

- any fruit trees should be regularly pruned to avoid branches overhanging neighboring plots.

The Committee agreed that LPC now have much smaller plot sizes and it was inappropriate for any new trees to be planted on a plot. Clerk to raise issue at Allotment Users Group meeting 24.03.11.

08/G11 Newman Collard Field

Bollards in car park – the Chairman reported that this work was approved by LPC and Newman Collard Playing Fields Trust (NCPFT). Clerk to communicate with NCPFT and instruct contractor after 01.04.11.

Play equipment repairs – the Chairman reported that, following park inspections 15.09.10, several repairs had been carried out by LPC Grounds staff. It was noted that Puddleducks had made a verbal request to have monkey bars installed in the play area.

Safety surfacing – the Committee discussed options and quotes for new safety surfacing at Newman Collard, which was highlighted in the Zurich Insurance Safety Inspection in 2010. The Committee agreed a proposal by the Chairman to urgently look at an option to move and replace the current play park and equipment. The Committee then agreed the strong recommendation to patch and repair the current surfacing, rather than a complete replacement.

09/G11 West Liss

Play equipment – the Chairman reported that, following a park inspection 15.09.10, several minor repairs had been carried out by LPC Grounds staff.

10/G11 Riverside Walk

Phase II Improvements – the Committee were updated on all the works carried out to date and the following outstanding items:

- Platform shelter – the shelter was due to be repainted shortly by Grounds staff and T/Grant.
- Railway sleepers from Briggs Bridge would be used to form a pathway up to the platform.
- Replacement buffer – T Grant was waiting for news from MOD as to when transport would be available. The buffer would then be repainted and the ground reinstated around the new buffer.
- Noticeboards – Liss Area Historical Society had been awarded £500 for the installation for two noticeboards; one on the platform and one next to the new buffer.
- Path improvements & leaflet production – a funding application had been made to HCC Countryside Access Small Grants Scheme (CASGS) for 50% of the cost of improving path conditions to the end of the LPC section of land and the cost of producing 1000 leaflets. A meeting with M Healey of EHDC on 07.03.11 had discussed match funding for these two items. The Committee agreed that the Clerk should investigate funding from South Downs National Park. The Committee also agreed that, should funding be sourced, LPC should ensure better leaflet distribution.

Briggs Bridge – Cllr Payne raised concerns over the current undercutting work at Briggs Bridge. Clerk to pass on comments to the Environment Agency. Cllr Payne also said that current works had created a build up of material on the path. Clerk to pass on comment to EHDC.

11/G11 Any other business

Enquiry from Co-op – the Committee agreed that LPC cannot sanction a request to scatter ashes on an allotment plot. Clerk to respond to Co-op.

Cllr Halstead then left the meeting.

12/G11 – Re-surfacing of tennis courts

The Committee discussed the request from Newman Collard Tennis Club (NCTC) to re-surface the double tennis courts. The Committee agreed that it would be irresponsible to spend any funds in excess of any professional recommendation. Clerk to arrange meeting with NCT and NCTC. It was also agreed that any further requests from NCTC should be made in writing.

The meeting closed at 8.50pm.

Date of next Grounds meeting: 13th June 2011, 7.45pm

Bollards in car park – the Chairman reported that this work was complete. Cllr Budden said that the work did not comply with the DDA legislation as the bollards were different heights. Clerk to find out whether it is possible to cover the bollards with a plastic sleeve.

Play equipment (including monkey bars) – the Committee agreed that this was the most well used park in the village. The Committee agreed that LPC should carry out an investigation to replace, but not move, the facilities. The Committee agreed that LPC must agree priorities in order not to overstretch LPC's resources.

Safety surfacing (black rubber tiles) – the Chairman reported that it had not been possible to lift and repair the tiles and the Committee had agreed by email to a complete re-surface which was now complete.

Safety surfacing (damaged rubber chippings area) – Clerk to arrange meeting with Playground Facilities, Chairman and Cllr Mann to attend.

Tennis court resurfacing – Cllr Linsley explained that, following a meeting with the tennis club, LPC had agreed to carry out minor repairs now but not resurface, as professional opinion showed that the work was not necessary at this stage. Cllr Linsley said that it had transpired that only 9 years had passed since the last resurfacing work. The Committee agreed that the matter should be considered again at the end of 2011 and any decision must be made before the start of the playing season in 2012.

21/G11 West Liss

Wooden play equipment installed in 2008 – the Chairman reported that a major fault had occurred and was waiting repair. Clerk to follow up repair.

22/G11 Riverside Walk

Phase II Improvements – the Committee were updated on the following outstanding items:

- Platform shelter – the shelter was due to be repainted shortly by Grounds staff and T/Grant.
- Railway sleepers from Briggs Bridge would be used to form a pathway up to the platform.
- Replacement buffer – the buffer was likely to be delivered end June/beginning July and would then be repainted. The ground around the buffer would also be reinstated.
- Noticeboards – Liss Area Historical Society will be installing two noticeboards once all works are complete.
- Path improvements – a funding application was successful to fund 50% of further scalplings along the walk. Clerk to arrange Community Service Team workday later in the Summer.
- Leaflet production – a funding application was successful to fund 50% of the cost of producing a leaflet. LPC to work with EHDC and LCRangers to agree content.

23/G11 Any other business

Compensation for an oak tree destroyed in Kelseys allotment – the Committee agreed that Mill Road was a suitable location for a replacement tree. Clerk to work with HCC Highways to ensure the location will not obstruct view at the road junction. Clerk to consult with EHDC regarding the selection of species.

