

## WEST END PARISH COUNCIL

### MINUTES OF THE RECREATION & ENVIRONMENT COMMITTEE MEETING, WEDNESDAY 18<sup>TH</sup> APRIL 2018 AT THE PARISH CENTRE, CHAPEL ROAD, WEST END COMMENCING AT 7.15 PM

**PRESENT:**                    **Councillors: R Davis**  
   **D Clarke**  
   **R MacDonald**  
   **S Turl**

**In attendance:**        **Mrs L Cooke            Parish Clerk**  
                                 **Mr S Mockford        Deputy Clerk**  
                                 **Mr S Adams            Head Groundsman**  
                                 **Two members of the Public**

Prior to the commencement of the meeting the Deputy Clerk tabled the results of the voting for the participatory budgeting. The Annual Parish Assembly is being held on Monday 23<sup>rd</sup> April when the cheques will be presented. The Councillors discussed the formula for these figures and suggested that this be reviewed next year. It was unanimously agreed that the Clerk will prepare cheques for presentation based on the figures tabled.

#### **001/18/REC APOLOGIES**

Apologies received and accepted from Councillors Boulton and Clarke.

#### **002/18/REC DECLARATIONS OF INTEREST**

**Members were invited to declare interests in relation to items of business on the agenda.**

Councillor Turl is the Chair of Moorgreen Road Residents Association.  
Councillor Asman's husband is an allotment holder.

#### **003/18/REC MINUTES OF MEETING HELD ON 21<sup>ST</sup> MARCH 2018**

The Minutes of the meeting held on 21<sup>st</sup> March were accepted as a true record and signed by the Chairman.

#### **004/18/REC MATTERS ARISING**

EBC Public Art – West End Heritage Trail

A further meeting of the Steering Group was held on 11<sup>th</sup> April when the forthcoming public consultation was discussed and the following agreed :

- Members of the Steering Group to prioritise remaining sites and projects as highlights in the draft Heritage Trail document and for suggestions of any projects.
- Artist brief was discussed and agreed – EBC to circulate in due course. Developers to come back to steering group with quotes for suitable sub base for the artwork.
- Draft Heritage Trail document to be updated.

Councillor Turl commented that it is imperative that WEPC have an input into the review of the Heritage Trail document and asked Councillors to have a look at this document before the next meeting.

Barratt's have also agreed for a representative to be present at the road naming ceremony on Saturday 19<sup>th</sup> May. It was agreed that Councillor Asman will be giving a short presentation/tribute to ex councillors Bamber and Noyce.

All other matters arising will be dealt with under agenda headings.

#### **005/18/REC CORRESPONDENCE**

1. Email received from the Royal British Legion inviting members of the public to do a charity abseil was previously circulated to all Councillors.
2. E-mail received from MENCAP that they are working alongside Sunshine International Arts and will be holding Workshops at the Hildene Centre which are open to all West End groups participating in this year's Carnival.
3. E-mail received from Highways England requesting permission to continue with the Great Crested Newt Survey on Quob Green. Committee unanimously agreed to the survey but requested that a copy of the survey is forwarded to the Council.

#### **006/18/REC EVENTS FOR 2018**

The Events Sub-Committee had met prior to this meeting and a verbal update was given by the Chairman. Update and summary of this year's events is attached as appendix to these minutes.

The Clerk commented that as the timing of the meeting was proving difficult for Councillors for attend, she suggested that Events for the forthcoming year could be discussed at the February full Council meeting after the Budget has been agreed. Once the Council has agreed the Events for the year, the Recreation & Environment Committee will only need to discuss the next forthcoming event rather than discussing each event at every meeting.

**Councillor Davis proposed and Councillor MacDonald seconded that it be recommended that the Events for the forthcoming year be discussed and agreed at the February meeting of the full Parish Council. The Committee agreed unanimously.**

**007/18/REC BARNSLAND/HATCH FARM**

A complaint has been received from a local resident regarding lack of Supervision for the Community Payback workers. This prompted a discussion regarding communication between the Parish Council and the Community Payback Team. The Head Groundsman confirmed that he had been involved with the planning of the works and risk assessment for the tasks. He also confirmed that the work expected of the Team had been carried out. It was agreed that the complaint be noted.

**008/18/REC HATCH GRANGE / MEGAN GREEN/QUOB GREEN/WEST END COPSE**

**HATCH GRANGE**

Staff car park to the rear of workshop.

The Deputy Clerk reported that he has contacted a local architect to help with the planning application and waiting for costs.

