

LISS PARISH COUNCIL

Minutes of the Grounds Committee of 8th June 2009, 7.45pm

Members: *Graham Baker *Jim Duckham
 *Sue Halstead *Gina Logan
 *Brian Mayo *Roger Mullenger
 *Paddy Payne *John Starling

*present

01/G09 Apologies

None received.

02/G09 Election of Chairman

Cllr Mayo, proposed by Cllr Payne and seconded by Cllr Logan, was voted unanimously to continue as Grounds Chairman for the ensuing year.

03/G09 Declarations of Interest

Cllr Mullenger declared a prejudicial interest in the Newman Collard Field arising from his position as LPC appointed trustee to the Newman Collard Management Trust. Cllr Halstead declared a prejudicial interest in any matters relating to NCPFT from her membership of the NC tennis club.

04/G09 Minutes and Matters Arising from the Facilities Committee meeting on 2nd March 2009

The minutes of the Facilities meeting on 2nd March were agreed as a true record.

05/G09 Correspondence

None

06/G09 Liss Forest Recreation Ground

No items.

07/G09 Allotments

- a) Allotment inspections - the Chairman reported that, following inspections on 6th April, 6 new plots became available and were now re-let. He also reported that the waiting list now stands at 13.
- b) Security at Lower Green - the Chairman reported that a proposal to install padlocks at Lower Green will be made to the Finance Committee meeting on 22nd June.
- c) Princes Bridge Re-generation Scheme - the Chairman reported that the Local Food funding application had passed the first stage and LPC had been invited to submit a full application. The Committee agreed that a full list of developers contributions projects should be completed. The Committee agreed that, should Local Food funding be agreed, LPC should make up any shortfall to allow this project to succeed.
- d) Sheds – the committee discussed the Chairman's proposal to include a sheds clause in the tenancy agreement from 2010. The Committee agreed a clause covering all structures should be prepared and the Chairman agreed to revise wording for the next Grounds meeting in September.
- e) Bees – the Committee agreed a clause should be added to the 2010 agreement reading "LPC will consider any requests for beehives on an individual basis." Chairman to add clause to agreement.
- f) Letter from Mr Stevens enquiring whether Fernhills is available to rent to keep livestock – the Committee agreed that the land is covered under the Inclosure Award Act and animals are not permitted. A Mann to reply to Mr Stevens.

08/G09 Newman Collard Field

- a) Safety surface in play area – The Chairman reported that the safety surface was replaced in March and vandalised several days later, however, the damage was not severe and the Groundsman is able to make the repairs.
- b) Pond clearance – Cllr Mullenger reported that work is planned for August/September and G Boller has agreed to put together a working group. Cllr Logan agreed to include an article in the next Village Voice.
- c) Tennis Court 3 – The Chairman reported that re-surfacing work was now complete and the tennis club were pleased with the work. Cllr Logan to include article in Village Voice.
- d) Car park repairs – Cllr Mullenger reported that car park repairs were now complete.
- e) Tree work around football pitches – the Committee agreed that the quote from D Bain should be put to the Finance Committee meeting on 22nd June.

09/G09 West Liss Recreation Ground

- a) Disabled footpath to play area – The Chairman reported that developers contributions had been approved and a contractor had been instructed to carry out works. Cllr Starling reported that a gap still remained in the hedge and suggested that fencing should be used to fill the gap until new plants can be planted in the autumn.

10/G09 Riverside Walk

- a) Proposal to tidy up entrance – The Chairman reported that an application made to the Hampshire Countryside Access Forum small grants scheme had been unsuccessful. Following a meeting with the Countryside Access Officer, a revised application had been submitted and will be heard in July. The Chairman thanked Mrs Paren and Cllr Starling for their work.
- b) Liss Conservation Rangers – the Committee discussed an email from Mr Meader highlighting the real need for a workday co-ordinator. Cllr Payne agreed to assist with the trailer in the short term. A Mann to arrange a meeting as soon as possible to discuss future plans. The Committee agreed that LPC should send a thank you letter to Mr Meader for his had work over many years.

