



Wickham and Knowle Parish Council

Recreation Committee

(Chair Cllr Nic Holladay **Members:** Cllr Malcom Burt (Vice-Chair), Cllr Sheila Chambers, Cllr David Evans, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Loraine Rappé, Cllr Ben Sawyers

Dear Committee Member

I hereby give you notice that a meeting of the **Recreation Committee** will be held at **Knowle Village Hall, PO17 5GR** on **Thursday 21st November 2024 at 7pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk, except where classified confidential.

Agenda item	Title	Lead	Page
1.	To receive apologies for absence	Chair	-
2.	To receive declarations of interest on agenda items	Chair	-
3.	Public Session	Chair	-
4.	To approve the minutes of the meeting held on 24 th October 2024	Chair	3-6
5.	To receive an update on the Glebe Working Party	GWP	7-17
6.	To receive the Clerk's Action Plan and updates on matters arising	Clerk	18
7.	To receive Business Manager's Action Plan and updates on matters arising	Clerk	19-20
Knowle Village Hall			
8.	To receive an update on the Village Hall extension project following planning permission being granted	Chair	Verbal
9.	To consider quotes to clean the kitchen extractor fan	Clerk	21-27
10.	To consider quotes to convert the ladies toilets into an extra office for future expansion of the Parish Council team	Clerk	To follow
11.	To discuss the 6 month review of the Village Café	Chair	Verbal
Wickham			
12.	To receive an update on the replacement Wickham Recreation Pavilion following decision by Policy & Finance Committee to approve a quote to submit the project for planning permission	Chair	Verbal
13.	To consider a quote to install a Smartaccess pedestrian gate to the Wickham MUGA and make a recommendation to Full Council	Clerk	Verbal
Mill Lane			
14.	To receive an update on the Mill Lane project	Chair	Verbal
15.	To approve the briefing document for WCC towards change of use of the Mill Lane site from sports pitches	Chair	28-51
16.	To consider getting up to date quotes for a consultancy exercise with residents for the Mill Lane site in early 2025	Chair	Verbal
Other			
17.	To approve the proposed pitch improvement strategy for the Parish and recommend to Full Council	Chair	52-56
18.	Recent correspondence/ reports from meetings attended of relevance to this Committee	Clerk	To follow

Confidential			
19.	Motion for confidential business The following motion will be moved on the completion of the above business: "That in view of the confidential nature of the business about to be transacted involving sensitive business, the public and the press be temporarily excluded, and they are instructed to withdraw."	Chair	-
20.	To discuss the shortlisted Grounds Maintenance Contract tenders and make a recommendation to Full Council for the preferred contractor	Chair	To follow

Sophie Thorogood
Clerk and RFO to Wickham and Knowle Parish Council
clerk@wickhamparishcouncil.org
17th November 2024



Wickham and Knowle Parish Council

Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 24th October 2024, 7pm

Committee members present:

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

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

1. **Apologies for absence** – Cllr Craig Manuel had sent his apologies. Cllr Sandy Phillips-Lee has resigned from the Committee.
2. **Declarations of interest on Agenda:** Cllr Burt declared an interest in item 23 and will be abstaining from the vote.
3. **Public Session** – 3 members of public were in attendance.
4. **Minutes of the Meeting 19th September 2024**

RESOLVED: Minutes of the Meeting were approved and signed as a true record, proposed Cllr N Holladay, seconded by Cllr Evans and carried with abstentions from Cllr Rappé and Cllr Sawyers.

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

The working party asked the Committee to consider granting permission for preliminary application to be made to the National Lottery Heritage Fund for the Glebe. This would not be committing the Parish Council to anything and would give the GWP an indication whether or not a full grant bid would be approved in the future. Detailed costings are not required for the pre-app.

The Clerk asked if this request could wait for approval at Full Council meeting on 5th December. The GWP explained that this is too late and a solution was discussed. **ACTION:** The Clerk to email the Council Chair, currently on holiday, for approval to submit a pre-app.

Cllr N Holladay gave a brief update on other outstanding issues at the Glebe; the bollards are waiting for SSE to connect them. The variation to the S106 is in Croudace's hands. The draft lease has been sent to the Council's Solicitors; **ACTION:** the Clerk to chase this.

6. **Clerk's Action Plan:** Noted. **ACTION:** The Clerk was asked to seek a price for a tree survey of the Wickham Recreation Ground as there is an ash tree in particular causing concern.
7. **Business Manager Action plan:** Noted.

Cllr N Holladay congratulated the Business Manager for her hard work in increasing bookings and therefore revenue for Knowle Village Hall. The Committee asked for changes in the future to the reporting of the income for the hall and sports facilities to include graphs and percentage usage. This will be actioned by the Clerk as workload permits.



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8. Knowle tree work: 3 quotes had been included in the document pack.

Quote 1 - £4,600 + VAT

Quote 2 - £4,180 + VAT

Quote 3 - £6,750 + VAT

RESOLVED: to recommend to Full Council to accept quote 2, from JN Tree Care Ltd for £4,180 + VAT, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried.

ACTION: The Clerk was asked to request JN Tree Care to proceed with the TPO applications to Winchester City Council in advance of Full Council approval for the financial cost of the work due to the 8 week turnaround in application time.

9. Quotes to move the fire alarm panel (see item 10)

10. Quotes for remedial emergency lighting repairs: The Council had previously received quotes from Firecare for this work. During the Fire Risk Assessment, the company offered to quote for these two pieces of work as a comparison.

RESOLVED: To accept quotes from Mid Hants Fire Protection to move the fire alarm panel from the Parish Office into the hallway at £600 and to carry out remedial emergency lighting repairs to Knowle Village Hall for £230, as proposed by Cllr N Holladay, seconded by Cllr Evans and carried.

11. Electrician Installation Condition Report (EICR) for Knowle Village Hall: During the Fire Risk Assessment, it was discovered that the EICR could not be found for the hall. 2 quotes had been found for the work.

RESOLVED: To accept the quote of £480 from Voltex Electrical for the EICR of Knowle Village Hall, as proposed by Cllr N Holladay, seconded by Cllr K Holladay and carried.

12. Quote for sanding and resealing sports hall floor: The Business Manager has received complaints about the quality of the floor from some of the hirers. Advice was sought about maintenance that could be carried out. It was discovered that the floor should be being maintained every 3 years and the work has not been carried out for 9 years. The quote was from a specialist flooring company.

Cllrs expressed concern that only 1 quote has been sought and the loss of income from closing the hall for a week. **ACTION:** The Clerk to request more information about scheduling and temperature conditions needed for drying the varnish.

RESOLVED: To recommend to Full Council to accept a quote of £4,800 from RG Floor Services for sanding and resealing the sports hall, as proposed by Cllr N Holladay, seconded by Cllr K Holladay and carried.

13. Free hire for a charity pickleball event: The Business Manager is organising a 12-hour overnight pickleball event to raise money for Ickle Pickles, a national charity who provide equipment to neonatal units. The request is for the Parish Council to offer free hire to the group so that the 12-hr cost is instead donated to the Charity.

RESOLVED: To approve free use for charity pickleball event at Knowle Village Hall, as proposed by Cllr Burt, seconded by Cllr Sawyers and carried.



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14. Lysander Meadow drainage project: The drainage project was completed in early October. The contractor hit sand at 12 feet down. The ditch began working before the drainage installation was complete. Remedial work to damage caused by the contractor in accessing Lysander Field between the goal line and Manor Close boundary was carried out. The Council will continue to monitor pitch conditions for a few weeks before the invoice for the work is paid.

15. To receive an update on the Wickham Recreation Pavilion: The final architect's plans were circulated with the document pack. The Committee were pleased with the final layout, the only change requested being to change the name from "disabled changing" to "accessible changing". **ACTION:** Clerk to request this name change with the Architect.

Cllr K Holladay asked about grants; the Clerk confirmed that the layout of the new pavilion is FA compliant so the Council would be able to apply for grants from the FA.

RESOLVED: It was proposed to accept the new design for the Wickham Recreation Pavilion and move to the next stage of the project, as proposed by Cllr N Holladay, seconded by Cllr Evans and carried.

16. Smartaccess pedestrian gate for the Wickham MUGA: The Clerk had obtained a quote for a new pedestrian gate to be installed next to the current double gate as requested by the Committee. **ACTION:** The Committee were concerned at the high cost and asked the Clerk to research recommendations from other Councils about the software and keypad, particularly focusing on tamper evidence. Item deferred to next meeting.

17. Tennis court cleaning: Item deferred.

18. Mill Lane update: Cllr N Holladay gave a brief update to the current state of the project. As requested, the Council submitted an objection to the Winchester City Council Local Plan Regulation 19 process with regards to sports pitches at Mill Lane.

19. Approval of briefing document regarding Mill Lane site: Cllr N Holladay's draft document assessing the financial implications of installing sports pitches at Mill Lane had been circulated for comments with the document pack. Cllr Sawyers wished to have his views noted that the site (however it is eventually configured) needs more parking and is a good opportunity to increase parking provision within the village. It was agreed for the Committee to feedback to Cllr N Holladay regarding the document and to approve a final version at the next Committee meeting.

20. Draft Sports Pitch Strategy: Comments were invited on the draft playing pitch strategy document for the next Committee meeting, particularly from Knowle Parish Councillors.

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

- Barbastelle Walk play area bin – The Clerk to ask Siam Landscapes to turn the bin 90 degrees to enable more regular bin emptying. Situation to be monitored and reviewed.
- Rotten elephant play equipment in Victoria Mews – Clerk to ask Siam Landscapes to remove the elephant in entirety.
- Water Meadows grounds maintenance – the request from PC Garden Contracts to continue to maintain the Water Meadows should be discussed by the Water Meadows Committee. The Clerk to add to next Committee meeting scheduled for January.



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22. Confidential session.

