

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 19th September 2019 at 7.30 pm at the Pavilion, Hunter Park, Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Councillor Pain	J Nicholson - Clerk
Councillor Pullen	Councillor Lawton	2 members of TCC
Councillor Cook	Councillor Forder-Stent	1 allotment holder
Councillor Sellars		

Business Transacted

R28/19	Apologies for absence
	Apologies were received from Cllr Lawton, Cllr Forder-Stent and Cllr Pain
R29/19	To receive declarations of interest in accordance with the Councils Code of Conduct
	The registered declarations were applied. In addition, Cllr Pullen noted he is on the waiting list for an allotment.
R30/19	Public Participation – questions from the Public
	<p><u>Twyford Cricket Club review of 2019 cricket season</u></p> <p>Cllr Wheeler commended the cricket club for a good season, and reminded the club to turn lights off (on some occasions they were left on all weekend), and to take rubbish off site, especially the Friday night socials, as the rubbish can fill all the bins for the whole weekend. TCC were also reminded to ensure the driveway at the back of the pavilion is kept clear to ensure emergency vehicle access.</p> <p>Cllr Cook suggested the Parish Hall car park as overflow parking on a Friday evening. The Friday night training of All Stars is provided by England and Wales Cricket Board (ECB) and Hampshire Cricket, which ran at a loss last year for the club, and is forecast to break even in 2020.</p> <p>TCC are hoping to get approval from the ECB to run a second seniors team next season.</p> <p>A mock booking form for 2020 was provided by TCC, assuming a second senior team starts playing on Saturday afternoon. If this goes through, TCC would be the sole user of Hunter Park on Saturday afternoons, and they will look to invest further in the cricket facilities at Hunter Park. This may also mean a training evening is required.</p> <p>The committee accepted that TCC may become the sole users of Hunter Park if the second senior team is approved by EBC (excluding corporate bookings). The committee accept that this has implications for Fair Oak Cricket Club who may have to find a different ground.</p> <p>Actions:</p> <ul style="list-style-type: none"> - TPC to inform TCC the date of the Summer Ball as soon as it is confirmed - Clerk to contact Fair Oak Cricket Club to give warning they may need to find an alternate ground - Consider new cricket nets as part of the Two Parks Strategy
IW Clerk	
Clerk	

