

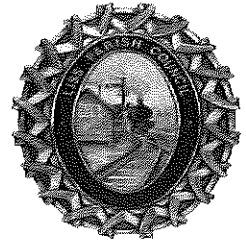
# LISS PARISH COUNCIL

*The Council Room, Village Hall, Hill Brow Road, Liss, Hampshire, GU33 7LA*

*Clerk: Sarah Smith : [clerk@lissparishcouncil.gov.uk](mailto:clerk@lissparishcouncil.gov.uk)*

*Assistant Clerk: Rebecca Lawrence: [assistantclerk@lissparishcouncil.gov.uk](mailto:assistantclerk@lissparishcouncil.gov.uk)*

*Telephone 01730 892823, [www.lissparishcouncil.gov.uk](http://www.lissparishcouncil.gov.uk) VAT registration no. UB 001613*



**Members of the Facilities Committee,**

**I hereby summon you to attend the meeting of the FACILITIES COMMITTEE.**

**To be held on 26<sup>th</sup> January 2026 at 7pm at Liss Village Hall.**

**Katrina Burns, Project and Funding Officer, 21/1/26**

## A G E N D A

1. Apologies
2. Declarations of interest
3. Adjournment for public participation
4. Minutes and matters arising of the Facilities Committee 13<sup>th</sup> October 2025
5. Riverside Walk
  - Surfacing update
  - Approval of Vision
  - Old railway platform set up
6. Mill Road Community Garden
  - Approval of Vision
  - Orchard update
7. Liss Forest Recreation Ground
  - Nature reserve
  - Community composting scheme
  - Table tennis table
  - Approval of Vision
8. Newman Collard Playing Fields Trust
  - Table tennis table
  - Approval of Vision
9. Environmental projects
  - Wildlife boxes
10. Date of next meeting – 30th March 2026





## **LISS PARISH COUNCIL**

Minutes of the meeting of the Facilities Committee held on 13<sup>th</sup> October 2025, 7pm,  
Village Hall

### **COMMITTEE MEMBERS**

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

\*Present

Also present:

Sarah Smith (Clerk to Liss Parish Council)

Katrina Burns (Projects and Funding Officer) – clerking meeting

### **31/F25 Apologies**

Apologies were received from Cllr Payne.

### **32/F25 Declarations of interest**

The following non-pecuniary interests were declared:

Cllr Williams and Cllr Olley as Newman Collard Playing Fields Trustees.

### **33/F25 Minutes and matters arising of the Facilities Committee 14<sup>th</sup> July 2025**

There were no matters arising from the minutes of 14<sup>th</sup> July.

**Resolved: That the minutes of the Facilities meeting of 14th July 2025 be accepted as an accurate record of the meeting (proposed by Cllr Stratford Tuke and seconded by Cllr Crane, with all in favour).**

### **34/F25 Riverside Walk**

Presentation from the Western Sussex Rivers Trust and follow up from the River Rother Parishes and Communities Event (Louise Barnetson)

Louise informed the Committee that there had been a partnership event last week about the River Rother involving Parish Councils and community groups, which included topics such as how to use water and tackling Himalayan balsam. ,

**Action – the Clerk to circulate slides from the River Rother partnership event.**

Louise informed the Committee about the poor ecological status of the river upstream of Petersfield and what could be done to improve it by educating people, e.g. through a 'Love your river event', and a 'River Guardian' scheme. Cllrs Olley and Williams stated that they were happy to help with testing water at the Riverside Walk.

Cllr Olley thanked Louise for coming to present to the Committee.

**It was agreed that it was time to revisit actions agreed from the site meeting that took place in June with representatives from the Rivers trust, LPC, SDNPA and EHDC.**

### **35/F25 Adjournment for public participation**

Two members of the public were present.

### **36/F25 Liss Forest Recreation Ground**

#### **Community Composting – letter and petition**

A letter and petition from residents about community composting being allowed to continue at the woodland to the rear of Liss Forest was discussed. The scheme has been stopped by LPC whilst approval is sought from the Environment Agency (EA). The Clerk advised the members of the public present who were campaigning for the scheme to continue that any advice from the EA that they had received (including the name of the contact at the EA) needed to be shared with the Parish Council.