23. Grounds Maintenance Contract tenders: From over 30 expressions of interest in the project, 5 tenders were received by the deadline. These were circulated to the working party for review and scoring.

- Quote 1 - £71,987.04
- Quote 2 - £220,17.07
- Quote 3 - £89,805.00
- Quote 4 - £94,104.00
- Quote 5 - £71,232.62

The 5 tenders were scored as per scoring agreed within the Invitation to Tender document.

RESOLVED: It was proposed to shortlist the tenderers behind quotes 1, 3 and 5, and invite them to site visits in November, as proposed by Cllr N Holladay, seconded by Cllr Evans and carried with an abstention by Cllr Burt.

Meeting Closed, 9:23pm

Signed.....

Date.....

GLEBE WORKING PARTY (GWP)
MINUTES OF THE MEETING OF 13TH NOVEMBER AT BLACK COTTAGE

Present:

Mark Ashton (MA)	Chair	
Paul Burlingham (PB)	Wickham Society	Secretary
Sheila Chambers (SC)	Parish Council	
Geoff Phillpotts (GP)	Wickham History Society	

Apologies: Astra Hughes

1. MINUTES OF THE LAST MEETING

The minutes of the last meeting were approved.

2. MATTERS ARISING FROM ACTION POINTS AND OTHER MATTERS ARISING, NOT COVERED IN THE AGENDA

I. Proposal to the PC for a pre-bid enquiry

This was received and supported by the PC Rec. Committee. It was referred on to the Chair of the PC who has since approved it. The proposal was submitted to HLF on 13/11/24 and acknowledged. The HLF managers aim to give feedback within 10 working days i.e. by the 27th November.

II. Formatting documents

AH has formatted the proposal to the PC and we are grateful for her input, which improved the presentation and readability of the document.

III. Disappearance of the logs at the northern access point to the Glebe

MA has liaised with Nigel Blackman concerning aspects of the Glebe, mentioned in the management plan produced by Arcadia. The issue of the logs wasn't covered. This is something for the future.

MA will query the disappearance of the logs when he next liaises with Nigel Blackman.

IV. Action plan

See item 6 below.

V. Continue to liaise with Nic Holladay on the current and future work of the GWP

MA is liaising with Nic Holladay on an ongoing basis.

3. PARISH COUNCIL UPDATE

PB will update the contractors' spec for access gates to School Road and forward this to the Clerk.

Councillor David Evans, and others on the PC Rec. Committee, mentioned the possibility of applying to other bodies for grants for the Glebe. The GWP is aware that there may be a need to make other applications for funding and is keeping this under review, pending the response from the HLF managers.

4. PRELIMINARY LOTTERY BID FORM QUESTIONS AND ANSWERS

A copy of the document was received and discussed.

PB will forward this document to the Parish Clerk to be circulated to members of the Rec. Committee.

The length of the forthcoming lease was discussed as verification of this will be required by the HLF. **PB will write to the Parish Clerk to request that MA be given sight of the draft lease to confirm its length and to give an opportunity for him to provide feedback before it is signed.**

Croudace's proposal for a second phase of development were also discussed. This may include a proposal to install an additional hoggin path through the Glebe.

PB will write to Croudace requesting a copy of the plan for their phase 2 development, which was recently shared by Croudace at a public consultation event at the Wickham Centre, to ascertain any impact on the Glebe.

5. HLF COSTINGS (TABLE 1)

A copy of the document was received and discussed.

PB will forward this document to the Parish Clerk to be circulated to members of the Rec. Committee.

6. DRAFT ACTION PLAN

The draft action plan was discussed and updated.

PB will forward this document to the Parish Clerk to be circulated to members of the Rec. Committee.

7. ANY ISSUES REGARDING RECENT USE OF THE GLEBE

The Glebe has not been mown this year and safety work on diseased ash trees has not been carried out. Nic Holladay has brought this to the attention of Croudace. Local residents, living on School Road have expressed concern about the future of the Glebe and potential loss of privacy. It was agreed that a public engagement event, would be beneficial, when the PC has approved the final bid.

MA will liaise with Nic Holladay regarding the possible timescale for a public consultation event.

8. NEXT STEPS

MA will obtain information regarding whether council house tenants are allowed to install a vehicle hard standing area to the front of their house and to also to ascertain the process whereby a council tenant may obtain permission to have a drop kerb installed.

9. DATES OF THE NEXT MEETING

The GWP will meet at 7.30pm on Tuesday 3rd December at Black Cottage.

PB 14.11.24

Glebe Working Party

Action Points from the meeting held on 13th November 2024

Number	Action point	Who?
1	Query the disappearance of the logs with Nigel Blackman.	MA
2	Update the contractors' spec for access gates to School Road and forward this to the Clerk.	PB
3	Forward the pre-bid enquiry form to the Parish Clerk to be circulated to members of the Rec. Committee.	PB
4	Write to the Parish Clerk to request that MA be given sight of the draft lease to confirm its length and to give an opportunity for him to provide feedback before it is signed.	PB
5	Write to Croudace requesting a copy of the plan for their phase 2 development, to ascertain any impact on the Glebe.	PB
6	Forward the HLF costings table to the Parish Clerk to be circulated to members of the Rec. Committee.	PB
7	Forward the draft Action Plan to the Parish Clerk to be circulated to members of the Rec. Committee.	PB
8	Liaise with Nic Holladay regarding the possible timescale for a public consultation event.	MA
9	Obtain information regarding whether council house tenants are allowed to install a vehicle hard standing area to the front of their house and to also to ascertain the process whereby a council tenant may obtain permission to have a drop kerb installed.	MA

Glebe Heritage Lottery Bid

Draft Action Plan Version 3

13.11.24

All suggested dates in this action plan are approximate and provisional. The aim is that any HLF funding should reach the Parish Council as soon as possible after the commencement of the lease agreement.

Action	Who	Notes
1. Approve the pre-bid enquiry proposal	PC	✓ achieved
2. Draft & Submit outline pre-bid enquiry	BSG	✓ achieved
3. Review feedback & amend bid proposals as necessary.	GWP	Feedback expected 27/11/24
4. a) Share papers on plans, measurements and up-to-date technical specs for contractors for all groundwork: <ul style="list-style-type: none">• Access / accessibility (Gates, paths, viewpoints, other seating area)• Ground markings (Aisled Hall, Georgian Manor House) b) Share paperwork on any estimates already obtained.	PB/GP	GWP 3/12/24
5. Obtain quotes for: <ul style="list-style-type: none">• Access / accessibility (Gates, paths, viewpoints, other seating area)	Parish Clerk	January 2025
6. Produce and agree final bid	BSG/GWP	January 2025? This and following dates

		dependent on PC 2025 calendar
7. Submit outline bid to Rec. Cttee for approval and propose a public consultation event, funded by 106 agreement funding.	GWP	Jan 2025?
8. Approve outline bid for consultation	Full PC	Feb 2025?
9. Plan and carry out a public consultation to assure community support	BSG/GWP/ Parish Clerk	Early March 2025?
10. Analyse responses, review the bid in light of responses, and reference community support in final bid application, submit analysis of community consultation feedback and any amendments to bid proposal to the PC Rec. Committee.	BSG/GWP	Late March 2025?
11. Secure letters of support, including from Tracy Matthews, HIOWWLT and SDNPA, and partner agreement for bid submission	BSG	Late March 2025?
12. Final Approval of draft HLF Bid application	Full PC	
13. PC Leasehold commences	PC/Diocese / Croudace ?	
14. Submit finalised HLF bid	GP	After the commencement of the lease agreement

Preliminary bid enquiry form questions and answers

What is the need for this project?

In 2025 Wickham Glebe field, a Winchester CC site of high archaeological importance, passes into Wickham Parish Council ownership. The 3 hectare field and adjoining housing development encompasses 9000 years of village history from Mesolithic hunter gatherers to a Bronze Age barrow and burials, Iron Age pottery working, a Roman road and industrial settlement, moated Norman manner house and aisled hall, Georgian manor house and gardens, prefab housing and a Glebe field. There is extensive excavation and historical evidence and one of the aims is to bring this alive to the local community. An ecological survey has shown the grassland and hedges have become very degraded with the potential to create a wildflower meadow, protecting the underlying archaeology, and to restore and create new hedging and wildlife friendly initiatives. This has the support of the South Downs National Park, which adjoins the site and the field is close to the River Meon, an internationally important chalk stream. Consultation with Wickham Parish Council, Primary School and WCC Archaeologist shows strong support for the project.

Describe what you will do during the project

Site accessibility: install wheelchair friendly access points, surfaces and viewing areas.

Environment and ecology:

- a) Adopt Hampshire Wildlife Trust survey recommendations for 5-year mowing, sowing and planting regime to restore a wildflower meadow.
- b) Site Survey recommended hedge laying and wildlife habitats
- c) 2 Ecology boards and temporary signage as work progresses, linked by QR code to webpage.
- d) Mown paths following the line of the old moat and through wildflower area.

Community engagement:

- a) Develop and train a volunteer "Friends of the Glebe" to help develop the wildflower meadow and improve biodiversity
- b) Up to 4 community archaeology trial tranches involving volunteers and primary school children supported by professional archaeologists.
- c) Exhibitions, talks and site visits over 5 years.
- d) A five-year programme of archaeology and history lessons, visits and hands on activities for the local primary school with Key Stage learning materials designed with Cotswold Archaeology.
- e) Update village heritage boards to direct visitors to the Glebe.

Bringing heritage alive:

- a) 5/6 Interpretation Boards.
- b) Marking out the Norman aisled hall and Georgian manor house walls.
- c) Digital reconstruction of key heritage phases with supporting photos / finds on website linked by QR codes to interpretation boards.

