



# Wickham and Knowle Parish Council

## Recreation Committee

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

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 1<sup>st</sup> August 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 20 <sup>th</sup> June 2024	Chair	3-6
5.	To receive the Clerk's Action Plan and updates on matters arising	Clerk	7
6.	To receive Business Manager's Action Plan and updates on matters arising	Clerk	8
<b>Knowle</b>			
7.	To approve a quote for a new tree survey at Knowle Village Green	Clerk	9-10
8.	To consider 3 quotes received for tree work to Knowle Village Green and appoint a contractor	Clerk	11-14
9.	To approve a quote for repair work to the fencing at Victoria Mews play area	Clerk	15
10.	To receive an update on the Hants FA Pitch inspection for Knowle football pitch and agree an action plan	Chair	16-34
<b>Knowle Village Hall</b>			
11.	To consider a request from the Flyers to increase the implementation time for increased pricing	Clerk	35
12.	To consider a request for a mobile pizza van to return to the car park for August and September 2024 and review hiring charges	Clerk	36-37
<b>Wickham</b>			
13.	To consider 3 quotes received for replacement safety surfacing underneath the Titan Swing at Wickham Recreation Ground play area	Clerk	To follow
14.	To consider a request to sponsor Wickham Cricket Club	Cllr Manuel	Verbal
15.	To receive an update on the drainage project at Lysander Meadow and agree Hants FA Pitch inspection for Wickham football pitch	Chair	Verbal
16.	To receive an update from the Glebe Working Party	GWP	38-40
17.	To approve a request from the Glebe Working Party to authorise the Clerk to work with the GWP to obtain quotes for access gates	Chair	41

18.	To discuss informal parking arrangements between School Road and the Glebe and agree an action plan	Chair	42-43
<b>Mill Lane</b>			
19.	To receive an update on the Mill Lane project	Chair	Verbal
<b>Other</b>			
20.	To review hiring charges for Parish football and MUGA pitches	Clerk	44
21.	Recent correspondence/ reports from meetings attended of relevance to this Committee	Clerk	45-54
22.	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	-
23.	To approve the Grounds Maintenance Contract Invitation to Tender (ITT) being submitted on contracts finder website	Chair	Separate cover

**Sophie Thorogood**

**Clerk and RFO to Wickham and Knowle Parish Council**

**clerk@wickhamparishcouncil.org**

**28<sup>th</sup> July 2024**



# Wickham and Knowle Parish Council

## Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 20<sup>th</sup> June 2024, 7pm

### Committee members present:

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

**In Attendance:** Sophie Thorogood, Parish Clerk & RFO  
Business Manager from item 6 (19:07pm)  
6 Members of the Public

1. **Apologies for absence** – Cllr Broad
2. **Declarations of interest on Agenda:** None
3. **Public Session** – 6 members of public were in attendance.
4. **Minutes of the Meeting 30<sup>th</sup> May 2024**

Matters arising: Cllr N Holladay requested that with regards to item 12.1 from the minutes, that the need for a business plan for the Knowle Village Hall extension is not lost amongst the other work necessary.

Cllr N Holladay requested an update on the repairs to the MUGA. The Clerk explained that there is 3 part quote to the repairs which was not received in time to be discussed at this meeting. It will however be taken to the Full Council meeting on 27<sup>th</sup> June for a decision.

Cllr N Holladay requested a brief update regarding the Grounds Maintenance Contract timetable. The Clerk explained that the Council has received information that TUPE may be a consideration for the new tender and is seeking further legal advice.

Cllr Manuel requested that potential sponsorship of Wickham Cricket Club is placed on a future agenda of the Recreation Committee.

**RESOLVED: Minutes of the Meeting were approved and signed as a true record, proposed Cllr N Holladay, seconded by Cllr Phillips-Lee, and carried.**

**5. Clerk's Action Plan:** Noted. Clerk to investigate Knowle skate park work and move project forward. Clerk & Business Manager to look into the outstanding Wickham Pavilion toilet issue. Review of play area signage to be added.

2 members of public were present to discuss agenda item 14 so the Chair moved the agenda order

### 14. To receive an update on the Glebe Working Party:

A member of the GWP gave an update on the current situation. Heritage Lottery Fund receives bids up to £250,000. A draft grant application will soon be ready to be presented to the Parish Council. There are 3 sections to the grant; first being the archaeological section, which is led by Geoff Philpotts. It will be proposed that the Parish Council apply for 100% Heritage Lottery funding for the archaeological section, and this grant application will be checked by Tracey Matthews, the archaeologist at WCC in advance of submission.

Mark Ashton is leading the Ecology section. The proposal will be for 100% Heritage Lottery Funding which will cover all biodiversity improvement over a 5yr period. The Parish Council has already approved the Ecological Survey.



# Wickham and Knowle Parish Council

Paul Burlingham is working on the Accessibility element of the grant application. There is a proposal; that the Parish Council draw down on the S106 funding for the Glebe. There is now an outline design for accessible gates for which the Parish Council needs to be involved in the costing.

If the bid proposals are approved by the Parish Council, this would protect the Heritage Lottery Fund from reputational damage from an incomplete lottery funded project.

The Heritage Lottery Fund does not ask for 3 quotations for work, just an indicative cost.

The GWP have 3 current requests:

1. That the Parish Council authorise the Clerk to work with the Glebe Working party to work on access proposals to be presented to the Parish Council when the grant bid is completed and ready to be considered.
2. That the Parish Council verify School Road tractor access is part of the leasehold. This is a legal query. In all the maps, it is shown within the right boundary. This will become the main entrance so is an important entrance. There is currently casual parking at this entrance. This entrance is on the western side of School Road, adjacent to #1 School Road, and will become the disabled entrance into the Glebe. This entrance will also link into the proposed casual crossing on School Road.
3. That the Parish Clerk or a Parish Councillor attend future Glebe Working Party meetings in the future to provide a good link. ACTION: To put this on a future meeting of the Full Council to appoint a representative

Cllr N Holladay requested that the GWP put these requests in writing ready for the next Recreation Committee meeting, scheduled for 25<sup>th</sup> July.

The 2 members of the GWP left the meeting at 19.30pm and the agenda returned to number order.

6. **Business Manager's action plan:** Noted. Cllr Rappé asked for an update on the hall cleaning. It was explained that 1<sup>st</sup> Klas cleaning are currently cleaning the hall once a week and the Business Manager will continue to monitor the service. Cllr Phillips-Lee commented that the café owner had received a good report from Environmental Health. The Business Manager left at 19:39pm.

## Knowle

7. **Hedge issues at Knowle Village green car park:** The quote and report on the hedge was received and circulated the day before the meeting.

**RESOLVED:** to accept the quote of £2,650 for cutting of the hedge surrounding the car park, as proposed by Cllr Burt, seconded by Cllr Rappé and carried with abstentions by Cllrs K Holladay and N Holladay.

