

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE  
RECREATION & AMENITIES COMMITTEE HELD 4<sup>TH</sup> FEBRUARY, 2010**

**Cllrs. Present:** Cllr. Jenny Hughes, Cllr. Peter Hughes, Cllr. Derek Pretty,  
Cllr. Jane Welsh (Chairman), Cllr. Ray Worley.

**Also present:** Mr. N. Dewey - Allotment Management  
Committee

**R59 Apologies:** Cllr. Sheila Baynes, Cllr. Jenny Schwausch, Cllr. Pearl Hicks  
Cllr. Louise Bloom  
With effect from the end of business hours today, all communications have been  
checked for the receipt of apologies.

**R60 Minutes & Matters Arising**  
**Meeting of 3<sup>rd</sup> December, 2009**  
R44, quotations will be reported in Correspondence.

R45, the artificial wicket installation is still outstanding due to inclement weather.  
However, an order has been placed with Exclusive Leisure Ltd. to replace  
damaged nets to the Batting Ends, as they will be able to assemble whilst on site  
and they provided a very competitive price for supply.

R48, Cllr. Derek Pretty notes a budget of £60,000, however, a specification needs  
to be drawn up to cover all isolated problems. Cllr. Peter Hughes offered his  
services and he will join Cllr. Derek Pretty in surveying the premises.

R49, the Town Clerk has not received a reply. The Chairman reported that she  
had been introduced to the new Chairperson of the Social Club Committee and  
learnt that a new committee were very community spirited and were keen to be  
helpful. The Chairman suggested that the Town Clerk pursue his letter in the  
hope of a positive response.

The Town Clerk engaged services to examine the drainage from the Social Club  
car park to The Recreation Ground and was advised that the surface had been  
incorrectly developed and should have been graded to drain into a central ACCO  
escapement. The Town Clerk has also ascertained that this may only be resolved  
through a private dispute with Hedge End Social Club and the Town Council.  
Members agreed that the latter should be totally unnecessary and that in his  
pursuance of a reply to his original letter, the Town Clerk is instructed to arrange  
a meeting to discuss the cause and rectification of drainage. Mr. Dewey  
suggested that a temporary solution to poor drainage would be to place sand bags  
to redirect the flow of water away from The Recreation Ground.

R53ii), improvements to the drainage of the existing path were undertaken by the  
ground staff, at which time they found a grill had been blocked. However, Mrs.

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Marsh was not confident that these remedial works would be successful and suggested that the drainage has never been adequate to clear normal levels of rainfall and felt that works would have little noticeable impact. She reiterated her view that the remedy would be to lay extra paving around the fenced area that has been erected for the pre-school, to re-establish a safe pedestrian pathway, which was the case prior to the installation of the pre-school fence. On 22<sup>nd</sup> January, Mrs. Marsh forwarded photographs taken at 3.00 p.m. that day clearly demonstrating her complaint and that the works undertaken in-house had not resolved the situation. She also suggests another remedy would be to remove the gates to the ATC hut and asked why they are in place anyway?

Cllr. Jenny Hughes declared a non-pecuniary interest and withdrew from discussions.

Cllr. Derek Pretty felt that the path had not been constructed to a standard for a main thoroughfare. Drainage had been installed since its construction, but evidently had not removed the full extent of surface water from this area. He suggested that the 2010/2011 Budget includes renovation of the Car Park at which time it may be possible to incorporate remedial works to the path, i.e. extra edging stones to increase the height of the path or a French drain. In any event this problem should be resolved in the next financial year.

The ATC gates were placed to secure the premises and forms part of the agreed footprint. **The clerk is instructed to clarify reports that the gates to the pre-school enclosure are permanently padlocked. Members agreed that they had specified that the gates should remain open when the enclosure was not in use, in consideration of safe fire escape. The Clerk is instructed to respond to Mrs. Marsh accordingly.**

Re EBC policy regarding the removal of deadwood. Deadwood is removed, where it is considered to be unsafe and, upon inspection, this was indeed the case. Furthermore, in the interest of safety, the Town Clerk sanctioned removal of deadwood from two neighbouring properties to be included in these works. During which it was discovered that a tree to the rear of Mr. Tapp's property in Thistle Road had been under surveillance for some time due to the growth leaning towards his property. When the tree was within the jurisdiction of EBC, arrangements were made for it to be examined annually. Mr. Tapp did not wish the tree to be removed but needed to be confident that it was safe. This arrangement was confirmed by Richard Mould-Ryan, who agreed that as the trees were only devolved to HETC in the April, 2009 agreement, he would undertake the services of a Borough Tree Officer to examine the tree. However, in future the Town Council would be advised to engage in a Service Level Agreement to guarantee specialist advice from the Borough in the case of all their Arboricultural enquiries. **The Town Clerk is currently in negotiation with Richard Mould-**

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**Ryan in this respect. The Town Clerk is instructed to ensure that a test comparison of fees and service is conducted with professional Arboricultural Consultancy.**

R57, the Green Flag Application was submitted 16<sup>th</sup> December, 2009. The old oak gates have now been removed.