11/G09 Any other business

- a) Playground Inspections – the Committee agreed that a proposal to employ SAS Playgrounds to inspect parks once a month and bus shelters quarterly, should be put forward to the Finance Committee meeting on 22nd June.
- b) Cllr Mullenger raised concerns that many ad-hoc requests were being made to the Finance Committee and future requests may not be approved.

Date of next Grounds meeting: 7th September 2009, 7.45pm

LISS PARISH COUNCIL

Minutes of the Grounds Committee of 7th September 2009, 7.45pm

Members: *Graham Baker Jim Duckham
 Sue Halstead *Gina Logan
 *Brian Mayo *Roger Mullenger
 *Paddy Payne

*present

12/G09 Apologies

Apologies received from Cllr Halstead.

13/G09 Declarations of Interest

Cllr Mullenger and Cllr Baker declared a prejudicial interest in the Newman Collard Field arising from their position as LPC appointed trustees to the Newman Collard Management Trust.

14/G09 Minutes and Matters Arising from the Grounds Committee meeting on 8nd June 2009

The minutes of the Grounds meeting on 8th June were agreed as a true record.

15/G09 Correspondence

The Committee discussed a letter from Mr Perryman and Mr Stevens requesting the use of Fernhills land for a community farm. The Committee all agreed the proposal should be refused and not considered as long as a waiting list remained for allotments. AM to reply to Mr Perryman and Mr Stevens.

16/G09 Liss Forest Recreation Ground

Request from Liss Forest Residents Association (LFRA) to commercially de-weed LF Rec - the Committee felt this would be an inappropriate use of funds and refused the request. BM to respond to LFRA.

17/G09 Allotments

- a) Allotment inspections - AM reported that, following inspections on 6th July, 5 new plots were re-let and the waiting list now stands at approximately 16.
- b) Security at Lower Green - AM reported that the Finance Committee had agreed a proposal to install padlocks at Lower Green and locks will be installed shortly..
- c) Princes Bridge Re-generation Scheme -
 - AM reported that a funding application was submitted to Local Food Lottery and a decision was expected shortly. GL reported that EHDC had approved up to £3,800 funding towards the total project cost.
 - The Chairman stressed that project timings were critical in order for plots to be ready by Spring 2010. The Committee agreed that LPC should continue to work on the basis that funding would be approved in order to meet these timings.
 - Removal of trees – Cllr Mullenger explained that a felling license may be required, depending on the amount of wood to be removed. He said that approval from Network Rail may also be necessary. A site visit was agreed on 08.09.09 to inspect trees. Cllr Mayo, Cllr Mullenger, Groundsman and AM to attend.
 - A working group was set up comprising Cllr Mullenger, Cllr Mayo, Cllr Logan and Cllr Baker.
- d) Sheds – the committee agreed the wording of a sheds clause which will be included with the 2010 tenancy agreement.
- e) Allotment Rental 2010 – the committee agreed that the following increases should be proposed to the Finance Committee – small plot £13.00, medium plot £19.00, large plot from £25.00.
- f) Good Housekeeping Booklet – following a suggestion by the allotment users group, the committee approved the proposal to issue the booklet to all tenants with 2010 tenancy agreement.

18/G09 Newman Collard Field

- a) Safety surface in play area – The Chairman reported that the Groundsman had received the solvent and will carry out any future minor repairs himself.
- b) Pond clearance –
 - Cllr Mullenger reported that Mr G Boller had received approximately 15 offers of help and work would be carried out over a weekend in October, either 10/11th or 17/18th. Date to be confirmed by G Boller.
 - Cllr Mullenger said that G Boller had requested the use of a skip for waste. AM to organise.
 - AM to ask Cllr Duckam whether the waste material is suitable for use on allotments.
- c) Tennis Court 3 – AM reported that, as far as LPC are aware, no issues were outstanding.
- d) Tree work around football pitches – The Chairman reported that all work was complete.

19/G09 West Liss Recreation Ground

a) Disabled footpath to play area – The Chairman reported that the path and road crossing were now complete.

