



Wickham and Knowle Parish Council

Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 16th January 2025, 7pm

Committee members present:

Cllr Nic Holladay (Chair), Cllr Malcom Burt (Vice), Cllr Sheila Chambers, Cllr David Evans, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Lorraine Rappé, Cllr Ben Sawyers

In Attendance: Sophie Thorogood, Parish Clerk & RFO
5 Members of the Public

1. **Apologies for absence** – none.
2. **Declarations of interest on Agenda:** None declared.
3. **Public Session** – 5 members of public were in attendance. One member of public wished to speak to voice concerns that the website is not fit for purpose and that document packs and draft minutes are not being loaded regularly enough. Cllr Manuel and the Clerk replied that the Council's policy has been to only publish minutes once approved, and that there is no legal requirement to publish document packs, but that they are always available by emailing the Clerk.

The member of public also expressed concerns about the proposed size of the Wickham Recreation Pavilion and asked if the drainage will be ok for the new building. Also expressed concerns that the new pavilion includes an office space whilst the Committee are considering quotes to increase office space at Knowle Village Hall. Cllr N Holladay, Cllr Manuel and the Clerk reassured the member of public that the drainage improvements on Lysander Meadow have made a significant difference to the pitch drainage and therefore no impact to the new building, and encouraged the member of public to load a comment to the WCC planning portal against the application if they have concerns over the proposed building. The Clerk explained that the increase in office space at Knowle Village Hall is needed to enable the Parish Council team to expand from April 2025.

Cllr Chambers arrived 7:02pm.

4. Minutes of the Meeting 21st November 2024

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

5. **Glebe Working Party:** Three members of the GWP were present to give a verbal update to the Committee.

The preliminary application to the National Lottery Heritage Fund for the Glebe Open Space was successful and the reply had been included in the document pack.

A brief meeting was held between the GWP, Cllr N Holladay and the Clerk to agree location of vehicular access gate from School Road. Discussions were then held regarding the lease for the open space, the transfer of play area.

6. GWP Resident's Consultation:

The working party had provisionally booked a room at the Wickham Community Centre for a resident's consultation but it was discussed and agreed to postpone this and hold a joint Mill Lane and Glebe Open Space consultation.



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The GWP members will write text to be included regarding the Glebe Open Space, and another member will work with the Clerk to download maps from the digital mapping software the Parish Council has a licence for.

ACTION: Cllr N Holladay and the Clerk to continue putting pressure on the relevant parties to push forward the land transfer and lease for both the Open Space and the play area.

Due to members of public in attendance, the Chair agreed to bring agenda item 16 forward

- 16. Tennis Courts re-surfacing:** The Tennis Club have instructed a condition survey of the courts which has highlighted they both need resurfacing within the next 6-18mths. The condition report had been included in the document pack.

The Tennis Club Chair was present at the meeting and advised that there have been a few injuries due to the surface and it should not be left for another financial year. The agreement signed in 2017 needs reviewing, but states Court and Floodlights is Council's responsibility, and the Clubhouse is the Tennis Club's responsibility.

ACTION: Cllr K Holladay, Cllr Evans and Tennis Club Chair to review Tennis Club agreement

Cllr K Holladay commented that the courts were built in 2011 with a predicted life of 8-10years so already longer than expected. The courts have not been on the maintenance register.

It is anticipated that as the work will cost circa £30,000, the project will need to be placed on contracts funder. **ACTION:** The Clerk to work with Cllr Evans, Cllr K Holladay and Tennis Club Chair to create a tender document for next Committee meeting.

4 members of public left 8:08pm

- 7. Clerk's Action Plan:** Noted. To add in play area review. Cllr Sawyers offered to help visit all play areas.

- 8. Business Manager Action plan:** Noted.

- 9. Quotes to convert ladies' toilets into an extra office:** 3 quotes had been received and circulated with the document pack.