Project Title

Wickham Glebe: 9000 years of history and a future of improved biodiversity

Tell us about the heritage of the project

Wickham Glebe Field was the original settlement of Wickham. The site has flint shards from Mesolithic hunter gatherers, a Bronze Age barrow and burials, Iron Age pottery workings, a Roman road and industrial workings. For 800 years it housed Wickham's manor house and court: from Norman aisled hall through to Georgian manor house and formal gardens. The village later developed on the west bank of the Meon, so despite extensive excavation little of its fascinating history is known to local residents. It is a WCC site of high archaeological importance and also it attracts interest from a much wider area.

Please outline how your project will respond to our 4 investment principles

1) Saving heritage:

Wickham Glebe field has an astonishing range of archaeological and historical importance. It is a site of high archaeological importance and subject to an archaeology management plan. Its transfer to the Parish Council as part of an adjoining housing development provides an opportunity to protect its underlying archaeology through the development of a wildflower meadow, but also to highlight the enormous variety of uses the site has had over the last 9000 years. This meets the HLF objective of protecting, conserving and revitalizing heritage that is at risk of damage, neglect or being forgotten and to ensure it is valued and better understood. The site's central role in the history and development of Wickham means our wide-ranging programme of community engagement outlined contributes directly to the HLF objective of bringing people together and connecting with the heritage of their community and, through community participation in the development of the wildflower meadow, in the natural environment too.

2) Protecting the environment:

The project will restore roughly 3 hectares of wildflower meadow from what has become an environmentally degraded site. Hedge laying and wildlife friendly initiatives also contribute directly to biodiversity and wildlife recovery. These proposals directly support the HLF objective of nature recovery and environmental sustainability and also protect the underlying archaeology.

3) Inclusion, access and participation:

The Friends of the Glebe volunteering, community archaeology and participation of school children in archaeology and wildflower planting involve a more diverse range of people in heritage, volunteering and developing knowledge and skills – an HLF objective. Provision of wheelchair friendly access, surfaces and viewpoints to meet the HLF objective of removing barriers to access and participation. Digital reconstructions of the site's past, ecology webpages and QR codes meet the HLF objective of making heritage more accessible and enjoyable.

Who will be involved in the project?

The project will be led by Wickham Parish Council, who will have a long leasehold. Potential partners are Wickham History Society (involved in the archaeology and history activity), the Wickham Society a local civic society supportive of the Glebe, Wickham Primary School (integrating archaeology and environmental activity into their Key Stage teaching) and Cotswold Archaeology (providing professional support for community archaeology and school work). Volunteers will come from these local societies and school children, but also more widely from the community: for example through Friends of the Glebe. The Glebe Working Party is appointed by the Parish Council and is community based.

How long do you think the project will take?

The lease is currently being negotiated. Assuming an early 2025 signing and then submission of the bid the project should start during the 2025 – 2026 financial year. We anticipate a full 5-year programme e.g. ending by the end of the 2030/31 financial year.

How much is your project likely to cost?

Access: three access gates, paths, seating 60K

Environment: 5 yr programme mowing for, seeding & planting new wildflower meadow; new hedging & fencing , wildlife initiatives, Friends of the Glebe 70k

Heritage: 104K

(Sub totals: Community Archaeology - 34k; 5 yr school engagement - 20k; Site interpretation & engagement - 20k)

Closing event - 1k; Evaluation - 3K; Contingency - 12k

Total: 250k

How much funding are you planning to apply for from us?

£250,000

Table 1		
Item	Cost (est.)	Notes
ACCESS AND ACCESSIBILITY	£60000	Estimate, pending Parish Council quotation
ENVIRONMENT AND ECOLOGY	£70000	
Creating a wildflower meadow	£44000	Path Mowing, meadow area mowing, wildflower seed mix, harrowing, sowing, native bulb planting
Creating new hedgerows and encouraging wildlife	£14000	Purchasing and laying new hedging, Southwick Road, against new housing development and possibly southern boundary, fencing on Southwick Road
Engaging the community	£12000	Hedge laying course, bird and bat box construction, scrub & hedge maintenance, Friends of the Glebe, 2 ecology & environment boards, QR
HISTORY & ARCHAEOLOGY	£103500	
Walking through 9000 years of history	£11000	History Boards on Glebe, amending village boards to show Glebe, marking out the Norman manor,
Getting hands on with the past	£34000	costings for 2 Community archaeology trenches
Inspiring and engaging young people	£27000	Community archaeology participation, teaching materials and equipment, school visits to Fishbourne, Portchester etc.
Building wider community appreciation and involvement with the Glebe, its history and landscape	£31500	Talks, guided tours, digital history of site
Closing event	£1000	event to close & celebrate the programme
Evaluation	£3000	Allows for on line surveys through related websites/facebook pages, analysis of website usage, school feedback from young people, teacher assessment, volunteer feedback and interviews, cost of materials. Follow up visit by ecological consultants in final year to assess progress on environmental
Contingency 5%	£12500	
Less Parish Council contribution		
TOTAL requested	£250,000	

Recreation Committee

21st November 2024

Item 6 - Clerk's Action Plan - LAST UPDATED October 2024

Subject	Action	Date for	Action by	Notes
Wickham				
Mill Lane	Sports Project	Ongoing	Chair	Update on agenda. Consultation over potential site change needed with residents in early 2025.
Pavilion refurbishment	Pavilion project	Ongoing	Clerk/NH	Axis Architects plans now approved. P&F Committee approved funding to move project to RIBA stage 4 and to submit planning permission. On agenda Clerk & NH to speak to Rookesbury land agent regarding plans and consideration to extend lease in future
MUGA	Repairs due to vandalism	Ongoing	Clerk	Quote received for new pedestrian gate with key pad access - on agenda to be discussed
Recreation Ground Football	Pitch Power work for FA Grant	Ongoing	Clerk	Some of the work built into new grounds tender
Glebe	Working with the GWP for indicative costings and resolving School Lane parking issues	Ongoing	Clerk	Initial contact made with Hampshire Legal Services regarding School Lane access issues. Draft lease received and to be reviewed. To begin working on costings for other items
Annual hedge cutting	All hedges needing cutting	Ongoing	Clerk	Hedge cutting Hoad's Hill/Winchester Road now complete. Seeking quotes for section by Manor Close
Lysander Meadow drainage project	Install drainage solution to improve waterlogged pitches	Completed	Clerk/Nigel Blackman	Drainage completed 18th October, needs monitoring to see improvement to pitch
Tennis Courts	Cleaning & repainting needed April 2025	Ongoing	BM	To be discussed at a future meeting.
Skate park	Needs renovation, clearing, concrete works.	Ongoing	Clerk	To be discussed at a future meeting to decide action. Should be able to apply for grants for some of the work.
Knowle				
Barbastelle Walk play area	To replace equipment	31st December 2024	Clerk	Planning permission for tower unit granted in late September. PO placed and manufacture has begun. Preliminary site visit carried out 16th Sep, installation will take 3 weeks and beginning 2nd December and aiming for completion by Christmas.
TPO Tree survey	Trees surrounding village green on TPO need a new survey	Ongoing	Clerk	contractor selected in Oct meeting. PO raised and contractor applying for TPO permission
Knowle football pitches	Pitch Power work for FA Grant	Ongoing	Clerk	Some of the work built into new grounds tender
KVH extra car park bollard	Install 1 more lighting bollard near hedge row/bins	Ongoing	Clerk/BM	Bollard now installed. Lighting in that section of car park now improved.
KVH remedial work Fire Risk Assessment	Remedial work needed to correct outstanding items on Fire Risk Assessment report	Ongoing	BM	Gas safety check cooker booked for 21st Nov. Remedial work to move fire panel into lobby, and to the emergency lighting carried out. EICR to be carried out on 23rd. Extractor fan cleaning on agenda, then all outstanding items will be complete
KVH Sports hall	Flooring needs resanding and resealing	Ongoing	BM	Hall floor needs resanding and resealing. KVH sports hall to be closed w/c 17th February to carry out work. In diary and regular hirers notified
KVH Office	Quotes for extra room to fit 1 extra desk	Ongoing	Clerk	Investigating quotes to find room for an extra desk within KVH for extra staff in the future. To discuss on future agenda
Hall	Extension	Ongoing	CM	Planning permission granted. P&F Committee approved funding to move project to RIBA
ALL				
Grounds Maintenance Tender	To re tender contract	31st December	Clerk	3 tenders shortlisted and site visits carried out. Working party's recommendation on agenda
Signs	Replace all signs with new contacts	Ongoing	Clerk/BM	Awaiting action

Recreation Committee

21st November 2024

Item 7 - Business Manager's Action Plan - LAST UPDATED October 2024

Subject	Action	Date for Completion	Action by	Notes
Knowle				
Fire alarm panel	Panel moved to outside of office	11/11/24	BM	
Emergency Lighting	Five lights repaired and tested	11/11/24	BM	
Legionella course	Online Course completed.	29/10/24	BM	Gained knowlege on how to avoid Legionella
Legionella	Log book and thermometer purchased	15/11/24	BM	Looking into odd tasting tap water
EICU electrical testing	Five year certificate needed	23/11/24	BM	Voltex Electricals
Gas cooker	Certificate needed	21/11/24	BM	Couldn't find previous.
Cooker extractor Fan clean	Needed as unsure when last completed	Ongoing	BM/PC	PC look at quotes and agree
Fly tipping in carpark	Monitoring & considering gate locking	Ongoing	BM	
Hall cleaning	Changed from Thurs-Mon	04/11/24	BM	Floor made dirty mostly at weekends, complaints.
Hall floor resurfacing	To be carried out in Feb. Regular hirers cancelled	17/11/24	BM	A week to complete.
Wickham				
Events				
Line dancing	Party night. Intended monthly event	10/01/25	BM	Tickets purchased online via EventBrite
Murder Mystery	Event with Wickham Twinning Association	15/03/25	BM	Final arrangements in process
Quiz	Great turnout	15/11/24	BM	
Bingo		29/11/24	BM	
Pickleball charity	Event cancelled due to low numbers	22/11/24	BM	Will organise in new year
Halloween party	12 out of 20 registered children turned up. Still fun!	31/10/24	BM	Events to be pre-paid from now on

Recreation Committee meeting
21st November 2024
Item 7 - Business Manager's Action Plan - Income update

	April '24	May '24	June '24	July '24	August '24	September '24	October '24	November '24	December '24	January '25	February '25	March '25
KVH hirings	1452.75	1,536.75	3,267.50	3,177.00	1,464.00	2,488.00	2,570.75					
Café			554.67	554.67	511.99	554.67	554.67					
Grass Pitches					565.00	1,012.00	675.50					
MUGA					-	997.50	2,170.00					
Total Income	1,452.75	1,536.75	3,822.17	3,731.67	2,540.99	5,052.17	5,970.92					

Victoria Glenister
Wickham & Knowle Parish Council
Knowle
Fareham PO17 5GR

21 October 2024

Kitchen Extraction System Cleaning

Dear Victoria Glenister

We are pleased to put forward our quotation for the commercial kitchen duct cleaning services that we offer. As per your request, the work will be undertaken in accordance with our detailed work specification. Rest assured, our team of highly trained professionals will ensure that the cleaning is carried out to the highest standards.

