

WEST END PARISH COUNCIL

NOTES OF THE POLICY & RESOURCES COMMITTEE MEETING HELD ON WEDNESDAY 26th OCTOBER 2022 AT 7:15 P.M.

Present: **Councillors** **B Coles Chair**
 R MacDonald Vice Chair
 J Asman
 A Price
 B Tennent
 S Turl
 T Weeks

In attendance: **Mr S Mockford, Parish Clerk**
 Ms B Bond, Deputy Clerk

089/22/PR **PUBLIC PARTICIPATION**

One member of the public present.

090/22/PR **DECLARATIONS OF INTERESTS**

No declarations received.

091/22/PR **APOLOGIES FROM COUNCILLORS**

Apologies received and accepted from Councillor Gomer.

092/22/PR **MINUTES OF THE LAST MEETING**

The minutes of the Policy & Resources meeting held on Wednesday 28th September 2022 were agreed at the Full Parish Meeting on Wednesday 12th October 2022.

093/22/PR **COMMUNITY INFRASTRUCTURE PRIORITIES (CIP)**

Councillors discussed the current CIP list and made some recommendations and amendments. The updated list can be found in **Appendix A**.

094/22/PR **CORRESPONDENCE**

VAT Partial Exemption – West End Parish Council has not breached the De-Minimis limit of £7,500 for the tax year 2021/22

095/22/PR **THE PARISH CENTRE**

1. Parish Centre

- Policy discussion in the event of a prolonged blackout.
- Advice is being obtained to improve the efficiency of the existing solar panels. A quote is being put together by British Gas (Centrica) and The Parish Office also have Goldwater Electrical Services coming out on Thursday 3rd November to survey the Solar Panels.

2. Workshop

Quotes are being obtained to replace the existing lighting with LED's. The Parish Office are also looking at getting a PIR sensor installed.

3. Café

A copy of the takings year to date were shared with Councillors.

4. Bookings

Bookings continue to be very busy.

5. Library

Nothing new to report

096/22/PR THE OLD FIRE STATION

New chairs for the Fire Station committee room have been purchased from The Recycled Assets Company. The Parish Office are now sourcing replacements tables.

Councillors asked if the committee room could be painted. The Grounds team will be asked.

097/22/PR YOUTH FACILITY

The Parish Office are currently awaiting a 3rd and final quote to resurface the outside entrance area.

098/22/PR TOWNHILL FARM COMMUNITY CENTRE

A request has been received from the current tenants, Cornerstone Global Ministries to hold a day care centre for vulnerable adults in the main hall. Rev.d Kunda would also like to sublet his office for approximately 2 months to his wife who will be running the day care centre.

Councillors discussed and agreed to both requests. They have requested to see licences to support the day care centre's activities. Such as ensuring volunteers are suitably trained to deal with vulnerable adults.

Townhill Farm Ltd

099/22/PR HILLDENE COMMUNITY CENTRE

A quote has been received to repaint the outside of the West End Pre School building:

- Outside walls only - £6,492.00
- Roof - £6,536.00

Additional quotes are being obtained.

100/22/PR MONTHLY ACCOUNTS

The monthly reports for September will be available for November's Policy & Resources meeting.

101/22/PR BUDGET FOR 2023/24

The Parish Clerk is in the process of completing the first draft of next years budget. Councillors were given several dates for when they can go through the budget with the Parish Clerk in more detail.

102/22/PR IT REVIEW

A meeting was held between the IT Sub Committee and Smart Marketing UK to discuss the next steps of the website development. Resident feedback was shared as well as the needs of the Parish Office.

It has been agreed that Smart Marketing UK will put together a site map and bring this back to the committee on the 9th November. They are hoping to have the first iteration of the website up and running before the end of the year.

103/22/PR NEWSLETTER

October's edition of the Parish Newsletter has been delivered.

104/22/PR COUNCILLOR TRAINING

Cllr Du-Crow, Cllr Weeks and Cllr Willoughby are booked onto The Knowledge & Core Skills for Councillors course on the 8th November 2022 10:00am - 14:30pm at Winchester Racquet Club.

105/22/PR DATE OF NEXT MEETING

The date of the next meeting will be Wednesday 23rd November 2022 at 7.15pm

Councillors agreed that the meeting due to be held on Wednesday 28th December should be cancelled and any urgent business emailed to Councillors

The meeting closed at 20:18

Appendix A – Community Infrastructure Priorities (CIP)

WEST END PARISH COUNCIL
COMMUNITY AND INFRASTRUCTURE PRIORITIES 2022

Social and Recreational – Play Areas

PROJECT/LOCATION	PROPOSAL	FUNDING REQUIRED	PRIORITY	JUSTIFICATION/COMMENT
Chapel Road - Two Play Areas	Play area upgrade	£150,000	H	Play areas due for renewal by 2021
Moorgreen Recreation Ground	Play area upgrade	£60,000	M	Play area due for renewal by 2021
Upmill Gardens	Play area has been removed	N/A	L	Currently no plans to install new play equipment.
Carpathia & Townhill	Replacement play area surface	£50,000	H	Existing surface needs replacing

