

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES
COMMITTEE HELD 8TH APRIL, 2015**

Cllrs. Present: Cllr. Margaret Allingham, Cllr. Sheila Baynes, Cllr. Val Houghton, Cllr. Jane Welsh (Chair), Cllr. Ray Worley.

Also present: Mr. Gary Hawkins - Hedge End Rangers FC

R77 Apologies: Cllr. Emma Norman, Cllr. Derek Pretty

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

**R78 Minutes & Matters Arising
Meeting of 11th March, 2015**

R71, as a result of the Gazette publication regarding the Dedication Service, a parishioner directly affected by the loss of a sibling has expressed her appreciation of the memorial and will seek remembrance at the cemetery. The Institute of Cemetery & Crematorium Management has expressed an interest and will be publishing an article written by DTC in the June edition, in the hope that it will encourage many more burial authorities to take similar action to remember all babies born asleep. **The clerk is instructed to forward a letter of thanks to Mr. Chris Houghton and his colleagues of Churches Together.**

The minutes were approved and signed by the Chair.

R79 Correspondence:

- i) EBC notification of temporary closure of footpath running from Pavilion Road to Stag Drive for footbridge repairs and removal of trees. The order will be effective from 25th May, 2015 for a period of 6 months; notwithstanding this it is expected that the closure will only be in place for one week (25 – 29 May) during this time. Pedestrians will be advised of an alternative route. Noted.
- ii) Ollie Morton, Sports Development Co-ordinator, EBC, re Park Sport and Summer of Sport programmes that will be taking place this summer and application for the use of Woodhouse Lane Skateboard Park for a Skate Jam on Monday 3rd August, and the use of Greta Park for events throughout the summer. This year, the Park Sport programme will have one major change in that there will be a non-refundable £1.00 booking fee per person per session, which will hopefully work towards lowering the non-attendances experienced in the past. The Summer of Sport programme will be aimed at ages 16+ and will offer sporting activities to an older age group throughout the summer. This will also have a booking fee but of £2.00 per person, per session. Any assistance in marketing these programmes would be greatly appreciated. **The clerk is instructed to respond that providing the dates of the programme are available at Greta Park and there are no prior arrangements, the Committee approve the use of the grounds and the Skate Jam on 3rd August. The Council will require full details in writing with dates as soon as possible.**
- iii) Brian Reed, Hedge End Bowling Club, informs Council of a recent incident of vandalism to the Summerhouse in the Bowling Green grounds. The police have suggested that the Council paint the fences in the critical area with the anti-vandal paint and install a night camera under the guttering. **The clerk is instructed to**

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- respond with the Committee's suggestion that the Bowling Club consider the installation of Piped Classical Music or a Mosquito Alarm, an electronic device used to deter loitering by young people by emitting sound at high frequency, in some versions so it can only be heard by younger people and is marketed as a safety and security tool for preventing youths from congregating in specific areas. The latter is not tried or recommended by the Council and offered as a suggestion for the appropriate research. In any event, the cost of any device would have to be met by the Bowling Club, as the Council do not have a budget for this purpose.
- iv) Publications: CPRE Hampshire Views Issue 9: Spring/Summer, CPRE Field Work Spring 2015, CPRE Countryside Voice Spring 2015, ICCM The Journal Spring issue. Noted.
- v) Hedge End Junior Cricket Club provide a copy of their Public Liability Insurance Certificate and application to continue fixtures at Turnpike Way Sports Field. **The clerk is instructed to respond with the Committee's approval of this application.**
- vi) Hedge End Carnival Committee, formal notification of dates for this year's Carnival and application for the use of Greta Park from June 28th until July 7th and the car park on Saturday July 4th. Plus use of the Recreation Ground on Saturday July 4th only. **The clerk is instructed to respond with the Committee's approval.**
- vii) Hedge End Carnival Committee on behalf of C. Burnett & Sons application for the use of Greta Park to present The Fantastic Firework Fiesta & Fun Fair on Saturday 14th November, 2015 subject to the usual terms and conditions. Access will be required on Thursday and the amusements will depart on Sunday. **The clerk is instructed to respond with the Committee's approval with the proviso that the date provided is a confirmed arrangement. The Council will not accept an alteration to this date.**
- viii) Craig Meredith on behalf of Peartree Cricket Club makes application to continue fixtures at Turnpike Way Sports field this season. Public Liability Insurance Certification to follow. **The clerk is instructed to respond with the Committee's approval.**

R80 Allotments:

To consider the provision of water to Z Plots.

In light of a number of requests from hirers who are finding it increasingly difficult to irrigate their allotments and are currently utilising a 50' hose. The annual cost of water provision is currently £1353.00. **The clerk is instructed to ascertain whether a water line can be installed in house and if not obtain a professional quotation.**

Communal Compost Bin

In light of a number of complaints that hirers are tipping domestic waste and grass cuttings from gardens, as well as tyres and non-compostable products. The current cost to Council to remove waste (including cess pit evacuation) is currently £1,118.00. Unfortunately, the Easter order was for 2 skips and only one was delivered and it has been refused collection because it was too full. **The clerk is instructed to ascertain why only one skip was delivered and seek compensation. In the meantime, the clerk is directed to make**

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arrangements and issue notification for the closure of the Communal Compost Bins on both sites, due to misuse and hirers encouraged to operate their own composting system on each plot. The Communal Compost Waste to be removed by the grounds staff as soon as possible.