Upon completion of the work, we will provide you with a detailed post-clean certificate and report suitable for your insurance requirements. This will also serve as documentation of the thoroughness and quality of our services.

If you have any questions or require further clarification, please do not hesitate to contact us. We are committed to delivering exceptional service and look forward to the opportunity to work with you.

Thank you for considering our services.

Yours sincerely,



John Rowlands
Sales Manager

National Services & Products for Caterers

- [Kitchen Deep Cleaning](#)
- [Kitchen, Air & Laundry Duct Cleaning](#)
- [Fitted Fly Screens & PVC Curtains](#)
- [Catering Equipment & Grease Filters](#)

Kitchen Extraction System Cleaning

Quote for

Wickham & Knowle Parish Council

Extraction Survey Details Wickham & Knowle Parish Council

Main Kitchen

Extraction:

1.5 x 0.91 x 0.91m

Canopy Hood
2 Extraction Filters
Splashback

Ducting
Access Points
Fan
Extract Grille

Description:

Extracts to the outside.

Inaccessible Areas

STRUCTURE - Where the ducting travels behind the fabric of the building we will be unable to install access doors to clean, panels can only be fitted where the ducting is visible and easily accessible on our arrival.

RISER - Where the ducting rises vertically up the outside of the building we can clean from ladders up to 3.0 meters or fit access panels to a height of 3.0 meters. To clean higher than this we would require scaffolding or a cherry picker. If this service is of interest please contact the office prior to arrival.



PITCHED – To enable us to access the section of ducting or fan on the pitched roof we need scaffolding pre erected or a cherry picker available on arrival. When this is not present every effort will be made to access this section from within the building.

SUSPENDED - Where the ducting travels above the suspended ceiling some sections may not be accessible for cleaning because of light fittings, air conditioning grilles or the suspended ceiling grid. To enable the installation of access panels there should be no obstructions to the ducting otherwise we will be unable to clean those sections.

Any areas of the system found during the initial clean to be inaccessible for cleaning or carbonised will be reported back at time of clean or within our post clean report with any recommendations provided.

Installation of Access Panels for Wickham & Knowle Parish Council

To ensure we can remove the potential fire hazard from residual grease in accessible ductwork, access panels must be fitted at regular intervals, from the canopy to the discharge grille. If required we will install these in line with our work specification.

	<p>Manufactured from galvanised pressed steel these spiral duct access doors should be fitted along the ducting at regular 2.0m intervals. They are designed to the industry standard and stainless steel doors are available on a special order</p>
	<p>Designed for use on rectangular ducting, these fish tab style access doors are installed along the ducting at a maximum 2.0m interval. The door secures with cam lock fasteners across a neoprene seal insuring a perfect fit. (Insulated access door seals meet DW144 Classes A & B standards) Available options include stainless steel construction, wire ties, hinges and handles</p>

All work will be undertaken in accordance to our cleaning work specification. This is in line with official guidance towards creating a balance between costs, recognising the risks, and minimising the potential fire hazards within the kitchen and grease extraction systems.

Extraction Cleaning Quotation for Wickham & Knowle Parish Council

Below is our fully inclusive price to undertake your ventilation cleaning requirements. We can also provide a service agreement that will secure a reduced price for up to three years.

Main Kitchen

Extraction System **£549.00 + VAT**

Access Panels

Installation of Access Panels Per Panel (If Required) **£69.00 + VAT**

Photographs

We can provide a full photographic archive of before and after pictures. The photos may be viewed online or downloaded with a copy archived on our server. Our charge for this service is £30.00 +VAT

Post Clean Report & Certificate

Included within the price above is our detailed post clean report highlighting recommendations and comments, together with our certificate for insurance requirements.

Unsociable Hours

To complete the deep cleaning we may require access to your catering facilities for up to eight consecutive hours. There will be no additional charges if unsociable hours are required to undertake the work.

From: Business Manager <businessmanager@wickhamparishcouncil.org>
Sent: 20 November 2024 13:36
To: Parish Clerk
Subject: Fwd: Victoria Re: Commercial extractor fan clean

----- Forwarded message -----

From: **Phoenix** <officepcc1@gmail.com>
Date: Thu, Nov 7, 2024 at 12:53 PM
Subject: Victoria Re: Commercial extractor fan clean
To: Business Manager <businessmanager@wickhamparishcouncil.org>

Hi Victoria

Thanks for the info.

Please accept this email as a fixed price quotation of works:

Site: Knowle Village Hall, Knowle Avenue, Fareham PO17 5GR

Works: kitchen extraction system deep clean.

Deep clean/ inspection of kitchen grease extraction system, this is legally required to be undertaken every 12 months due to the hours you are trading.

Quote

1. Clean of extractor fan
2. Clean of ducting
3. Clean of canopy
4. Clean of canopy filters

Total cost £450

Post clean images supplied along with TR19 deep clean certification, ensuring your system is safe and compliant with your buildings insurance, fire risk assessment and the EHO

Availability: We have availability throughout December

Give me a shout if you need any further information, or if you would like to book the clean.

Many thanks
Damien

Damien Granger
General Manager
Phoenix Cleaning Company
Call/Whatsapp: 07961915018

On 7 Nov 2024, at 12:36, Business Manager
<businessmanager@wickhamparishcouncil.org> wrote:

Good afternoon,

I'm not sure if you cover our area.

We have a commercial extractor fan that needs cleaning in our Village hall.

Knowle Village hall, PO17 5GR

The model is Merlin CT1250.
Please could you quote.

Kind regards,

--

Victoria Glenister

Business Manager

Wickham & Knowle Parish Council

www.wickhamparishcouncil.org

--

Victoria Glenister

Business Manager

Wickham & Knowle Parish Council

www.wickhamparishcouncil.org

Mill Lane Wickham Sports Site....or Country Park?

Business case: sports pitches v country park at Mill Lane, Wickham

1. Purpose of this document

- I. To examine the financial viability of two options for implementation at the Mill Lane “sports” site
- II. To consider resident support information regarding the options
- III. To reach conclusions and recommendations for consideration by Winchester City Council (WCC)

2. Background

- I. The s106 obligations related to the planning approval of 120 new homes off Winchester Road Wickham (planning ref 17/02615/FUL), include the lease of land off Mill Lane, Wickham to the Wickham and Knowle Parish Council (WKPC) for the installation of Sports Pitches (see Appendix 1)
- II. The site is immediately adjacent to the Meon Valley Trail (MVT) and the South Downs national Park (SDNP)
- III. Financial analysis of the landscaping and laying out works required, costs of pitch installations and operating profit/loss have demonstrated that conversion of the site to sports pitches and related facilities is not financially viable or sustainable.
- IV. Local consultation with residents has consistently showed a significant majority not to be supportive of conversion of the site to sports facilities.
- V. WKPC has considered the financial and resident support picture for the use of the site for sports pitches and has agreed unanimously that such a use is not financially viable
- VI. Discussions between officers at WCC and representatives of WKPC regarding WKPC’s conclusions have resulted in an alternative use of the site as a Country Park being researched and financially analysed
- VII. WCC officers have asked WKPC to produce a business case document illustrating the two options in order to move forward to decisions of the site’s future

3. Summary

- I. The sports pitches proposed to be sited at Mill Lane, Wickham have been shown to be financially unviable from a capital outlay and operational point of view
- II. The sports pitch Master Plan drawn up by consultants to the Parish Council has been resoundingly rejected by residents (81% against)
- III. The Parish Council believes that a Country Park at the site would be a financially viable and popular alternative option for the site that would be acceptable to the landlord
- IV. The Parish Council wishes to secure agreement of WCC to a variation to the s106 for the site to permit a further consultation with residents to secure their support with a view to then submitting a planning application for approval.

4. Current sports provision in the Parish

- I. The Parish has sports grounds at Wickham Recreation Ground (the Rec) and Knowle Village Green. Football is played at both sites. Wickham Dynamos is the only football club based in the parish. The club has two senior men's teams and the Rec is its home venue.
- II. The football facilities at Knowle Village Green are principally for junior and youth football. There are three clubs not based in the parish that regularly book the pitches there.
- III. Tennis is played at the Rec
- IV. There is a floodlit small sided artificial turf MUGA attached to the Primary School that is managed by the PC and used by the school and booked by clubs for training and practice during the evenings and at weekends
- V. Utilisation of the existing football pitches is lower than the PC would like, and pitch quality improvement programmes are in place to encourage greater use. The PC considers that there is no shortage of pitches to meet the needs of residents
- VI. There is a private cricket ground in the parish that serves the needs of Wickham Cricket Club.