Injury caused by tripping at Newman Collard – the Clerk informed the Committee that an accident had occurred due to tripping on LPC land. The Clerk showed members the response from LPC.

The meeting closed at 9.05pm.

Date of next Grounds meeting: 5th September 2011, 7.45pm

Bollards in car park – the Chairman reported that this work was complete. Cllr Budden said that the work did not comply with the DDA legislation as the bollards were different heights. Clerk to find out whether it is possible to cover the bollards with a plastic sleeve.

Play equipment (including monkey bars) – the Committee agreed that this was the most well used park in the village. The Committee agreed that LPC should carry out an investigation to replace, but not move, the facilities. The Committee agreed that LPC must agree priorities in order not to overstretch LPC's resources.

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The meeting closed at 9.05pm.

Date of next Grounds meeting: 5th September 2011, 7.45pm

LISS PARISH COUNCIL

Minutes of the Grounds Committee of 28th November 2011, 7.45pm

Members:	Cllr Sue Brown	*Cllr Keith Budden
*present	Cllr Becki Chads	*Cllr Sue Halstead
	*Cllr Howard Linsley	*Cllr Gina Logan (Chairman)
	Cllr Brian Mayo	*Cllr Paddy Payne
	Cllr Phil Thompson	
Clerk:	A Mann	

33/G11 Apologies

Apologies were received from Cllr Mayo.

It was noted that a number of members had also missed the last meeting and not tendered their apologies. It was suggested that a reminder be issued about their commitment to attend all committees Cllrs are members of.

34/G11 Declarations of Interest

Cllr Halstead declared a prejudicial interest in any matters relating to Newman Collard arising from her membership of the tennis club. The Chairman declared a prejudicial interest on any matters relating to EHDC funding.

35/G11 Minutes and Matters Arising from the Grounds Committee meeting on 5^h September 2011

The minutes were agreed as a true record at the full Council meeting on 19th September 2011. Any outstanding items were carried forward to the November minutes.

36/G11 Liss Forest Recreation Ground

No items.

37/G11 Allotments

Princes Bridge

Proposal to install raised beds for those with disabilities – the Chairman advised that the proposal was awaiting the results from the Village Plan & Design Partnership (VP&DP) questionnaire.

Riverside Walk

Water tanks – the Chairman reported that tenants continued to express concerns that the water was polluted. Groundsman to steam clean tanks in winter.

Turfing pathway – the Chairman reported that a Community Service Team (CST) workday would be scheduled in the Spring.

Lower Green

CST Workday 04.12.11 – it was noted that the CST were due to cut back/tidy the inside of the hedge, as requested by the Allotment User Group.

General

2012 allotment renewals – it was noted that the allotment renewals would be sent 01.12.11 and the waiting list remained low.

38/G11 Newman Collard Field

Extending the play area to add equipment for older children – the Chairman reported that the Newman Collard Playing Fields Trust (NCPFT) had informally agreed that further play equipment could be added, however, it was agreed that LPC should wait for the results of the VP&DP questionnaire before compiling a full proposal.

Tennis court resurfacing – it was agreed that the double court should be professionally inspected in Spring 2012 to determine whether the courts had deteriorated over the winter. It was noted that any work should be carried out at the end of the playing season 2012.

Repairs to path – it was noted that a serious trip hazard had been identified, damaged by a heavy vehicle. The Chairman updated the Committee that LPC and NCPFT had been unable to agree responsibility. An urgent site visit was arranged for the following day.

Car park white lining – Cllr Payne reported that NCPFT had concluded that there was a requirement to comply with H&S and disability rules which would result in a reduction of parking spaces. LPC to respond to NCPFT saying it is also LPC's opinion that spaces will be lost. It was agreed that users should be informed that alternative parking is available outside the schools, out of school hours. Cllr Payne agreed to report back to NCPFT and Cllr Halstead agreed to speak to the schools.

Advertising sign on railings – it was noted that Puddleducks had requested to erect a sign on LPC railings. LPC to respond to NCPFT confirming that LPC had not given authorisation.

39/G11 West Liss

No items.

40/G11 Riverside Walk

Vehicle access – it was noted that a recent meeting with EHDC had raised an issue that no vehicles, other than permitted contractors, should be allowed vehicle access to the walk. The Committee agreed that allotment holders should be notified with the allotment renewals.

Phase II Improvements – the Committee were updated as follows:

- The CST had carried out work over 4 workdays.
- The new buffer was in place and would be repainted shortly.
- Noticeboards had been ordered and would be installed by LPC Groundsman shortly.
- Path improvements – completed by the CST.
- Leaflet production – Chairman and Clerk to work with HCC when all improvement works are complete.

Cllr Budden suggested that a ceremony should be arranged when all the work was complete, including the launch of the new leaflet.

White crossing bridge to West Liss – the Chairman reported that funding was secured to replace the bridge and every effort was being made to ensure work is completed by the end of March 2012. Cllr Mayo expressed thanks to Cllr Logan.

41/G11 Any other business

Riverside Walk – Cllr Payne expressed concerns that the new bridges were sometimes extremely slippery through a combination of fallen leaves and rain and questioned whether an anti-slip surface could be applied. Cllr Payne also reported that there was an ongoing problem with dog fouling. LPC to report both concerns to EHDC.

The meeting closed at 8.50pm.

Date of next Grounds meeting: 27th February 2012, 7.45pm