond dredging and replacement of the sluice gate. The EA are keen that we improve the waterways throughout the park and some of them are suffering due to the current sluice gate and the manmade pond.

We have received two pieces of advice from the EA as follows:

#### **Sluice Gate**

*Environment Agency position on Radford Park*

*Dear Jane*

*I write regarding recent discussions relating to Radford Park Liphook.*

*The Environment Agency has been invited by Liphook Parish Council on several occasions to advise on opportunities for the management of the River Wey South Branch at Radford Park. The Environment Agency is keen to restore the river's natural function and improve habitat and fish passage where possible.*

*Impoundments such as weirs can be a threat to river systems generally. Impoundments result from structures, that hold back water, disrupting the river's natural flow. Impoundments also can deteriorate habitat upstream of the weir where sediment will deposit as flow is impeded.*

*The weir at Radford Park is a significant impoundment on the South Wey. This is disrupting the transport of material and sediment downstream and preventing free passage of fish. We recognise the sense of place provided by Radford Park to the local community and recognise the importance of the pond and upper carrier.*

*It is possible that the river could be improved at Radford Park by managing the river flow, this potentially could provide a permanent solution to weir management, fish passage, habitat improvement and retain features for the general public to enjoy.*

*Following our recent site visit and discussions we believe that a sensible first step to addressing the issues is to carry out a channel survey to look at key levels in the main river: the weirs / overfall structures, above and below the weir and levels within the upper carrier and pond etc.*

*Once we have this information we can discuss potential options for improvement.*

#### **Radford Pond**

*With regards to the pond, it is quite complicated as I believe that the static pond is acting as a giant silt trap as the upper carrier flows straight through the pond and this is where silt and sand collects. Hopefully the pond can be taken partly off-line to relieve sediment input with the ability to provide a sweetening flow as and when required. This is all going to be dependant on how much water the upper carrier receives if it is possible to lower the weir. We will not know this until some level work is carried out.*

*A newly dug channel bypassing the pond could also assist with fish passage and potentially provide new fish spawning habitat.*

*The dredging of a pond can be very expensive if sediment needs to be removed off site. The pond is not a fishery and does not need to maintain a particular depth of water, it may be possible to carry out some tree removal work to increase light and promote marginal plant species which could improve habitat for wildlife and make the pond aesthetically pleasing.*

*Hopefully this will help your understanding.*

*If you have any further questions please do not hesitate to contact me.*

### **Recommendation**

1. Carry out a channel survey to look at key levels in the main river
2. Consider carrying out tree works around the perimeter of the pond

#### **Appendix 4: Football club dugouts**

Liphook Football Club would like to refurbish the old dugouts and donate them to the Parish Council to be installed at the Recreation Ground as sheltered seating for the public who attend each Saturday to watch the football matches.

The Club have suggested that one of the dugouts could go where a bench was vandalised at the end of last year. This was the bench where people tended to sit to watch the matches. The other could go on the car park side where there are currently two benches.

## **Appendix 5: Food Van at Recreation Ground**

The Council have received the following request which the Committee are asked to consider:

I am thinking of setting up a mobile food van (approx 3 500kg weight) catering particularly to those with allergies and intolerances. The van would cater predominantly to those with a gluten intolerance or coeliac disease and other allergies and intolerances - for example: dairy.

The van would provide toasted sandwiches, a variety of freshly made cakes and biscuits, tea, coffee, hot chocolate, milkshakes and potentially fruit juice slushies. All food would be either freshly made or locally sourced and containers for food and drink would be either recyclable or compostable where possible. As a qualified nurse I would ensure I adhered to a strict allergen free protocol for the food I serve.

I would like to sell food from Liphook recreation ground entrance off Haslemere road. Initially I plan to run the business on Friday, Saturday and Sunday year round and the hours of business would be between 8am and 4:30pm. If the business is successful I may look to extend the days on which the van is open for business.

As I am aware mobile catering can produce additional waste, as a result I would ensure that I walked around the recreation ground at least once at the end of the day to gather any rubbish that has been incorrectly disposed of from purchases made from my van.