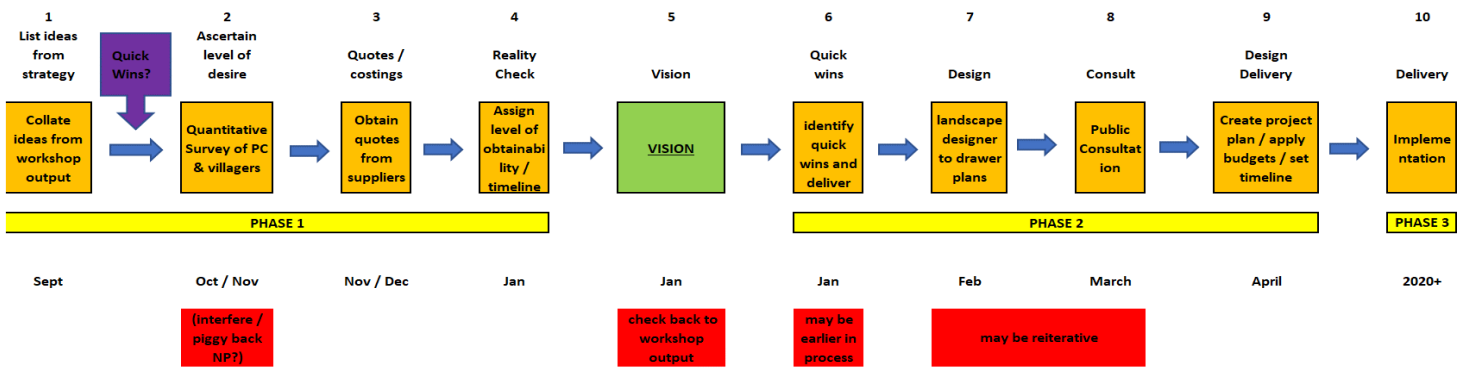
	<p>John Paine provided an update from Shoreland Network on the maintenance of the cricket square. Reparations are due to commence 21st September. Additional cuts were required during September, in addition to the contracted amount, and no prior approval from TPC. Soil analysis is not considered to be required at this stage.</p> <p>Cllr Wheeler thanked Marc Pilton for helping ensure the bookings of the cricket fixtures stayed up to date, and helped ensure relations between TCC and TPC ran smoothly and efficiently.</p> <p>Marc and John left the meeting. One member of public remained.</p>
R31/19	To approve and sign-off, as a true record, the minutes of the meeting held on 25th July 2019
	The minutes of the meeting 25 th July 2019 were agreed to be a true record of events, proposed by Cllr Cook and seconded by Cllr Sellars
R32/19	<p>Update on matters arising from that meeting not on Agenda</p> <ul style="list-style-type: none"> - Purchase of football goals - Sand pit repair and sand top up
	<p><u>Football goals</u></p> <p>To ensure the football nets were in place for the first game of the season, new goals were ordered in August. The Hedge End Tigers coach, and Colden Common Veterans team members built the goals (with support from Cllr Forder Stent, Cllr Cook and Clerk). A decision on the grant towards the cost of the goals is still outstanding.</p> <p>Positive feedback and thanks have been received from both clubs, who have both since played using the new goals.</p> <p>The goals are padlocked to each other, and stored to the side of the pitch. Cllr Sellars and Cllr Pullen raised concerns on the potential risks of theft of the goals. Although the goals are padlocked and heavy, it was agreed that an eyelet concreted in the ground would be a safety precaution.</p> <p>Action: Cllr Sellars and Cllr Pullen to cost installing an eyelet in the ground to padlock the new goals to.</p> <p>Proposed by Cllr Wheeler and seconded by Cllr Cook</p> <p><u>Sand pit repairs</u></p> <p>The clerk has submitted a small grant application from WCC for £129 for new sand. The grant will be decided prior to 26th September FPC meeting. If the grant is not approved, Clerk will request the funds from the FPC.</p>
R33/19	Review list of previous actions
	No additional matters raised.
R34/19	Allotment matters: review next steps of providing a Notice Board at allotments. Update on plots contacted regarding lack of cultivation. Identify agenda items for meeting with allotment holders scheduled for 24th October.
	Two plot owners were written to, regarding their cultivation being below 75%, despite previous requests to tend to their plots. The original notice period given to the plot holders was the end of the following month (over 30 days in both cases). Some objections were raised by certain

<p>Clerk</p> <p>SP</p>	<p>plot holders regarding the notice given to the plot holders. Cllr Wheeler approved an extension to the end of the current tenancy period (31st March 2020) for both plots, on condition that agreed criteria are met and subject to further inspections.</p> <p>Action: Clerk to confirm to two plot holders the conditions to which they have their tenancy extended until 31st March 2020.</p> <p>The allotment notice board may be repairable. Cllr Pullen will look to see if it can be rubbed down and painted.</p> <p>Action: Cllr Pullen to review what can be done to extend the life of the existing allotment notice board.</p> <p>TPC have organised an allotment meeting for the 24th October for allotment holders. No formal agenda is issued, and allotment holders are invited to share their knowledge.</p> <p>Member of public left the meeting.</p>
<p>R35/19</p>	<p>Review list of maintenance jobs with caretaker and update on progress with:</p> <p>a) play inspection requirements</p> <p>b) other</p>
	<p>A new Assistant Clerk commenced their role on 12th September. One of the tasks of their job role is to manage the list of caretaking jobs, and compile two weekly work sheets with priority for the care taker (to be reviewed every 2 weeks when SLR is moved). An update will be provided to the Recreation Committee at the November meeting.</p>
<p>R36/19</p>	<p>Review Two Parks strategy workshop output and agree timeline. Agree detail of next phase of research.</p>
<p>Clerk</p> <p>Clerk</p> <p>SC</p> <p>SC</p>	<p>The Clerk had circulated a time line of next steps in creating the two park strategy (see Appendix 1).</p> <p>The first step is to list all of the ideas from the workshop, and to create a list to be sent out as a survey to the village. The survey will ascertain the top priority deliverables. This will be low cost, and explore if existing village communications can be used to help spread the news of the survey.</p> <p>The Committee agreed with the time line and approach.</p> <p>Some immediate ideas and requests were made which created actions;</p> <ul style="list-style-type: none"> - Obtain drawings of the two parks to scale (Clerk to do) - Check if the drawings in the workshop document are to scale (clerk to do) - Cllr Cook to try and obtain drawings of the two parks from WCC - Consider short term and long term parking for Hunter Park events - Consider outside water supply and water fountain at Hunter Park - A tree survey of the trees in the two parks is required - Cllr Cook and Clerk to meet with WCC open space team to start working with the correct Officers <p>The above discussion highlighted it would be helpful if the Parish Council had a person responsible for trees in the village. The Councillor responsible would need to review the Ash dieback situation.</p> <p>Cllr Pullen and Cllr Sellars volunteered to share the role, and will make a recommendation to the FPC on 26.09.19 on how to proceed.</p>

