

WEST END PARISH COUNCIL

**MINUTES OF THE RECREATION & ENVIRONMENT COMMITTEE MEETING
HELD ON WEDNESDAY 18TH SEPTEMBER 2019 AT THE PARISH CENTRE,
CHAPEL ROAD, WEST END COMMENCING AT 7.15 PM**

PRESENT: **Councillors: C Boulton Chair**
 R MacDonald
 B Coles
 A Price
 J Asman
 S Collett
 S Turl

In attendance: **Mr S Mockford Deputy Clerk**
 Mrs E Davies Admin Officer
 Mr S Adams Head Groundsman

4 members of the public

066/19/REC APOLOGIES

No apologies received.

067/19/REC DECLARATIONS OF INTEREST

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

Councillor Asman's husband is an allotment holder and Councillor Turl is a member of the Moorgreen Residents Association.

068/19/REC MINUTES OF MEETING HELD ON 17TH JULY 2019

The minutes of the meeting held on 17th July 2019 had been previously agreed by Full Council on 11th September, were accepted as a true record and signed by the Chairman.

069/19/REC MATTERS ARISING

As previously discussed, regarding non-payment of memorial tree in Lime Avenue. Deputy Clerk wrote to the resident requesting full payment within 7 days, with no reply. A County Court claim has now been submitted. The resident has responded and advised that payment will be made in full along with court fees by 20th September 2019. Councillor Turl previously suggested the

need for an escalation policy for outstanding payments, to provide guidance and time limits in cases such as this. Clerk has included this in the 'financial regulations' and will be discussed at the next Policy and Resources Committee meeting.

070/19/REC CORRESPONDENCE

1. Email received from EBC regarding a project to investigate areas of neglected land in West End. This was previously circulated to all Councillors and who were asked if there are any areas of land in West End that they consider are not being maintained. Councillors looked at the maps that highlighted neglected land. Head Groundsman has reviewed the maps and found several inaccuracies and will chase this up with EBC.
2. Email received from a 13 year old resident of West End requesting to install 'bottle filling stations' in locations around West End. Locations proposed included Hatch Grange and the Youthouse. Also included in the email were fundraising ideas for how the money for the bottle filling stations could be raised. The Deputy Clerk has contacted the supplier of the public toilets to enquire if it is feasible for a bottle filling station to be installed to the side of the toilet unit. No response to date. To source and fit a separate water filling station will cost £1000 - £2000, the higher figure representing a chilled water version. In addition to this will be approximately £120 per year maintenance costs. To rent a water filling station (basic model) would cost approximately £36 per month.

Asking local businesses to provide water filling stations was discussed, and ideas put forward included asking ASDA to provide a free water station, possibly next to their current coffee station. Also, the West End Brewery pub could be asked if they would be willing to fill water bottles when requested. The feasibility of asking the Hatch Café staff to provide water will be discussed with the café manager.

Cllr MacDonald commended the initiative and commitment of the resident. All Cllrs agreed that it would be a great way of promoting sustainability in the Parish. Cllr Turl suggested working with the resident, one idea being to create a funding partnership. A bottle filling station located at the Youthouse could be a great initiative for the kids to support and fundraise for. Cllr Price will look into the possibility of obtaining funding via HEWEB and will meet with the Youthouse manager.

Cllr MacDonald asked if Eastleigh Borough Council could be asked if they might be willing to support this as part of their sustainability initiatives. Deputy Clerk will contact EBC to discuss. Cllrs agreed to invite the resident, and his parents, along to the next full Parish meeting. The purpose being to show support for his initiative whilst giving him an understanding of the cost restraints that the Parish operate under.