Car Park flooding

Awaiting notification of date for the new improved soakaway to be fitted. Unfortunately the weather has not been suitable and the contractor recently had some equipment stolen.

SINC Area: Nothing new to report.

Friends of Hatch Grange

The next work day scheduled for Saturday 21<sup>st</sup> April had been cancelled and re-arranged for Saturday 12<sup>th</sup> May 2018.

Oak Tree on Hatch Grange

Date for the Tree Sculpture artist to visit has not yet been arranged. The Head Groundsman agreed to contact him again.

Natural England Stewardship Scheme – nothing new to report

Blue Cross Dog Show

At the last meeting the Committee agreed for The Blue Cross to use Hatch Grange again for their Annual Dog Show on Saturday 8<sup>th</sup> September. They are also holding a Woodland Adventure Trail and Tea Party on Hatch Grange on Saturday 12<sup>th</sup> May, 11.00 a.m. – 2.00 p.m.

**MEGAN GREEN**

The Wednesday Volunteer Group will be scheduling some dates into their diary to continue with the works on Megan Green.

**QUOB GREEN**

Nothing new to report

**WEST END COPSE**

Nothing new to report. Application will be submitted to Small Grants Scheme in due course for the improvement of the paths.

Friends of West End Copse – nothing new to report

**009/18/REC MOORGREEN RECREATION GROUND**

Tennis Court

Email received from the Lawn Tennis Association stating that in order to maintain registration with the LTA, the Court needs to have a Community Welfare Officer. The Deputy Clerk is seeking advice from LTA regarding this.

Email received from resident requesting that he uses the facility for a charity event on Sunday 8<sup>th</sup> July. The Committee agreed unanimously to this request.

Groundstaff have started to repaint the parking pays. Will complete once the weather improves.

E-mail received from Jem Tennis regarding regular training sessions when they will require toilet facilities. The Deputy Clerk has asked for dates and times in order to organise caretaking.

**010/18/REC TOWNHILL FARM RECREATION AREAS**

Chartwell Green

A local resident has approached Councillor Asman objecting to the proposed play area in Chartwell Green and complained that she had not received a response to her suggestions that the area should be divided into two areas; one for dog walkers and one for children. The Committee noted the comments made.

A local resident had notified the Parish Office of an incident when he asked a dog walker to pick up after her dog on Chartwell Green and she became very aggressive towards him. Councillor Asman expressed concern that there is a problem brewing as the area is still being used by dog walkers despite the Council trying to keep it dog free and the situation is becoming very emotive. The Head Groundsman suggested removing the fence or providing an alternative fenced area for dogs at another location.

After discussion it was agreed that members of the committee attend the site prior to the next Committee meeting on 16<sup>th</sup> May to look at options.

Chartwell Copse

Tree work identified in Tree Survey has now been carried out.

Upmill Play Area

Nothing new to report.

### **011/18/REC WEST END FOOTBALL FACILITY**

Eastleigh Football Club have now confirmed that they would like to use the football facility for their girls' team from next season and to commence summer training sessions from Monday 23<sup>rd</sup> April – two evenings per week Monday and Friday from 6.30 – 8.00 p.m.

The Head Groundsman reported that he and two colleagues had met with the Head of Community at Eastleigh Football Club and the Manager of the Girls' Team when it was agreed that if there are any issues, WEPC must contact the Head of Community and he would advise everyone else involved to prevent any mis-communication.

There followed a lengthy discussion on the summer training session and it was agreed that WEPC will arrange caretaking cover to provide access for these.

### **019/18/REC WEST END CEMETERY/BURIAL GROUND**

Burial Ground - Strimming and clearing site – ongoing. The Head Groundsman reported that work is needed to a Beech Tree at the Burial Ground.

An e-mail had been received from a resident of Ingersley Rise regarding the boundary of her garden adjacent to the Burial Ground. Her garden is at a higher level and she is concerned that land is slipping into the burial ground and may have an impact on drainage in the future. The Committee agreed unanimously that this would be the householder's responsibility.

#### Cemetery

Further to the discussion at the last meeting regarding the complaint received last year that a reserved plot was too small, the Clerk reported that she has now received legal advice regarding the Council's responsibility. The advice is to offer compensation based on the incorrect positioning of the grave and interment.

**Councillor Asman proposed and Councillor Turl seconded that it be resolved that the cost of the burial plot and interment fee will be refunded as compensation to the bereaved relative. The Committee agree unanimously.**

### **020/18/REC ALLOTMENTS**

The Committee noted the following:

- No vacant plots
- Currently 2 people on the waiting list; would like specific plots.