**The Committee thanked the members in attendance for their research on the matter and informed them that once further information had been received a decision could be made on how to best proceed, but at this point the scheme needed to be paused whilst confirmation was sought as to whether or not it was permitted.**

#### **Nature Reserve/Drainage update**

Cllr Olley reported that the woodland at the bottom of Liss Forest Recreation Ground was inundated with Carex which excludes other species of plant from growing. He explained that the best way of getting rid of it was with in a specialist verge, flail cutter and then possibly spraying it with glyphosphate.

**Action - Cllr Olley to obtain 3 quotations for the removal of Carex.**

#### **Annual play inspection report**

The Clerk reported that all areas were low risk.

#### **Review of Vision**

The Clerk reported that all of the Vision documents for the recreation and green space areas around the village were in the process of being reviewed.

The original vision for Liss Forest had been written by Cllr Nick Wilson in conjunction with the Liss Forest Residents Association (LFRA).

**It was agreed that Cllr Baldwin should liaise with the LFRA regarding a co-ordinated response to any changes they feel should be made to the vision.**

**Action - Any additional amendments to the vision to be sent through to the Projects and Funding Officer.**

#### **Table Tennis Table quotations and proposed locations**

The Projects and Funding Officer presented a range of different options for table tennis tables and bases, and informed the Committee about a subsidy available through the Ping in the Community scheme.

**Action – The Projects and Funding Officer to find out what colours the Ping in the Community tables come in, and how they are fixed to the ground.**

**Action – The Projects and Funding Officer to arrange a site visit to Newman Collard Park and Liss Forest Recreation Ground to determine the locations of the Table Tennis Tables.**

Members were in general agreement to proceed with the lowest quote from the three contractors for the 2 x concrete tables and bases, or to go with the Ping in the Community tables with the concrete

base supplied separately, sum unknown as yet, if the total came in at least £1,000 less.

### **34/F25 Riverside Walk (continued)**

#### Annual play inspection report

The Clerk reported that all areas were low risk.

#### Surfacing quotations

The Projects and Funding Officer informed the Committee that one quote had been received for putting more scalplings down to improve the damage done to the pathway at the Riverside Walk. It was agreed that the surfacing should be left at this point in time due to the cost of the works.

#### Review of vision

The Clerk reported that all of the Vision documents for the recreation and green space areas around the village were in the process of being reviewed.

**It was agreed that a section covering the Rivers Trust needed to be added to the Riverside Walk vision.**

**Action – Any additional amendments to the vision to be sent through to the Projects and Funding Officer.**

### **37/F25 Mill Road Community Garden**

#### Review of Vision

The Clerk reported that all of the Vision documents for the recreation and green space areas around the village were in the process of being reviewed.

**Action – Any additional amendments to the vision to be sent through to the Projects and Funding Officer.**

### **38/F25 Newman Collard Playing Fields Trust (NCPFT)**

#### Annual play inspection report

The Clerk reported that all areas were low risk.

#### Table Tennis Table quotations and proposed locations

The Projects and Funding Officer presented a range of different options for table tennis tables and bases, and informed the Committee about a subsidy available through the Ping in the Community scheme.

**Action – The Projects and Funding Officer to find out what colours the Ping in the Community tables come in, and how they are fixed to the ground.**

**Action – The Projects and Funding Officer to arrange a site visit to Newman Collard Park and Liss Forest Recreation Ground to determine the locations of the Table Tennis Tables.**

#### Vision

The Clerk reported that all of the Vision documents for the recreation and green space areas around the village were in the process of being reviewed.

Cllr Williams has drawn up a vision for the Newman Collard Park which she will share with the NCPFT.

**Action - Any additional amendments to the vision should to be sent through to the Projects and Funding Officer.**

**39/F25 Environmental projects**

**Wildlife boxes**

Cllr Olley reported that he had liaised with the Men's Shed regarding the building of wildlife boxes, but they were busy working on the Lower Green Allotment Shed.

*The meeting closed at 8pm.*

Date of next meeting – tbc 2026.

