



## LISS PARISH COUNCIL

Minutes of the Facilities Committee meeting held on 13<sup>th</sup> June 2022, 7pm,  
Liss Village Hall

### MEMBERS

\*N. Wilson (Chair) \*R. Baker, \*K Budden, \*P. Deacon,  
\*R. Hargreaves, \*H. Linsley, \*A. Smith, \*C. Williams

\*Present, in addition to Cllr D. Jerrard and one member of the public (Ian James)  
Clerk: Sarah Smith

### **17/22 Election of Chair**

Cllr Wilson, proposed by Cllr Linsley and seconded by Cllr Williams, was duly elected as Chair of the Facilities Committee for the ensuing Council year.

### **18/22 Apologies**

There were no apologies.

### **19/F22 Declarations of Interests**

The following interests were declared: Cllr Budden arising from his position as a Member of EHDC, Cllr Williams an allotment tenant, Cllrs Deacon, Williams and Wilson as LPC appointed representatives to the Newman Collard Playing Fields Trust and Cllr Smith as Chair of 1<sup>st</sup> Liss Scouts.

### **20/22 Adjournment for public participation**

Members agreed to adjourn the meeting to allow a member of the public to speak on allotment issues. Members also agreed to move the agenda item on allotment issues to the next item of business.

Member of the public Ian James provided some thoughts on allotment security issues. This included the need to ensure tenant buy-in to any measures (e.g. there was no point in making use of padlocks if tenants refused to use them) and trying to understand the reasons behind the issues.

The meeting was reconvened.

### **21/22 Allotment issues**

The Assistant Clerk had collated feedback from tenants and their thoughts on the issues. Members discussed the issues and options.

The Chair concluded that high expense measures such as CCTV and installing higher fences were not feasible based on the charging regime but that other measures could be helpful, including postcode marking of equipment and advice to tenants to not store items of value onsite. The Clerk had previously circulated police advice to this effect. Other practical measures suggested included improved signage and tidying up and better maintenance of entrances (e.g. removing out of date notices) to improve appearance and avoid sites looking neglected. Members agreed that other measures, including padlocking arrangements, should be explored on a site basis due to the differing nature of each site.

The Clerk also suggested monthly walkarounds of volunteers in high LPC viz vests to ensure a much more visual presence onsite.

The member of the public left the meeting at this point.

### **22/F22 Minutes of the Facilities Committee of 28th March 2022**

**Resolved:** That the minutes of the Facilities Committee meeting of 28<sup>th</sup> March 2022 be accepted as an accurate record of the meeting (proposed by the Chair and seconded by Cllr Williams with all in favour).

### **23/F22 Matters arising**

**04/F22 Old Railway Platform:** Cllr Budden advised that a funding application had been submitted to the Rail Heritage Trust and would be considered at their next quarterly meeting. Members expressed thanks to the Liss Area Historical Society for providing photos to support the application.

**04/F22 Pollinator Project:** The Clerk had circulated details of a Hampshire Parish Pollinator Pledge Networking Event on 2<sup>nd</sup> July which might help in promoting ideas and possibilities for LPC involvement. The Clerk undertook to attend the event and would see if the Newman Collard Trust and the Liss Environmental Guardians would like to send a representative.

**04/F22 NCPFT/LPC Service Level Agreement:** Cllr Hargreaves advised that a meeting was in the process of being set up to advance discussions on a Memorandum of Understanding for LPC to support the Trust in managing the site and providing recreation facilities to benefit residents. The Chair reported that a meeting of Newman Collard trustees had taken place the previous day and changes included Graham Baker had been appointed as Vice-Chair, Clayre Williams as Treasurer and Angela Jardine as Secretary. Angela Jardine would be performing a promotional role, Bim McKay had offered to lead a community project on refurbishing the pond and Cllr Deacon had taken on a lead role on drainage. The Trust had paid thanks to Cllr Linsley for all his support in the role of Vice-Chair over a number of years. Post-covid it was felt that the Trust were now in a position to be able to make good progress on financial and practical management of the site.

**10/F22 Millennium Mosaic:** The Clerk advised that renovation works to the Millennium Mosaic were now complete. Members noted that the works had been extremely well received and again paid thanks to all those involved in this project. The Clerk undertook to look into options for refurbishing the wording on the signage.

**13/F33 Moveable goal posts:** The Chair advised that the second set of moveable goal posts were now in place at Newman Collard and both sets had been well received with high usage. The Liss Forest Residents Association were consulting on improvements to Liss Forest Recreation Ground (which may or may not include a proposal for moveable goal posts) and would submit proposals to the Project Review Group for consideration in due course. The Clerk added that a new regular booking had been made for use of the football pitch at West Liss Recreation Ground.