5. S106 provisions/available funding

- I. The s106 (see Appendix 1) approved as part of the planning approval for the housing development off Winchester Road (17/02615/FUL) provided a developer contribution for the proposed sports pitches of £500,000
- II. The developer sum was received by the PC and has been used to date for consultant fees and resident consultations.
- III. The sum currently retained by the PC is £450,000.
- IV. The land would be passed to the PC on a 125-year lease from the landowner, Rookesbury Estate.

6. Potential sports site

I. Consultant proposals for the site

- a) The site has a 10-metre fall from the north-west corner to the south-east corner.
- b) The PC commissioned a number of consultant studies to progress plans for the creation of sports pitches at the site. These included: arboriculture, highway assessment and a feasibility study.
- c) The feasibility study (by Geoturf Consulting, completed June 2021) covered the extensive landscaping work that would be needed to level the site, prepare it for installation of pitches, and install a 3G pitch and grass pitches. The study concluded that the cost of the preparatory works would cost between £682,000 and £808,000 – well in excess of the amount available for preparing the site and the installation of pitches and ancillary assets.
- d) A consultancy (FieldForm) was commissioned to deliver a Needs Assessment and present findings on what might be installed at the site. From this work a Master Plan was drawn up. The Needs Assessment (which went through 2 iterations) and the Master Plan were presented for consultation with residents. The proposals included a full size 3G football pitch, junior grass football pitches, car parking, and pavilion facility. No

installation or operating costs were included in the report, but W&KPC has worked with FieldForm during 2024 to establish an agreed financial picture.

- e) The FieldForm MasterPlan claimed that there was demand for a 3G pitch from local clubs (all but one based outside the parish) and the MasterPlan was presented to residents for consultation (see section 5 iii below).
- f) The justification for the 3G pitch was to a great extent based on an understanding that WKPC had reached with a football club (Infinity) with aspirations to rise up the football league pyramid, to make its home at the Mill Lane. The Club involved has now made its home elsewhere and so this justification no longer applies.

II. Winchester and Fareham Playing Pitch Strategies

- a) Analysis of the Winchester Strategy demonstrated that future provision of 3G senior pitches in the South Winchester area would be satisfied by provision of 2 new pitches at Whiteley with a target date of 2027. It is understood that this target date is still valid. The need claimed by the FieldForm Needs Assessment therefore was not supported by the local playing pitch strategy.
- b) The Fareham (immediately adjacent to the parish) Strategy identified a need for up to 9 3G pitches. At least 2 of these are planned to be installed at Welborne, no more than 2 miles from Wickham. Two 3G pitches in the Fareham borough have already come on stream since the publication of the Fareham Strategy.
- c) The Winchester Playing Pitch Strategy is currently under review and is likely to be updated. WKPC has prepared its responses to the questionnaire and has concluded that the Parish has sufficient playing pitches to meet current and immediate future needs – indeed it is more concerned at the lack of use of its current stock of pitches.

III. Public consultation information

- a) There have been three public consultations concerning the Master Plan created by FieldForm.
- b) The first was conducted in October 2021 by Wickham Residents' Association (WRA). The survey reached approximately 25% of the village population and overwhelmingly (91%) rejected the idea of the 3G pitch. At the time of the survey, the arrangement that the site would be the home of the football club (see 5 I f above) influenced the negative outcome.
- c) The WRA survey also sought to identify the sorts of sports facilities that would be deemed acceptable, and this delivered useful information. The most supported option among a list of 9 from which to choose was a fitness trail, the second was grass junior football pitches. Respondents were also offered the opportunity to add additional preferences the highest scoring of which was to do nothing and leave the site to nature.
- d) WKPC conducted another survey, online, in the spring of 2022 requesting support for the Master Plan. It reached far fewer resident respondents (204) than the WRA survey but 80% of them rejected the plan.
- e) Despite these results, and knowing the potential costs, the WKPC still pursued the s106 requirement to install sports pitches.

IV. Mill Lane Forum outcomes

- a) WKPC set up a working party of local sports clubs and other local resident organisations in late 2022. The Forum met regularly until the Spring of 2023 with a view to reaching consensus on the choice of sports assets to be included on the site. It concluded that 2 options were preferred by the members of the Forum: one that included a 3G pitch and another that focused on junior pitches and no 3G. No consensus was reached. These results were presented to WKPC.
- b) During the Forum exercise, costs of installing pitches and potential operating revenue/cost streams were discussed but agreement on them was not reached.
- c) Capital costs of site modification and pitches installation (such as provided to WKPC by Geoturf) were not covered despite members of the Forum requesting them. The assumption made was that the developer contribution funds and grants would cover these costs.

V. Sports Club surveys

- a) To determine potential demand for different possible assets to be installed for sports at Mill Lane an extensive survey exercise was conducted by WKPC in the Autumn of 2023.
- b) The results were reported in early 2024 for potential demand for football, tennis, netball and potential use by Wickham Primary School. Individual reports were written for each potential use and are available if required.
- c) The outcome of these reports were taken into the cost/benefit analysis of installing facilities at Mil Lane in a comprehensive analysis that was reported to WKPC in February and March 2024.

VI. Financial analysis

- a) A comprehensive analysis of the **fixed capital costs** in creating the site ready to have sports pitches installed has been completed (Table 1). It is important to note that car park and pavilion costs are not included in the fixed costs because the scope and cost of these will vary according to the facilities that might be installed. They are therefore regarded as variable costs and included in the costs of individual assets.

The cost of making the site ready for installation of facilities requires that WKPC needs £250,000 more than it currently has available just to prepare the site. Most of the costs are taken from the 2021 report by GeoTurf and so many of these will have increased since then. Where a definitive cost is not available “placeholder” costs have been estimated. As a test of probability, the swale costs at £40,000 have been costed by Deacon Design for the Country park option at £65,000 (including planting). So, at 2024 prices it is likely that costs will be even higher.

- b) The **variable costs** are reported in Appendix 3 and Table 2. FieldForm were retained by WKPC to assist and advise on the 3G and grass pitch elements of the analysis. Other assets were explored using direct provider costs.

There are several options shown in the tables: a 3G pitch, a grass 9v9 pitch, a MUGA, a padel court and a running track. Because the project is significantly in the red before installing any of these facilities, they have each been assumed to be the only asset installed. To install more than one asset simply increases the financial burden.

None of the options presents a positive picture despite, for example, the assumption that the maximum level of grant available from the Football Association facilities grant scheme (60%) has been adopted. In reality, a maximum grant is unlikely to be achieved based on the fact that the site will not financially support a wide of variety of sports or a significant number of pitches. Ambitious grant assumptions have been made for all the options considered – but still none is financially viable.

- c) From the sports club surveys carried out in 2023, it has been possible with the advice and assistance of FieldForm to project an **operating profit and loss picture** for each of the possible assets considered. Hire charges have been projected on the basis of being competitive with charges of similar assets in neighbouring locations or from information from further afield – for example the prices charged for padel courts. Table 3 shows the operating financial projections in summary form including the fixed and variable costs.
- d) **Financial Summary.** A simplified summary of the costs and revenue projections taken from the tables is shown below. The table assumes that the fixed capital costs would be the same regardless of what assets were to be installed. But it then assumes only one of the assets is installed. Hence, if only a 3G was installed it result in an overall uncovered cost to WKPC of £778,807; 2 grass 9v9 pitches would see an uncovered cost of £569,307; etc.

All assets summary		
	Costs	Balance
Starting cash		£450,000
Fixed Capital Costs	£700,491	(£250,491)
Variable Costs		
3G	£528,316	(£778,807)
2 x 9v9 grass	£318,816	(£569,307)
MUGA	£269,316	(£519,807)
Padel	£185,306	(£435,797)
Running track	£190,760	(£441,251)
Operating projections		
10 year P&L	Profit/(Loss)	
3G	(£164,039)	
2 x 9v9 grass	(£5,184)	
MUGA	£4,443	
Padel	£161,615	
Running track	£0	

If all the assets possibly delivered to the site were to be installed the variable ancillary costs would be spread over the whole site and not applied just to the one asset. If all the potential assets were to be installed, then the financial picture summary would be as below.

Starting sum		£450,000
All assets costs		
Fixed site capital costs	£700,491	(£250,491)
3 G pitch	£356,900	(£607,391)
2 9v9 grass pitches	£159,500	(£766,891)
MUGA	£125,000	(£891,891)
padel court	£40,990	(£932,881)
running track	£158,560	(£1,091,441)
Essential support costs	£171,416	(£1,262,857)

e) Other considerations:

- negative traffic access characteristics at Mill Lane (narrow, country lane);
- site would be accessed from significant traffic pinch point already serving the school, the Community Centre and the Surgery);
- site does not meet FA criteria for such a facility;
- site is not co-located with a school so daytime use would be minimal and one of the reasons, along with limited projected use by clubs) that revenue projections for a 3G are common for 3G pitches;
- the primary school has its own MUGA and would not hire facilities at the site during school hours and would only consider the site for occasional tournaments out of school-time;
- there is little value in installing sports assets in phases: none of the options allows the landscape works and pitch installation to take place at anything other than a significant loss;
- even if low-interest rate loans (such as PWLB) were to be negotiated revenues are insufficient to service them;
- grant giving bodies would not offer grants against facilities making significant losses.
- no allowance has been made for professional fees except where stated. It is likely that these would be needed for engineering, legal, contractual costs.

f) **Conclusion:** the proposed Sports Pitches plan for Mill lane is not viable at any level. WKPC cannot recommend pursuing this option.