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

### **Riverside Walk –vision (January 2026)**

Liss Riverside Walk is a well-used path connecting Liss centre and Liss Forest. It has the status of a Public Footpath and Permissive Cycleway. The walk follows part of the old Longmoor Military Railway, dismantled in 1972 and now holds the status of a local nature reserve. The entire walk is divided into 10 compartments.

Compartment 10 (from the entrance on Station Road to just past the picnic and play area) is owned by and managed by Liss Parish Council (LPC) and covers approximately 1.2 hectares. There are 10 allotment plots growing fruits, vegetable and flowers covering an area of approximately 0.2 hectares. The remainder of the Riverside Walk (running to the junction with Forest Road) is the responsibility of East Hampshire District Council (EHDC). LPC works closely with EHDC to ensure a joined up management approach.

The Riverside Walk site is predominantly broadleaved deciduous woodland with the footpath dissecting the site and a small area of amenity grassland with picnic benches and a play area. The River Rother runs south to north throughout the woodland. The woodland is generally heavily shaded with high proportion of nettles alongside the footpath, limiting the opportunity for woodland flora to flourish. Invasive species such as Himalayan balsam and American skunk cabbage are present just outside of the site boundary. LPC is committed to the monitoring and removal of these plants as they spread rapidly and outcompete native species. A formal management plan is in place to tackle these.

The Riverside Walk is recognised for its great potential for informal recreation - walking and cycling in a natural environment. Dogs are welcome, but owners are expected to clear up after them and keep them under close control. LPC will continue to manage the Walk as a green and open space, offering an attractive and accessible place for those living in, or visiting the area, to enjoy the outdoors and nature. LPC is currently working to improve the path surface. LPC is also working with a group of volunteers – the Riverside Rangers – to enhance the entire length of the Riverside Walk, following completion of a License with EHDC to enable work on their land. This will involve path and bramble clearance.

LPC will look to maintain and enhance the 'green corridor' of the Riverside Walk, and try to mitigate against the detrimental effects that a long distance footpath can have on the environment. LPC is working to install bird and bat boxes. In addition, LPC will continue to support the conservation of the River Rother and flood alleviation in partnership with others.





6

## Mill Road Community Garden –Vision (January 2026)

Mill Road Community Garden is a public amenity space of approximately 0.5 hectares between Woodbourne Close and The Oval. The site is bordered to the north by a railway line with the remaining adjacent landscape consisting of housing. Hedgerows mark the boundary lines to the west, north and east, with Mill Road forming the southern boundary. Liss Parish Council (LPC) formally took over management of this previously unloved area of green space from East Hampshire District Council in Summer 2023.

Following consultation with local residents and using funding from developers, LPC transformed the site into a vibrant Community Garden and informal play area. Designed to be a socially inclusive and inviting open space, an accessible pathway links the surrounding housing to the road. The space offers informal recreation areas for all. Features include a natural play mound with tunnel, wildflowers, a trim trail, sociable seating, an information board, additional bins and a dog poo bag dispenser to encourage dog walkers to use the space responsibly.

