



LISS PARISH COUNCIL

Minutes of the Facilities Committee meeting held on 2nd December 2019, 7pm

MEMBERS

*K. Budden *D. Dodds R. Hargreaves I. James *D. Jerrard *H. Linsley
*B. Mayo (Co-opted Member) A. Smith

*Present, in addition to Cllr C. Williams
Clerk: Sarah Smith

39/F19 Apologies

Apologies were accepted from Cllrs Hargreaves and Smith.

40/F19 Declarations of Interests

Cllr Linsley advised that due to his position as LPC representative to the NCPFT he would not take part in the discussion on the Men's Shed Initiative. Brian Mayo declared an interest as a member of the Steering Group for the Men's Shed Initiative.

41/F19 Minutes of the Facilities Committee of 23rd September 2019

Resolved: That the minutes of the Facilities Committee meeting of 23rd September 2019 be accepted as an accurate record of the meeting (proposed by Cllr Jerrard and seconded by Cllr Budden with all in favour).

The Chairman noted that all matters arising would likely come up during the course of the meeting.

42/F19 Liss Pavilion

- i) **Health & Safety:** The Chairman advised that the Legionnaire Management Plan was now in place and measures required had been incorporated into caretaker weekly checklists.
- ii) **Snagging list:** The Clerk advised that a further issue had arisen with the heating and Members agreed that this should be pursued as a matter of urgency.
- iii) **Wheelchair/pushchair access:** A bid had been submitted to SDNPA for funds to reinstate the pavement outside the Pavilion and to provide an accessible path through the car park.
- iv) **Hedge between West Liss Recreation Ground and St. Mary's Road:** The Chairman advised that a letter of complaint had been received from a resident of St. Mary's Road following the cutting of the hedge between St. Mary's Road and West Liss Recreation Ground/ The Liss Pavilion. The Chairman advised that the hedge had not been cut previously due to access issues but, following demolition of the Scout Hut and old pavilion building and construction of the new Pavilion, the contractor had been able to access the hedge for the first time. Members noted that this had not been intended due to the need for screening and this would be clearly communicated to the contractor now and again before the annual cutting in 2020. The Chairman had agreed some mitigating measures with the resident concerned: to encourage increased use of the blinds during ad hoc bookings; a more effective system to prevent lights being left on (to include fines where appropriate); ensuring the fire exit on that side of the building remained closed where possible and consideration of whether any appropriate tree planting would be achievable and effective. Advice would be sought from the LPC tree warden on the latter.

43/F19 Village Hall

- i) **Insurance claim:** The Chairman noted that a claim for incidental losses arising from damage caused to Village Hall had been submitted.

ii)Drain report: Following a discussion at the Finance Committee on drainage works required to the Village Hall, the Clerk had sought two further quotations in line with the Financial regulations. These would be considered prior to commissioning the works required which would be funded by making use of LPC reserves.

iii)Oven: The Chairman had written to the RVS about the oven which they were not happy with to offer a meeting; a reply was awaited.

44/F19 Groundsman's Hut

i)Clearance: The Chairman noted that funds had been approved under the DC Community Grant Scheme for two skips to clear the Hut. The Men's Shed had offered to provide the labour and the clearance would be organised early in the new year.

The Chairman highlighted that clearance of the Hut would help inform LPC as regards current needs and hence whether there was any surplus capacity.

ii)Men's Shed proposals: Members considered a draft set of proposals on dual use of the Hut with the Men's Shed Initiative. Members agreed that the Chairman should table a motion for consideration of the principle of partial occupation of the Hut by the Men's Shed Initiative at the January meeting of Council, with further details to be considered and agreed in due course.

45/F19 Parish Office

The Chairman noted that all improvements agreed were in hand.