3. Request to purchase land in Upmill Close.
Previously received a formal request from a resident of Romill Close to purchase a strip of land in Upmill Close. Clerk sought legal advice through Hampshire Legal Services.
4. Email received from HCC confirming the extinguishment of footpath No. 15. Noted by Committee.
5. Emails received from residents of Moorgreen Road regarding the small area of open land along Moorgreen Road. Vehicles have been parking on the grass. This area of land is owned by Hampshire County Council and has been reported to them.
6. Councillor MacDonald reported to Eastleigh Borough Council regarding unacceptable amounts of litter within the Hatch Farm development. This area has now been tidied by the contractor and is significantly improved.
7. A physical assault has been reported to the Police and Councillor MacDonald by a resident of Princess Close. A car parked outside the resident's house and a neighbour shouted not to park there. The driver thought it was the resident and punched him several times. Eastleigh Borough Council, the Ageas Bowl and the Police were made aware of the incident. This will also be brought up at the Ageas Bowl Liaison Panel meeting in November. Members of the public have also been encouraged to attend the meeting.
8. Email received from a resident of Lime Gardens regarding an overhanging tree from the Old Burial Ground. The Head Groundsman has made contact with the resident. The arboriculturist will inspect the tree next time he is in the area.
9. Email received from a resident of Megan Road, requesting permission to gain access on to Megan Green from the rear of their property so that the garden fence can be repaired. This was agreed.
10. Public Art - official Opening of the Knot Garden on Wednesday 24th July. This was well attended and received lots of positive comments. Email received thanking staff and for the 'excellent' buffet and a well organised event.
11. Heritage Markers. This was previously circulated to all Councillors. Wording and designs have been agreed. Eastleigh Borough Council are contacting Hampshire County Council to approve locations as they are all on Highways land. Cllr Turl is not sure of the placement of the marker nearest to ASDA due to other street furniture in this area. Head Groundsman confirmed that the flower planters will be moved in the next few weeks which will create more space. Deputy Clerk stated that

Hampshire Highways are still to be consulted and may request some movement of the markers.

072/19/REC EVENTS FOR 2019/2020

West End Carnival. A presentation evening took place on Saturday 20th July 2019 at the Hilldene Centre. £4,200 was raised and distributed to 23 organisations.

Senior citizens afternoon Tea Party. This took place on Friday 26th July 2019. It was a very successful afternoon with lots of positive feedback and dancing! Thanks were made to everyone who helped out during the event.

St James Church Flower Festival took place between 13-15th September 2019 with the theme of “All Things Light and Beautiful.” Monies raised will go to Project Aurora - the replacement of the sound and lighting systems in the church. Lots of positive comments were received regarding the Parish entry. Thanks to the Head Groundsman for creating such a resplendent display.

Remembrance Day. This is due to take place on Sunday 10th November, 2019. Wreath letters have been sent to local groups and organisations and a road closure application has been submitted to Eastleigh Borough Council. Meeting due with Revd Vicki Maunder to agree hymns for the morning.

Turning on the Christmas Lights. This is due to take place on Friday 29th November, 2019. The Mayor has confirmed attendance at the event. The Human Jukebox has been booked.

Children’s Panto - Jack and the Beanstalk. A date and time of Friday 13th December 2019 at 5-7pm was agreed by the Council. The cost will be £3 per child. A deposit of £100 has been paid to the Panto Company. Cllrs agreed to allow some discretion on cost for low income families.

Senior Citizens Christmas Party. This is due to take place on Monday 16th December, 2019 at a cost of £2 per person. The Human Jukebox has been booked for this event.

125th Anniversary of Parish and Town Councils

West End Local History Society will help put together archive information on West End Parish Council for the Full Parish meeting on Wednesday 11th December. Councillors were asked their opinion about dressing up for the Full Parish meeting. Cllrs agreed to make dressing up optional, with a charity donation for non-conformance. Wine and canapes will be provided.

VE Day 75. This will take place over the weekend of 8-10th May 2020. Bourne Valley Jemz band have confirmed that they will play on the evening of Saturday 9th May 2019. A deposit of £375 has been paid. Staffing resources for lighting the beacon will be investigated as this falls over a bank holiday weekend. Head Groundsman will look into this.

Street furniture to commemorate VE Day

WWII bench seat costs approx. £800 (normal bench costs approx. £600). Deputy Clerk has requested a brochure of similar items which will be presented at the next meeting.