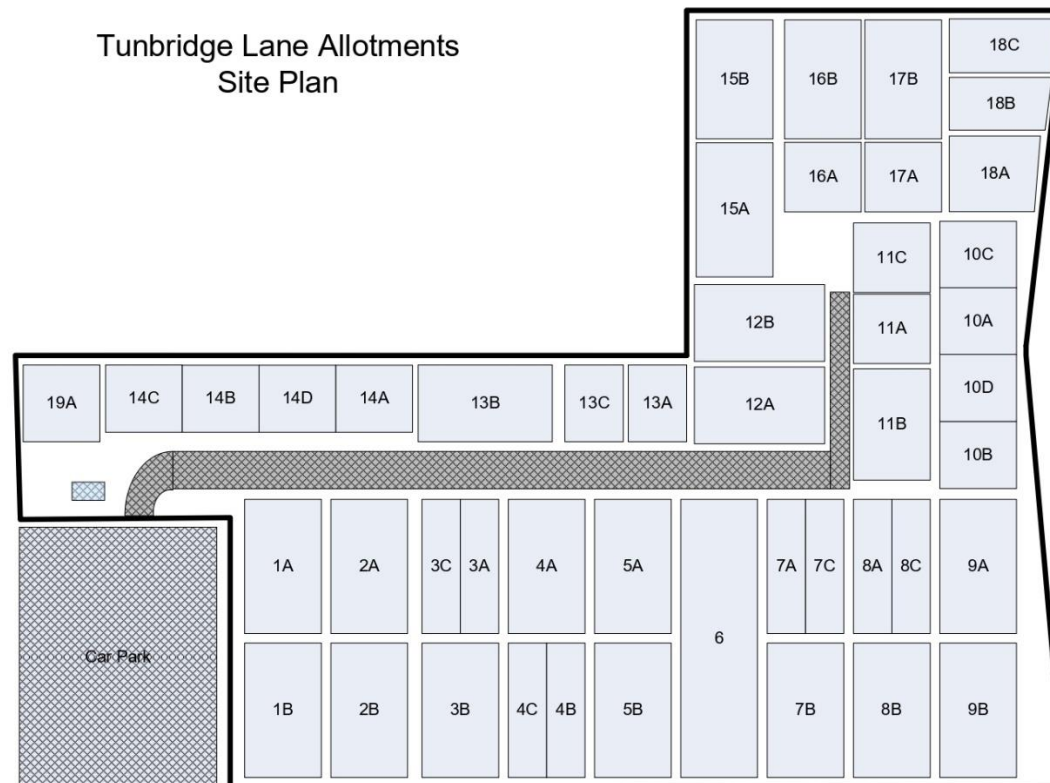
I am a keen supporter and donate regularly to Liphook food bank. As such I would be happy to work with Glynis Blake, potentially to bake a birthday cake for any under 16 year old whose family currently attends the food bank or to donate unused fresh food.



## Appendix 6: Allotment plot

The Committee are asked to consider splitting an allotment plot (16A) as we have a waiting list currently of 11 people.

It would be very helpful to have smaller plots available as they are more popular and allow us to let to more residents. 16A is currently a half plot and we would like to make it 2 quarter plots. On average, the half plots are 15m x 8m and the quarter plots are 7m x 8m) although there is some variation in these measurements. The half plots are very big and a lot of work which often means people give them up sooner when they become too difficult to maintain.



Drawn by: K. Brunet / 25 Oct 2022

**Appendix 8: Green Waste Skip**

We currently have a small green waste skip at the Recreation Ground which has to be emptied fairly often due to its small size. Previously, we had a much larger green waste skip but it was problematic getting a vehicle onto the Recreation Ground to remove the skip as it was causing some surface damage.

Our Grounds Manager has investigated siting a large green waste skip at the allotments instead and he has checked that the haulage vehicle can access the site and, more importantly, collect the skip and leave the site.

Having a larger skip will save money as we currently pay £120 haulage for the smaller skip which has to be collected frequently, whereas we would only pay £180 haulage for the larger skip which would be collected less often.

The green waste is charged by weight (currently £27.50 per tonne) and this cost does not change.

We would intend to let allotment holders know about the green waste skip on the understanding that this is on a 'fair use' basis. It can only be used for biodegradable green waste, and this would be specified to them. If it was abused, then the skip would need to be removed from site. Our staff team believe that allotment holders would self-police this.

## **Appendix 9: Machinery**

During the budget setting process, the Council reviewed the project list and agreed to replace the tractor and ride-on mower within the next 18 months to 2 years. EHDC have advised that these purchases could be funded from held Neighbourhood CIL funds and the Council also agreed that this year's budget would start to make a provision in earmarked reserves to build up a fund for future purchases of machinery.

The ride-on mower is 5 years old and is our main workhorse throughout the year. We are heavily reliant on it as it is used most days and particularly throughout the growing season.

The tractor is 4 years old and repair bills are starting to mount up. Again, it is used every day. The tractor is made by Kioti, a South Korean manufacturer, and we have experienced issues with obtaining parts for it. This is mainly because the company who sold us the tractor, is no longer a Kioti dealer. We have had to wait 4 months for parts to replace the seals on the axle. Currently, there is an issue with the rear hydraulics and the cost to repair this will be over £1,000. We are concerned that the bills are going to increase over time.

The proposed new tractor would have slightly higher horsepower which we will need for future equipment use.

We have obtained some costings and, currently, we can obtain reasonable trade-ins for our existing mower and tractor. We would like to take advantage of these trade-in values and are keen to not have to spend ever increasing costs on repairs/maintenance.

Both vehicles, including trade-ins, would cost between £41-44,000.

As the Council are responsible for agreeing CIL spending, we would ask the Committee make a recommendation to replace both the mower and the tractor. This recommendation would go forward to the next Council meeting along with detailed costings for approval.