## Knowle Village Hall

8. **To review hire charges and booking forms, and any informal hire agreements:** Cllr N Holladay had reviewed the original booking forms and amended terms and conditions, along with a new format for booking request and booking agreement forms. These amended documents had been circulated to the Committee with the agenda.

The revised booking forms and terms and conditions were accepted other than a minor change to section on car parking, number of people classed as a large event increased from 30 to 40.

The Business Manager had also completed a comparison of other local village hall hiring charges; this comparison had been circulated with the document pack.



# Wickham and Knowle Parish Council

Room	Current price per hour	New price per hour (1 <sup>st</sup> October 2024 onwards for regular hirers)
Main Hall	£25.00	£25.00
Main Hall discounted for regular hirers	£14.00	£16.00
Meeting room	£12.50	£14.00
Meeting room discounted for regular hirers	£8.25	£16.00
Shared kitchen use	£5.00	£5.00

**RESOLVED:** to recommend to Full Council adoption of amended booking forms and a new pricing structure for Knowle Village Hall, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried.

9. To consider the quote for an extra CCTV Camera covering the car park:

**RESOLVED:** to accept the quote for £525 for an extra CCTV covering the car park, as proposed by Cllr Phillips-Lee, seconded by Cllr Rappé and carried.

10. To consider a quote for a new recycling bin at the hall:

**RESOLVED:** to accept the quote for a new 660L recycling bin at £6.83 weekly charge, as proposed by Cllr Phillips-Lee, seconded by Cllr Burt

11. To update on current anti-social behaviour issues around the hall: The Clerk gave a verbal update on the issues. It was also noted that following a visit by the Police, the resident who graffitied the hall has agreed to pay the bulk of the removal costs and an invoice has been raised to them.

12. To delegate to Cllr N Holladay and the Clerk to re-write the tender for the Wickham Pavilion and submit to Full Council: two tenders were received by the closing date. Although both tenders were good in their own right, it was felt that neither building was quite the look that was desired for Wickham Recreation Ground.

The wooden building design by Passmore would be a suitable style for the Recreation Ground. They do not offer installation though, only manufacture. So a new tender would be needed for installation of their building.

Cllr Manuel suggested that appointing Axis Architects to create plans from which an installation could be based would be a good idea to push this project forward. The work Axis have done on the Knowle Village Hall extension has been of very good value.

It was decided that Cllr N Holladay to let both tenderers know that neither bid was successful on this occasion, and for an item to be added to the Full Council agenda for 27<sup>th</sup> June to approve a £4,000 spend from the Wickham CIL earmarked reserve to pay for new plans to be designed by Axis Architects.

13. To receive an update on the Hants FA Pitch inspection and the drainage project the pitch power inspection report for Wickham had been circulated to the Committee in advance of the meeting.

Cllr N Holladay felt that this agenda item was best broken into a 4-part recommendation:

- that the Council adopt the proposals with funding from the Football Foundation and any other grant source that is possible*
- that the Council ask the current Grounds Contractors to quote for doing the work that is possible to do in time for the start of the 2024/25 season*
- that the full annual maintenance programme suggested by Hants FA is incorporated in and costed within the proposed new Grounds Contract.*



# Wickham and Knowle Parish Council

- d. *that the Council obtains quotes too for the drainage work to prevent pitch improvement works being compromised by continuing flow of surface water from Lysander Field onto the pitch.*

The Committee felt that it would be best to begin the pitch renovations by first getting the drainage project underway, part d, then working through the pitch renovations recommendations once the drainage for the pitch had been improved.

3 quotes had been submitted for the drainage to Lysander Meadow.

Quote 1: £4,300

Quote 2: £30,000 - £35,000

Quote 3: £6,377

Cllr Chambers asked where the stream is actually sited; Cllr N Holladay explained its location. Cllr K Holladay asked where the spoil would go from the trench; Cllr Burt explained it would be refashioned into Lysander Meadow. Cllr Manuel asked how long this drainage improvement would last; Cllr N Holladay would anticipate for this to last at least 10 years.

**RESOLVED:** to recommend to Full Council to accept quote 3 from Nigel Blackman to carry out the drainage works to Lysander Meadow at a cost of £6,377, as proposed by Cllr N Holladay, seconded by Cllr K Holladay and carried with abstention from Cllr Burt.

**RESOLVED:** to bring back parts a, b and c to a future meeting of the Committee, as proposed by Cllr N Holladay, seconded by Cllr Burt and carried.

**ACTION:** Cllr Burt to give fixtures list to the Clerk

## 15. To receive an update on the Mill Lane project:

There is not much to update since the last meeting. The recommendation to appoint Deacon Designs to provide an initial concept design for a country park at Mill Lane is being approved by Full Council on 27<sup>th</sup> June.

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

Meeting Closed, 8:38pm

Signed.....

Date.....

## Recreation Committee

1st August 2024

### Item 5 - Clerk's Action Plan - LAST UPDATED July 2024

Subject	Action	Date for Completion	Action by	Notes
<b>Wickham</b>				
Mill Lane	Sports Project	Ongoing	Chair	Update on agenda
Pavilion	Repair/patch up toilets	Ongoing	Clerk	To be deep cleaned along with Pavilion w/c 29th July
Pavilion refurbishment	Pavilion project	Ongoing	Clerk/NH	Increase in price on agenda for Full Council approval. Cllr N Holladay should be able to sign order with Architect to get new plans drawn to go out for a new tender
MUGA	Repairs due to vandalism	Ongoing	Clerk	New control box in place, Clubspark account active, awaiting training
Recreation Ground Football	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
Recreation Ground play area	Minor injury on titan swing	Completed	Clerk	Rope swing removed and replaced with zip wire seat to prevent further injuries
Recreation Ground play area	Wetpour issue underneath Titan swing - 3 quotes requested	Ongoing	Clerk	On Agenda
Wickham Community Centre play area	safety surfacing cracks	Ongoing	Siam	Repair work approved
<b>Knowle</b>				
Skate park	To extend skate park apron	31st August 2024	Clerk	New PO submitted, work to be completed in Summer
Barbastelle Walk play area	To replace equipment	Ongoing	Clerk	New tender to close 17th July. Full Council decision 30th July, work to be awarded and Purchase Order sent by 2nd August
Fencing issue Victoria Mews play area	Fencing repairs needed	31st August 2024	Siam	On Agenda
Cradle swings Victoria Mews	2 cradle swings cracked	Completed	Siam	Replacement cradle swings ordered and installed
Tree work - Knowle Village Green	22 trees need crown lifting to 5.3m above highway	30th September 2024	Clerk	On Agenda
TPO Tree survey	Trees surrounding village green on TPO need a new survey	Ongoing	Clerk	On Agenda
Knowle football pitches	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
Jet wash Greater Horseshoe Play	Jet wash Greater Horseshoe Play Area	30th June 2024	Siam	Completed
Jet wash Victoria Mews Play Area	Jet wash Victoria Mews Play Area	30th June 2024	Siam	Completed
Clear brambles at Consort Mew's	Clear brambles at Consort Mew's play area	30th June 2024	Siam	Completed
CCTV	Review Car Park coverage	Ongoing	Clerk/BM	New CCTV camera to cover car park now installed
Recycling bin	Extra bin for recycling	31st July 2024	BM	New bin in place. BM reviewing usage
Hedge	Cutting back car park hedge	ASAP	Clerk	Hedge work complete
Hall	Extension	Ongoing	CM	Planning application now live. Closes mid August
<b>ALL</b>				
Grounds Maintenance Tender	To re tender contract	31st December	Clerk	On agenda
Signs	Replace all signs with new contacts	Ongoing	Clerk/BM	Awaiting action