- Inspection scheduled for 18<sup>th</sup> April was postponed until beginning of May as there has been so much rain.
- Costs at the allotment site requested at the last meeting had not been prepared and will be circulated in due course.
- Request received from Mencap that the path at their allotments to be concreted. This request was refused.
- Councillor Asman had received a complaint over flooding of the allotment plots adjacent to Moorgreen Road and suggested using the Community Payback Team to clear the ditch along the highway. The Clerk commented that you need to have accreditation to work on the highway and a road closure (or part closure) would be needed to carry out this work. The Head Groundsman commented that the groundstaff do clear the ditch as much as they can within a safe working space but Moorgreen Road is very busy and they cannot clear it properly. After discussion, it was agreed that the Deputy Clerk will investigate the feasibility and costings of having a temporary road closure in order to enable the groundstaff to clear the ditch.
- Further request received from allotment holder to keep chickens. After discussion it was agreed that the Head Groundsman will speak to the allotment holder who currently keeps chickens and ask him to give advice on the necessary standard of the structure, hygiene, etc. before permission is given.

**021/18/REC YOUTH CLUB**

The Youth Leader had reported on the Easter Holiday activities for the Youth Club members which included trips to Romsey Rapids; Flip Out and the Mayflower Theatre.

**022/18/REC GROUNDS EQUIPMENT**

The Deputy Clerk reported that a loan vehicle from HTM is now being used but no date advised for the delivery of the new WEPC van.

**023/18/REC DATE OF NEXT MEETING**

Wednesday 16<sup>th</sup> May 2018

The meeting closed at 9.10 p.m.

## **APPENDIX TO THE MINUTES OF THE RECREATION & ENVIRONMENT COMMITTEE MEETING HELD ON WEDNESDAY 18<sup>TH</sup> APRIL, 2018**

### **Events Sub Committee Meeting Wednesday 18<sup>th</sup> April, 2018**

#### **EVENTS 2018**

Easter Egg Hunt – 26<sup>th</sup> March to 15<sup>th</sup> April, 2018.

Another successful event – weather wasn't kind, however lots of positive feedback from members of the public.

West End Carnival – Saturday 16<sup>th</sup> June, 2018

60/70/80's music theme.

The parish will be participating on this year's Carnival.

All Carnival entry/competition forms are now available to download from our website.

Road closure and event plan have been submitted to E.B.C.. Bunting licence received from H.C.C..

Senior Citizens Tea Dance – Friday 27<sup>th</sup> July, 2018 from 2 – 4.30pm

The Singing Jukebox confirmed booking.

Tush Push Line Dancing has confirmed participation.

YouthHouse Community Games – Wednesday 15<sup>th</sup> August, 2018

Youth Leader in the process of organising events for the day. Ice cream van confirmed.

Remembrance Day – Sunday 11<sup>th</sup> November, 2018

Morning service as usual – p.a. system has been booked. Road closure application to be submitted by August, 2018.

WW1 A Nations Tribute – Beacon Lighting Ceremony 11<sup>th</sup> November 2018 @ 7pm –

As previously agreed WEPC will be participating in Lighting of the Beacon.

Agreed evening activities:

- Youth club kids to make lanterns to be carried to beacon prior to lighting.
- Rev. Wharton to read out the names of those from the parish killed in action during WW1 to be read out prior to the beacon lighting. Deputy Clerk to contact Rev. Wharton.
- P.a. system booked for the evening.
- Bugler to play The Last Stand once the beacon is lit. Deputy Clerk to contact the bugler.
- Professional photographs to be taken during the event.
- Ticket only evening event - £7.50pp adults only.
- Ploughman's supper during interval with a decorative cake for dessert.
- Also during the interval, poetry will be read by Councillor MacDonald and Avril MacDonald, the chosen poems are:
  - My Boy Jack
  - The Soldier and
  - In Flanders Fields

Other suggestions for the evening are:

- Optional fancy dress
- Bunting and hand flags
- Champagne for a toast and the National Anthem played after the poetry has been read
- Tickets to be designed as a WW1 ration book.

Turning on the Lights – Friday 30<sup>th</sup> November, 2018.  
The Singing Jukebox confirmed booking.

No Christmas tree from EBC this year. Quotes to be obtained for decorative lighting.

Children's Panto – Friday 14<sup>th</sup> December 5pm – 7pm  
Using a new production company for this year: 'Touring Panto's' – Sleeping Beauty.  
£675 (INC. VAT). £100 deposit has been paid.

Senior Citizens Christmas Party - Monday 17<sup>th</sup> December, 2018  
The Singing Jukebox confirmed booking.

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