The minutes were approved and signed by the Chairman.

**R61 Correspondence:**

- i) Estimates for the installation of 85 metres galvanised Palisade fencing at 1.8m high, removing existing post and barbed wire fence and secure uprights in concrete.

Caroway:	Approx.	£5,100.00 plus VAT
S. W. Marchant Ltd.		£4,338.86 plus VAT
Barker & Geary Ltd.		£5,168.00 plus VAT

HETC are advised to submit a permitted development enquiry, with location plan and question as to permitted development rights for the installation of a 1.8m fence adjacent to the highway. If the fence is to be located immediately adjacent to the highway, it will require a Planning Application, however, if the fencing is to be placed further within the site, a permitted development enquiry will be required to ascertain how far back into the site the palisade may be erected without planning consent. There is a fee of £20.00 for this service and a guaranteed response within 10 days.

**Recommendation: Cllr. Derek Pretty proposed accepting the quotation of Barker & Geary Ltd. subject to permitted development rights. Seconded Cllr. Peter Hughes and motion carried.**

- ii) Mr. Peter Lockyer would like to donate a bench seat in memory of his late wife, Mary Lockyer, to be located in Albert Road Cemetery and has requested reasonable proximity to plot F45. DTC informed the committee that park of works, in preparation of the Green Flag Application, were to remove a very old and damaged non-commemorative seat from the top former of the 'F' Section and a replacement would be most suitable.

**Recommendation: The Chairman proposed approval of this application and location, providing the seat is in keeping with those recently placed in Albert Road Cemetery. Seconded Cllr. Peter Hughes and motion carried.**

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- iii) HCC, Countryside Service re Newsletters for Council's attention from Hampshire's Countryside Service:
- Newsletter of Hampshire Countryside Access Forum, Hampshire's advisory body on countryside recreation matters. This annual newsletter gives a picture of some of the projects and advice the Forum has contributed to over the last year.
  - Annual newsletter of the Small Grants Scheme, which offers advice and up to 50% funding (max £5,000) towards improvements to countryside paths. Typical projects are replacing stiles with kissing gates, provision of benches, path re-surfacing, and production of parish leaflets and mapboards. 2010 closing dates are 5<sup>th</sup> March, 18<sup>th</sup> June and 1<sup>st</sup> October - details at [www.hants.gov.uk/sgs](http://www.hants.gov.uk/sgs).
  - Revised leaflet concerning responsibilities for maintaining rights of way over land which is ploughed and cropped.

**The clerk is instructed to ascertain whether it would be feasible to apply for a grant to make improvements to pathways within Bridget Mary Gardens or the aforementioned Turnpike Sports Field path.**

**R62 Questions not addressed on this Agenda:**

Referred business for committee discussion: refs. H124 minutes of Highways & Planning Committee 13<sup>th</sup> January, 2010 and Full Council minute 7 of the January meeting re planning application F/09/66261, 2000 Centre, St. Johns Road. Erection of 3.6m high canopy to cover existing play area.

Cllr. Peter Hughes represented the view of the Highways & Planning Committee that this matter be referred for the Town Council's response as landowner.

Cllr. Derek Pretty felt that it was very remiss of the Wildern Opportunity Group not to consult with HETC prior to planning application and in this respect, learn whether such an application would be acceptable to the Landowner. Pavilion Pirates made similar application to the Council with their proposal for a 6.5m wide awning, with 3m protection area, retractable when not in use and electronically operated. He had made a site visit with Cllr. Louise Bloom and they were both impressed with the installation. At a cost of £4,000. Members agreed that they would prefer to see a more practical canopy. It was suggested that there may be a communication breakdown in that the Wildern Opportunity Group are under the impression that planning consent from EBC would give them the right to erect the proposed canopy. **The clerk is instructed to write formally to the Chairman of Wildern Opportunity Group requesting that any alteration to the premises, either building or fabric should be submitted to the Town Council, as Landowner. Whilst a planning application is perfectly legal, it does not necessarily give license without the consent of the**

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**Town Council. Furthermore, the application in its current design would raise concerns with regard to the security of the premises, as it is feasible that it would be used by undesirables during hours of closure, and ask whether a retractable awning has been considered, such as that operated by the pre-school at Baden Powell Lodge.**

Mr. Dewey - re the Allotment extension. Some time ago an Allotment Hirer, who is also a member of a Ploughing Society, offered to prepare the land to extend the Allotment site. He presented an estimate to the Town Clerk and has not received a reply. The Chairman responded that she understood that the estimate was rejected on the grounds that the Society would not be covered by Liability Insurance and it was therefore decided to undertake these works in house. DTC confirmed that to the best of her knowledge the Town Clerk had informed the Society of these circumstances verbally, and arrangements were underway for the ploughing to be undertaken in house. Mr. Dewey insisted that the offer had been made in writing and that the Hirer had not received a response. The clerk is instructed to investigate.