073/19/REC BARNSLAND/HATCH FARM

Hatch Farm Working Group

Clerk has received an email from a resident of The Willows enquiring when the play area will be completed. This has been forwarded to Eastleigh Borough Council. Cllr Asman will follow up on this. In addition Cllr Asman will try to source an EBC schedule of works and look into possible EBC resources for project management support.

A Community Payback team have been clearing the path and the ditch to the rear of Barnsland.

074/19/REC HATCH GRANGE / MEGAN GREEN/QUOB GREEN/WEST END COPSE

HATCH GRANGE

Arbiculturist has completed a tree survey and highlighted work needed. The costs associated with completing this work are £4,560 +VAT. A lot of tree work needs to be done and the tree budget is very tight. The tree budget will need to be reviewed as there is insufficient funds left in this years' budget to cover this cost. The yearly budget for subsequent years will need to be increased. Cllrs agreed that a realistic budget will need to be set going forward.

Hatch Grange Management Plan

In the July's meeting it was agreed to review the Hatch Grange Management Plan. Cllrs agreed that expert advice is needed so that we can understand the legislative implications of the Management Plan. It was also agreed that, having a comprehensive management plan helps support the work of the groundstaff and gives a guide to provide to residents when receiving queries regarding the Hatch Grange. Deputy Clerk will obtain quotes for the next meeting.

Cllr Price asked about ways of measuring the objectives of the management plan. Cllrs agreed to undertake an annual review of objectives to be brought to this Committee once a year.

SINC Area:

Letter received from the Rural Payments Agency advising they have made an error with the 'revenue claim payment' and over paid us by £900. Letter has been forwarded to the Grazier for information. Cllr Boulton asked about proof of the

overpayment and associated dates that this occurred. Deputy Clerk will investigate this matter and ask for a breakdown of costs.

Staff car park to the rear of workshop

The Head Groundsman reported that a digger is needed to level the land and is looking into sourcing this.

FOHG

Nothing new to report.

Megan Green

Email received from a resident of Megan Road concerning trees bordering their property. After a site visit, Head Groundsman has confirmed the trees will be coppiced in November. The resident has been updated.

Wednesday Volunteer Group

Nothing new to report.

N.I.C.E

Nothing new to report.

Quob Green

Nothing new to report.

West End Copse

As previously reported, an insurance claim is still ongoing for damage to property due to fallen tree in Ullswater Avenue.

Councillor Bearder has been contacted by a local resident regarding ongoing concerns of anti-social behaviour by the 'tables and chairs'. As Councillor Bearder is new to the Parish Council and is not familiar with the ongoing complaint, he made contact with the Parish Council, EBC, Police and residents surrounding West End Copse so that the complaint was thoroughly investigated. Cllr Bearder has responded to the resident.

Enquiry received from a resident of Duddon Close, concerns over a large Leylandii tree encroaching into the garden. Head Groundsman is currently dealing with this matter.

Email received from resident of Monnow Gardens regarding potentially dangerous branches encroaching into his garden. Head Groundsman responded, informing the resident that the trees area regularly inspected and no dangerous trees have been identified.

Email received from a local resident regarding a fallen tree in West End Copse

Head Groundsman investigated and reported that it is a fallen tree within the Copse and presents no danger to properties or members of the public. The resident has been updated.

FoWEC

Painting of the fence near the entrance of Ullswater Avenue.

075/19/REC MOORGREEN RECREATION GROUND

Tennis court

Dead Cherry tree removed recently.

076/19/REC TOWNHILL FARM RECREATION AREAS

Chartwell Green

Nothing new report

Chartwell Copse

Nothing new to report.

Upmill Play Area.

Urgent Fence Repairs. It was agreed to purchase recycled plastic fencing but unfortunately there has been a delay due to supply issues. Delivery due by the end of the month.

Townhill Farm Play Area

Groundstaff reported inappropriate graffiti on the Carpathia Close play equipment. This was also reported to office staff by a member of the public. This has now been removed and reported to 101. Police issued Twitter and Facebook posts requesting information from members of the public.

