

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES  
COMMITTEE HELD 8<sup>TH</sup> FEBRUARY, 2017**

**Cllrs. Present:** Cllr. Margaret Allingham, Cllr. Stephanie Arnold, Cllr. Paul Carnell, Cllr. John Jupe, Cllr. Cliff Morris, Cllr. Derek Pretty, Cllr. Jane Welsh (Chair), Cllr. Shankerlal Sthankiya

**Also present:**

Paul Snelgrove	-	Head Groundsman
Heather Jones	-	Allotment Hirer
Helga Wiegeler	-	Allotment Hirer

**R45 Apologies:**

With effect from the close of business hours today, all communications have been checked for the receipt of apologies.

**R46 Minutes & Matters Arising  
Meeting of 11<sup>th</sup> January, 2017**

R44, the removal of communal composting will be effected this month and notices will be placed re tipping. The Town Clerk has contacted the commercial Gardener tipping on site and it has been agreed that this practice will cease forthwith. Noted.

The minutes were approved and signed by the Chair.

**R47 Dowd's Farm Park**

*Head Groundsman - Paul Snelgrove*

The Chair welcomed Paul Snelgrove and advised members that he was attending the meeting in his personal time, for which she expressed the Committee's appreciation.

Four main factors were discussed:

- Maintenance of the Lake
- Grass cutting to include the Wildflower Meadows
- Schedule of maintenance to Shrub Beds
- The avenue of trees close to Wellstead Way: *Why trees have failed to flourish. Thoughts on the best method and species to reinstate and maintain new trees.*

The Head Groundsman's response:

- **Maintenance of the lake is primarily the control of Bull Rushes which he advises is best serviced by strimming the heads with disc blades and raking. A punt/dinghy is not required as most of the lake can be reached in waders, from 15 metres to the centre, where there is a drop of 3.5 – 4 metres. There are huge shoals of Goldfish and many Koi Carp and there seems little that can be done to reduce these stocks.**
- **The Head Groundsman would totally agree, with the Committee, that it would be more cost effective and improve the appearance of the park if the Wildflower Meadows were removed and maintained with the resources available to the Town Council. Some self-setters will be retained.**
- **The current schedule of works, gives a priority to the maintenance of shrub beds close to all footpaths, the car park, seating areas and the entrance, where part of the Management Plan for the park requires gorse and willow to be removed on a regular basis and shrubs cut back to a good level. The Head Groundsman agreed to give attention to the Bridleway Path from the car park and cut back the dense growth of Bracken.**

**RECREATION & AMENITIES COMMITTEE  
MEETING OF 8<sup>TH</sup> FEBRUARY, 2017**

- **The avenue of trees currently comprises the species Acer Campestre (Field Maple), which formed part of the Developer's Landscape Design for the site. The Head Groundsman is aware that these were planted by Scandor, contracted by the Developer on two occasions due to poor growth. The Town Council planted replacement trees in 2014 and a number of these have now failed to grow. He confirms that all HETC planting was with nutrients and appropriate irrigation, however, he would recommend that a Soil Test is undertaken to ascertain why the species has failed to grow and identify a species that will take at this location with a view to planting next Autumn.**

In general terms, matters raised by members included: *Whether the Football/Teen area should be extended? Maintenance and cleaning of the Teen Shelter on site. It was agreed that the play area was extensively used and is well maintained. Alterations to the surface of the gravel path close to the lake to prevent surface erosion, and a build-up of silt and shingle (from the footpath), collecting under the landing platform.*

**R48 Correspondence**

None recorded.

**R49 To provide an update on matters concerning the Allotments.**

The Head Groundsman received a report of a broken fence on the boundary of the Kanes Field Allotment with Morant Copse and was able to confirm that this will be repaired next week.

**R50 Dog Free Zone, Woodhouse Lane Leisure Park**

*To discuss an application from Pavilion Pirates re provision for storage.*

A briefing note was forwarded to all members in advance of this meeting.

Members considered the reinstatement of public access to the site as per the original agreement. However, the matter of storage drew some debate in terms of, providing such a facility on public open space, indemnity and security risk, fire and theft. But in view of these caveats highlighted the Council should also consider the community value of the application.

The Chair drew debate together and proposed that the application for Storage facility is refused, and that the Town Council stipulate that the second access gate is reinstated: 5 For, 3 Against, no abstentions.

**Resolved: Application to place a Storage facility is refused and the applicant instructed to reinstate the second public access gate, to the Dog Free Zone.**

**R51 To discuss an increase in Cemetery & Memorial Fees w.e.f. 1<sup>st</sup> April, 2017**

**Resolved: Members considered a complete revision of fees in relation to the Cemetery and agreed upon charges applicable from 1<sup>st</sup> April, 2017.** (fees available upon request from the public).

**Resolved: Memorial Fees to remain frozen at the 2016 rate.**

**RECREATION & AMENITIES COMMITTEE  
MEETING OF 8<sup>TH</sup> FEBRUARY, 2017**

*To discuss the introduction of a fee to effect the transfer of Exclusive Right of Burial.*

**Resolved: To introduce a fee of £50.00 for the Transfer of Exclusive Right of Burial with effect from 1<sup>st</sup> April, 2017.**

*To determine a replacement Memorial Fee w.e.f. 1<sup>st</sup> April, 2017.*

**Resolved: To introduce a fee of £100 for the replacement of Memorial with effect from 1<sup>st</sup> April, 2017.**

**R52 To discuss increase in rates for Pavilion, Sports, Allotment, Grazing and annual hire w.e.f. 1<sup>st</sup> April, 2017.**

**Resolved: Members considered a complete revision of fees in relation to hire of pavilions and sports facilities and agreed upon charges applicable from 1<sup>st</sup> April, 2017. (fees available upon request from the public).**

**The clerk is instructed to minute the Committees' appreciation of the most informative and concise Football Maintenance Schedule & Costing provided by Danny France.**

**Resolved: Members agreed a complete revision of fees in relation to Allotment Hire, to incorporate a surcharge of £1.00 in relation to the service and maintenance of a WC on site, with effect from 1<sup>st</sup> April, 2017. Half Plot: £16.00 per annum. Full Plot: £35.00 per annum.**

**Resolved: Members agreed upon a 2% increase to the Annual Grazing Fee, rounded to the nearest £5/£10, for the year 1<sup>st</sup> April, 2017 – 31<sup>st</sup> March, 2018.**