Clerk SP & RS	Action: Clerk to add tree proposal to the FPC agenda 26.09.19. Cllr Pullen and Cllr Sellars to make a recommendation to the FPC on tree management in the village
R37/19	Resolve to have signs created at Northfields recreation area stating the land is managed by Twyford Parish Council at cost of £188.02 (exc VAT)
SC	<p>A quote has been provided by Mint Signs for two signs at Northfields recreation area. The signs are to say the land is managed by Twyford Parish Council, contact number and postcode in case of emergency. One of the signs is to be attached to the existing fence, and one sign to be on a pole. There will be a sign next to the two entrance points. The total quote is £188.02 exc VAT.</p> <p>The committee discussed the quote, and the Clerk pointed out that this was unbudgeted spend. The value of the sign versus the cost was debated. It was agreed that Cllr Cook would obtain alternate quotes to try and reduce the cost. The item would be removed from the FPC agenda 26.09.19.</p> <p>Action: Cllr Cook to obtain alternate quotes for Northfields entrance signs.</p>
R38/19	Resolve to update two signs at Hunter Park, phone number on play area sign £43 (exc VAT), and re-print sign Caution narrow entrance £119.24 (exc VAT).
Clerk	<p>The quotes to update the signs at Hunter Park was discussed. One price was to reprint the "Caution narrow roads" sign which is faded. The cost of this sign was £59.62 which the Clerk could approve under Hunter Park maintenance budget. It was agreed for the Clerk to proceed with the reprint of this sign.</p> <p>Action: Clerk to organise reprint of Caution Narrow Entrance sign</p> <p>It was debated whether to have the phone number updated on the play ground sign for the cost quoted. It was agreed that Cllr Cook was to obtain alternate quotes and options to address the wrong telephone number. This item will also be removed from the FPC agenda 26.09.19.</p>
R39/19	Update on football bookings for 2019 / 2020 season
Clerk	<p>TPC have been approached by Corinthians Football Club, if they could share the pitch with Hedge End Tigers. The league would be asked not to book conflicting games, and both teams have been made aware of the situation. Hedge End Tigers have agreed to share the ground, so long as they have priority bookings. This will generate additional income for the pavilion.</p> <p>It was agreed that invoices would be sent out every other month on all future sports bookings (rather than the end of the season).</p> <p>Action: Clerk to request Assistant Clerk to send out invoices every other month for sports bookings.</p>
R40/19	Confirm date of next meeting to a new date 28th November 2019.
	Confirmed.

Appendix 1

Two Parks Strategy - Proposed Timeline.
Draft - JN 10.09.19



NB: A project plan will be created at the commencement of Phase 1. A separate project plan will be created at the commencement of Phase 2. There will be a final project plan at Stage 9 - to deliver the practical installations.