### **24/F22 Himalayan Balsam at Princes Bridge allotments**

The Clerk highlighted that three quotes had been sought for a Himalayan Balsam management program at Princes Bridge but only two quotes had been received. The Clerk added that she had secured a further discount from PBA Consulting Solutions who were also treating Himalayan Balsam at the Riverside Walk.

**Resolved:** That Facilities Committee recommend that Council allocate general reserves to the sum of £2,880 to fund the Himalayan Balsam management program at the Princes Bridge allotment site and appoint PBA Consulting Solutions to undertake the works (proposed by Cllr Budden and seconded by Cllr Deacon with all in favour).

The Clerk added that an onsite tutorial had been provided by PBA Consulting Solutions on 13<sup>th</sup> April at the Riverside Walk to ensure any volunteer efforts to remove Himalayan Balsam were complimentary to the formal management program being undertaken.

Cllr Williams advised that this had been well attended by approximately 30 people including Liss Conservation Rangers, Liss Environmental Guardians and allotment tenants.

### **25/F22 West Liss Play Area improvements**

**Temporary Pump Track and consultation exercise**

Members considered the feedback to date from the Pump Track consultation in the context of the commitment to provide further recreation facilities for young people. The Clerk noted that, after a high level of initial feedback, it was now coming in at a much slower pace now but that the consultation exercise was still open for comments until 19<sup>th</sup> June (this would be further promoted on social media and noticeboards).

Members noted that the feedback to date showed that the temporary Pump Track had been well used and enjoyed by all ages during the period of hire (2<sup>nd</sup> June to 7<sup>th</sup> June) with a large majority of respondents so far in favour of a permanent Pump Track on West Liss Recreation Ground. However, significant concerns had been raised, in particular relating to anti-social behaviour, noise and siting. These would need to be addressed in discussion with residents in considering options for the way forward. Cllr Linsley drew attention to previous experience with a somewhat similar initiative and Members noted that there would be further public consultation and engagement in due course.

**Resolved** (proposed by the Chair and seconded by Cllr Williams with an abstention by Cllr Linsley and all other Members in favour):

- a) That following the consultation deadline, the feedback be analysed and summarised with a view to reporting back to parishioners in July.
- b) That given broad support to date the option of a permanent pump-track be explored further, including working with the supplier on design options, any requirement for planning consent, proposals to mitigate concerns expressed, further detailed consultation and a proposed funding package to be considered by the Project Review Group in due course.

Cllr Smith offered practical support in analysing the feedback received.

#### New children's play area

The Clerk advised that works to install the new play area would commence on 8<sup>th</sup> August and were expected to last until 16<sup>th</sup> August. The total cost of the project (£75,000) now included a further picnic table and bench meaning there would now be two of each.

#### Draft design principles

Members considered a set of design principles (see **Annex A**) for West Liss Recreation Ground drafted by Cllr Hargreaves. Cllr Hargreaves reflected that the draft set of principles were a work in progress. The Chair invited Members to comment on them by email to Cllr Hargreaves.

#### **26/F22 Mill Road Community Garden: Update**

Members noted the following update from Katrina Burns, the new Project and Community Engagement Officer at LPC, who has now taken on the lead for this project:

A meeting was held on 26/4/22 with Councillor Nick Wilson, Sarah Smith and Lizzy Keeling to agree the way forward with the project. It was agreed that prior to discussions continuing with EDHC to agree Heads of Terms to enable a draft lease agreement to be created, LPC should await confirmation from Southern Water to confirm that works already commenced to the pathway do not interfere with drainage on site. Whilst this is not envisaged to be a problem, a site inspection by Southern Water has been requested by LPC to ensure that there are no issues arising from works already completed. Once this confirmation has been obtained, EDHC should be satisfied that there are no issues relating to the path and negotiations can resume with regards to agreement of the lease, and the potential for a future permanent transfer of the land to LPC.

Once the lease has been signed, works to finish the top layer of the path, and install the play mound tunnel (which has been re-quoted for), benches and trees can commence.

### **27/F22 Drainage at Liss Forest and Newman Collard recreation grounds**

Cllr Deacon presented a draft strategy to address drainage issues at Newman Collard Playing Fields and Liss Forest Recreation as follows:

1. Assess sources of water ingress. (Note there may be several sources and problems to resolve that feed into current problems).
2. Identify existing flood risks (including factors that may lie beyond our control).
3. Investigate and identify relevant legislation to determine legal responsibilities and rights of LPC, stakeholders and others as appropriate.
4. Investigate ownership of any adjoining land to determine liabilities, permissions required etc.
5. Investigate previous historical works relating to drainage and impacting on problems.
6. Locate existing drainage systems.
7. Where possible and cost effective, develop strategies to improve and/or supplement existing drains.
8. Engage with responsible 3d parties (e.g. Local Authorities, Drainage Bodies, private individuals, where an individual liability and/or joint responsibility is identified in 3 above.
9. Develop a strategy to address each problem identified as follows:
  - drainage infrastructure
  - related improvements to land
  - annual action plan for ongoing maintenance of
  - land (aeration, surface dressing) and
  - associated features (paths, drainage gullies etc)
  - necessary to maintain land drainage and general state of repair at peak performance.