46/F19 Newman Collard Recreation Ground

i)Track Rider: The Chairman advised that the grass mat safety surfacing under the Track Rider had been replaced with a bonded rubber mulch by Kompan at no expense to LPC. Some areas of subsided much in the fenced play area had been repaired at the same time.

ii)Drainage at NC: The Clerk advised that an application to Southern Water to access their surface water drain to facilitate drainage onsite was in progress. Following approval by Southern Water this would be tabled for approval by Council. It was envisaged that an application would be made for s106 environmental funds for the funds required.

iii)SLA: The Chairman advised that a meeting had taken place with the NCPFT on 6th November at which various outstanding issues were resolved under the existing SLA. It was agreed that a further meeting would take place in the new year to consider some enhancements.

iv)Labels for dog poo bag dispensers: It was noted that Members had previously agreed to add labels identifying LPC as the provider of the dog poo bags. The Clerk would secure a second quote prior to ordering.

v) LPC land adjoining Old School Road:

The area of land in question had been cleared by the lengthsman.

47/F19 West Liss Recreation Ground

Play equipment project: See Projects below.

48/F19 Liss Forest Recreation Ground

The Chairman noted that there were no issues arising as regards Liss Forest Recreation Ground.

49/F19 Riverside Walk

i)Bollards: The Clerk advised that the installation of bollards by EHDC to prevent unauthorised vehicular access to the Riverside Walk was imminent.

ii)Play equipment – The Clerk circulated proposals for replacing the remaining parts of the activity trail which had not already been replaced and was now suffering from rot. Members approved the design and an application for s106 Open Spaces funds for the sum of £6,365, so long as the Finance Committee (due to meet the following day) were content.

iii)Railway shelter: The Chairman advised that an e-mail had been received from a business at the Mainline Business Centre (in-between the Riverside Walk and railway line) regarding unsociable behaviour and debris left by youths hanging out on the disused rail platform. It was agreed that the Chairman would undertake a site visit to consider the options available.

iv)Rotherbank Farm Lane Bridge: As part of their regular checks on bridges at the Riverside Walk, EHDC had advised that following removal of chicken wire it had been confirmed that some slats were rotten. The bridge had also been vandalised and so had been closed by EHDC to prevent access for H&S reasons. The responsibility for repairing the bridge was uncertain. Action: Cllr Budden would pursue with EHDC (Clerk's Note: Cllr Budden - in his District Councillor capacity – has since advised that EHDC will undertake the repairs required.).

50/F19 Allotments

The Chairman noted that the Annual Allotment Tenants meeting had been cancelled due to poor attendance in the past. Any issues going forward could also be raised directly with the office. The Clerk advised that the annual renewals would be processed before the end of the year. Mr Mayo asked whether an alternative use for Fernhills should be considered should a number of plots become vacant.

51/F19 Tree maintenance

The Chairman advised that all works required under the recent Tree Condition Survey were being undertaken in accordance with the priority rating allocated.

52/F19 Projects

- i)West Liss Recreation Ground Play & Leisure Equipment Project: The Chairman noted that Council had agreed that the proposals for the West Liss Leisure and Play Equipment Project should be updated and re-submitted for CIL funding under the SDNPA Business Infrastructure Delivery Plan 2020.
- ii)Village Hall Toilet Refurbishment: The Chairman noted that CIL funding had been approved under the SDNPA Business Infrastructure Delivery Plan 2019 for refurbishing the Village Hall toilets.
- iii)Lych Gate: The Chairman noted that repair works were due to commence shortly and it was hoped that this would be completed by the end of the year.
- iv)Service Pollinator Project: The Chairman noted that an initial meeting had taken place.
- v) Pocket Park Scheme: The Chairman noted that Council had approved a motion for the Assistant Clerk to pursue an application for the land between The Oval and The Roundabouts . Public consultation on the 'Mill Road Community Gardens' would take place later in the week with a view to submitting an application by the 31st December deadline. It was noted that there may be scope for funding of planting of pollinators under the Service Pollinator Project.

53/F19 Any other business

Cllr Budden raised the issue of a lack of road signage for the new Liss Pavilion. Members agreed that the Clerk should investigate options under the Community Funded Initiative Scheme.

The Clerk advised that a member of the public had again raised the need for a bin next to the dug outs at Newman Collard. Members agreed that the Clerk should investigate options for installing a fire proof bin.

The meeting closed at 20.41pm.

Date of next meeting: tbc

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