Quote 1 - £5,720 ex VAT

Quote 2 – 10,121.67 ex VAT

Quote 3 - £16,500 ex VAT

RESOLVED: To recommend to Full Council to accept quote 1 from RM Carpentry and Building for £5,720 ex VAT, to recommend to Full Council to approve a budget of £1,000 to cover all associated extra desk costs and to make a recommendation to Policy & Finance Committee to approve a virement from reserves for maximum £7,000, as proposed by Cllr Manuel, seconded by Cllr Evans and carried. **ACTION:** Clerk to request references from the contractor.

- 10. Remedial re-surfacing Knowle MUGA:** although 3 quotes had been received, they were for patch re-surfacing and it is felt that it would be better for full re-surfacing. **ACTION:** Business Manager to seek 3 quotes for next Recreation meeting.

- 11. Softball pitch at Knowle:** A softball team in Fareham have requested to use the pitch furthest away from the hall for a trial in summer of 2025, before moving permanently in 2026. Although there was some support from Councillors, this pitch is unavailable during the summer as it is used as the Village Green when football stops in April. **ACTION:** Business Manager to liaise with the team in case the pitch nearest the hall could be used instead.



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12. Wickham Primary school mini-bus: Cllr Rappé discussed concerns over the insurance aspect of the Primary School using the KVH car park. **ACTION:** The Clerk to look into the insurance issues.

13. L&S Social Value Project in Knowle: The Clerk gave an update on the social value project being planned in Knowle by L&S Waste. Date still to be confirmed.

14. Update on Wickham Recreation Pavilion project: Cllr N Holladay and the Clerk provided a verbal update on the project. A meeting was held with the land agent for the Rookesbury Estate and the Council has been updated that the family are in support of the plans. The planning permission was submitted on 10th December and the application is now live, closing on 30th January.

15. Wickham Skate Park: The Clerk has met with an Officer from HCC Estates Department who has confirmed that the trees were last surveyed 2 years ago and all necessary tree work has been carried out. Therefore remaining trees are deemed safe and any tree work will not be paid for by HCC. The Parish Council can approve to pay for the work from Parish funds, and the HCC Officer will authorise the work as long as the contractor has £10million of Public Liability Insurance.

The Clerk has been able to seek 2 quotes so far for the work, a 3rd will be requested.

RESOLVED: To delegate to the Clerk to make a decision on the quotes once a 3rd has been received, as proposed by Cllr Rappé, seconded by Cllr N Holladay and carried.

17. Mill Lane update: As per minute 14, Cllr N Holladay and the Clerk had met with the land agent for the Rookesbury Estate and the concept design has been emailed to the family.

18. Consultation Exercise for Mill Lane project: Quotes had initially been received from 2 sports consultant companies at £9K and £28K. After the successful Neighbourhood Consultation, Smart Marketing had been approached for a quote for a combined Mill Lane & Glebe Open Space Consultation which was calculated at roughly £1,500-£2,000.

Using a professional agency to do a 3 pronged approach involving a paper survey, an online survey and in person consultation was preferred by the Committee.

ACTION: Clerk and Cllr N Holladay to firm up details with Smart Marketing to bring back full details to next Committee meeting. Cllr Manuel to request a quote from Deacon Designs to draw up a 2nd option for the country park design with sports pitches overlaid.

19. Draft Sports Pitch Strategy: Subject to adding in Recreation Ground play area section and restrictions on pitch use in the Summer at Knowle, the document is now approved. The document to be reviewed every 2 years; next review due January 2026.

RESOLVED: to recommend to Full Council to approve the Sports Pitch Strategy, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.



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20. Recent correspondence/ reports from meetings attended of relevance to this Committee:

- 20.1 New football teams at Knowle email: Adult football is not permitted at Knowle, but the youth team could be accommodated. **ACTION:** Ask team to contact Business Manager to arrange potential dates.
- 20.2 Request for a dog access gate: A resident has asked the Committee to consider adding a dog access gate next to the stile between the 2 pavilions on the Recreation Ground. Whilst the Committee are sympathetic to the resident, the vehicle access is approximately 90m away and dogs can use this gate. The request was therefore turned down.

Meeting Closed, 9:48pm

Signed.....

Date.....