Cllr Deacon highlighted that this was a long-term issue but this framework would provide a roadmap to help address the issues, although not all elements would apply fully in each case.

Members expressed thanks to Cllr Deacon for his work on planning to tackle the drainage issues at both Newman Collard and Liss Forest.

### **28/F22 Play equipment and inspections**

The Clerk provided an update on the amber areas highlighted in the most recent inspection report at Liss Forest Recreation Ground:

All necessary works to the Cross Scales had been completed under the warrantee. The Clerk noted that the company had advised that the rot found in one of the support posts had arisen from a knot in the wood and that that pieces of Robinia would now be rejected for that reason and not used in play equipment construction. The Clerk added that Robinia is a naturally durable and rot resistant hardwood.

As regards the Multi Play Unit, two quotes had been sought for remedial works. The first highlighted that the cost of the repairs would likely be quite significant and the company expressed concerns that once the removal of rotting timber had commenced there could be further rot identified. The second quote was still outstanding. The Clerk highlighted that given the age of the multi play unit which was now starting to rot it might be appropriate to consider whether a replacement was required. Members agreed that further investigations should take place prior to any decision being made.

The Clerk advised that the letter to Kompan on the Track Rider had not yet been drafted due to workload.

### **29/F22 Village Hall improvement works**

The Chair highlighted that Cllr Williams had come across a funding opportunity – a major new renovation fund launched by the Government to mark the Queen’s Platinum Jubilee. This would provide grant funding over three years (to 2025) to support capital improvement projects for village halls, such as installing Wi-Fi, extending buildings and modernising facilities. Further details would be announced in due course.

The Chair noted that the Clerk had started to look into a lighting upgrade, audio and Wi-Fi and hearing loop options.

Members agreed that proposals should continue to be worked on so that LPC would be ready to submit an

application, if eligible, once the application process had opened for bids.

**30/F22 Buildings maintenance issues**

The Clerk noted that the fire sensor in the Pavilion had been replaced and that works to replace the damaged fire door and damaged solar panel would take place shortly.

As regards the Village Hall, there had been a delay to the internal repainting due to the choice of the colour scheme. The painting would commence once the dark/light grey colours had been sourced similar to those at Greatham Village Hall. Cllr Jerrard added that he also favoured the colour scheme at Greatham.

**31/F22 Tree management**

The Clerk advised that a Tree Condition Survey had been completed on 3<sup>rd</sup> May 2022. The Groundsman was currently assessing what works he could undertake before three quotes would be which would require a tree surgeon.