<b>BUSINESS MANAGER ACTION PLAN - LAST UPDATED July 2024</b>				
Subject	Action	Date for Completion	Action by	Notes
<b>Knowle</b>				
CCTV	Installation date:	16/07/24	Clerk/BM	New camera installed with greater car park coverage. New CCTV signs ordered and to be installed ASAP
Hall hire charges	New hire charges and T&C's finalised		Clerk/BM	
Recycling bin	660L bin on delivery	Delivered	BM	In place. BM to review usage.
Security light above keybox	Craig to supply LED pair of lights	Ongoing	BM	Still considering
Bollard installation	Quote received.	Ongoing	BM	Still considering
Pickleball	Pickleball set recieved and used	19/06/24	BM	People are hiring to play.
First aid at work	Joining a training group booked here	25/07/24	BM	Completed
Yoga	New class	15/07/24	BM	Great attendance.
Cafe	6 weeks in	Ongoing	Clerk/BM	Slowly getting busier.
<b>Wickham</b>				
Youth club	Safeguarding training complete	Ongoing	BM	Youth club open day 30/07/24
Protyre	Payment recieved for 2023. Invoice sent for 2024	Completed	BM	Payment made for 2024
<b>Events</b>				
Bingo	Second event	02/08/24	BM	
Quiz Night	Third event	20/07/24	BM	Lower turn out because of holidays, still good though.
Sports day	Community engagment event	13.07.24	BM	It rained but still 30 in attendance



Email: arborecoconsultancy@gmail.com  
Tel: 07542 093882

10<sup>th</sup> July 2024

Quotation Reference: MB240705

## **ARBORICULTURAL CONSULTANCY**

### **Introduction**

Arbor-Eco Consultancy have been commissioned to provide a quotation to carry out a negative tree survey of trees located at Knowle Village Recreation Ground, Knowle on behalf of the Clerk & RFO to Wickham & Knowle Parish Council.

### **Negative Tree Survey**

To carry out a ground level Visual Tree Assessment Survey of trees and produce a Negative Tree Survey Report of trees inspected with defects within the curtilage of Knowle Village Parish Council owned land (as directed) within the Recreation Ground, and recorded in a Tree Survey Schedule and included within the Tree Survey Report. Trees that require to be felled will be marked with RED paint and those requiring remedial work will be indicated with a unique numbered metal disc fixed on the stem. Trees requiring remedial work will also be marked on an OS Map using a hand-held GPS data capture device linked to 12 satellites for accuracy.

### **Occupiers' Liabilities Act 1957 and 1984**

An occupier of premises owes the same duty, the "common duty of care", to all his visitors whether by invite or otherwise. The common duty of care is a duty to take such care as in all the circumstances of the case is reasonable to see that the 'visitor' will be reasonably safe in using the premises for the purposes for which he is invited or permitted by the occupier to be there or for purposes other than that which they have been invited (trespassers).

The VTA will be carried out with consideration to the following guidelines and current legislation;

- Occupiers' Liability Act 1957 & 1984
- Quantified Tree Risk Assessment Used In The Management Of Amenity Trees
- Management of Health and Safety at Work Regulations 1999 and the associated ACoP (guidance is contained in HSG 65 Successful health and safety management and INDG 163 Five steps to risk assessment)
- HSE's "Reducing Risks Protecting People" 2001
- National Tree Safety Group - Common sense risk management of trees 2011
- The Health & Safety Executive (HSE) (decision –making framework, known as the Tolerability of Risk (ToR) framework
- Section 41(1) of the Highways act 1980, a duty "to maintain the highways"
- Section 154 (2) of the Highways Act 1980
- National Planning Policy Framework, Trees and Forestry Commission, Crown or local authority land, churchyards, aerodromes and scheduled monuments, Government Planning Practice Guidance.

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**Cost Summary**

Carry out a site visit and provide a Negative Tree Survey Report including mapping;

**Cost: £650.00 (no VAT).**

**Purchase of Pear Technology Map: £50.00**

If you should require any further information regarding the above works, we will be happy to help.

Yours sincerely,



Marco Bartolini

Arboricultural Consultant (TechArborA, PTI, FdScWM, Dip Mgmt)

On behalf of Arbor Eco Consultancy

## **Recreation Committee meeting – 1<sup>st</sup> August 2024**

### **Agenda Item 8 -**

**To consider 3 quotes received for tree work to Knowle Village Green and appoint a contractor**

Now that the hedge work has been completed around the perimeter of the village green, the trees now need work. The arboriculturist who submitted a quote for the tree survey walked the whole site with the Clerk and Business Manager. His advice was to crown lift the 22 trees by the hedge, from the roundabout to the hall car park entrance. These trees are not subject to TPOs. The Clerk will also liaise with First Port to inform them the work will be completed to that side of the road.

Quote 1 - £4,875

Quote 2 - £1,250

Quote 3 - £1,700

***Recommendation: to accept quote 2 at £1,250 plus VAT***



# QUOTE

Wickham & Knowle Parish Council

**Date**  
16 Jul 2024

**Expiry**  
15 Aug 2024

**Quote Number**  
QU-0249

**VAT Number**  
262 3153 29

JTTS Tree Contractors Ltd  
5 Forest Gardens  
Waltham Chase  
Southampton  
Hampshire  
SO32 2LB  
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Crown raise 22 trees to the hight of 5.3 meters, reduce and re shape	1.00	4,875.00	20%	4,875.00
Subtotal				4,875.00
TOTAL VAT 20%				975.00
TOTAL GBP				5,850.00

## Terms

Quote valid for 30 days

JN Tree Care Ltd

85 Titchfield Road  
Stubbington  
Hampshire  
PO14 2JE  
01329315647  
info@jntreecare.co.uk  
VAT Registration No.: 258846259



Quote

ADDRESS  
Mrs  
Wickham Parish Council.  
Village Green, Knowle Avenue, Fareham, PO17 5GR.