The clerk is also instructed to ensure that the aforementioned costs are highlighted during next year's review of Allotment Fees with the recommendation that a considered increase is now necessary.

- R81 To discuss the future feasibility of providing football training facilities - Hedge End Rangers.** Gary Hawkins explained the requirement and demand throughout the area for an all-weather training facility and his initial enquiries as to the estimated cost for this provision at £600,000.00. In his opinion the demand and potential advertising sponsorship could return an income of £100,000 per year. This is a good time to approach the Football Association and Foundation for grants and Gary is confident of their support providing suitable land is available for this purpose. DTC explained that any Town Council land is governed by the Legal requirement to preserve public open space and public access for the enjoyment of recreation for all members of the public at all times. In agreeing to deviate from this requirement will require the Town Council to make legal representation to the Secretary of State requesting permission to make this land exclusive to a third party, but in so doing it will need to demonstrate that the land has no use for public access and is surplus to requirements. Whilst the Town Council appreciates that the project is innovative and serves the community, legal constraints must be respected. The Chair advised that a working party and feasibility study should be drawn in order for this project to be fully considered by Council and it is also recommended that the Town Clerk is a member of the working party in order that the legal requirements may be investigated. **The clerk is instructed to defer this matter to the June Agenda.**

- R82 To discuss the feasibility of providing the services of grave preparation for Cremation Plots.**

Once again the feasibility of providing the services of grave preparation have been researched together with potential costs. ICCM will train up to 5 members of staff in City & Guilds NPTC Health & Safety and The Burial Process covering hydraulic shoring at a cost of £1850.00 including registration with City & Guilds NPTC and assessment, the duration of the course would be a day and a half, the morning of the first day covers theory, including Health & Safety Law, a bit of burial law and dealing with all cemetery users including undertakers, clergy and the bereaved. The course does not include the supply of a mini excavator. Although a license is not required for the operation of an excavator the HSE could prosecute an authority where untrained staff are permitted to use such equipment. A three day course on Safe Use of Plant Machinery would be at £2850.00 plus the cost of the hire of three excavators. In conclusion to train each member of staff would be in excess of £5,000, at the end of which Council would still not have the necessary plant to achieve full burial preparation and if Council were to purchase a mini excavator, it would have to be transported by trailer and only 3 members of staff have a trailer license. The feasibility of

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hiring a mini-excavator when required is not recommended on the grounds of reliability as, obviously the preparation of a grave cannot be abandoned due to breakdown or malfunction of the plant and hire of such plant can result in this situation. It is, therefore, recommended that the staff undergo initial training in the preparation of graves with hired equipment, so that when further training is feasible they can in addition take training in safe use of Plant Machinery, but for the moment with the intention of their being fully trained to commence the preparation of cremation plots as soon as the necessary training is completed. When the staff have completed training the Council can then incorporate the cost of cremation plot preparation within the interment fee. A Grave Digger charges via the Funeral Director at between £60 - £80 per plot and this could be achieved by Council at much less and thereby providing an improved service to the parishioner. Ultimately, until the Council can purchase the necessary plant that can be transported to site or secured at site, the preparation of full burial plots to be deferred. **Resolved: That the Town Council pursue the development of burial services for the preparation of Cremation Plots only and in so doing invest in the training of 5 members of the grounds staff by ICCM in City & Guilds NPTC Health & Safety and The Burial Process. Furthermore, arrangements for training should take place in Autumn 2015. The Committee recommend this as a commencement of appropriate training with a view to progressing to the preparation of all grave spaces as and when a budget can be raised for the provision of necessary plant and further training in the safe use of Plant Machinery.**

R83 Woodhouse Lane Leisure Park

To discuss the forthcoming launch of Community Tennis and Fees.

The Courts are almost completed and painting of the surfaces has been undertaken today. The Town Clerk and Chairman have agreed upon the 16th May to launch Community Tennis and the Town Clerk will be interviewing potential candidates for on-site coaching on Friday 17th April with James Deam, LTA Regional Tennis Participation Manager. 80% of grants have been received.

Current on demand fees are £7.50 per court, per hour adult hire and £3.50 per court, per hour 17 years and under and the annual family fob fee has not been determined, however, the LTA recommend £30.00 per year. **Resolved: That Council retain the on demand fees for this year and agree the annual family key-fob fee at £30.00 per year with terms and conditions to be at the Town Clerk's discretion. Club annual fees to be decided.**

LTA have arranged for a free on-line booking software system to be set-up, together with IT assistance.

Woodhouse Lane Leisure Park is now formally registered as a venue with the British Tennis Lawn Tennis Association and we are British Tennis Members.

The Town Clerk requests your recommendations for events and attendance on the launch date and is delighted to confirm that the Mayor of Eastleigh will attend.