

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES
COMMITTEE HELD 8TH NOVEMBER, 2017**

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

Also present: Heather Jones - Representing Allotment Hirers

R36 Apologies: Cllr. Shankerlal Sthankiya, Cllr. Stephanie Arnold
With effect from the close of business hours today, all communications have been checked for the receipt of apologies.

**R37 Minutes & Matters Arising
Meeting of 11th October, 2017.**

R24, the colleges of Southampton City, Totton, Barton Peveril and Eastleigh have all been contacted regarding the reproduction of the art feature at the Dowd's Farm Lake pontoon, none of which have replied. Noted.

R32, the bow top fencing to Woodhouse Putting Green has now been removed. Noted.

R35, Louise Helps expressed her wish to respond to the resolution and was informed that the only opportunity would be this evening, however, in accordance with the Town Council's Standing Orders, Section 34 the matter would not be revisited without significant reason or a fundamental change to the facts already addressed by the Committee. Noted.

The minutes were approved and signed by the Chair.

R38 Correspondence:

i) To record post installation report following the reinstatement of safety surfacing to the sports feature in The Recreation Ground, consisting of artificial grass to the goal section and wet pour to the Basketball surface - The Play Inspection Company Ltd. Noted.

ii) Hedge End Rangers Vets FC provide a copy of their Public Liability Insurance certificate.

iii) Mark Grace, Managing Director HAGS, responds to the Town Council's dissatisfaction in supply of parts and in terms of compensation offers £250 discount on the next Order for parts, however, this seems unreasonable as it applies to a future delivery and does not appertain to the current complaint. DTC has requested that the discount is applied to the current Order.

R39 Allotments:

Cultivation Warning Letters have been forwarded to 13 hirers. Allotment preparation for hire is required on 20 plots. Four plots have been recently prepared, covered and re-let. 14 applications remain on the Waiting List.

Members concurred that all available allotments must be prepared for letting immediately and expressed their concern that instructions to remove communal compost heaps, issued almost a year ago, has not been implemented. The Head Groundsman indicated that this might best be achieved by spreading the heaps, but these works have not been completed.

The Chair requested that the Head Groundsman accompany her during the next Cultivation Inspection in four weeks time.

R40 Turnpike Way Play Area

To report upon further drainage issues that have now been resolved.

Unfortunately, during recent inclement weather a further surface drainage issue was realised at the entrance to the play area and collecting around the seating. This has now

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been rectified and it is hoped that the drainage issues surrounding this area have been resolved, with the installation of further land drains to aid the removal of standing water to feed into the existing drainage. As well as the land drain the threshold to the seat has been raised by installing gently sloping paving slabs on top of the concrete to throw the water into the path of the land drain. These works were completed at a further cost of £2,899.00 and sanctioned by the Town Clerk within his remit of expenditure. Total cost of drainage works at £15,617.00 to date.

The Chair reported upon her recent visit to the site, at which time she found it necessary to ask youths, all of whom were too old to be in the play area, to remove their bicycles. Unfortunately, an information board, prohibiting bicycles had been temporarily removed and there was a misunderstanding. It did, however, give an opportunity for the Chair to and discuss with these young people, what kind of facility they would like at the site. To which they responded with a Teen Shelter and a rack to safely secure their bikes. The Head Groundsman assured the Chair that he would have such a rack, in store, for installation.
The clerk is instructed to obtain quotations for the provision of a Teen Shelter at Turnpike Way for consideration at the next meeting.

R41 Albert Road Cemetery & War Memorial Garden - Green Flag

To discuss improvements to the 2018 application and suggestions outlined during the 2017 inspection.

Whilst the management plan was described as well presented with a good balance of text and images, very readable and flows well, it was recommended that it was updated and cover a specified time period of 5 or 10 years. Its strengths were highlighted in vision, objectives and future maintenance programme, together with the stories "The Missing Grave" and "The Morant Family", the latter demonstrating proactive approach by the Town Council in making strong links with the local community. It is recommended that further evidence of inspection/audit of memorial stones would be useful in the next application, and it is not clear from the plan how Tree Inspections or works are carried out.

Environmental Management: more evidence is required to reflect sustainable practices. The report highlights biodiversity, and a rich heritage to the site, which is well documented in the plan.

One of the criteria for Green Flag is to show evidence of community involvement in decision making and it is suggested that actions resulting from requests from members of the public could be reported within the Management Plan. There is no evidence of any promotional material for the cemetery or War Memorial. How are customers able to find information about the cemetery? Future strategy should show more ambition to more accurately reflect the work and planning that goes into the site.

The Field Assessment describes the entrance gateways to the War Memorial and Cemetery as striking and the poppies an attractive extra. General maintenance is required to the shrub border to the right of the cemetery entrance and works to remove dead wood in the Oak should be implemented. It was recommended that the judicious use of Glyphosate or the use of a weed burner on weeds taking hold on hard surfaces would help long term maintenance of the pathways. To comply with Green Flag criteria, more evidence is

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required to reflect sustainable practices on the site. To take account of Green Flag criteria, it would improve the site to take steps to encourage further biodiversity, e.g. a wildflower area.

Website hosting issue needs to be sorted out. There is no education or interpretation on the site. An interpretation notice would be appropriate for the Orchid patch – *this aspect has been addressed and a small information board has been produced.*

Social Media is very active but did not see any posts about the Cemetery or Remembrance Day. *The latter is reported in the Hedge End Gazette at the appropriate time of year and this can be identified in the Management Plan.*

The management of the site was identified and included making changes when necessary such as the mass grave for the Victorian remains and moving areas for babies at rest and for children. Another good example was the creation of the baby area in the bank for babies born asleep. Grave digging has recently been taken inhouse successfully, which has resulted in a more efficient service. However, the inspectors suggested that the landscaping around the War Memorial is low key and the stated plan of establishing annual poppies on the site would be an improvement. This needs a bit of focus.

Additional comments concluded that whilst the site continues to be deserving of its Green Flag status, to attain a high standard, other criteria such as sustainability, marketing and biodiversity also need to be evidenced. Procedures on Health & Safety could also be better evidenced in the management plan. Progress on these criteria could elevate the site from scoring a bare Green Flag Award pass to achieving a comfortable Green Flag Award.

Resolved: That the clerk effect the following and incorporate within the Management Plan application 2017/2018.

- To focus on community involvement, i.e. would the Horticultural Society and or the Conservation Volunteers wish to undertake wildflower planting or improve planting at the War Memorial Garden?
- Feature the War Memorial Garden - perhaps with a 1914/1918 commemoration.
- Develop an Information Guide. EBC has published such a guide. The guide to cover marketing issues as well as interpretation and information, i.e. Babies Born Asleep
- Maintenance issues to be addressed by the grounds team.

The next Green Flag application will need to be submitted by December, 2017 / New Year latest.

R42 To discuss Capital Projects for the 2018/2019 Budget.

Coltsfoot Close Balancing Pond	-	£25,000
Paddling Pool Perimeter Railings	-	£5,000
Dowd's Farm Park Artwork, Jetty, Gabion Wall	-	£25,000
WW1 Commemoration x 2 Benches	-	£1,500
Cemetery & War Memorial Garden Guide	-	£500
To refurbish a Play Area	-	£60,000