

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES
COMMITTEE HELD 13TH NOVEMBER, 2013**

Cllrs. Present: Cllr. Margaret Allingham, Cllr. Sheila Baynes, Cllr. Keith Day, Cllr. Jenny Hughes, Cllr. Jane Welsh (Chair), Cllr. Ray Worley

Also present: Richard Pemberton - EBC Sustainable Transport Planning
Mr. N. Dewey - Allotment Committee

R39 Apologies: Cllr. Derek Pretty, Cllr. Val Houghton
With effect from the close of business hours today, all communications have been checked for the receipt of apologies.

In view of an urgent matter requiring discussion, the Chair called for a period of Exempt Business relating to Albert Road Cemetery and it was unanimously agreed that under the Public Bodies (Admissions to Meetings) Act 1960 to enact a period of Exempt Business at the end of this Agenda.

**R40 Minutes & Matters Arising
Meeting of 9th October, 2013**

R33, the Hedge End Carnival Committee's donation and provision of a new seat in the centre of the village will be deferred. Noted.

R37, the Town Clerk has investigated the suggested EBC Tree Works funding for Dowd's Farm Park and cannot find any reference to this allowance and confirms that it has not been received. Noted.

The minutes were approved and signed by the Chair.

R41 Correspondence:

- i) CPRE publication Hampshire Views Issue 7: Autumn/Winter 2013. Noted.
- ii) Green Flag Newsletter, Winter, 2013. Noted.

R42 Dowd's Farm Car Park

Guest: Richard Pemberton, EBC

Richard Pemberton outlined planning objectives. Objections can be addressed with design tweaks and no material losses to residents. Concerns include the potential for over-night parking with issues of nuisance, travellers and lighting pollution. However, these are unlikely to occur with management of evening closure and appropriate timing of lighting. Commuter Parking issues and resident overflow parking can be addressed with the control of maximum stay. The access to the car park will be amended to allow two vehicles to pass within the entrance. Environmental issues regarding fuel catchment will also be addressed.

The clerk is instructed to confirm the comments and requirements of the Town Council:

- **That this car park will remain available to the community including visitors to Dowd's Farm Park, and that Park & Stride, during school rush hours, is a subsidiary to its general use**
- **Summer Opening times will be 1st April to 30th September, 08.00 to 21.00 hrs.**
- **Winter Opening times will be 1st October to 31st March, 08.00 to 19.00 hrs.**
- **Maximum stay will be 4 hrs.**

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- **The Town Council is mindful of potential Commuter Parking and in this respect would suggest that sufficient consultation has taken place and amendments can be reviewed with a wider notification to residents. Further consultation such as that suggested at Wellstead School is likely to publicise the potential for Commuter Parking and this should be avoided in consideration of the close proximity of Hedge End Station and the neighbouring workplaces off Tollbar Way.**

R43 To approve applications:

Mr. & Mrs. J. Lunn to relinquish Grant of Exclusive Right G124, Albert Road Cemetery.
Grant No. 1450 and the Exclusive Right of Burial purchased on 29th January, 2007 at a fee of £229.00. Mr. & Mrs. Lunn are moving to Surrey and wish to relinquish the reservation.

Resolved: That the Committee agree to return the 2007 Reservation Fee at £229.00 in exchange for the Deed.

Ballet Babes: Spring & Summer term time, Saturday morning, hire of Turnpike Pavilion.
Starz Academy UK wish to hire Turnpike Way Pavilion hall for pre-school ballet classes on Saturday mornings, on a rolling 12 weekly term time booking. Classes currently run from 09.30 – 11.45 but may be extended up to another hour if class numbers increase. The class is able to produce Public Liability Insurance and proof of CRB checks, they also hold a Public Performance Licence for music. **Resolved: That the Committee agree to the hire of Turnpike Pavilion on Saturday mornings from 0930 to 1145 hrs. only and will not approve any extension to hours, at any time, due to residential sports and weekend hire use.**

Mr. N. Dewey left the meeting, having advised members of issues to be addressed at the allotment site.

R44 Community Tennis

To provide an update

As a result of a recent meeting with Richard Cutler, Serving Tennis and Zoe Bambridge, Hampshire & Isle of Wight Lawn Tennis Association. The Chair and clerks have learned the potential for developing and funding community Tennis in Hedge End. This project would require the following budget, based on the guidance of Zoe Bambridge and the LTA

Facilitating Team:

To provide electronic gate security system including software	£7,500
To improve fencing with a welded mesh	£6,500
To repaint court surfaces	£3,500
Contingency	£3,500
Total:	£21,000

Zoe Bambridge would encourage applications for potential maximum grants to the following organisations:

Hampshire & Isle of Wight Lawn Tennis Association	£2,000
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Hampshire Playing Fields Association	£2,000
Sport England	£10,000

The Town Clerk will seek HEWEB Community & Infrastructure Levy assistance and with the approval of this Committee would recommend a Contingency Budget of £3,500.

A Service Level Agreement would secure Richard Cutler's assistance and contribution towards this project and form a strong partnership with Serving Tennis and the HIOW LTA for the future of Tennis in Hedge End, offering Serving Tennis a 3 year SLA to deliver Coaching Sessions for all ages on Saturday mornings involving groups that currently access the courts wherever possible. The pre-existing Hedge End Tennis Club to continue to operate at Woodhouse Lane in partnership with Serving Tennis and will still enter local leagues. Serving Tennis would also offer a community schools programme (funding dependent), targeting around 1,000 children in local primary schools. Wildern School have been consulted to ensure that this project does not interfere with their limited public use of courts.

The project seeks to improve accessibility of Woodhouse Lane courts by offering a "Key Fob" entry system, whereby households can register for a fixed annual cost, i.e. £25 - £30. Courts to be booked through an online portal, meaning that participants can be guaranteed court availability at the time they want to play and HETC's administration reduced.

In approving this new concept the Committee will need to consider the following:

- Formation of a Hedge End Tennis Group, involving all stakeholders
- Agree an SLA with Serving Tennis
- Register Woodhouse Lane as an official Tennis facility with the LTA (£300 per annum)
- Apply for grants as aforementioned
- Obtain recommendations from HIOW LTA for relevant contractors to obtain quotes for fencing repairs and key fob system
- Obtain quotes and determine full business plan
- Decide upon system for managing key fob distribution, online portal etc.

The clerk is instructed to defer this matter to the December Agenda and in the meantime request an indication of year by year on-going costs in the form of a 3 year Forecast Business Plan and ensure that this is distributed to each member ahead of the next meeting.

R45 Drummond Community Centre Car Park

To consider quotations for groundwork and surface repair.

The clerk is instructed to defer this matter to the December Agenda and in the meantime seek guidance and advice with regard to an appropriate specification and based on this obtain further quotations.

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R46 Village Centre Improvements

Contractor's Report re paint durability.

The Contractor will be contacting the manufacturer and will respond as soon as possible.

R47 All members of the public and press are requested to leave the meeting - Public Bodies (Admission to Meetings) Act 1960.

None present.

R48 Exempt Business:

To discuss matters concerning Albert Road Cemetery.