QUOTE 4676  
DATE 11/07/2024

DESCRIPTION	AMOUNT
Crown raise 22 trees (Horse Chestnut,Lime, Prunus and Birch) to 5.3m over highway. Canopy over green area to be raised to match. If tree canopy is encroaching the highway a localised reduction will be undertaken.	1,250.00
<hr/>	
SUBTOTAL	1,250.00
VAT TOTAL	250.00
<hr/>	
TOTAL	£1,500.00

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	250.00	1,250.00

Accepted By

Accepted Date

Valley Tree Care Ltd  
Arena, Lancaster House, 8 Barnes Wallis Road,  
Fareham  
Hampshire  
PO15 5TU  
+44 7541953917  
info@valleytreecare.co.uk  
VAT Registration No.: 410339928



Quote

ADDRESS  
Wickham And Knowle Parish  
Council

QUOTE NO. 1523  
DATE 16/07/2024

DATE	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	<b>Tree Surgery</b>				
	Trimming back behind curb line and crown lifting to 5.2m of all trees established with in the recreational area of Knowle village hall that overhang Knowle Avenue. All arisings to be removed from site. Safe working zone to be installed for all operatives. All works to be carried out to BS3998.	20.0% S	1	1,700.00	1,700.00

SUBTOTAL	1,700.00
VAT TOTAL	340.00
TOTAL	<b>£2,040.00</b>

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	340.00	1,700.00

Accepted By

Accepted Date



Siam Landscapes LTD  
14 Bramshott Road, Weston, Southampton, SO19 9ND  
Tel. 07368408450  
email : Peter21siamlandscapes@gmail.com  
VAT Registration No. 336 1904 09  
Company Registration No. 12025030

**QUOTATION Ref: PW-338**

8<sup>th</sup> July 2024

**FAO:** Clerk of Knowle & Wickham Parish Council

Thank you for recent enquiry. I have pleasure in submitting the following quotation

**QUOTATION: Victoria Mews, Play area, Knowle Village**

LINE	Description	Qty	Total (£)
	<u>To repair fence</u>		
1	To supply and install 5 new posts		
2	To help support rotten fence in places		
3	To leave site clean and tidy		
4	All arising to local tip		
	<b>Total cost per annual</b>		<b>500.00</b>
	<b>Plus 20% VAT</b>		<b>100.00</b>
	<b>ALL TOTAL COST INCLUDE VAT</b>		<b>600.00</b>

Our charge includes for the supply of labour, materials and equipment. The above quotation remain valid for a period of 3 months from the date of this letter

1. Please quote **PW-338** when referring to this quotation
2. I hope the above meets with your approval and look forward to hearing from you in the future.

Kind regard  
Peter Wadsley / Director



**PITCHPOWER**

**Powered by  
Football Foundation**

# ***FOOTBALL ASSESSMENT REPORT***

## **KNOWLE VILLAGE HALL AND RECREATION GROUND**

**Hampshire FA**

**Active Places Site ID**

1042592

**Report ID**

15402



This report has been compiled for WICKHAM PARISH COUNCIL and Hampshire FA to provide information on the standard of the football pitches and outlines recommendations on how to improve the quality and maintenance of these pitches.

Inspection Window

**1 APR 2024 / 30 JUN 2024**

Inspection Reason

**INTEREST IN A FOOTBALL FOUNDATION GRANT**

Report Completion Date

**18 JUN 2024**

This report looks solely at the Football pitches for WICKHAM PARISH COUNCIL to see how support can be offered in improving the standard of Football pitches and level of maintenance across the area. Please note these recommendations are based on the information obtained and/or provided and are for guidance purposes only. Any works undertaken are the responsibility of the club/organisation.

Site report:

**KNOWLE VILLAGE HALL AND RECREATION GROUND**



# KNOWLE VILLAGE HALL AND RECREATION GROUND

Site ID: 1042592



Map Key	Pitch Name	PQS Score
1	<b>PITCH 1 - 11V11</b>	● Poor - 34%
2	<b>PITCH 2 - 9V9</b>	● Poor - 25%

Date inspection submitted  
**02/05/24**

Inspection submitted by  
**[pete.hussey@hampshirefa.com](mailto:pete.hussey@hampshirefa.com)**

Next available inspection window  
**1 Jul 2024 / 31 Oct 2024**

Reviewed by  
**[ahendrickx-nutley@thegma.org.uk](mailto:ahendrickx-nutley@thegma.org.uk)**



Thank you for your submission.

I have made recommendations to continue maintaining the pitches. Regular mowing will thicken the sward and promote root growth, a thicker sward will reduce weed infestation.

Decompaction is not mentioned in the inspection,

I would recommend at least two applications of deep tine aeration once at the start of the season and the second during or at the end. Alternately using linear aeration at the start of the season and deep tine aeration during or at the end of season. Combining decompaction with regular surface and deep aeration through the winter months with a groomer and or deep slitter will keep the surface open, improving drainage relieving compaction which will then promote deeper root growth. Some of the maintenance recommendations have certain months allotted to them slitting in this case.

Best practice would encourage over-seeding the whole pitch at the end of the season, if funds don't allow this over-seeding the bare areas such as worn goal mouth centres and corners would be the minimum requirement, this is all included in the over-seeding section. Repairing goal mouth through the season may reduce the work required at the end of the season. If funds allow top dressing with a compatible sports turf top dressing will help to even out the surface over time.

Applying a controlled release fertiliser in the spring to encourage new seed and the existing grass to grow in is essential. Another application in the autumn will give the grass a boost and help with plant health through the winter months, check the fertiliser section for more detail.

Regular surface grooming ideally with a combination groomer, stand the grass leaf back up improving airflow around it, this will also gently scarify the surface preventing thatch build up. The brush will be spread worm casts out before mowing. Using a brush, drag matt or a set of chain harrows can be used for surface grooming if a groomer isn't available.

I would recommend to over seed in spring to get new desirable grass growing.

Then apply a selective herbicide 6 to 8 weeks after seed germination to control the weeds maybe necessary if lots of weeds are present on the surface. As some weeds won't be active until the late spring early summer an application at this time will most likely be more effective.

If there is a high thatch and weed content it would be better to apply a selective herbicide before scarifying. The renovation priorities are decompaction, over-seeding including goal mouth repairs and application of fertiliser and selective herbicide.

In the season mowing, marking surface grooming, decompaction, deep slitting autumn and winter feed.

You may be eligible for support for funding towards maintenance operations (which could be up to £3200 per full size pitch per year known as Enhanced Maintenance Funding) for pitches rated as BASIC or POOR and up to £950 per year for pitches rated as GOOD or above (known as Sustain Funding) and up to 75% towards the machinery recommended in this report. Your county FA will be able to help with this process. If the



club is awarded enhanced maintenance funding, concentrating on over-seeding, decompaction and weed control operations will have the greatest impact on this pitch. The nature of this site will mean ALL the renovation recommendations will be needed to get this pitch to a GOOD standard. If the club can source the appropriate volunteers, taking some of the recommended maintenance tasks in house such as grooming and slitting, would also help. This would be dependent on the club sourcing appropriate machinery.

