



## **LISS PARISH COUNCIL**

Minutes of the meeting of the Facilities Committee held on 12<sup>th</sup> June 2023, 7pm, Village Hall

### **MEMBERS**

\*N.Wilson (Chair), \*K. Budden, \*C.Olley,  
\*A. Smith, \*C. Williams, \*P.Payne, \*R.Hargreaves

\*Present

Also present:

Sarah Smith (Clerk to Liss Parish Council)

Katrina Burns (Project and Community Engagement Officer – Clerk to Facilities Committee).

### **12/F23 Apologies**

None received. The Chair welcomed Cllr Payne and the Project Officer to the Committee and thanked Cllr Hargreaves for agreeing to be co-opted.

### **13/F23 Declarations of interests**

The following non-pecuniary interests were declared:

Cllr Wilson as a Newman Collard Trustee and LPC's link with the Liss Forest Residents Association.

Cllr Williams as a Newman Collard Trustee and an allotment tenant.

Cllr Smith as Chair of 1<sup>st</sup> Liss Scouts.

Cllr Olley as a member of Liss Men's Shed.

### **14/F23 Minutes of the Facilities Committee meeting 13<sup>th</sup> March**

**Resolved:** That the minutes of the Facilities meeting of 13<sup>th</sup> March 2023 be accepted as an accurate record of the meeting (proposed by the Chair and seconded by Cllr Williams with all in favour).

### **15/F23 Matters arising**

Liss Forest Recreation Ground – drainage

It is hoped that preliminary works will be undertaken when the Grounds Management Association expert is available in July.

West Liss Recreation Ground improvements (Charity 301871) – additional safety surfacing for the new play area

Additional surfacing has now been completed.

## **LISS PARISH COUNCIL BUSINESS**

### **16/F23 Mill Road Community Garden update**

The project officer gave a verbal update on the project:

- EHDC has drafted and reviewed the lease and sent to the solicitor appointed by LPC.
- Prior to the lease being signed, the boundary needs to be agreed – it is hoped that a site meeting will take place w/c July 3<sup>rd</sup> to do this. Working to these timescales, agreement for the lease could go to the Council meeting on 17<sup>th</sup> July and work on site could re-commence following this date, hopefully in time for the school summer holidays.

- The southeast water quotation to install a mains water supply has been accepted and paid for. LPC grounds staff will carry out preliminary works required prior to the water supply being connected.
- Trees were watered using the LPC water bowser, but this required re-filling five times.
- Volunteers from the community have come forward to 'adopt a tree' and it is hoped that the trees will be watered three times a week in the current hot, dry weather conditions.

**Action – The Projects and Community Engagement Officer to contact the play-mound contractor to advise of revised timescales.**

**Action – The Clerk to ensure the hedge is watered in addition to the unadopted trees.**

### **17/F23 Liss Forest Recreation Ground**

#### **Play equipment**

The Clerk reported back results from a consultation with the local community regarding the replacement of the multi play unit. There were 4 options to choose from, all meeting the specification and agreed budget. Option C, the Robina Pinnacle Ridge Climbing Unit (by Sawscales Play), was the design favoured by 57% of those who voted (53 out of 93 votes).

**The Chair proposed that the quote for Sawscales Play for £25,085 be accepted for the Robina Pinnacle Ridge Climbing Unit. This was seconded by Cllr Williams with all in favour.**

The Chair reminded the Committee that, after this, the moveable goals and the preliminary drainage works, there would still be some funds remaining from the £50,000 allocated to Liss Forest. Residents would be consulted about options, including the possibility of extending the basketball area.

### **18/F23 Environmental projects**

A working group consisting of Cllrs Williams, Tordoff and Olley had met to discuss possible environmental projects following the Council's commitment to implement 2 environmental projects in 2023/24 to meet its environmental responsibilities to reduce its carbon footprint and protect and enhance the local natural environment. The group had come up with 4 possible projects:

1. Miyawaki Mini Forest – Liss Junior School – in partnership with the Tree Council.

A discussion between Cllr Wilson with one of the school governors took place in 2022 about a potential mini forest project which Hampshire County Council were keen to progress. Cllr Olley offered to follow this up, noting that it would need to be discussed further with the Headmistress.

2. Liss SANG – in partnership with Hilliers.

This project would involve approaching Hilliers with regards to planting more trees at Liss SANG to increase the biodiversity.

A discussion took place about the management of the SANG and issues which need to be addressed including dog fouling, site drainage and the lack of water in the pond. It was agreed that, before any further action, the Planning Committee should look at the Management Plan and enforcement issues at its next meeting.