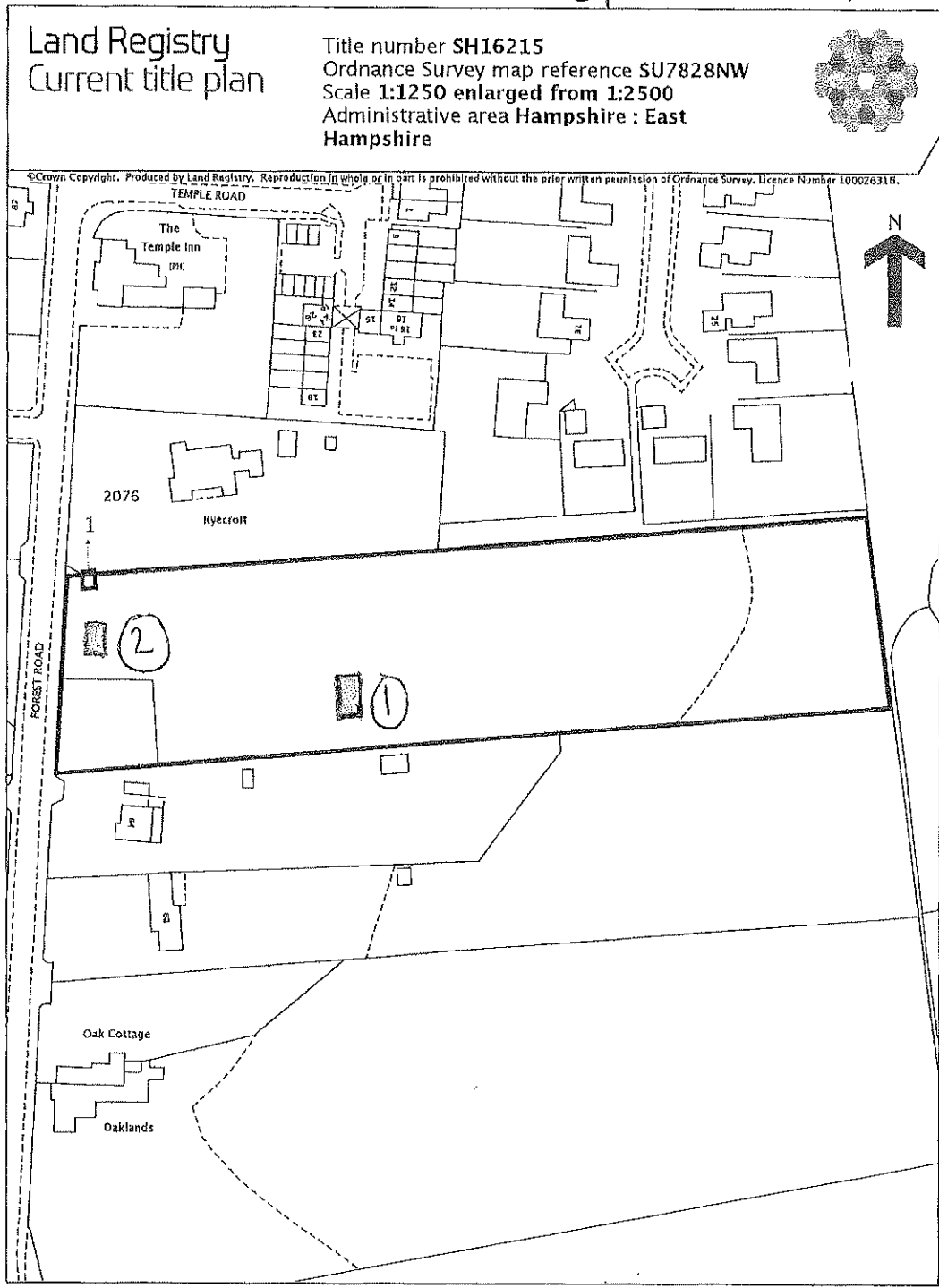
In partnership with The Hampshire Forest Partnership and The Tree Council, a Community Orchard, planted and maintained by volunteers, on site contains a variety of apple, pear, plum, medlar, damson and cherry trees. Additional non-fruit trees, including rowan, hornbeam and hazel, have been planted alongside a new hedgerow on the adjacent side of the Community Garden.

LPC will look to continue to develop the area in a way that increases its bio diversity –, bird and bat boxes will be added to complement the bug hotels, the wildflower meadow is managed to create a mosaic of habitat *and the creation of a spur from the Riverside Walk (the main green corridor in the village) to the allotment site at Kelseys (Mill Road).*



7

# Table Tennis Options : L F



Option 1 - no longer considered viable due to ground conditions

Option 2

This is a copy of the title plan on 30 MAR 2017 at 10:01:33. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.

This copy is not an 'Official Copy' of the title plan. An official copy of the title plan is admissible in evidence in a court to the same extent as the original. A person is entitled to be indemnified by the registrar if he or she suffers loss by reason of a mistake in an official copy. If you want to obtain an official copy, the Land Registry web site explains how to do this.

The Land Registry endeavours to maintain high quality and scale accuracy of title plan images. The quality and accuracy of any print will depend on your printer, your computer and its print settings. This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground.

This title is dealt with by Land Registry, Weymouth Office.