If you have any questions about this report, please feel free to contact me at [ahendrickx-nutley@thegma.org.uk](mailto:ahendrickx-nutley@thegma.org.uk) or by phone 07706 350 829 (working hours only) Ash Hendrickx-Nutley. South-West Regional Pitch Advisor.

## Maintenance

Attention required in these areas:

[Line marking >](#)

[Surface Grooming >](#)

[Scarification >](#)

[Decompaction >](#)

[Goal Mouth repairs \(Renovation\) >](#)

[Overseeding \(Out of season renovation\) >](#)

[Top Dressing \(Renovation\) >](#)

[Application of fertiliser >](#)

[Application of selective herbicide \(weed treatment\) >](#)

[Goal Mouth repairs \(In season\) >](#)

[Deep Slitting >](#)


## Equipment

Attention required in these areas:

No Equipment to show

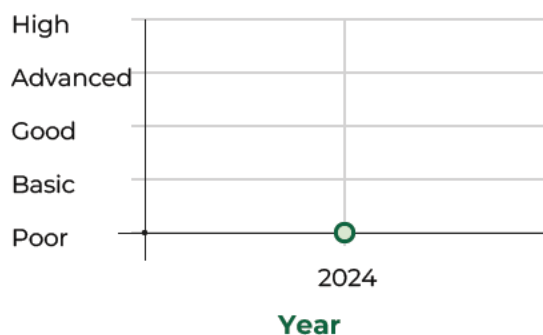
## Pitch 1 - 11v11 Football - Adult Football

**CURRENT PQS SCORE: Poor - 34%**

AREA				PQS GRADE
Grass height	57	50	48	2
Grass coverage	44%	30%	19%	0
Weed coverage	38%	66%	81%	0
Surface debris	Standard	Standard	Standard	2
Topsoil depth	130mm	170mm	165mm	3
Thatch depth	17mm	12mm	20mm	1
Root depth	130mm	150mm	100mm	4
Line markings	Below standard			0
Drainage Following Rainfall	Slow drainage			2
Surface evenness	Below standard			0
Goalposts	Compliant			1




 Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor


### Overall pitch PQS tracked over time



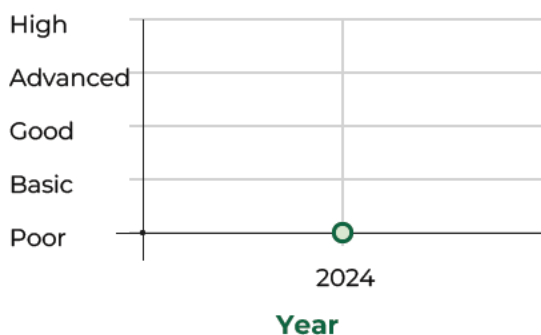
## Pitch 2 - 9v9 Football - Junior Football 9v9

**CURRENT PQS SCORE: Poor - 25%**

AREA				PQS GRADE
Grass height	58	57	65	2
Grass coverage	58%	40%	47%	0
Weed coverage	40%	51%	51%	0
Surface debris	Standard	Standard	Standard	2
Topsoil depth	100mm	130mm	90mm	0
Thatch depth	12mm	15mm	10mm	2
Root depth	70mm	110mm	70mm	0
Line markings	Below standard			0
Drainage Following Rainfall	Slow drainage			2
Surface evenness	Standard			2
Goalposts	Compliant			1

 Grass coverage cap: You received a score of Poor therefore your overall PQS has been capped at Poor

### Overall pitch PQS tracked over time





# MAINTENANCE

These recommendations are in priority order

## LINE MARKING

**Frequency:**

Weekly

**Recommended for:**

Pitch 2 - 9v9

Lines should be marked to the appropriate dimensions with a suitable line marking paint. Strings should be used to straighten lines when possible. Burning in of lines should be avoided and no herbicides have label approval for use in this way. Any cost saving from marking less frequently will be negligible in comparison to the spends required to reinstate and seed the lines as they may erode through lack of grass coverage. Burning in of lines should be avoided, no herbicides have label approval for this purpose. Any cost saving from marking less frequently will be negligible in comparison to the spends required to reinstate and seed the lines as they may erode through lack of grass coverage. In turn this can cause worn lines posing a risk to user safety.

PLEASE NOTE: The indicative budget outlined in the report does not include line marking costs.

[LEARN MORE ABOUT LINE MARKING >](#)



## SURFACE GROOMING

**Frequency:**

Fortnightly

**Recommended for:**

Whole Ground

Any presence of worm casts should be alleviated by regular brushing of the surface providing the soil is dry enough as the right conditions are important to disperse the casts effectively. Worm casts are unsightly and can smear and cover fine turfgrasses. This would also help with thatch build up, dew dispersal and help to break up any surface debris. If use of a combination grooming tool could be organised regular use of this to rake and brush the area during the growing season and then to use the brush and surface slitter during the autumn and winter if soil conditions allow will help to relieve surface compaction, improve surface drainage and manage organic matter levels which can contribute to numerous turf problems. These operations will also alleviate the conditions in which many weeds and diseases thrive.

PLEASE NOTE: The indicative budget outlined in the report does not include implementing a surface grooming regime.

[LEARN MORE ABOUT SURFACE GROOMING >](#)



## SCARIFICATION

**Frequency:**

1 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£650

Scarification is performed to prevent the build-up of thatch or to control an existing thatch layer. Decaying organic matter can build up in the base of the grass plant, producing a thick impermeable layer that reduces the air, water and nutrient intake into the soil. Other reasons for scarification are to reduce populations of undesirable grasses and weeds. Sometimes it is a case of being cruel to kind with pitches and this process can help to reduce weed and weed grass populations in exchange for more resilient species that can be introduced through disc seeding soon after scarifying. On sites without irrigation, it is recommended that scarification is not carried out too aggressively as it presents a greater challenge to reinstate the playing surface.

[LEARN MORE ABOUT SCARIFICATION >](#)



## DECOMPACTION

**Frequency:**

2 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£1700

Decompaction operations are essential to allow air, water and nutrients to pass into and through the soil profile increasing drainage and root depth/density and improving the breakdown of organic matter (Thatch). Deep spiking should be carried out at least once annually but ideally twice, spring and autumn using 18-24mm tines at 100mm spacings to maximum achievable depth. If funds permit conduct further linear aeration and decompaction operations during the autumn/winter month's dependent on ground conditions.

[LEARN MORE ABOUT DECOMPACTION >](#)



### GOAL MOUTH REPAIRS (RENOVATION)

**Frequency:**

1 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£1400

Ideally repairs to damaged goalmouths should be made through the season to maintain surface levels and grass cover where possible, however, it may prove that these areas need totally renovating at the end of the season if dishing has become too severe, should this be the case, they may require rotovating to completely break the soil profile up and additional sports sand or sand/soil mix incorporating and worked in to restore levels prior to seeding. In extreme circumstances, particularly during times of the year where seed germination is difficult; there may be the need to re-turf damaged areas. New turf will need time to bed in so this can be a difficult operation in terms of timing due to fixtures so should be considered a last resort to get you through the season or until more suitable remedial works are possible.