7. Country park

I. Public consultation information

- a) No formal parish-wide consultation has been carried out to assess the level of resident
- b) Indications from the WRA survey in 2021, however, indicate support for a country park would be position

II. Potential landscape solution

- a) WCC officers encouraged WKPC to engage a landscape design agency to draw up possible concepts for, and costs of, creating a country park at the site.
- b) From a short-list of three agencies, WKPC selected Deacon Design for the work
- c) The concept produced is illustrated at Appendix 5

- d) The plan includes: informal recreation space for playing ball games; wildflower meadows, wetland, significant native tree planting, access to the MVT, access by car with car park adjacent but off site, access by foot from footpath in south west corner, toilet facilities, picnic and play facilities.

III. Financial analysis

- a) Deacon Design have produced a thorough costing of the project. See table 5.
- b) The works can be phased so that all consultant costs and phase 1 of the works can be completed within the existing funds available from the developer contribution.
- c) Completion of the planting regime (Phase 2) will take the costs over the currently available funds by approximately £60,000.
- d) Completion of the final items (boardwalk for the wetland area and play equipment) will take total costs some £370,000 over the available amount.
- e) Managing the costs relative to the available funds will be achieved through phasing of the project and establishing a reserve fund for future works
- f) Grants will also be available. They have not yet been explored, but these will defray the costs significantly. The phase 3 items (boardwalk and play area) may have to be reduced in ambition in order to ensure affordability. They can be made more ambitious over time.
- g) The costs of achieving a coherent result for the whole site, however, are significantly less than the best case for the Sports Facilities option (one padel court) – by £70,000.

8. Community benefits: the options compared

In addition to the clear financial advantages of the Country Park, the table below offers a statement of the comparable benefits to the Community that will be delivered by the two options being considered:

Criterion	Sports Pitches	Country Park	Greater benefit
Increased formal sports provision	Yes but not justified by WPPS	No	Sports Pitches
Breadth of target audience	Formal football for team play from junior to senior football	Informal games inc football, opportunities for all ages - toddlers to OAPs	Country Park
Biodiversity Net gain	Little/none	➤ 10%	Country Park
Fit with Local Plan	Meets sports provision of s106 but fails to comply with rural lanes, countryside policies	Fits rural lane and countryside policies	Country Park

Criterion	Sports Pitches	Country Park	Greater benefit
Connection to Meon valley Trail	Yes – for running, walking and cycling	Yes - for running, walking and cycling	Neutral
Fun run, running and walking <i>on site</i>	Limited	Positive	Country Park
Fit with Local Walking and Cycling Plan	Minimal	High	Country Park
Light pollution next to SDNP (dark skies)	Reasonably high from floodlights	None	Country Park
Traffic impact on Mill Lane	Yes	No	Country Park
Education benefit	Limited	Considerable: primary school will benefit from ecology, nature etc	Country Park
Increased open space	But limited to sport	Available to all. Overcomes shortfall in open space provision in north of village	Country Park
Community support	20%	80%	Country Park (subject to final consultation)

9. Other considerations

i. Lease and freeholder view

- a) A draft lease has been drawn up but not signed by the parties (Rookesbury Estate, landlord and WKPC).
- b) The practical provisions of the lease have been included in the financial analysis of both options.
- c) Rookesbury Estate have indicated that they would find either option acceptable – subject to detailed provision of information.

10. Parish Council recommendations

WKPC has concluded that financially the Sport Pitch option is unviable, but the Country Park solution is both financially viable and of greater benefit to the community and the natural environment. Subject to WCC agreement and the variation of the s106, WKPC wishes to pursue the Country Park option.

11. Next steps

I. Legal considerations

WCC is asked to agree that the site should become a country park. A crucial element of that agreement will be to secure the opinion and support of legal advice to vary the s106.

II. Landlord and public consultation

Assuming that WCC is able to fulfil the steps in 10.1 above, WKPC shall seek agreement of the landord to the variation. Once secured, WKPOC shall consult with residents demonstrating the unviability of the sports pitch plan and its recommendation instead to create instead a country park.

III. Planning application

Assuming 10.1 and 10.2 are positive, WKPC would wish to submit a planning application as soon as possible – target Q1 205

WKPC October 2024

Appendix 1: Section Four of part 2 s106 for planning application ref 17_02615_FUL

Definitions

Sports Facilities	means new public sports pitches, a pavilion providing <i>in alia</i> changing facilities, access, parking, drainage and landscaping, as set out in the Winchester District Local Plan Part 2 (LLP2) (Adopted April 2017 - Policy WK2 - " <i>Winchester Road Housing and Open Space Allocation</i> ", to be constructed on the Mill Lane Recreation Area in accordance with Schedule Four of this Agreement;
Sports Facilities Contribution	means the sum of five hundred thousand pounds (£500,000.00) towards the design and provision of the Sports Facilities;

SCHEDULE FOUR

SPORTS FACILITIES AT MILL LANE RECREATION LAND

1. The Owner covenants with the Council and the Parish Council to pay the Sports Facilities Contribution to the Council prior to Commencement of Development
2. The Council covenants with the Parish Council to pay the Sports Facilities Contribution to the Parish Council within 10 working days of receipt of cleared funds from the Owner pursuant to paragraph 1 above
3. Within 4 weeks of Commencement the freehold owner of the Mill Lane Recreation Land shall send to the Parish Council a lease (for the sum of £1.00 and a peppercorn rent) of the Mill Lane Recreation Land for period of 125 years unconditionally released for completion PROVIDED ALWAYS that such lease shall be completed on the date 10 days after receipt by the Parish Council of the said lease (or such later date as agreed between the Parish Council and the Owner)
4. The Parish Council covenants with the Council and the Owner as follows:
 - 4.1 to submit a planning application to the Council for the provision of the Sports Facilities within six months of grant of the lease or as otherwise agreed with the Council in writing
 - 4.2 not to implement the permission granted for the Sports Facilities until the said lease has been completed
 - 4.3 upon receipt from the Council, the Parish Council shall use the Sports Facilities Contribution for no other purpose but for provision of the Sports Facilities
 - 4.4 on the first anniversary of receipt of the Sports Facilities Contribution and on every

anniversary thereafter until the Sports Facilities are Completed or until the fifth such anniversary, whichever is the sooner, supply to the Council and the Owner a programme detailing the delivery of the design and provision of the Sports Facilities, to include preparation of the planning application for the Sports Facilities planning permission, community engagement, details of match funding and design and construction schedules.

5. In the event that the Sports Facilities have not been Commenced or contracted to be commenced by the expiry of 5 years of the date that the lease referred to in paragraph 3 is due to be completed in accordance with that paragraph 3 then the Parish Council shall repay any unexpended part of the Sports Facilities Contribution together with interest accrued thereon, to the Owner.
6. For the purpose of this schedule “provide” shall be construed in accordance with section 19 of the Local Government (Miscellaneous Provisions) Act 1976 and shall include those activities mentioned in the definition of Sports Facilities Contribution, paragraph 4.4 of this Schedule 4 and work and works for or in connection with the provision of the Sports Facilities.

Table 1: fixed preparatory costs to make Mill Lane ready for installation of sports assets

As at April 2nd, 2024	Capital	Other costs and site costs	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available					£450,000		
Fixed admin Costs							
Fieldform		£9,000		£9,000		£441,000	Stages 1-3 of 6 stages complete at £4500
Final community engagement		£15,000		£15,000		£426,000	Consultant estimate plus 50%
Traffic survey		£5,000		£5,000		£421,000	TPA Ltd quotation
Lease & legal		£10,000		£10,000		£411,000	Estimate
Planning costs		£10,000		£10,000		£401,000	FieldForm budget estimate
Sub-total		£49,000		£49,000		£401,000	
Site preparation fixed costs							
Plateau Construction	£81,000			£81,000		£320,000	FieldForm budget estimate.
Drainage	£130,000			£130,000		£190,000	Geo Turf estimate 2021. Assumes that the whole site will be drained to basic standard. Any sports pitches will be drained to a higher standard and costs included in those specific to the pitch.
Seeding the site	£59,000			£59,000		£131,000	Geo Turf estimate 2021.
Irrigation system	£53,000			£53,000		£78,000	Includes necessary pitch equipment
2.4m stock proof perimeter fence; supply & install	£42,810			£42,810		£35,190	Required in the lease. Price quote by James White Fencing Ltd
Site street lighting	£12,000			£12,000		£23,190	assume £140 per light x 50 plus £5000 fitting
Swale creation	£40,000			£40,000		(£16,810)	"Placeholder cost"
Site access	£30,000			£30,000		(£46,810)	"Placeholder cost"
Create internal roadways & footpaths	£35,000			£35,000		(£81,810)	"Placeholder cost"
Utilities							
water	£10,000			£10,000		(£91,810)	Southern Water calculator connection £7000 plus additional advice from chartered civil engineer
electricity	£50,000			£50,000		(£141,810)	Advice received from chartered civil engineer; assumes air source heat pump
foul drainage	£30,000			£30,000		(£171,810)	Southern Water online calculator connection charge £8300 plus estimate by chartered civil engineer
Security	£15,000			£15,000		(£186,810)	"Placeholder cost"
Sub-total	£587,810			£587,810		(£186,810)	
Overall total	£587,810	£49,000		£636,810			
Contingency 10%				£63,681		(£250,491)	
Total inc contingency				£700,491			

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Wickham & Knowle Parish Council (W&KPC)

Recreation facilities 2024: Mill Lane facilities costs and operating profit/loss

Date: April 2nd, 2024

A) Introduction:

1. This review has been produced to summarise consultancy and sports clubs' input regarding capital costs of potential facilities that might be installed at Mill Lane, grant funding opportunities for such facilities and potential revenue/expenditure streams.
2. The figures shown all build out from the content of the paper "Fixed costs analysis for Mill Lane" in order to deliver an "end to end/start to finish" picture of the financial requirements for delivering sports pitches on the site. This paper should be read after digesting the content of that paper.
3. Additional evidence gathering has been done by the Council in areas not covered by consultancy or clubs in order to produce the resultant financial scenarios
4. The data worksheets from which the summaries provided in this paper are derived can be reviewed online at the Council website.
5. The summaries provided are intended to indicate the art of the possible in provision of sports facilities.
6. Further information is being sought on a number of matters and these are listed in this review.
7. **IT IS IMPORTANT TO NOTE** that the conclusion of the fixed costs analysis for Mill Lane states that, before even considering installation of facilities at Mill Lane, the financial position for the site is already in deficit. The consequence is that the potential facilities considered here make the financial position worse. The details for each asset considered, therefore, show which *options are the least worst* in terms of financial impact.