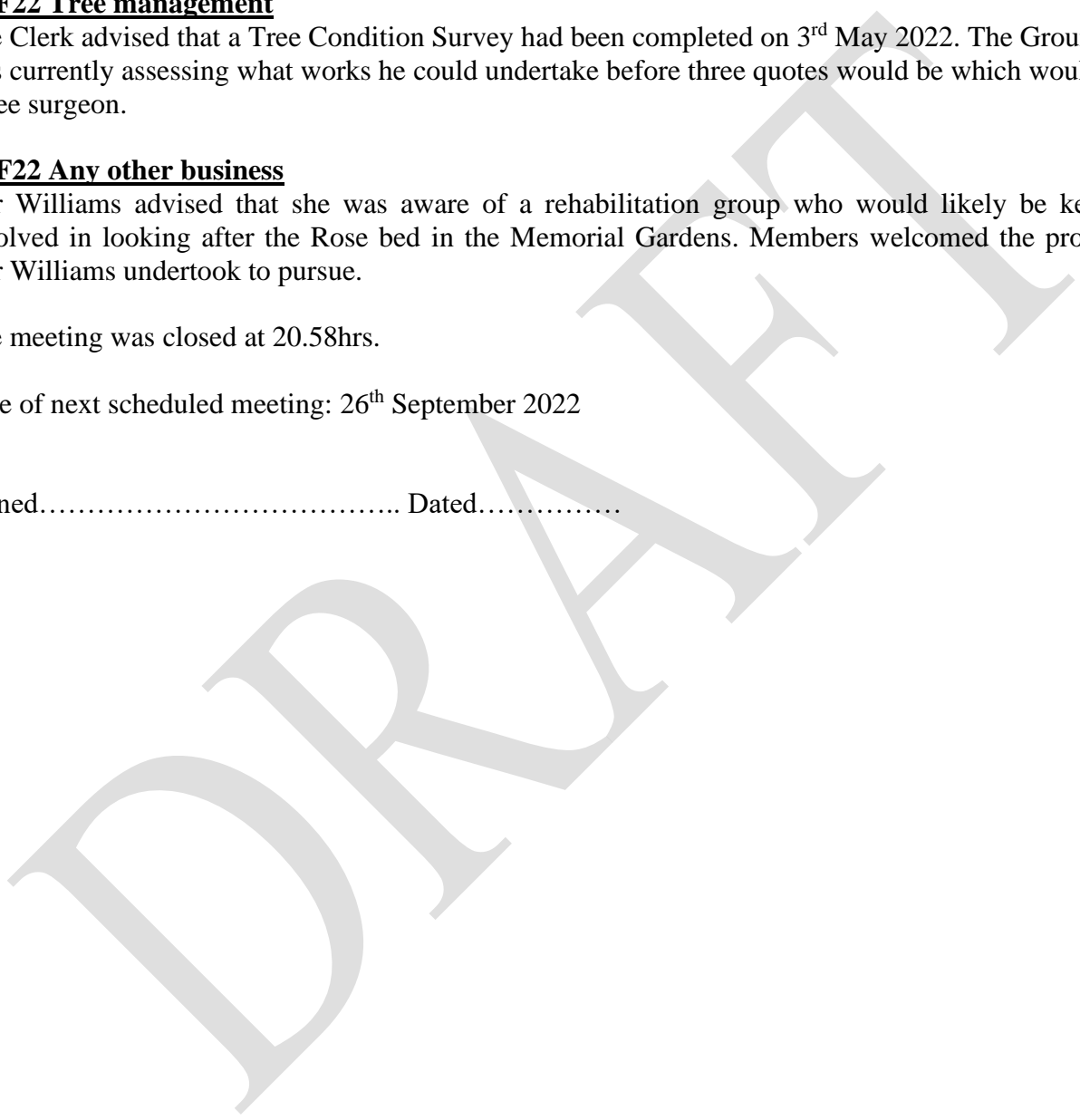
**21/F22 Any other business**

Cllr Williams advised that she was aware of a rehabilitation group who would likely be keen to get involved in looking after the Rose bed in the Memorial Gardens. Members welcomed the proposal and Cllr Williams undertook to pursue.

The meeting was closed at 20.58hrs.

Date of next scheduled meeting: 26<sup>th</sup> September 2022

Signed..... Dated.....



**DRAFT West Liss Recreation Ground Design Brief R. Hargreaves, April 2022**

Various recreation proposals for the use of parts of the West Liss Recreation Ground are currently being considered. This is an outline brief intended to give initial guidance on how to develop the area.

1. Context. Liss is within the National Park which promotes landscape beauty but also the provision of recreation. This is reflected in the Liss Neighbourhood Plan which seeks to enhance community life, including through sports provision but also seeks to enhance the green and open character of the village.
2. The recreation ground currently provides a large open area with uninterrupted views across it. It is particularly important in maintaining an open and low density feel to Station Road, a major through route within the village, and giving a feeling of separation between the village centre and West Liss. Any development should substantially maintain a large open area, views across the recreation ground, and its semi-rural character, particularly through the appropriate scale and design and general look of equipment and facilities.
3. Adjoining the recreation ground are residential properties in St Marys Road and facing the area along Station Road and to a lesser extent properties affected in Hawks Mead. Any development should avoid impacts on these properties. These include visual impact, both scale and appearance, noise, distracting movements and lighting. The acceptable distance between development and adjoining properties will depend on the nature and scale of each development. Mitigating factors could include screening and limits on the time of activities.
4. The impact of lighting provision, not just on adjoining properties, but on the character of the open space and the Dark Skies policy of the National Park must be considered..
5. The various proposals are intended to serve different groups and ages. Social interaction of differing age groups is generally to be encouraged, while mitigating possible conflicts over noise, visual impact and disturbance.
6. Access arrangements for activities which do not adjoin Station Road need to be considered, including the provision of disabled access and for children's buggies.
7. Parking is very restricted on the recreation ground, and on Station Road. There is little opportunity for the provision of more car parking spaces and proposals need to consider how the demand for parking can be mitigated.
8. Biodiversity provision should be made, in conjunction with proposals and in the spaces between, both for its biodiversity value and also the opportunities it can give for softening visual impact and providing screening.