[LEARN MORE ABOUT GOAL MOUTH REPAIRS  
\(RENOVATION\) >](#)



### OVERSEEDING (OUT OF SEASON RENOVATION)

**Frequency:**

1 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£2500

If adequate access to water is available end of season over-seeding offers a reliable means of reinstating grass cover for the following season. Disc seed in 3 directions at a rate of 35 grams per square metre (approximately 10-12 x 20kg bags of Perennial Ryegrass seed for a full-size pitch) If particular areas of the pitch/s are worn season end such as through the middle box to box the amount of grass seed can be concentrated appropriately to target these areas if budgets are limited.

[LEARN MORE ABOUT OVERSEEDING \(OUT OF SEASON RENOVATION\) >](#)



## TOP DRESSING (RENOVATION)

**Frequency:**

1 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£2850

Application of top dressing can help to reinstate surface levels, and improve surface drainage and the quality of the top soil over time. This can be done by bulk application of top dressing using specialised equipment as part of end of season renovations. Typically, the aim is to apply approximately 9-16kgs/ m<sup>2</sup> /year (This equates to between 60-100tonnnes) for a full size pitch eg (100x64m) The type of top dressing used is important to avoid creating issues, you can make sure any materials used are compatible with your soil type/drainage by having a Particle Soil Distribution analysis undertaken by a suitable dressings supplier. Always keep dressing dry prior to and during application and brush/drag matt in thoroughly when dry in several directions. The report budget provided is for 30 tonnes.

[LEARN MORE ABOUT TOP DRESSING  
\(RENOVATION\) >](#)



## APPLICATION OF FERTILISER

**Frequency:**

2 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£2300

Experience has shown that where funds are limited and best value the principal concern application of a controlled or slow release granular fertiliser provides the best outcomes on pitches used for grassroots football. As a rough guide these types of fertiliser provide a slow “drip” feed of nutrients avoiding excessive grass growth that can be difficult to keep on top of and susceptible to disease. This release of nutrients can last for up to 4-5 months in certain products but more typically 3-4. Granular fertiliser has increased in cost in recent years so its really important to make sure that what you are applying to the area is appropriate and nothing is being wasted. A nutrient soil analysis that can usually be provided by your chosen supplier can help to make sure you’re using what’s most suitable for your site. Typically, whatever the preferred supplier a suitable fertiliser can be selected for spring/summer and autumn/winter. Approx. 12 x 20kg bags per full size pitch. One application per year would be considered the minimum in spring but ideally at least two with the second in late summer/early autumn.

[LEARN MORE ABOUT APPLICATION OF FERTILISER >](#)



## APPLICATION OF SELECTIVE HERBICIDE (WEED TREATMENT)

**Frequency:**

1 x per year

**Recommended for:**

Whole Ground

**Est Cost:**

£650

As part of an Integrated Weed Management programme application of a broad spectrum selective herbicide may be required once per year if cultural controls are not adequately controlling the population within the defined tolerances. By way of an example a GOOD score for weed cover is for the pitch to have no more than 6-10% weed coverage. Selective herbicides should be applied by a fully qualified professional with the appropriate equipment and paperwork. It should typically not be applied within 6-8 weeks prior to or after seeding (refer to product label) Typically mowing should not take place for 3 days before and 3 days after application. (Do not apply in drought conditions it may damage the turf and will not treat weeds effectively). Selective herbicides should be sprayed in the dry with little to no wind. Most selective herbicides are rain fast within 24 hours of application. If rain falls prior to this it could affect the success of weed control. Work with the contractor to ensure the selective herbicide chosen controls the weeds on site. Most good quality systemic selective herbicides should control common weeds such as Daisy, Dandelion, Greater Plantain, Clover etc.

[LEARN MORE ABOUT APPLICATION OF  
SELECTIVE HERBICIDE \(WEED TREATMENT\)>](#)



## GOAL MOUTH REPAIRS (IN SEASON)

**Frequency:**

As Required

**Recommended for:**

Whole Ground

**Est Cost:**

£40

Hand fork the goalmouths and gently apply heave to the fork to relieve compaction, if the area is bare scratching the top soil with a landscaping rake (plastic) to create a fine tilth. Top dress using a pan shovel with a suitable material (sports sand or sand/soil mix) to return the area to desired surface level, work the dressing into the surface as you go by brushing or raking, taking care not to smother any grass cover. If conditions are suitable add some grass seed, irrigate as required and cover with germination sheeting or scaffold netting if available.

[LEARN MORE ABOUT GOAL MOUTH REPAIRS  
\(IN SEASON\) >](#)



## DEEP SLITTING

### Frequencies:

January: N/A  
February: N/A  
March: N/A  
April: N/A  
May: N/A  
June: N/A  
July: N/A  
August: N/A  
September: Once  
October: Once  
November: Once  
December: Once

### Recommended for:

Whole Ground

Slitting provides aeration in the soil encouraging improved water, air and nutrient circulation in the soil. It is a quicker and less invasive method of aeration in comparison to deep spiking or linear decompaction and should take place more routinely as part of a routine maintenance schedule. Typically slitting would take place to a depth of between 150-220mm soil conditions allowing. Due to the slits created it can be particularly useful in the autumn when trying to improve the drainage of the soil prior to the wetter winter months. However as it creates lines of weakness in the soil it is not recommended on clay soils beyond the winter due to the risk of encouraging cracking during drought periods.

[LEARN MORE ABOUT DEEP SLITTING >](#)

## ESTIMATED BUDGET TO CARRY OUT RECOMMENDATIONS

£12090

Please note, the costs provided above are indicative and may vary dependent on quantities and frequency. This estimated budget should be used to help plan and prioritise work, but is not linked to the amount of grant funding you may receive. Following the recommended works should help you achieve the **GOOD** pitch standard, or if already at that level, sustain it.



# TRAINING

As well as undertaking the maintenance activities as described above, we would also recommend attending the following training courses to further develop your skills and understanding of grass pitch maintenance.

[Click here for information on training courses.](#)

[VISIT TRAINING COURSES >](#)

## Recommended Training

No training courses found.



WANT TO APPLY FOR FUNDING?

# FOOTBALL FOUNDATION FUNDING APPLICATION PORTAL

You could be eligible for a grant to help you carry out the recommendations in this report. Click 'Apply here' and you could be on your way to securing a grant and being a part of our mission to transform this country's grassroots game.

Report ID: **15402**

To apply for funding visit

[APPLY.FOOTBALLFOUNDATION.ORG.UK](https://apply.footballfoundation.org.uk)

## Training Courses



Further information on any training courses you're recommended to complete can be found on the Grounds Management Association website.

[Visit the GMA >](#)

## The Groundskeeping Community



Join the Football Foundation Groundskeeping Community to connect with groundskeepers across different levels of the game. You'll be able to ask questions and share best practice.

