

SHEDFIELD PARISH COUNCIL

(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)

MINUTES OF THE OPEN SPACE COMMITTEE MEETING HELD 7.30 P.M. MONDAY 23 SEPTEMBER 2019 AT SHEDFIELD PAVILION

Present:

Parish Councillors: Margaret Jones
Stuart Jones
Arthur Reading (for Budgets only)
Linda Warren (Chair)
Clerk: Mrs Mandy Cooksley
RFO: Mrs Clare Hinton (for Budgets only)
Members of public: 0

36/19 **Apologies for absence** – Councillors Maria Robbie (Vice Chair) & Jane Warwick.

37/19 **Declarations of interest.** None.

38/19 **To approve the Minutes of the Meeting held 24 June 2019.** The Minutes were accepted as a true record of the meeting and signed and dated by the Chair as correct.

39/19 **Public participation** – none.

40/19 **Terms of Reference.** No changes required.

41/19 **Budgets 2020/2021 - Waltham Chase Rec, Provene Gardens & The Triangle.**

The Chair of Open Space and RFO had discussed and agreed the draft Budget, which had been distributed to all members prior to the meeting. The RFO reported that some codes had been amalgamated to simplify the descriptions. Additional maintenance of the aerial runway at Waltham Chase Rec has been added. -8% budget decrease was noted.

It was resolved to accept the budget as detailed.

42/19 **Waltham Chase Recreation Ground:**

- a. Gate/Height Barrier. JB Corrie installing 23/24 September 2019.
- b. Tree work. Jack Tosdevine had carried out essential work recently to an excellent standard; bark was topped up at the pedestrian entrance free of charge.

43/19 **The Triangle, Waltham Chase.** No issues to report.

44/19 **Provene Gardens, Waltham Chase.** No issues to report.

Charity Matters

45/19 **Shedfield Recreation Ground**

- a. Budget 2020/2021. The Chair of Open Space and RFO had discussed and agreed the draft Budget, which had been distributed to all members prior to the meeting.

Code 5300 Maintenance and marking has been amalgamated to include the annual maintenance required to ensure that the two football pitches comply with league standards; £920.00 JC Nicholson & Son.

Shedfield Parish Council grant increase was noted.

Revenue from hire of the pavilion left as 2019/2020, although an increase expected with extra use of pitches.

16.25% increase was noted.

It was resolved to accept the budget as detailed.

- b. Petanque Emergency Contact details. The Chair of Council, Councillor Margaret Jones, and the Chair of Open Space, Councillor Linda Warren, agreed to be contacts in the event of an emergency. **Action: Clerk.**

- c. Access to electricity supply. As agreed at Full Council 12 August 2019, Shedfield Petanque and MVC are to be supplied with a key to access the electricity cupboard. Permission was given for the Clerk to have keys cut and distribute accordingly. **Action: Clerk.**

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- d. Hire of facilities booking schedule. Despite the necessary cancellation of bookings due to ground maintenance work, bookings are healthy with numerous bookings already in place for 2020.
- e. Hire of facilities – charges. It was resolved that no increases would be applied but reconsidered once the pavilion improvements are underway.
- f. Football & Cricket pitch updates. The cricket pitch has been turned and work to the football pitches will be undertaken shortly.
- g. Annual maintenance of football and cricket pitches. Southern Ground Care and J C Nicholson & Son to share the maintenance, the cost of which has been incorporated into the budget.
- h. Proposal to purchase 9v9 goal posts. MH Goals to be instructed to supply and install, as agreed at the Extraordinary Meeting of Full Council 23 September 2019, at a cost of £2,166.72 inclusive of VAT, delivery and a 20% negotiated discount by Councillor Warren. **Action: Clerk.**
- i. Multi-Play Unit rope ladder. MP Services made safe, filing down rusted metal and taping off. One quotation received to supply and install a replacement rope ladder. Two further quotations to be obtained. **Action: Clerk.**
- j. Dog Waste Bag Dispenser location. To be installed by the main entrance gate, near the red dog waste bin. **Action: Clerk.**
- k. Entrance gate. Councillor Margaret Jones suggested a gate with height barrier be installed at the entrance to Shedfield Recreation Ground. After due consideration, it was resolved that this would be discussed further following refurbishment/extension of the pavilion.
- l. Cleaning of playground equipment/algae cleaner. Approval was given for the Clerk to purchase suitable algaecide. **Action: Clerk.**
- 46/19 **Shirrell Heath Recreation Ground & Allotment Gardens**
- a. Budget 2020/2021. The Chair of Open Space and RFO had discussed and agreed the draft Budget, which had been distributed to all members prior to the meeting. Shedfield Parish Council grant was noted. -2% budget decrease was acknowledged. It was resolved to accept the budget as detailed.
- b. Allotments:
- i. *Allotment Meeting*. A successful meeting with tenants had been held.
- ii. *Tenancy Agreement*. The paragraph “Use of barbecues is prohibited” to be removed. The Tenancy Agreement to be issued annually, with invoice, to serve as a reminder to tenants of their responsibilities. **Action: Clerk/Planning & Projects Officer.**
- c. See-saw vandalism. New handles were purchase from Vitaplay and fitted by MP Services.
- d. Dog Waste Bag Dispenser location. To be located inside the main entrance off Winters Road. **Action: Clerk.**
- e. Cleaning of playground equipment/algae cleaner. Approval was given for the Clerk to purchase suitable algaecide. **Action: Clerk.**
- 47/19 **Correspondence and items for the next agenda.**
- a. Email request to hold Thai Festival on Waltham Chase Recreation Ground. After due consideration, it was resolved that Waltham Chase Recreation Ground was not a suitable venue for this event; parking would be an issue and it lacks toilet facilities. **Action: Clerk.**
- 48/19 **Date of next meeting – 7.15 p.m. Monday 9 March 2020.**

With no further business to be transacted the Chair closed the meeting at 8.25 p.m.