

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES
COMMITTEE HELD 9TH JANUARY, 2013**

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

Also present: **Representatives of the Carnival Committee**
 Representatives of the Hedge End Horticultural Society
 Representatives of the Allotment Committee
 Mr. David Gates - Party in the Park 2013

R58 Apologies: Cllr. Derek Pretty, Cllr. Jenny Hughes
With effect from the close of business hours today, all communications have been checked for the receipt of apologies.

R59 Minutes & Matters Arising
Meeting of 12th December, 2012
The minutes were approved and signed by the Chair.

At this point the Chair elected to move items of the Agenda for representations to be made by members of the public present, *item 10, To consider application for the use of Greta Park – Party in the Park to be moved to item 4 and, item 6 To discuss the condition of Greta Park following the use of the grounds for the Carnival Fun Fair and Firework Fiesta in 2012 to be moved to item 5.*

R60 Correspondence:
No correspondence received.

R61 To consider application for the use of Greta Park
Party in the Park - 1st June, 2013.
The Chair raised matters from the draft proposal, to which Mr. Gates responded and emphasised that he would be looking for an agreement in principle this evening, so that he could progress this event. Licensing the event, for example, may take up to 2 months and Mr. Gates has been advised to obtain a Premises License for which he will require an evaluation of the land. With regard to parking difficulties, he described this as a “*thorn in the side*” but felt that advertising should clearly indicate that parking is not available on site, that the festival is directed at the local community and, as with the Carnival, should encourage the community to leave the car at home and walk to the festival. At this point in time he would expect between 2 and 3,000 tickets to be sold.

Resolved: To agree in principle, subject strictly to the following caveats being in place to the satisfaction of the Town Council: Public Liability Insurance Certificate Copy, a Projected Cash Flow Forecast, confirmation of the organising Company status, a Risk & Management Plan and appropriate Licenses.

R62 To discuss the condition of Greta Park following the use of the grounds for the Carnival Fun Fair and Firework Fiesta in 2012 and readdress whether a charge should be made - R43 iii) 14th November, 2012. The Chair declared an interest and withdrew from discussions, at which point Cllr. Peter Hughes, Vice Chair, assumed the chairmanship.

**RECREATION & AMENITIES COMMITTEE
MEETING OF 9TH JANUARY, 2013**

The Committee considered a draft policy in the form of Conditions of Use & Bond on participation event hiring of Public Open Space, with a proposed increase of Bond to £750.00, in consideration of the current and future predicted climate change. Representations from members of the public were in support of the community events held within Greta Park and that the Bond should reflect the cost incurred to Council to renovate and repair the grounds if necessary, also, to plan for the future maintenance of the field and repair land drainage. **The clerk is instructed to defer this matter to the next Agenda, and in the meantime raise an assessment of the cost to contract a repair and loss of revenue to warrant a justifiable Bond fee.**

The Chair resumed her role.

R63 Grounds Works Estimates

Former Dowd's Farm Compound

Two further invitations to tender were extended, of which one response was received: Mackoy Ltd. - a full survey was conducted and a report and design submitted, including an Armaco barrier that would work better on the rear elevation to stop cars overshooting down the embankment but there is another option of creating a bund with the subsoil from the site. This would eliminate expensive barrier installation and of course save money on muck-away from the project. There are, therefore, items of the estimate that may be tweaked to suit budget. £68,284.70.

The Town Clerk would advise, that there is no budget available to allocate to this project or the balance of funding contribution from EBC at £21,000. The situation remains as specified in the November 2012 minutes, that a ring-fenced sum of £160,000 is anticipated to be paid to the Town Council at some point in 2013. **The clerk is instructed to defer this matter to the February Agenda in order to clarify funding.**

Albert Road Cemetery

Mackoy Ltd. – provide a survey of the entire site including the paths/roads and have mapped sections to identify 1 to 7 areas with separate costs, so that the Council can decide upon specific resurfacing. Areas 2 and 5 (the main cemetery road surface, roundabout and road between Cemetery Section A and E), would be £7,718.40 plus £819.20. £8,537.60. **As this is not an item to be discussed on this Agenda, the clerk is instructed to defer this matter to the February Agenda.**

R64 Village Centre

To discuss landscape improvements.

Contact has been made with Atkins Global Ltd., contractors to Southern Water, for the manhole to be examined with a view to reducing the surface level. It will be very costly for Southern Water to undertake these works. The Council are advised to arrange for a local contractor to do the works in conjunction with the removal of the flower bed. However, an application S185 Developer Diversion must be completed together with a Method Statement from the contractor.

**RECREATION & AMENITIES COMMITTEE
MEETING OF 9TH JANUARY, 2013**

Hedge End Horticultural Society confirm their agreement to taking over the maintenance of the three flower beds in the centre of the town and provide drawings. The Society propose clearing the dead plant material and weeding the beds as soon as possible. On an on-going basis they will continue to weed the beds and prune the shrubs at the appropriate time of year and introduce suitable new plants of their choice, once they have established what the beds contain. There is evidence of bulbs in some areas. They will be responsible for the removal and recycling from the site of all material resulting from weeding or pruning. There will be no cost to Hedge End Town Council. However, if the Town Council have a need to dispose of bark chippings as a result of grounds work elsewhere, the Society would appreciate the opportunity to collect a quantity for use as mulch material on the flower beds. In addition Society members present, would deter the Council from removing the aforesaid flower bed and suggested that any proposal to remove should be deferred for 12 months to allow sufficient time for planting to be appreciated and prove successful in improving the village centre landscape.

Resolved: That the Town Council fully authorise and appreciate the agreement with Hedge End Horticultural Society to cultivate the flower beds in the centre of the village and will review proposals to remove the centre flower bed in 12 months. The Committee would also wish to ensure that a notice of recognition is placed within the landscape acknowledging the voluntary services to the community by Hedge End Horticultural Society.

R65 Allotments

To discuss proposed Deer Fencing

Cllr. Keith Day declared an interest and withdrew from discussions.

The Town Clerk would advise that there has been no preparation in the current budget or the future precept for this expenditure. Mr. Dewey assured the Committee that the installation such as he described, during the November meeting, would be relatively inexpensive and estimated a cost not in excess of £150.00. However, due to financial restraints, **the clerk is instructed that this subject be deferred for six months.**

To review Allotment Fees

The Town Clerk would recommend a 5.2% increase.

Resolved: That Allotment Fees for the year 1st April, 2013 to 31st March, 2014 be increased by 5.2%.

R66 To Review Annual Fees

The Town Clerk would recommend a 5.2% increase for all Annual Fees

	2012	2013
2000 Centre Users Group	£1388.88	£1,461.10
Bowling Club	£7961.89	£8,375.91
Grazing Field	£1064.75	£1,120.12

Resolved: That Annual Fees are increased by 5.2%, with effect from 1st April, 2013

**RECREATION & AMENITIES COMMITTEE
MEETING OF 9TH JANUARY, 2013**

R67 To Review Cemetery Fees

The Town Clerk would recommend a 5.2% increase for all Cemetery Fees rounded to the nearest pound.

Resolved: That Burial Fees and Memorial Fees are increased by 5.2%, rounded to the nearest pound, with effect from 1st April, 2013.