[Visit the Groundskeeping Community >](#)

## Find out more about the Football Foundation's plan to transform the country's grass pitches

Visit our website, which has lots of information about other resources and funding opportunities we're offering organisations involved in the grassroots game.

[FOOTBALLFOUNDATION.ORG.UK >](https://footballfoundation.org.uk)

**From:** [REDACTED]  
**Sent:** 21 July 2024 10:52  
**To:** clerk@wickhamparishcouncil.org  
**Subject:** "To all regular hirers of Knowle Village Hall"

Dear Ms. Thorogood,

This email is in response to your recent letter regarding revised hiring charges at Knowle Village Hall.

I represent a group who define ourselves as 'Wednesday Night Flyers' who use the Hall on Wednesday evenings between 8.00pm and 10.0pm to, generally, set-up and test-fly our radio controlled model helicopters in a benign environment. To the best of our collective recollection, we have been doing this regularly at Knowle Village Hall for something in excess of 11 years. Again, to our collective belief, we have not in that period caused any problems and have been diligent in our responsibilities to tidiness, cleanliness and security at the Hall. Unlike, it should be said, some other users we have noted, and reported.

The majority of us who attend are pensioners and, although we share the cost equally, this additional increase may just have become a cost too much for us to sustain. In that regard, we are requesting that consideration be given to us retaining the status quo for, at least, another year.

If our appeal is denied, then we may, regrettably, be forced to cease our hire arrangements at the end of September 2024.

Your comments would be greatly appreciated.

Yours sincerely,

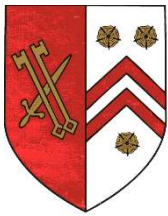
[REDACTED]

**Agenda Item 12 -**

**To consider a request for a mobile pizza van to return to the car park for August and September 2024 and review hiring charges**

A mobile pizza van has requested to return to the Knowle Village Hall car park on either Monday or Friday nights, from 4pm to 9pm. The hiring charges for mobile traders were not reviewed at the last meeting. The business Manager is proposing an increase from £12 per session, to £22 including use of electricity. The rubbish will be taken away by the hirer.

***Recommendation: to accept this booking and charge £22 per session***



# Wickham and Knowle Parish Council

Parish Office, Knowle Village Hall, Knowle, Fareham, PO17 5GR

[www.wickhamparishcouncil.org](http://www.wickhamparishcouncil.org)

Telephone: 01329 553254 or 07770 246293

Email: [clerk@wickhamparishcouncil.org](mailto:clerk@wickhamparishcouncil.org)

Parish Clerk: Sophie Thorogood

## Knowle Village Hall

### Booking and hire agreement for Community/Sports groups

Please complete this form and post to the Business Manager, Parish Office, Knowle Village Hall, Knowle, Fareham, PO175GR or email: [Businessmanager@wickhamparishcouncil.org](mailto:Businessmanager@wickhamparishcouncil.org).

Knowle Village Hall is owned and managed by Wickham and Knowle Parish Council and hirers must abide by the terms and conditions attached.

Name of hirer	
Name of organisation (if applicable)	
Address	
Contact telephone no.	
Email address	
Purpose of booking(s)	
Date(s) of booking	

### Booking charges

Room/space	Booking fee/session	Start time	Finish time	Total hours	Total fee
Car park	£22.00				
<b>Total</b>					

## **GLEBE WORKING PARTY (GWP)**

### **MINUTES OF THE MEETING OF 17<sup>th</sup> July 2024, HELD AT 10 SCHOOL ROAD**

Present:

Mark Ashton (MA)	Chair	
Paul Burlingham (PB)	Wickham Society	Secretary
Astra Hughes (AH)		
Geoff Phillpotts (GP)	Wickham History Society	

Apologies: None

#### **1. MINUTES OF THE LAST MEETING**

The minutes of the last meeting were accepted.

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

- i. **Contact with the Hants. and IOW Wildlife Trust to follow up the enquiry regarding the Wilder Project** – There has been no response to MA's enquiry, however Arcadian, the sister organization of the Wildlife Trust, will carry out an ecological survey and action plan, beginning with a site visit on 26<sup>th</sup> July.
- ii. **Give information to the PC regarding the costs and timescales involved in carrying out tree surveys on the Glebe.** This point has been actioned.
- iii. **Request PC funding for an Ecological Management Plan for the Glebe.** This point has been actioned and funding has been approved.
- iv. **Further information regarding access gates** – This point has been actioned - see agenda item 4.

**Other matters arising from the minutes of the last meeting not covered in the current agenda**

- none

#### **3. FEEDBACK FROM PARISH COUNCIL MEETINGS**

The status of the Green Lane, as part of the Glebe has been queried with the PC. Nic Holladay, Chair of the Recreation Committee, has checked site plans and confirmed that this area is a part of the Glebe open space.

MA has written to the P.C. Clerk requesting that a legal check is carried out to ensure that there are no tenancy agreements of any kind in place, including the use of the Green Lane for vehicular parking.

PB has written to the PC Clerk requesting that, since the GWP has been asked to attend every Recreation Committee and give a report, the Glebe be included as a standard Recreation Committee agenda item.

The PC has been asked to consider a request that a member of the Council attend GWP meetings.

The PC has been asked to authorise the Clerk to work with the GWP to obtain indicative figures for access and accessibility work, to be presented to the PC when the draft HLF bid is complete and ready for consideration by the PC. This request will be considered at the next Recreation Committee meeting.

#### **4. BID SUB-GROUP FEEDBACK**

##### **Archaeology**

GP reported that Tracey Matthews (WCC Archaeological Advisor) has carried out a site visit and is supportive of proposals for highlighting the archaeology of the Glebe and for associated community involvement and educational work.

**GP will use the agreed template to draw up a discussion document, including proposals for PC consideration regarding a lottery bid application to support Archaeology on the Glebe.**

##### **Ecology**

**MA reported that, pending receipt of Arcadian's Ecological Management Plan, he will use the agreed template to draw up a discussion document. This will include for PC consideration proposals regarding a lottery bid application to support ecology and biodiversity on the Glebe.**

MA reported that the Ash Tree has contracted ash dieback disease. It is expected that the Ecological Management Plan will contain recommendations regarding the management of this tree. This may include cutting back some branches and leaving the rest of the tree as standing dead wood. If new planting were allowed at this location this could form a part of the opening ceremony of the Glebe as an open space managed by the PC.

##### **Access and accessibility**

**PB reported that he will carry out further work on the existing draft discussion document including proposals for PC consideration regarding a lottery bid application to support Access and Accessibility on the Glebe.**

**5. SOUTHERN BOUNDARY**

**MA will attend a site meeting on 31<sup>st</sup> July, with representatives of Croudace, WCC, the Diocese and the PC to agree the relocation of the Southern Boundary of the Glebe. MA will recommend using the boundary shown in the Landscape Plan.**

**6. LIGHTING ON THE CROUDACE DEVELOPMENT**

Discussions are ongoing between WCC, Croudace and the PC regarding the installation of bollard downlighters. The PC is pressing for these to be fitted with 180 degree shielding baffles, to minimize light pollution on the Glebe. Confirmation regarding a final decision on lighting is pending.

