



Wickham and Knowle Parish Council

Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 1st August 2024, 7pm

Committee members present:

Cllr Nic Holladay (Chair), Cllr Malcom Burt (Vice), Cllr Sheila Chambers, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Sandy Phillips-Lee, Cllr Loraine Rappé

In Attendance: Sophie Thorogood, Parish Clerk & RFO
Cllr Robert Broad
Cllr David Evans
2 Members of the Public

1. **Apologies for absence** – None
2. **Declarations of interest on Agenda:** None
3. **Public Session** – 2 members of public were in attendance.
4. **Minutes of the Meeting 20th June 2024**

RESOLVED: Minutes of the Meeting were approved and signed as a true record, proposed Cllr Manuel, seconded by Cllr Burt, and carried.

5. **Clerks Action Plan:** Noted.
6. **Business Manager update:** Noted. The Committee requested an update on income generated at future meetings. **ACTION: Clerk**

2 members of public were present to discuss agenda item 16 so the Chair moved the agenda order

16. To receive an update on the Glebe Working Party:

A member of the GWP gave an update on the current situation. Geoff Phillpotts met with WCC Archaeology to walk around the site. The WCC Officer was very enthusiastic about community archaeology projects that could be run on the site. Each dig would cost £10,000-£15,000. The Officer also liked local schools' involvement in the project.

The initial ecology survey has been carried out and the working party are awaiting the report. The company hired to carry out the survey were also enthusiastic about the site as they were not expecting to find anything exciting on it. They commented on the Ash tree in the middle of the Glebe which has die back and is potentially dangerous now.

Various costings are dependent on grant applications on grant that could happen in the future: Hedge-replanting to go along Southwick Road. Contractors may need to be hired to remove the brambles as not necessarily safe for volunteers to do the removal. The ecology company were pleased to hear about the Glebe was getting the oak trees.

Cllr N Holladay and Marc Ashton walked around the boundary with Croudace on 31st July and agreed on the boundary movement. This boundary movement will not happen on Monday 5th August to give residents time to adjust to the news.



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During the walkaround, it was discovered that Remus are not contracted to look after the Glebe. Croudace are responsible for finding a contractor to cut twice a year and take away. This has fallen aside. Nigel Blackman always used to do this work.

The Clerk asked the GWP if Croudace will pay to remove the diseased Ash tree and Marc Ashton replied yes. It is good for wildlife to leave a few metres of the trunk. Cllr K Holladay asked if the tree should be fenced off? Marc Ashton replied it is up to Croudace to do this. Cllr N Holladay is in regular contact with Croudace and will follow this issue up amongst others.

The issue of the lighting around the Glebe has been resolved and a letter is being drafted to deliver to the residents.

Cllr N Holladay thanked Cllr Chambers for stepping forward as the Parish Council representative to the GWP, that had been resolved during the Full Council meeting on 30th July.

17. For the Clerk to work with the Glebe Working Party:

Paul Burlingham wished to add a note of thanks to Cllr N Holladay & Cllr Manuel for their perseverance on getting the correct lighting bollards installed on the site.

The GWP would like to work with the Clerk to request indicative figures on accessibility work around the site. Paul explained briefly the work that is needed on obtaining quotes for regarding gate access, new seats, new paths etc. as well as access to the important archaeology on the site.

The Clerk asked who is paying for the work; the GWP replied that it will be funded by the Heritage Lottery Fund, but parts would be asked for match funding. Only £40,000 maximum available for whole project.

A discussion was had about the use of wood to install the gates and access points; looking at tanalised soft wood and oak. Cllr Chambers gave a word of warning that a new gate the Parish Council installed at the Cemetery was stolen.

The Clerk asked about the deadline the GWP are working towards and the possibility of meeting on site at the end of August to look at the site and work needed. ACTION: Clerk to arrange this site meeting with the GWP.

RESOLVED: That the Clerk work with the GWP to obtain quotes for access gates from September onwards, as proposed by Cllr N Holladay, seconded by Cllr Chambers and carried.

18. Informal parking arrangements between School Road and the Glebe:

The Clerk had circulated a copy of the original S106 boundary map that clearly showed that area of land WILL become Parish Council land. Cllr Burt informed those present that he has spoken to the resident already through other means and the resident wants to work with the Parish, and is willing to remove her vehicles.



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The GWP have a potential design for access at the gate. There will be no need for a disabled parking space, the gate will need to be placed far enough back for a tractor to swing in and then unlock to access the Glebe site.

RESOLVED: to authorise the Clerk to work with GWP and seek legal advice for granting permission to the Council tenants in a formalised agreement, as proposed by Cllr N Holladay, seconded by Cllr Chambers and carried.

The 2 members of the GWP left the meeting at 7:45pm and the agenda returned to number order.

Knowle

7. Tree survey at Knowle Village green:

Since circulating the quote for the tree survey to the Committee, WCC had contacted the Architects responsible for the KVH extension requesting amended parking plans and a tree protection plan. The arboriculturist provided a quote over email in time for the meeting. If the re-submitted documents are not given to WCC by 10th September, the Council will need to pay for the planning submission a second time. In light of this financial risk, it was decided to accept this two-part quote, along with accepting the cost of a topographical survey and additional architect's fees for the re-submission work.