7

## **Liss Forest Residents Association and Liss Parish Council:**

### **Our Vision for Liss Forest Recreation Ground**

The Recreation Ground is an open space in the heart of Liss Forest on the main road, with houses on each side and bordered by trees and hedging. It is owned by Liss Parish Council (LPC) who manage it with the support of Liss Forest Residents Association (LFRA). This vision has been developed by LFRA in consultation with LPC and is subject to obtaining necessary funding from public authorities and other sources.

Our vision for the Recreation Ground is to ensure it remains a green and pleasant open space. One of the advantages of the Recreation Ground is the multi-functional and attractive area of open grass which is enjoyed by children, football players and dog walkers alike. It is the only public outdoor gathering space in Liss Forest. Our aim is to enhance the space whilst respecting its multi-functional use and natural look, whilst enhancing the range of activities which it offers and encouraging re-naturing and biodiversity.

It should be remembered that the Recreation Ground is situated in a residential area and has no off-road parking, lighting for night time use or an indoors facility such as a pavilion. It is therefore unsuitable for any enhancements which would encourage large groups (for example team sports), or late evening activity/noise.

However, we would like to be able to diversify activity on the site and make it appealing for different age groups and interests.

#### **Green space**

Any investment or change to the Recreation Ground shall first and foremost seek to minimize the impact on its intention and purpose as a natural, multi-use space.

#### **Children's Playground**

It will be a priority to maintain and continue to gently evolve the playground over time, to ensure it remains a fun and safe environment for under 12 children.

#### **Petanque Court**

We shall continue to protect the petanque court, which was relocated to this area following the development of its previous site in the grounds of the Temple Inn and which is popular with older adults.

#### **Basketball Court**

We recognize that the small area of hard standing is popular both as a basketball court and a multi-use surface, used by older children and teenagers, and adult fitness groups. We shall continue to maintain this area of hard standing and would consider proposals to enhance or possibly slightly enlarge it to enable more diversity of use, provided this does not exacerbate the current drainage and waterlogging issues.

#### **Football Goals**

The field is regularly used for football by children of all ages, including teens. However, there are two barriers to creating a permanent football pitch: size of the green and the problems with drainage which often make the football area waterlogged. LPC has therefore agreed the purchase of purpose built, moveable goal posts, like those recently installed at West Liss and Newman Collard, which will allow teams to site them on the most suitable part of the green. We note that the Recreation Ground previously had moveable posts which were popular, these became unsafe and were replaced several years ago by the fixed location ones you see today.

## **Furniture**

There are currently a small number of picnic tables and benches available for use. These require maintenance, which is undertaken largely by the local community. We would like to consider more seating or picnic tables but would need to be clear on the responsibility and maintenance thereof.

## **Drainage**

One of the most impactful improvements we could make to the Recreation Ground would be to enable its use all year round by improving the drainage throughout the rec including the wooded area at the back. Residents have tried to improve things to the rear of the wooded area by raising the ground level using compostable material from their gardens. This has provided some localized improvement but is not a satisfactory long-term solution. We have formed a group which includes the residents with significant land boundaries to the Recreation Ground, to work together with Liss Parish Council to come up with a long-term land drainage solution and to prioritise any investment required to enable this to happen. Responsibility for the ongoing maintenance of drains will need to be considered.

## **Nature Area**

In line with the drainage investment, we would like as a community to create a small nature area at the back of the recreation ground, to encourage local wildlife. Our intention is that this would be maintained by the community and could include a wildlife pond, natural planting, a woodland walk, and bird boxes. Ongoing maintenance and development of this area should be considered.

## **Future enhancements**

In reviewing Liss Forest's recreation provision we think that all age groups are catered for. However, we identified a small number of enhancements in provision, not already mentioned above and, following consultation with Liss Forest residents, we shall be seeking investment in:

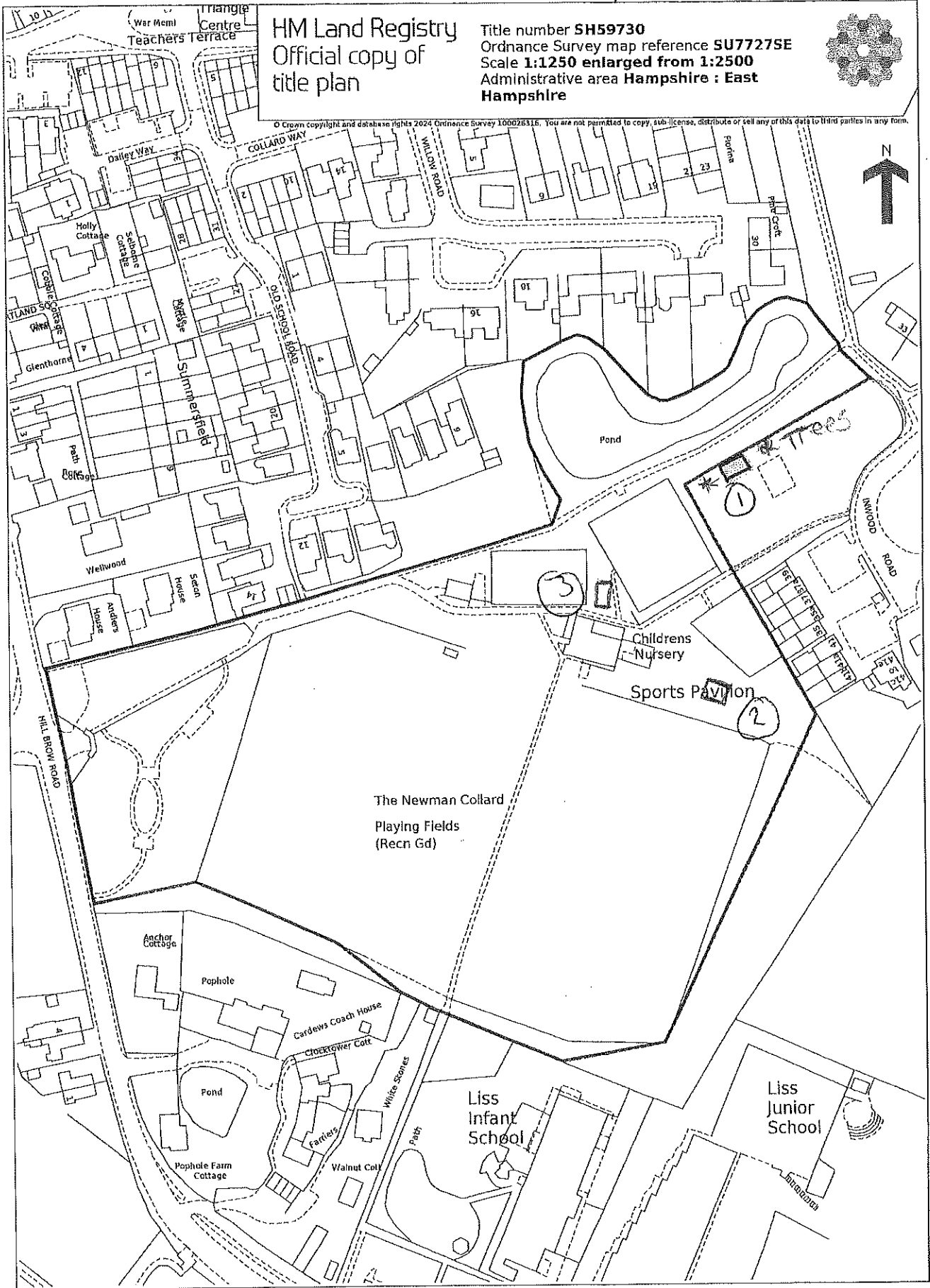
- Outdoor exercise equipment (subject to consulting on likely usage)
- An outdoor table tennis table
- Enhancement and possibly slight expansion of the basketball court (whilst preserving the green space and the look and feel of the recreation ground, but possibly enabling a second post to be erected or enhancing it in other ways).

In all this we will work closely with Liss Parish Council and other Liss Recreation Ground management groups including Newman Collard Playing Fields Trust to ensure complementary provision across the village, appropriate to the different settings. We are also considering ways of physically linking the sites through walking, running and cycling routes and wildlife corridors.

