



LISS PARISH COUNCIL

Minutes of the meeting of the Charities Committee held on 12th October 2026, 730pm,
Village Hall

COMMITTEE MEMBERS

*C. Olley (Chair), *K. Budden, *A. Smith, *R. Smith, *C. Williams, *P. Payne,
S. Stratford-Tuke, R. Crane

*Present

Also present:

Katrina Burns (Projects and Funding Officer)

Sarah Smith (Clerk and Responsible Finance Officer)

30/CHAR/26 Apologies

Apologies were accepted from Cllr Stratford-Tuke and Cllr R Crane.

31/CHAR/26 Declarations of interest

The following non-pecuniary interests were declared:

Cllr A Smith as Chair of 1st Liss Scouts

Cllr Williams as an allotment tenant.

32/CHAR/26 Adjournment for public participation

No members of the public were present.

33/CHAR/26 Minutes and matters arising of the Charities Committee 13th July 2026

Resolved: That the minutes of the Charities Committee of 13th July 2026 be accepted as an accurate record of the meeting (proposed by Cllr Budden and seconded by Cllr A Smith, with all in favour).

There were no matters arising.

34/CHAR/Newman Collard Park (Charity 301873)

Pavilion improvements

The Clerk reported that works to improve the Pavilion were, both general improvement works following feedback from users and general Health and Safety works. A fire risk assessment report has just been received and recommendations would be worked through. An energy audit has taken place on the building, with recommendations including the installation of heat pumps and solar panels.

3 quotations to install blinds to the main hall and karate room in the Pavilion have been received.

Resolved: That a quotation of £1,610 be accepted from Contractor A (Bramley Blinds), to be paid from the LPC CIL monies allocated for improvements at the Newman Collard Pavilion (proposed by Cllr Olley and seconded by Cllr A Smith, with all in favour).

Project updates

Pond: The Projects and Funding Officer reported that all planned pond clearance and removal work has now been completed and the only remaining work which had grant funding allocated to it was in relation to bank stabilisation with the installation of pre planted coir rolls. There is just over £3,000 left from grant monies to do this.

Drainage: Works to install a new drainage system at Newman Collard Park have been completed and have come in at around £10,000 under budget. The SDNPA has agreed that works to aerate the senior pitch and to aerate, de-compact and dress the junior pitches can take place to help improve drainage further. A discussion took place about whether to fence off the retention basin created as part of the drainage works – it was advised that after a year in situ it would fill for only 30 days of the year.

Resolved: That the retention basin is not fenced off, but the situation would be monitored, especially if water reached the top of the overflow (proposed by Cllr Olley, and seconded by Cllr Williams, with all in favour).

Woodland management: Cllr Olley reported that the next phase of woodland management would take place at Newman Collard over the winter months to enhance vegetation there with the planting of acceptable species (including the planting of disease resistant elms), and to increase the diversity of the privet hedge. A TPO would be applied in advance of the works.

MUGA

The Clerk informed the Committee that the bid to the SDNPA for CIL monies by the Newman Collard Trust for a MUGA had been unsuccessful, and that a decision needed to be taken as to whether or not to continue with the project. A discussion then took place regarding the need for a MUGA.

Resolved: That the MUGA project is not pursued, and to recommend to Council that the £44,700 held for the project be returned to the unallocated pot (proposed by Cllr Olley and seconded by Cllr Williams, with all in favour).

Fencing

The Clerk informed the committee that she had sourced 3 quotations for a new fence between the car park and Memorial Garden. She had also obtained a quote from the most competitive contractor to replace the knee-high fencing next to the tennis courts and to fence off the grassed area to the left of the car park entrance in order prevent cars parking on the grass and to protect the underground services there.

Resolved:

- a) **That the fencing next to the tennis courts should be removed and not replaced (proposed by Cllr Olley, and seconded by Cllr Williams with an abstention from Cllr Smith and all other members in favour),**
- b) **That Contractor A (DRB contractors) be commissioned to replace the car park fencing, with an amendment to the quote to include no weld mesh and with a wider gate area to facilitate access for grass cutting machinery (proposed by Cllr Olley and seconded by Cllr Williams with all in favour) and,**
- c) **That Contractor A (DRB contractors) be commissioned to install a low rail fence on the grass area in the car park, to be funded from the earmarked reserve for Newman Collard improvements (proposed by Cllr Olley and seconded by Cllr Budden, with all in favour).**

Play inspection

A playground inspection was carried out in August 2026 for all LPC managed recreation grounds. 3 quotations have been sought to repair/renew the spiders web net in the fenced play area at Newman Collard.

Resolved: That a quotation of £458.20 be accepted from Contractor B (Infinity Playgrounds) to repair the web on the climbing unit, to be funded from the budget for play equipment repairs and earmarked reserve for play equipment repairs as necessary (proposed by Cllr Olley and seconded by Cllr Williams, with all in favour).

Grounds Management

Cllr Olley proposed that expert advice be sought on hedgerow management (with dormice protection in mind) and woodland management at Newman Collard in the form of an Ecological Management Plan.

Resolved: That £1,500 is spent from the earmarked reserves held for grounds and buildings projects for an Ecological Management Plan (proposed by Cllr Olley and seconded by Cllr Williams, with all in favour).

InPost locker

The Clerk informed the Committee that InPost had enquired about extending the locker area at the Liss Pavilion at West Liss Recreation Ground. Another option could be to have a new locker facility at Newman Collard Park where there was more space as this would generate more income and provide an alternate facility at the other end of the village. The committee discussed where the best location for a locker would be at Newman Collard.

It was agreed that installing an Inpost locker in Newman Collard car park would be the preferred location as it would be visible from the road and would be easily accessible. It could also mean that InPost install a power supply (which could be used by food vans) to the car park at no cost to LPC.

Action – the Clerk to explore options for an InPost locker at Newman Collard car park.

Action – the Clerk see if the current timing system for the security lights on the Pavilion can be changed and to look including CCTV at Newman Collard in quotations for an updated village CCTV system.

35/CHAR/Village Hall, including the office (Charity 301872)

General update

The Projects and Funding Officer reported that new windows had been installed in the Village Hall in August.

36/CHAR/West Liss Recreation Ground, including the Pavilion (Charity 301871)

General update

The Projects and Funding Officer reported that the Men's Shed had been asked to quote for a new picnic bench at West Liss Recreation Ground, to be installed in the spring.

InPost locker

The Clerk informed the Committee that InPost had enquired about extending the locker area at the Pavilion at West Liss Recreation Ground. However, options for a second locker at Newman Collard were being pursued instead.

37/CHAR/Allotments (Charity 237190)

General update

The Projects and Funding Officer informed the Committee that Allotment numbering signs had now been constructed at a cost of £12 each. The Clerk said that arrangements were being put in place for these to be installed at the relevant plot areas.

38/CHAR/Finance

Q2 accounts for 2026/27

Cllr Smith highlighted the savings made on electricity at West Liss Pavilion due to the Pavilion.

Action – Cllr Smith and Cllr Williams to discuss the possibility of having solar panels at Newman Collard Pavilion.

The accounts for Q2 2026/27 were noted.

Approval of payments and receipts for the period 1st July until 30th September 2026

Resolved: That the list of payments and receipts for Charities between 1/7/26 and 30/9/26 are approved (proposed by Cllr Olley and seconded by Cllr Budden, with all in favour (Cllr Williams abstained due to being an allotment tenant)).

The meeting closed at 20:21

Date of next meeting: 23rd November 2026 (Charities budget setting meeting)

Signed.....

Dated.....

DRAFT