**R63 The Recreation Ground  
Playbuilder & Play Area - Official Opening?**

The site remains incomplete due to inclement weather. If the weather holds HAGS can return and excavate for the installation of the Zip Wire cableway. The rest of the site could feasibly be opened, if not a little wet under foot, and the incomplete section secured with herras fencing. Realistically, however, there is only two weeks to Half Term and with the weather continuing to be very wet, it would be beneficial to the reinstatement of the grounds to leave the entire site closed, in the hope that a March/Spring opening will see the condition of the grounds much improved. Members agreed that arrangements and Opening Date be deferred to the next meeting.

For information, DTC has obtained a quotation for novelty bins, which the committee may wish to consider for new litter bins within The Recreation Ground to enhance new installations. The bins have a large capacity and may encourage and promote young people and children in the disposal of litter.

Tidybear, with key-locking door panel, zinc coated steel liner,  
Constructed of Durapol (polymer material formulated to withstand extreme temperature and impact-tested as part of BS EN ISO 9001:2000, will not chip or rust, easy to clean and never needs painting), with a bin volume of 70 litres at £212.38. To be located in the Playbuilder section of the project.

and/or

Froggo, with 70 litres bin volume at £350.84. To be located in the Play Area.

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and/or

Splash (a dolphin), with 85 litre bin volume at £379.02. To be located in the Paddling Pool.

Head Groundsman has confirmed that the style of the bins would be operational.

The Project Budget has been exceeded by £610.00 and the contingency part of the budget was spent in replacing the Sports Wall on site. However, the Town Clerk is confident that the total sum of £942.24 excl. VAT can be found.

**Recommendation: The Chairman proposed the purchase of all three Litter Bins to be located as described. Seconded Cllr. Ray Worley and motion carried.**

**R64 New Cemetery:**

*Register of approved contractors for Section 278 Agreement Works (Private Developers).*

HCC have supplied an approved list, however, DTC expressed her concern with regard to the intellectual property rights of documents produced by Cemetery Development Services. Cllr. Derek Pretty suggested that, whilst he is confident that the Town Council have purchased intellectual property rights within Consultancy fees it may be appropriate to invite Justin Smith to the April meeting of this Committee to clarify HETC rights to the documentation produced together with an update. It must be made clear that the Town Council will go to tender in all aspects of the final design and development of the new cemetery, should an outline planning consent be given.

**R65 To agree Annual Increases w.e.f. 1<sup>st</sup> April, 2010**

*Hire of Town Council Pavilion facilities, sports hire, cemetery fees, allotment hire, grazing fees.* Budget Strategy has been assessed at 3%.

**Recommendation: Cllr. Derek Pretty proposed a 3% increase on all hire fees with effect from 1<sup>st</sup> April, 2010. Seconded Cllr. Peter Hughes and motion carried.**

**R66 Public Conveniences - Renovation Strategy**

**Recommendation: Cllr. Peter Hughes proposed that the Town Council engage the services of a local Building Surveyor to assess the condition of the existing building and make recommendations as to its renovation and that the clerk be instructed to seek best value in consultancy services in this regard. It would be feasible for the Surveyor to be further employed in the design and drawings of a Grounds Store and the deterioration of pavilions, with a rolling programme of maintenance where necessary. A professional would also hold the appropriate indemnity insurance. Seconded Cllr. Derek Pretty and motion carried.**

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**R67 Councillors Questions:**

Cllr. Jenny Hughes reported that the hatch door to the loft space in the Norman Rodaway Pavilion has been left open.

Cllr. Derek Pretty - could the clerk ascertain the provision of dog bins in Dowds Farm Urban Park. The current provision is inadequate.

Cllr. Jenny Hughes would wish to attend Dowds Farm meetings and the clerk is asked to inform her of the next date.

Cllr. Ray Worley advised that he had erected new nets at Woodhouse Lane last weekend and it had taken him 2.5 hours to install. He had been asked to remove them after play and replace with the old nets, however, as this would have taken some considerable time, he left the new nets in situ but secured adjusters in the Pavilion. Members agreed that as the Courts are locked throughout the Winter months the new nets could remain installed.

Cllr. Jane Welsh informed members that the former Bowling Club Secretary, Charlie Day had passed away. **The clerk is instructed to ensure that a letter of condolence is forwarded together with flowers or a donation at the discretion of the family.**