Social and Recreational – General

PROJECT/LOCATION	PROPOSAL	FUNDING REQUIRED	PRIORITY	JUSTIFICATION/COMMENT
WE.1 West End Parish Centre	Kitchen refurbishment (main hall and Hatch Cafe)	£75,000	H	Main hall kitchen very tired and cupboards are damaged. Hatch Café kitchen needs remodelling
	Car Park Drainage	£15,000	M	Car park floods during periods of heavy rain.
	Installation of battery pack, linked to existing roof solar panels. To be used to provide electricity to the building	£20,000	H	Investigating ways to save money due to rapid increase in energy prices.
	Replacement Beacon	£2,500	H	Existing beacon is damaged and unrepairable
WE.2 Hilldene Centre	Upgrade facilities to improve access, particularly for elderly and disabled	£35,000	M	Creation of an Accessibility Sub Committee, to review all sites
	Windows Replacement	£30,000	M	
WE.3 Townhill Farm Community Centre	Upgrades of; kitchen units, internal doors, toilets, and internal decoration.	£15,000	H	The Centre is only community focal point serving the western side of the Parish. Excellent community programme
	Funding for exterior improvements to roof guttering and fascia, external windows	£4,000	H	

WE.4 Youth Zone Children's Play Area Community Facilities Hatch Farm Development	Community facilities to include bike trail linked to open space and Hatch Farm development	TBC	L	Play area and wheeled sports area in use at the hatch Farm development.
WE.5 Moorgreen Road Recreation Ground & the 'Youthouse'	Increase building footprint to service demand	TBC	L	Continuous improvements desirable. Increase range of equipment and facilities but minimise potential conflict between near neighbours.
	Resurface outside entrance area	£7,000	H	Becoming a safety issue for users
WE.6 Cutbush Lane Recreation Ground	Upgrade of Pavilion and provision of storage for outside equipment. Extension to building?	£52,000	L	Management by WEPC and recently upgraded to accommodate Chartwell Youth Club. Ongoing upgrade in line with changing users. Quotes obtained – part funding available.
WE.7 Old Fire Station Museum	Continual upgrade of Museum and facility. External & internal decoration and repair including replacement doors/external stairs. Change of use application submitted to EBC – cycle rack to be installed.	£42,000	H	Prominent building – Part on Conservation area. Base for well-established Local History Society <i>£12,000 DC's received 2020 used for replacement windows; roof repairs</i>
WE.8 West End Library	Talking Books/Large Print/ Early Years book stock – Visually Impaired/ Elderly and Young Persons	£10,000	M	Growing population of elderly residents particularly requiring extended choice of library materials. Consultation required with HCC Library Service
	Add/Update I.T. booths	£5,000	H	Ensuring existing IT provision is up to date

Environmental Improvements

PROJECT/LOCATION	PROPOSAL	FUNDING REQUIRED	PRIORITY	JUSTIFICATION/COMMENT
WE.9 Cutbush Lane Townhill Farm Centre	Improve street scene – repaint barriers, hedge planting/fencing; provision of bins etc.	£21,000	H	Phased programme of improvement in response to residents’ and police concerns
WE.10 Disabled access routes	Key routes requested by wheelchair users	£20,000 Varies per route	H	Replacement of gates and general accessibility. To be deferred to the Accessibility Sub Committee
WE.11 Public seating and street scene	Create new public seating areas with bins on key routes in and around the village centre and Parish	£12,000 Estimate £1,000 per site	M/H	Elderly/disabled persons and residents keen that seating be provided on key routes. Promote health walking – linked to West End Parish Plan To be deferred to the Accessibility Sub Committee
WE.12 Parish footpath network	Upgrade access with footpaths upgrade/signage – priority cemetery/burial road and links to Barnsland area	Circa £26,000	M/H	Parish footpath network should be upgraded and extended to DDA standards. Particular priority around Cemetery/Burial Ground, Barnsland routes and Upper New Road To be deferred to the Accessibility Sub Committee
WE. 13 West End Village Street scene	Update street scene. Include improving cycle ways between West End and Southampton City centre	TBC	H	Current provision inadequate for cycle users

Open Space Projects

PROJECT/LOCATION	PROPOSAL	FUNDING REQUIRED	PRIORITY	JUSTIFICATION/COMMENT
WE.14 Telegraph Wood	Improve/upgrade footpaths and access especially for those with disabilities	£15,000	M	Continuation of Phase 3 works. Ongoing project to include tree clearance To be deferred to the Accessibility Sub Committee
WE.15 West End Copse Chartwell Copse	Improve accessibility especially via upgraded footpaths. Replacement bridge a high priority. Provide disabled access where feasible	£20,000	H	Devolved to WEPC in 2012 Path network needs to be upgraded. Very proactive 'Friends of' group To be deferred to the Accessibility Sub Committee
WE.16 Moorgreen Meadows Conservation/Nature area	Fencing adjacent to Tollbar Way. Public footpath waymarkers, interpretive panels; enhancements/gates/bridges	£26,000	H	Phase 1 works completed adjacent to Dowd's Fam development Phase 2 – longer term enhanced management To be deferred to the Accessibility Sub Committee