HEDGE END TOWN COUNCIL – MINUTES OF A MEETING OF THE RECREATION AND AMENITIES COMMITTEE HELD 11 DECEMBER 2024

Cllrs present: Cllr Paul Carnell, Cllr Leigh Hadaway, Cllr John Jupe (Chair), Cllr Derek Pretty

In attendance: Brett Athow – Operations Manager

There being no Chair or Vice Chair present, Cllr John Jupe was elected to chair the meeting.

R525 Apologies Cllr Margaret Allingham, Cllr Dave Kinloch, Cllr Lucy Jurd, Cllr Jane Welsh

R526 Minutes and Matters Arising

To agree the minutes of the meeting of the 13th November 2024

R522 (ii) It was confirmed that no response had been received following the approval of a smaller greenhouse installation of no more than 8' x 6'.

The minutes were signed by the chair as an accurate record.

R527 Correspondence

None received

R528 Dowds Farm Play Area

i) To agree the installation of safety surfacing around the Roundabout unit at Dowds Farm Play Area.
The Operations Manager confirmed that the installation of safety surfacing was for the Basket Swing and not the Roundabout as stated. The area around the Basket Swing unit had deteriorated to the point that is was now inadequate and new surfacing was necessary to ensure compliance and improve safety. Cllrs agreed that this work was essential to maintain the safety for this piece of equipment
RESOLVED: Cllrs agreed to the installation of the safety surfacing around the Basket Swing.

ii) To agree funding from the capital Play Area budget for this installation
RESOLVED: It was proposed by Cllr Derek Pretty and seconded by Cllr Paul Carnall that the required £4,495 for this installation was taken out of the remaining £5,605 in the capital Play Area budget.

R529 Paddling Pool Kiosk

i) To consider options for the Paddling Pool Kiosk
In previous years the Town Council had entered into agreements for the running of the kiosk. The last tender was in 2020 and although this had been reviewed annually the four-year tender expiry was approaching and Cllrs needed to consider retendering or to carry on with last year's provider.
Issues had been highlighted during last season and it was proposed

that the terms and conditions were reviewed to reflect this, along with the taking of a deposit.
The operation of the kiosk was very weather dependent and because of this was not very viable for someone to take on and if it went to tender would anyone apply. However, it was understood that the current provider was interested in operating the kiosk next season.
Cllrs felt that the SLA should be for one year, so if any further issues were to arise next season these could be reviewed. Cllrs were also asked to agree the proposed following terms and conditions to be included.

a) A limit of 20 mins past the Paddling Pool closing time ie 18.20 to clear the building so the caretaker can lock up.
It was explained to Cllrs that the caretaker was on a tight schedule covering various sites. Previously there had been no set end time for the closure of the kiosk and had on occasions caused problems where the facilities had all been cleaned and rubbish removed by the caretaker ready to lock up and the kiosk was still operating, this had left no option but for the caretaker to leave the provider to secure the building, hoping that the facilities were not used.

b) Every 10 minutes thereafter is chargeable
Cllrs felt that the daily rate charged was so minimal that when broken down for the chargeable 10 minutes cost was very negligible and not worth doing.

c) A risk assessment should be supplied by the operator covering the use of electrical equipment, H&S and any risks associated with running the kiosk.
This was standard for the provider to produce and was to be included.

d) Access is limited to Paddling Pool opening hours, keys will only be given for the franchised area and not for the entire kiosk and communal areas.

e) It was explained to Cllrs that an issue had occurred where the provider had entered the site out of hours getting his van stuck without the knowledge of the Town Council. This had caused the mobilisation of numerous staff as it had been reported that an illegal encampment may have compromised the site.

e) Public Liability Insurance
Once again this was standard to be provided.

f) Sales of water balloons, foam shooters or any other similar plastic/ foam items must not be sold on the premises. It was explained that these items have potential to block the filtration system and potentially

damage the pumphouse equipment. Cllrs asked about items that were brought into the Paddling Pool and whether there could be signage put up requesting that they were not used. This was a possibility.

g) A deposit of £50 to be taken when signing the terms and conditions
It was explained that a deposit was a standard requirement for use of all HETC facilities. It was also confirmed that this was a returnable deposit, subject to it not needing to be used once the provider had finished using the facility. **RESOLVED: Cllrs agreed that the SLA would be for a period of one year. That the current provider would be offered the use of the kiosk for the 2025 season and that the Terms and Conditions to be included were agreed, with the exception of (b) which was to be removed.**

ii) To agree the Service Level Agreement **RESOLVED: All Cllrs agreed the SLA, subject to the removal of 1.6 from the T&C's.**

R530 Locke Road Consultation Feedback and Tender Scope

To consider the consultation feedback and how this influences the tender
Cllrs reviewed the previously circulated document. There had been 95 responses. The report was very comprehensive, with informative results. It was clear that the play area should not move from its current location, that the age range covered should be for toddlers to 12 years and that swings, climbing frame and slide were the most desired equipment.
A balance trail was also on the list of desirable equipment, however Cllrs suggested that this was not included specifically as a priority item within the tender but could form part of the overall design.
There had also been the suggestion of additional equipment such as zip wire and trampoline. Cllrs felt that these items were also not be included. The zip wire due to vicinity of nearby residents and the noise levels that it would produce, plus this type of play equipment was high maintenance. Trampolines were not very practicable, they often filled with water and were costly to replace if necessary.
Cllr John Jupe commented that self-closing gates were essential.
Cllr Paul Carnell commented on the drainage, this was a widespread problem in Hedge End due to the clay soil, this should be considered as part of the installation. He also had concerns reference climbing of the trees within the play area and whether HETC would become liable if an accident did to occur. The Ops manager commented that this would be negligible unless the accident was due to negligence on the part of the Council. **RESOLVED: Cllrs agreed that the play area was not moved from its the current location. The age range was for toddlers to 12 year olds, that the following equipment of swings, climbing frame and slide formed part of the overall design and that a zip wire and trampoline were not included.**

R531 Operations Manager Report

The report contained the following updates:

- Albert Road Cemetery
- Allotments
- Conservation Volunteers
- Cricket
- Football
- Graffiti and Vandalism
- Local Nature Reserve
- General Updates

The Operations Manager commented that quad bikes had now been seen riding around the football pitches at Rodaway. Cllr Derek Pretty asked if fencing could not be put up using developer contributions.

Cllr Derek Pretty asked if Dowds Farm could be considered in the future for a Green Flag award. He also asked where the Elms trees had been planted, the Operations Manager confirmed that they had been planted in the following locations, Greta Park, Turnpike, Dowds Farm & one in St Johns Recreation Ground. Cllr Paul Carnell commented that a small tree had come down to the rear of a property on Cranbourne Park, this was not HETC land and the idea of the trees were for planting on HETC land.

This report as usual would be made available on the Town Council website.

There being no further business the meeting closed at 7.46pm