20/G09 Riverside Walk

a) Entrance improvements –

- The Chairman reported that HCC Small Grants Scheme funding was approved and Cllr Logan reported that Developers Contributions was approved up to £2,000.
- The Committee agreed that Tony Grant should be asked to manage the project.
- AM to organise initial meeting, to include: LPC, J Blamire, T Grant, Groundsman and J Meader.

b) Liss Conservation Rangers – The Chairman reported that a meeting held on 7th July between LCV, LPC and EHDC agreed management of future workdays.

21/G09 Any other business

a) Playground Inspections – The Chairman reported that the Finance Committee voted for LPC to carry out inspections. He said that the Groundsman was carrying out playground inspections and R Swift was now inspecting the bus shelters.

Date of next Grounds meeting: 30th November 2009, 7.45pm

LISS PARISH COUNCIL

Minutes of the Grounds Committee of 30th November 2009, 7.45pm

Members: *Graham Baker Jim Duckham
 *Sue Halstead *Gina Logan
 *Brian Mayo *Roger Mullenger
 *Paddy Payne

*present

Howard Linsley – in attendance

22/G09 Apologies

None received.

23/G09 Declarations of Interest

Cllr Mullenger and Cllr Baker declared a prejudicial interest in the Newman Collard Field arising from their position as LPC appointed trustees to the Newman Collard Management Trust (NCMT). Cllr Halstead declared a prejudicial interest in any matters relating to Newman Collard arising from her membership of NC Tennis Club (NCTC). Cllr Logan declared an interest in any matters relating to EHDC.

24/G09 Minutes and Matters Arising from the Grounds Committee meeting on 7th September 2009

The minutes were agreed as a true record.

25/G09 Correspondence

None received.

26/G09 Liss Forest Recreation Ground

No items.

27/G09 Allotments

- a) Allotment renewals - AM reported that allotment renewals were sent 18.11.09, including a new Sheds and Greenhouses Clause and Good Housekeeping Guidelines.
- b) Padlocks at Lower Green - AM reported that padlocks would be installed in the New Year.
- c) Princes Bridge Re-generation Scheme -
 - AM reported that a Local Food Lottery funding application received a conditional offer. The condition reads "it is recommended that a biodiversity survey takes place before any work goes ahead on the site". The Committee agreed to instruct J Blamire to carry out the survey.
 - AM said that the following issues were still to be overcome:
 - LPC have heard of a proposal from Hilliers to provide private allotments on their land. As this proposal is unclear and unconfirmed, the Committee agreed to continue with the Princes Bridge project.
 - Ground level – LPC still need to confirm whether further topsoil is required to eliminate flooding and provide better growing conditions. AM to make contact with the Environment Agency to clarify rules on moving and importing soil.
 - Communication with Network Rail – AM to organise a site visit to include Chairman, Cllr Mullenger and AM.
 - Felling licence – Cllr Mullenger said that he carried out a rough calculation and a licence may not be required if felling is carried out over two separate quarters. AM to organise a site visit with Chairman, Cllr Mullenger and local resident who has offered professional advice.

28/G09 Newman Collard Field

- a) Pond clearance – AM reported that volunteers had removed leaves from the pond and the CST had cleared some into a skip. LPC are currently waiting for a second date from CST to complete the work.
- b) Groundsman Hut – the Chairman reported that the NCTC had requested the end of the hut be re-painted. The Committee agreed the hut could be re-painted in green by NCTC working group. AM to order 30 mixed hedging whips to be planted adjacent to the hut.
- c) Bollards in car park – Cllr Mullenger reported that 8 wooden and canon style bollards were missing in the car park. Cllr Mullenger said that LPC had asked HCC Rights of Way to confirm responsibility. Depending on the response, the Committee agreed to refer the matter back to NCMT.

29/G09 West Liss Recreation Ground

No items.

30/G09 Riverside Walk

a) Entrance improvements –

- The Chairman reported that work was well under way and should be completed mid December.
- The Committee discussed a document summarising all the issues and comments arising from the works.
 - Buffer at entrance - The Committee agreed to investigate whether it is necessary to remove the buffer to maintain emergency access. AM to confirm emergency service guidance. GL to confirm whether planning permission is required. Committee to make recommendation to full Council 21.12.09.
 - The Committee agree that any further works should be investigated as one project in 2010.

31/G09 Any other business

No items.

Date of next Grounds meeting: 1st March 2010, 7.45pm