We are committed to continuing to consult local residents as future developments begin to take shape. We shall also work closely with other stakeholders and aim to co-design future facilities with relevant groups within the local community – for example, working with the Crossover youth centre and its members on designing informal recreational provision for older children and teenagers.

8

# Table Tennis Options: NC



This official copy is incomplete without the preceding notes page.

- Option 1 (LPC land)
- Option 2 (NC land)
- Option 3 (NC land)





## Newman Collard Playing Fields

### Our vision (January 2026)

Our aim is to continue to develop our site as a place of recreation, which is accessible and attractive to all users in a variety of ways, encouraging people to enjoy both formal and informal activities both indoors and outdoors.

The majority of the site is owned and managed by the Newman Collard Playing Fields Trust, although some parts are owned and managed by Liss Parish Council. In practice, the Trust and Council are committed to working closely together for the benefit of the community. This vision has been developed by the Newman Collard trustees in consultation with our main users and the Parish Council, in line with a joint strategy to improve and promote recreation facilities across the village. In recognition of the Council's support and our own aims, the Trust will maintain and develop its free-to-access and pay-to-play facilities to increase and diversify public participation.

The site is home to Liss Athletic Football Club and Newman Collard Tennis Club and hosts a range of organised activities which we shall continue to support and nurture. However, our intention is to diversify the range of available activities and make provision for more informal recreation. To this end, we intend to develop an all-season, all-weather multi-use games area (MUGA) and outdoor exercise equipment.

The MUGA will be of particular benefit to older children and young people who are a priority in the village recreation strategy. But it should, together with the exercise equipment, appeal to people of all ages, abilities and interests: for example, basketball, dodgeball, paddle- or pickle-ball; walking football for people with limited mobility; fitness activities for women and girls; five-a-side football, particularly when the grass pitches are waterlogged; exercise by parents after taking their children to school. We are also considering the creation of running and bike routes, we are planning a Recovery Group for people who have experienced a serious illness and we would be pleased to host after-school activities to complement the very active pre-school group who use our pavilion.

In addition, to enhance the overall recreation provision, the installation of table tennis has been agreed for Spring 2026 following positive feedback at the West Liss Recreation Ground.

Liss Men's Shed and Petersfield Karate are based at Newman Collard, and Liss Brownies, Liss Guides, Liss Runners also use our facilities. We shall continue to develop our pavilion and improve its facilities and accessibility. Following its major extension a few years ago, we have also made improvements to its internal and external lighting. We have redecorated, improved its storage facilities and extend the scope of its first floor. We would like to encourage a broader range of activities ranging from bingo to coffee mornings, cinema to craft markets, toy exchanges to holiday clubs; yoga to tai chi, though being mindful and avoiding unhelpful duplication of activities happening elsewhere.

Although the primary focus for the site is recreation – both formal and informal – we also aim to make the site more environmentally friendly, ranging from installing LED lighting, to planting wildflower banks, to creating nature trails. In implementing a plan to upgrade and improve our pond in Spring 2026 we will look for all sorts of opportunities for environmental improvements. We will contribute to the village's range of tree planting initiatives and seek opportunities to encourage pollinators. We will further develop the Memorial Garden, encouraging the involvement of volunteers.

We will pay close attention to people's health, safety and security. We will continue our programme of PAT testing and keep our compliance with COSHH and other regulations under review. We have recently uprated our security lighting and CCTV..

In all of this we will aim to complement activities elsewhere in the village, working collaboratively with partner organisations..

To enable us to achieve these developments we have recently strengthened our team of trustees. We will continue to do so and will keep under review the need for paid executive capacity, in addition to the support which Liss Parish Council and Men's Shed can give us, having regard to on-going maintenance as well as planning and implementing new projects. We will continue to research and apply for funding opportunities and encourage the involvement of volunteers.

We will promote the site to everyone, not just our regular visitors and users - for example, by installing sociable seating around the site so that people can experience and enjoy its recreational and environmental features. We are very keen to develop the site's social as well as recreational possibilities, encouraging villagers to see Newman Collard as a great 'destination'. This could include such things as developing an outside performance area or o. In promoting the site, we will encourage groups and individuals to suggest and offer to lead the implementation of new ideas and activities.

*To be shared Jan 2026 with NCPFT*