**Action – The Assistant Clerk to put the SANG Management Plan on the Planning Committee agenda.**

**Action – The Project and Community Engagement Officer to circulate the SANG Management Plan to the Facilities Committee for discussion.**

3. Fernhill and Princes Bridge Allotment – in partnership with the Tree Council.

**Action - Cllr Williams to come back to Facilities Committee with a proposal.**

4. Mill Road Community Garden – enhancement projects – in partnership with the Tree Council.

A discussion took place regarding where to plant 5 Elm trees which Cllr Olley has been given.

**The Committee agreed that all 5 Elm trees should be planted at the Inwood Road end of the Newman Collard Playing Fields in September/October time.**

**Action – The Projects and Community Engagement Officer to contact the relevant utility suppliers to find out what services were located at the proposed planting site at the Inwood Road end of the Newman Collard Playing Fields.**

The Chair stressed the importance of trying to lever in external funding for the chosen projects.

**19/F23 Newman Collard – Memorandum of Understanding update**

Cllr Hargreaves informed the Committee that the MOU had stalled as the non-LPC Newman Collard trustees were not able to reach a consensus over it.

It was agreed that the process had been going on for too long and needed resolving so that it could be signed off at the July Council in time for the first September review meeting.

**Action – Sarah to put MOU on the agenda of the June Council meeting in an exempt session and circulate the MOU and Management Plan as part of these discussions.**

**CHARITY BUSINESS**

Members were reminded that the following business was to be undertaken with Members acting as Trustees of the three charities for which LPC was sole trustee. All decisions were to be made in the best interest of the charities in furtherance of the charity aims.

**20/F23 West Liss Recreation Ground – pump track and CCTV update**

The Project and Community Engagement Officer informed the Committee that the Lawful Development Certificate had now been received for the project. The suppliers, Dirt Factory had arrived on site (12<sup>th</sup> June) to start works to install an accessible path and pump track. This had been advertised on social media. Works were anticipated to take around 2 weeks to complete, with a likely hand over date being Friday 23<sup>rd</sup> June 2023.

The Clerk reported that the relevant insurance was now in place for the pump track.

The Clerk informed the Committee that plans were in place to install 2 CCTV cameras by the Pavilion to monitor the pump track and play area. In addition, plans were being made to install one bin adjacent to the track, and 4 benches. Council would be asked to agree any shortfall in funding these. It was reported that there may a chance of some external funding for the pump track from the National Lottery.

**Recommendation to Council – to release EMR of up to £1,256.81 to extend CCTV from the Pavilion to cover the children's play area at West Liss Recreation Ground and to allocate funds to make up the balance.**

**Recommendation – to approve the allocation of up to £1,600 from General Reserves to fund**

**the provision of four benches and an additional bin for the pump track at West Liss Recreation Ground.**

The Chair reminded the Committee that the Crossover Youth Centre had originally agreed to monitor use of the track, particularly in the early stages, and this needed to be confirmed.

**Action – Cllr Payne at his meeting with the Crossover Youth Centre Chairperson on 14/6/23 to seek confirmation about monitoring of the pump track.**

**21/F23 West Liss parking enforcement**

Cllr Smith reported back his findings on possible enforcement options (if required) for the Pavilion car park. He approached 3 different enforcement companies, one of which didn't respond (NCP). Both Horizon Parking and Countrywide Parking Management could apply enforcement using ANPR, at no cost to LPC. The Clerk informed the Committee that since signage had been put up, parking issues had improved, and recommended that the situation be monitored once the pump track was installed. The Chair thanked Cllr Smith for obtaining the information, and it was agreed that the situation be reviewed again in September.

**22/F23 Quote for Village Hall replacement windowpanes**

The Clerk informed the Committee that she had received a quote for £760 to replace 9 blown windowpanes at the Village Hall. It was agreed that more quotes should be sought with works costing up to £760.

**Allotments – improvement works update**

Cllr Williams informed the Committee that the allotment working group now consisted of only herself and Cllr James and said she would welcome other Councillors to join their group. Recent allotment improvement works include the boundary being cleared at Riverside Walk, in preparation for a boundary fence, new gates (courtesy of the Men's Shed) at Mitchell's, and undergrowth clearance at Lower Green which had brought the fox situation under control. The Committee also noted work by the Men's Shed on LPC's hut at Lower Green and the amount of allotment-holder engagement which had been achieved.

The Chair congratulated Cllr Williams on leading this allotment improvement work and community engagement.

**Any other business**

The Clerk reported that 3 cars had been found to have parked on the Riverside Walk and highlighted that the path's only vehicular access was for maintenance purposes.

**Action – The Clerk to pursue options for re-installing a bollard at Riverside Walk to prevent unauthorised vehicular access.**

The meeting closed at 20h55.

**Date of next meeting: 25<sup>th</sup> September 2023**

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