B) Objectives:

1. To consider the financial impact installation of possible facilities at Mill Lane would have on the overall financial position of the site
2. To illustrate ongoing annual income and expenditure projections for each asset installed.
3. To provide a base to illustrate to other authorities, funding organisations and residents a full picture of the costs to fulfil the s106 permitted use (sports pitches) for the site

C) Financial assessment of options (see Tables in Appendix 1) :

Arising from the work of the Mill Lane Forum and its report to the Council, a number of options have been examined. These are presented below to demonstrate the financial viability of each option in relation to the amount of money that the Council has at its disposal **AFTER** the completion of fixed cost preparatory works required to make the site sports pitch "facility-ready". The information also includes footnotes that amplify the outcome of the financial assessments.

D) Conclusions:

1. No potential installation represents an opportunity to recover the fixed costs of making Mill Lane "facility-ready"

2. No facility provided to the site delivers an ongoing deficit-free financial picture in a ten-year operating projection.

E) Recommendations

1. These scenarios should be taken into account in any discussion regarding the future of the Mill Lane site in meeting the s106 obligations in order to establish, if possible, a positive financial strategy for the site.

NH 02/04/24

Table 2

Fixed and variable costs for a 3G pitch

3G adult pitch: As at April 2, 2024	Detail	Capital	Other costs and site costs	Grants	PC Cash required	CIL available	Balance remaining	Notes
CIL Funds available after Preparatory & Essential Costs						(£250,491)		
Principal asset								
3G artificial turf floodlit football pitch: costs ex FieldForm	Senior	£886,000	£2,500	£531,600	£356,900		(£607,391)	Grant assumption 60%
Support costs								
Car park: tarmac 60 spaces	966sq m at £50.00 per sq m	£48,300			£48,300		(£655,691)	spaces 5mx2.3m; price £50/sq m https://smartspender.uk/tarmac-driveway-cost/
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366			£14,366		(£670,057)	https://www.steelbuildings.co.uk/our-services/
Pavilion - Modular Build via Passmores	10.8mx7.2m	£32,750			£32,750		(£702,807)	£415per sq.m exc VAT
Pavilion groundworks & fitting out		£65,000			£65,000		(£767,807)	Estimate from C&G building contractors for 24m x 7.8m/2 = £195,000/3 = £97,500
Grounds equipment		£11,000			£11,000		(£778,807)	Verticomb (Reedxim, £4000) and 25hp tractor (John Deere, £7000)
Support costs		£171,416			£171,416			
Overall capital cost		£1,057,416	£2,500	£531,600	£528,316			

Fixed and variable costs for 2 9v9 grass pitches

Grass 9v9 pitches : As at April 2, 2024	Detail	Capital	Other costs and site costs	Grants	PC Cash required	CIL available	Balance remaining	Notes
CIL Funds available after Preparatory & Essential Costs						(£250,491)		
Principal Asset								
Grass 9v9	2 x 9 v 9	£184,500		£25,000	£159,500		(£409,991)	Grant assumption as per Hants FA advice
Support costs								
Car park: tarmac 40 spaces	644sq m at £50 per sq m	£32,200			£32,200		(£442,191)	spaces 5mx2.3m; price £50/sq m https://smartspender.uk/tarmac-driveway-cost/
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366	£0	£0	£14,366		(£456,557)	https://www.steelbuildings.co.uk/our-services/
Pavilion - Modular Build via Passmores	10.8mx7.2m	£32,750			£32,750		(£489,307)	£415per sq.m exc VAT
Pavilion groundworks & fitting out		£65,000			£65,000		(£554,307)	Estimate from C&G building contractors for 24m x 7.8m/2 = £195,000/3 = £97,500
Grounds equipment	Mowers	£15,000			£15,000		(£569,307)	Toro groundmaster from needTurfEquipment Ltd
Support costs		£159,316			£159,316			
Overall capital cost		£343,816			£318,816			

Fixed and variable costs for a MUGA

MUGA : As at April 2, 2024	Detail	Capital	Other costs and site costs	Grants	PC Cash required	CIL available	Balance remaining	Notes
CIL Funds available after Preparatory & Essential Costs						(£250,491)		
Principal Asset								
Multi Use Games Area: non-carpet	Tennis (jnr), netball, basketball	£108,500	£16,500		£125,000		(£375,491)	Add floodlights, add £35,000 (add £2500 operating costs pa) . Potential grants to be explored
Support costs								
Car park: tarmac 40 spaces	644sq m at £50 per sq m	£32,200			£32,200		(£407,691)	spaces 5mx2.3m; price £50/sq m https://smartspender.uk/tarmac-driveway-cost/
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366	£0	£0	£14,366		(£422,057)	https://www.steelbuildings.co.uk/our-services/
Pavilion - Modular Build via Passmores	10.8mx7.2m	£32,750			£32,750		(£454,807)	£415per sq.m exc VAT
Pavilion groundworks & fitting out		£65,000			£65,000		(£519,807)	Estimate from C&G building contractors for 24m x 7.8m/2 = £195,000/3 = £97,500
Total Support Costs		£144,316			£144,316			
Overall capital cost		£252,816	£16,500		£269,316			

Fixed and variable costs for padel

Padel As at April 2,,2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available									
CIL Funds available after Preparatory & Essential Costs							(£250,491)		
Principal Asset									
Padel Tennis + floodlights	One court	£88,150	£5,730	-£52,890.0		£40,990		(£291,481)	Interest free loan available from LTA up to 60% of court cost, repayable over 5 -7 years https://www.lta.org.uk/roles-and-venues/venues/tennis-padel-facility-funding-advice/quick-access-loan-scheme/
Support costs									
Car park: tarmac 40 spaces	644sq m at £50 per sq m	£32,200				£32,200		(£323,681)	
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366				£14,366		(£338,047)	
Pavilion - Modular Build via Passmores	10.8mx7.2m	£32,750				£32,750		(£370,797)	
Pavilion groundworks & fitting out		£65,000				£65,000		(£435,797)	
Total Support Costs		£144,316				£144,316			
Overall capital cost		£232,466	£5,730	-£52,890.0		£185,306			

Fixed and variable costs for a running track

Running/walking track as at April 2, 2024	Detail	Capital	Other costs and site costs	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available								
CIL Funds available after Preparatory & Essential Costs						(£250,491)		
Principal Asset								
Running/walking track: stone sub-base	600m x 2.5m							
	stone sub-base	£102,000			£102,000		(£352,491)	
	black rubber crumb surface	£56,560			£56,560		(£409,051)	Source: Olltco - Portsmouth email exchanges
Total Capital costs		£158,560			£158,560			
Support costs								
Car park: tarmac 40 spaces	644sq m at £50 per sq m	£32,200			£32,200		(£441,251)	
Overall Capital Cost		£190,760			£349,320			

Table 3 Summary tables – fixed, variable and operating costs plus revenue projections

3G pitch

Scenario 1	3G Artificial Pitch								
As at April 2nd, 2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available							£450,000		
Fixed site preparatory costs		£700,491				£700,491		-£250,491	
3G Artificial pitch	senior	£886,000	£2,500		£531,600	£356,900		-£607,391	
Essential support costs		£171,416				£171,416		-£778,807	Car park, pavilion, storage
Totals		£1,757,907	£2,500		£531,600	£1,228,807			
	Revenue	Annual costs	Operating profit/loss					Cumulative financial position	
Operating forecast									
Year 1	£55,741	£70,050	(£14,309)					(£793,116)	
Year 5	£73,809	£78,842	(£16,105)					(£854,776)	
Year 10	£85,564	£91,400	(£18,670)					(£942,846)	
Notes:									
	1	Grant is at maximum for pitch							
	2	Smaller grants may also be available							
	3	Grants may be dependent on Atalanta making its home at Wickham							
	4	Only 2% of Atalanta's registered players reside in PO17							
	5	Atalanta indicated pitch hire costs would be at the higher end of their acceptable range							
Recommendation:	Does not meet financial viability criteria								

2 9v9 grass pitches

Scenario 2:	2 x 9v9 grass pitches								
As at April 2nd, 2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available							£450,000		
Site Preparation		£700,491				£700,491		(£250,491)	
2 x 9v9 grass pitches	Junior	£184,500			£25,000	£159,500		(£409,991)	
Essential support costs		£159,316				£159,316		(£569,307)	as per scenario 1 but smaller car park
Totals		£1,044,307			£25,000	£1,019,307			
Opeating forecast	Revenue	Annual costs	Operating profit/loss					Cumulative financial position	
Year 1	£0	£28,960	(£28,960)					(£598,267)	
Year 5	£10,898	£8,340	£2,557					(£588,476)	
Year 10	£12,633	£9,669	£2,965					(£574,491)	
Notes:									
	1 Grant at max from FA but could be more if site was for multi-sports development								
	2 Winchester Playing Pitch Strategy supports more juniot pitches								
	3 Primary School would like to use inc for summer tournamemtns								
	4 Pitch area would be useable for primary school sports and cricket outfield (with an a)								
	all weather wicket installed at £9.0K)								
	5 Would satisfy s106 requirement for "sports pitches"								
Recommendation:	Does not meet financial viability criteria								