077/19/REC WEST END FOOTBALL FACILITY

The football season is underway. Ongoing issues with cars using the lower end of Cutbush Lane to access the site.

078/19/REC WEST END CEMETERY/BURIAL GROUND

Burial Ground

Strimming and clearing site – ongoing

Email received from a local resident reporting a potential dangerous oak tree that overhangs a relative's grave. Steve has investigated and the resident updated – all trees are regularly inspected and this particular tree is not deemed to be in a dangerous condition but will continue to be monitored

Monterey Pine – Hildene Centre carpark. Provisional work to remove all the branches are due to be completed on 30-31 October 2019 at a cost of £1,700 + VAT.

Cemetery

A Full burial was booked for Friday 30th August. Groundstaff observed that the grave had not been prepared the day before the burial was due to take place. Groundstaff advised the funeral director on the Friday morning as the grave had still not been prepared. As a result the service was delayed until 1.30pm that day.

Garden of Reflection

Nothing new to report

079/19/REC ALLOTMENTS

- Letter received from “Meridian Beekeepers Association” requesting the possibility of siting their Apiary onto the disused allotment plots at the far end of the allotment site. There are 40 members, a maximum of a dozen people will be on the plot at any time. They hold all the necessary certificates and are affiliated with the British Beekeepers Association (BBKA). Cllr Asman brought up the issue of providing keys, given the proposed number. Cllrs agreed that more information about impact of the project is needed and suggested consulting with WEGAA. The Chair of WEGAA will be invited to attend the next meeting.
- Reports of several allotment plots broken into Sunday evening 11th August – emailed WEGAA encouraging plot holders to report to 101.
- Telephone call received from allotment holder – currently looks after 3 plots: 2 half and 1 full; and feels the new charges are unfair – paying more for two half plots than for their full plot. Can we consider a concession? They enjoy working the plots and do not want to give up; but feels they may have to considering the new charges – now paying £90 p.a. Also disappointed they were not notified in advance of the price changes (these are added to the website). Cllrs unanimously agreed not to offer any concessions. The allotments are amongst the cheapest in the area and a waiting list is in place for prospective new owners.
- Complaint received from an allotment holder regarding the increase in plot charges from £20 to £25 per annum, an increase of 25% this year. The Committee felt that the increases were justified and the complaint was noted.
- Visit to the office from an allotment holder who was challenged by two men walking a dog. When asked if they were allotment holders, the conversation became aggressive. Allotment holder has reported the incident to WEGAA and was also advised to report it via 101. Cllrs agreed to place new aluminium signs on the gates to prohibit dog walkers. Also encourage allotment owners to lock the gates behind them. Signage to also ask holders to lock gates behind them. Cllrs unanimously agreed to the cost of the new signs

080/19/REC GROUNDS EQUIPMENT

Head Groundsman reported that one of the ride mowers is out of action.

081/19/REC THE YOUTHOUSE

Cllr Boulton read out the report from the Youthouse Manager.

We have had a busy summer, enjoying the lighter evenings with growing numbers of young people attending each session. We have a waiting list for Wednesday and Monday evenings. We have had many trips, including taking 17 young people to see the Ministry of Science show at the Mayflower Theatre; 10 young people visited Go Ape; 8 young people went to London to see Britain's Got Talent; 24 young people enjoyed a trip to Romsey Rapids; 24 young people went away for a weekend residential to Osmington Bay and finally we too 14 young people to the new adventure mini golf in Hedge End. Due to bad weather the Community Games planned for 14th August 2019 was postponed to 21st August. Luckily we had great weather that day and the event was a great success. Thanks to everyone that helped out. We are already planning next year's event. One of our biggest highlights is that young people from both clubs have built new friendships following the residential trip. We have had young people from Moorgreen Club visiting Cutbush and from Cutbush attending Moorgreen Youth Club.

082/19/REC DATE OF NEXT MEETING

Wednesday 16th October 2019.

The meeting closed at 9:18pm

DRAFT