RESOLVED: to accept the quote from Arbor-Eco Consultancy of £700 for a visual tree assessment of Knowle Village Green and £550 for a tree protection plan and method statement, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried. The funding for the tree survey will be taken from the tree work nominal, all other costs to be funded from the Knowle Village Hall earmarked reserve.

8. Tree work to Knowle Village Green:

3 quotes were sought for work to the 22 trees bordering the edge of KV Green and Knowle Avenue, as the branches are all growing into the highway.

Quote 1 - £4,875

Quote 2 - £1,250

Quote 3 - £1,700

RESOLVED: to accept quote 2 from JN Tree Care Ltd for tree work to KV Green, as proposed by Cllr Rappé, seconded by Cllr Manuel and carried.

9. Victoria Mews play area fencing repairs:

A quote from Siam Landscapes for repairs to the damaged fencing at Victoria Mews was circulated with the meeting papers.

RESOLVED: To accept a quote of £500 + VAT for fencing repairs, as proposed by Cllr Phillips-Lee, seconded by Cllr Chambers and carried.



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11. Increased pricing delay request from the Flyers:

The Committee resolved to increase hiring prices for all KVH regular hirers from 1st October. The Flyers group had requested to delay introduction of the increased charge by a full year.

RESOLVED: To deny this request with all regular hirers' increased hiring charges implemented on 1st October, as proposed by Cllr K Holladay, seconded by Cllr Phillips-Lee and carried. ACTION: Clerk to inform Flyers of the Committee's decision.

12. Request for mobile pizza van to return to KVH and review hiring charges

The Clerk discussed the request for the pizza van to return for August and September with the Committee. The Committee was concerned that if this was the same pizza van as previous years, there had been many problems and the Council would not want the same vendor to return.

RESOLVED: To deny the request for a mobile pizza van to return to KVH for August and September 2024, and request they submit their business plan and request much earlier in 2025 to return in Summer 2025, as proposed by Cllr N Holladay, seconded by Cllr Phillips-Lee and carried. ACTION: Business Manager to turn down the request.

Wickham

13. To consider 3 quotes for safety surfacing replacement underneath Titan Swing

The safety surfacing is appearing as a hazard on the play inspection report for the Wickham Recreation Ground play area. However, the piece of equipment was installed in an area that impacts the football matches played on the ground. There is a reasonable chance that these pieces of equipment could be moved elsewhere in the Parish to make it safer to play football on the Recreation Ground, and the Committee felt it was therefore not wise to spend money replacing safety surfacing in this instance.

RESOLVED: to not replace the safety surfacing underneath the Titan Swing on the Recreation Ground, and ask the Grounds Contractor to make the surface as safe as possible within current conditions, as proposed by Cllr N Holladay, seconded by Cllr Burt and carried.

14. To consider a request to sponsor Wickham Cricket Club:

RESOLVED: to follow up the sponsorship in time for the 2025 season, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried.

In light of the connection between agenda items 10, 15, and 21, the Chair decided that these items would be discussed together.

10. Hants FA Pitch Inspection for Knowle and agree action plan:

15. Lysander Meadow drainage project and action plan for Hants FA Pitch inspection for

Knowle:

The drainage project for Lysander Meadow is scheduled for August which is the driest month. The Biodiversity Officer at WCC is happy with the re-drawn plans for the drainage ditch and the reduced impact on the orchids.



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With regards to the pitch inspections, Knowle is rated as 2/5 – poor, Wickham is rated as 3/5 – good. The Committee discussed potential future action plan and it was decided to draw up a sports pitch strategy for facilities on Knowle pitches. **RESOLVED:** for Cllr Manuel to work with Cllr N Holladay to begin working on a sports pitch strategy for Knowle pitches, and to engage Southern Ground Care for advice on what improvement work could be carried out to sports pitches in both Wickham and Knowle in advance of the 2024 football season, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.

20. Hiring charges for Parish football and MUGA pitches:

The Business Manager had reviewed other local pitch hire fees and a comparison was included in the document pack. It was decided that the Council’s fees are comparable and there is no justification to increase prices for this year.

19. To receive an update on the Mill Lane project:

Cllrs N Holladay and Manuel are meeting with Deacon Designs on 20th August in their Wickham office to see the initial concept design and will feedback to the Committee in the September meeting.

21. Recent correspondence/ reports from meetings attended of relevance to this Committee: Nothing to report.

23. CONFIDENTIAL: Grounds Maintenance Contract Invitation to Tender (ITT)

The Clerk had circulated the draft documents to the working party (Cllrs N Holladay, Burt and Rappé). Discussions were had regarding the option to allow the contract to be split into Wickham and Knowle or wishes for companies to tender as 1 contract only.

RESOLVED: To publish the Grounds Maintenance Contract Invitation to Tender (ITT) as 1 single Parish-wide contract, as proposed by Cllr N Holladay, seconded by Cllr K Holladay, and carried with abstention by Cllr Phillips-Lee, and Cllr Rappé and Cllr Manuel voting against. ACTION: Clerk to publish the ITT on the Contracts Finder website on 2nd August 2024.

Meeting Closed, 9:45pm

Signed.....

Date.....