MUGA

Scenario 3	MUGA (jnr tennis, netball & basketball)								
As at April 2nd, 2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available							£450,000		
Fixed site preparatory costs		£700,491				£700,491		(£250,491)	
MUGA		£108,500	£16,500			£125,000		(£375,491)	
Essential support costs		£144,316				£144,316		(£519,807)	
Totals		£953,307	£16,500			£969,807			
Operating forecast	Revenue	Annual costs	Operating profit/loss					Cumulative financial position	
Year 1	£6,732	£7,321	(£589)					(£520,396)	
Year 5	£8,914	£8,240	£674					(£520,918)	
Year 10	£10,334	£9,552	£782					(£506,293)	
Notes:									
	1	Interest from primary school for junior tennis							
	2	Netball input currently limited because no activity in Wickham & one team in Knowle							
	3	Support from local England Netball for new court in Wickham							
	4	Bookable for casual basketball and 5v5 soccer: no revenue forecast for these uses							
Recommendation:	Does not meet financial viability criteria								

Padel court

Scenario 4	Padel								
As at April 2nd, 2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available							£450,000		
Fixed site preparatory costs		£700,491				£700,491		(£250,491)	
One padel court		£88,150	£5,730	-£52,890		£40,990		(£291,481)	LTA Quick Access interest free payable over 5-7 years; loan up 60% of court capital cost
Essential support costs		£144,316				£144,316		(£435,797)	
Totals		£932,957	£5,730	-£52,890		£885,797			
Operating forecast	Revenue	Annual costs	Operating profit/loss					Cumulative financial position	
Year 1	£18,482	£1,101	£17,381					(£418,416)	
Year 5	£24,473	£2,567	£21,906					(£336,127)	
Year 10	£28,371	£15,239	£13,132					(£274,182)	
Notes:									
	1	Generous LTA loan scheme transforms the financial picture							
	2	Fastest growing participation sport in Europe							
	3	Strong growth in support from WCTC 2020 compared with 2023 surveys							
Recommendation	Does not meet financial viability criteria								

Running track

Scenario 5	Running/walking track								
As at April 2nd, 2024	Detail	Capital	Other costs and site costs	Loans	Grants	Cash required	CIL available	Balance remaining	Notes
CIL Funds available							£450,000		
Fixed site preparatory costs		£700,491				£700,491		(£250,491)	
Track 600m x 2m		£158,560				£158,560		(£409,051)	
Essential support costs		£32,200				£32,200		(£441,251)	Note: no requirement for pavilion
Totals									
Operating forecast	Revenue	Annual costs	Operating profit/loss					Cumulative financial position	
Year 1	£0	£0	£0					(£441,251)	
Year 5	£0	£0	£0					(£441,251)	
Year 10	£0	£0	£0					(£441,251)	
Notes:									
	1 No revenue forecast but FunRuns might deliver income?								
	2 Track useful for all ages								
	3 Unlikely to qualify as "sports pitches"								
Recommendation:	Does not meet financial viability criteria								

Appendix 4: Country Park concept design (to be added)



Table 5: Deacon Design cost projections for the Country Park

Consultants fees RIBA 2 - 5	
Project Manangement	£14,729
Landscape Architect	£66,282
Engineers Fees	£29,459
Architects fee (toilet block)	£7,200
Surveys	£200
Planning application	£800
sub-total	£118,670
Phase 1 key works	
Preliminaries	£15,000
Pond/wetland	£25,000
Car Park B: Wickham Station Car Park extension	£15,000
Timber toilet block plus connection	£80,000
Hoggin pathways	£20,745
Surfaced picnic area	£6,000
Timber ramped to Meon Valley trail	£80,000
General site furnishings: benches, bins, etc	£12,000
Wayfinding, mrkers etc	£7,000
Cleft rail fencing with stock/dog proof mesh	£22,528
sub-total	£283,273
Sub total consultant fees plus Phase 1	£401,943
Phase 2 soft landscaping:	
Grass & wildflower seeding	£6,267
orchard	£5,160
specimen trees	£37,500
ecological area	£15,866
wetland planting	£32,400
maintenance and replacements	£10,000
Sub total	£107,192
Sub total consultnat fees + phase 1, phase 2	£509,135
Phase 3	
Polydeck boardwalk in wetland area	£160,000
Play area - timber	£150,000
Sub total	£310,000
Grand total	£819,135

Wickham & Knowle Sports and Recreation Development Plan 2024 - 2027

Adopted ??? Date for Review and update: ???

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
1	Wickham Recreation Ground	Tennis – partnership agreement with Wickham Community Tennis Club to occupy courts	Maintain a sinking fund for the courts as the LTA grant conditions - £3,900 from 2021 Repaint courts in (date to be agreed with Tennis Club)	Wickham PC and Wickham Community Tennis Club (WCTC)	WCTC	
		Tennis and football	Support viable proposals for improvements from clubs	Wickham PC, Wickham Tennis Club, Football teams	PC/self funding	Proposals welcomed
		Football	Improve drainage to prevent seepage from Lysander Field Replace pavilion Pitch improvements to decrease cancelled match dates. Increase	Wickham Dynamos & others Wickham Dynamos, Tennis Club, other football clubs, residents (to include external WC available to play users) Wickham Dynamos, Hants FA, grounds contractors	CIL contribution from Wykeham Vale CIL contribution from Wykeham Vale plus grants CIL contribution from Wykeham Vale plus	September, 2024 March 2025 Ongoing commencing

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
			annual hire income through PC Business Development Manager		grants, annual precept	September 2024 Income from hires target gain: FY24/25 20%; FY25/26 30%; FY26/27 10%
2	Wickham Community Centre/School	All weather pitch (MUGA)	Maintain adequate sinking fund for maintenance and replacement of the carpet	Primary School	PC/self funding	Next carpet replacement 2028/2030 or earlier depending on inspection
			Installation of anti-social behaviour defences and controlled entry system	Primary School, booked users, Community Centre	P/C self funding	New provisions to be in place by Jan 2025
		BMX, scooters skateboarding	Maintain adequate sinking fund for improvements	Wickham PC	PC	
		Indoor sport / dance/recreation	Support proposals for viable additional activities for adults and children	Wickham PC, Wickham Community Association	None identified	Summer youth activity programme to be tested and long-term adoption to be reviewed September 2024
3	The Circle, Wickham	Play	Play area equipment replaced in 2023	Wickham PC	PC/grants to be researched	

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
4	Mill Lane, Wickham	Options between sports pitch provision and country park to be considered	<p>Data gathering from sports clubs</p> <p>Financial viability and design options</p> <p>Options analysis to be scrutinised by WCC with consideration of planning implications of both options</p> <p>Resident consultation</p> <p>PC decisions and planning applications</p> <p>Capital work to start</p>	Wickham Parish Council, Wickham CE Primary School, Sports clubs, residents, FieldForm, landscape design architects	Developer funding; grants	<p>Complete</p> <p>Complete</p> <p>Autumn 2024</p> <p>Q1/2 2025</p> <p>Q2/3 2025</p> <p>Q1/2 2026</p>
5	Knowle Village Green	Girls, boys, youth football. 3 junior pitches on east side of green; 1 youth 11v11 pitch on west side of the green.	Improve quality of pitches to maximise usage and hire income	Atalanta Girls, Waltham Wolves, other clubs Waltham Wolves, other clubs	Grants; contractual annual grounds maintenance programme	Target year-on year income growth: FY 24/25 20%; FY 25/26; 30%; FY26/27 15%
6	Knowle hard court (MUGA)	Informal kickabout with tennis / netball lines	Resurfacing may be required in the medium term (2022/23), maintain adequate sinking fund for the works	Wickham PC	PC	2022/23

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
			Repaint court lines Tennis net available for public use, potential for local coaching to be explored			2021 – order placed with Chiltern Sports
7	Knowle Skatepark	BMX, scooters skateboarding	£5k budget for improvements in 2021/2 . Additional precept request 2022/23 to be decided. Possible seating to be progressed. £5k budget is insufficient for major work	Wickham PC	PC/possible lottery grant funding to be progressed.	2021/22 Proposals under consideration 06/23
8	Consort Mews, Barbastelle Walk, Greater Horseshoe Way, Victoria Mews play areas, Knowle	Play	Consort Mews and Greater Horseshoe Way maintenance. Review for refurbishment Upgrade to Barbastelle Walk and Victoria Mews play areas Maintain sinking fund for maintenance and improvements	PC / Knowle Residents Association PC	PC	Ongoing 2026 Q1 2025
9	Knowle Village Hall Dual use for sports and recreation.	Currently used for table tennis, badminton, karate, rugby tots, fitness training	Support proposals for viable additional activities for adults and children through PC Business Development Manager	Sports groups / Wickham PC	PC/self funding	Ongoing

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
		Sport/recreation	<p>Finalise business case for an extension to allow additional community and sporting activities</p> <p>Initial design proposals</p> <p>Consultation with residents</p> <p>Funding plan approved by PC</p> <p>Planning application</p> <p>Commence works</p>	Existing users / residents / KRA	Possible CIL fund from Ravenswood development; other grants. Will not proceed if fully funded from CIL/grants	<p>Q1 2025</p> <p>Complete</p> <p>Q2 2025</p> <p>Q2/3 2025</p> <p>Q3 2025</p> <p>Q2 2026</p>
10	Knowle Water Meadows	Potential for Informal recreation opportunities and additional play facilities	Engage with the reserved matters planning proposals to meet the needs of new and existing residents	PC / Developer / TBC	Developer for Ravenswood not yet identified s106 provisions to be resolved	Q 1 2025
		Fishing	Parish Council will take ownership of fishing lakes and fishing hut as part of the agreement.	PC/ Knowle Resident Assoc/TBC.	<p>To be confirmed.</p> <p>Investigate possible permit/licences as income generator to offset some costs of management</p>	TBC