**7. ANY ISSUES REGARDING RECENT USE OF THE GLEBE**

It was noted that the Glebe would benefit from the provision of some short-mown pathways, so that people can enjoy the meadow in the summer. This proposal is included in the draft discussion document on access and accessibility for the Glebe, which will be presented to the PC, when complete.

**8. NEXT STEPS**

**MA will write to the PC Clerk about the forthcoming lease agreement, to offer GWP support, advice and suggestions for consideration.**

**MA will write to the PC Clerk, about the possibility of further development to the east of the Croudace development. If this occurs, it is requested that the PC, in their response to any proposals, request that a green wildlife corridor be provided beyond the south east corner of the Glebe. This would maintain the connection of the Glebe to open countryside beyond, to support biodiversity into the future.**

**9. DATE OF THE NEXT MEETING**

The next meeting will take place on Tuesday 10<sup>th</sup> September, venue to be confirmed.

**From:** [REDACTED]  
**Sent:** 18 July 2024 18:52  
**To:** Wickham PC  
**Subject:** Glebe working party

**Flag Status:** Flagged

Hi Sophie

I've been asked to put forward some points for discussion at the next Recreation Committee meeting

- could the PC authorise the Clerk to work with the GWP to obtain indicative figures for work such as access gates, so that they can be presented to the PC to inform them of some of the potential costs.
- could the short lane from the Glebe to School Road be confirmed as being within the boundary of the Glebe, and whether the parking that takes place there has any formal arrangement.
- it might be an idea if the Clerk or a Parish Councillor wanted to attend the GWP's meetings

Let me know if these needs any clarification

Take care

[REDACTED]

[REDACTED]  
[REDACTED]





**Recreation Committee Meeting - 1st August 2024**  
**Agenda item 20 - Comparison of pitch hire charges**

Location	Muga		Muga	Grass	Grass	Matches- Adult	Matches- Junior	Training
	Price weekday		Price weekend	Price weekday	Price weekend			
Wickham Parish	31x38	£35.00	£35.00			WickRec £50.00	WR-£35 KV- £41.50	KV £15.00 per session
Henry Cort, Fareham	55X23	£29.15	£29.15					
Perins Mat, Alresford	Half pitch	£42.76	£42.76	£41.42	£41.42			
Kings School, Winchester		£42.00	£42.00					
Toynbee School, Eastleigh		£49.50	£41.50					
Admiral Lord nelson, Ports		£35.00	£35.00					
Westgate School, Winchester		£35.72	£35.72					
Brookfield School, Southampton		£33.00	£33.00	£28.40	£28.40	£63.00	£48.00	
Warblington School, Havant		£33.00	£33.00					
Fareham borough owned						£111.00	£43.00	
Portchester School		£43.17	£43.17					
Cams School	Full pitch	£108.00	Full pitch £54.00	£30.00	3£0.00	11v11 £72.00	11v11 £48.00	
Bridgemary School		£36.58	£36.58					
Oasis Academy, Southampton	Half pitch	£61.80 £46.35	Half pitch 46.35					

June 2024

To Whom it may concern

Winchester City Council is undertaking an update of its Playing Pitch Strategy (2018) and Sports Facility Needs Assessment (2017). The updated strategies will assess how future sports needs and population growth will impact on the district's existing sport provision, determine what existing facilities and services will require enhancement / improvement and what new facilities and services are likely to be required to satisfy the future sport needs of the City's population up to 2040.

The Council has appointed consultants Continuum Sport & Leisure ('Continuum') to lead this process. Over the coming months, the consultants will be carrying out assessments of the supply and demand for sports facilities throughout Winchester.

This letter is to inform you of this work and to ask for your assistance in allowing Continuum access to the sports facilities at your site and in providing information the consultants may request. This will include information and views concerning the quality and maintenance of the facilities as well as any current or potential availability and use of the sports facilities by individuals, groups or teams from the community.

Please take this letter as confirmation of our authorisation for Continuum to compile this research on behalf of Winchester City Council. If you have any questions or concerns about this work, please contact me directly.

Yours Sincerely,



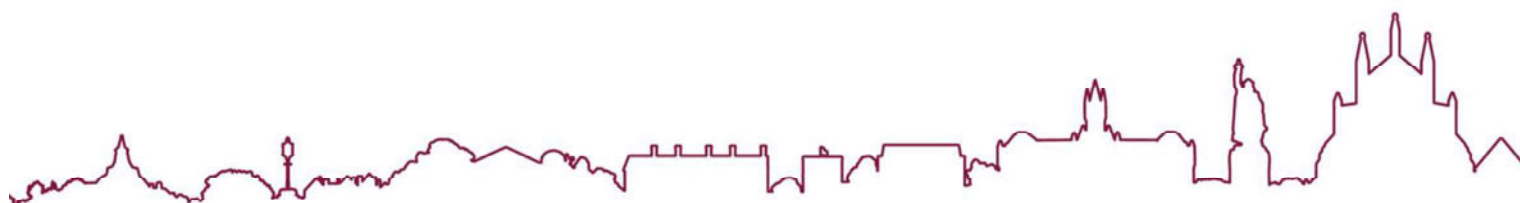
Laura Jones

Contract Manager

Winchester City Council

Email: [Ljones@winchester.gov.uk](mailto:Ljones@winchester.gov.uk)

Telephone: 01962 840 222





## Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

### Introduction

Winchester City Council are currently in the process of undertaking a comprehensive review of outdoor sports pitches and indoor sport facilities to inform future priorities. The Council have commissioned Continuum Sport and Leisure Ltd to develop these documents on our behalf.

The purpose of the exercise is:

- 1) To identify the extent to which the quantity, quality, location and accessibility of sports facilities in the district meet the needs of the community.
- 2) To identify and prioritise any required investment that will address existing and future deficiencies in sport/leisure provision.

***This strategy considers all sporting provision regardless of ownership and does not commit Winchester City Council to any investment based on this survey alone.***

The views and aspirations of all the parish/town councils are therefore of the utmost importance in giving us a representative picture of the facility needs in the area.

The information we collect is for Winchester City Council's internal purposes only. You are in control of the personal data you provide to use. You can contact our data processor at any time to have your information changed or deleted ([jack@continuumleisure.co.uk](mailto:jack@continuumleisure.co.uk)).

You can find the council's data protection policy at  
<https://www.winchester.gov.uk/assets/attach/36135/Data-Protection-Policy-2023.pdf>

If you have any questions about this survey please contact Jack McGee, Research Consultant, Continuum Sport and Leisure Ltd ([jack@continuumleisure.co.uk](mailto:jack@continuumleisure.co.uk)).

Many thanks for your assistance and your input into this exciting research.



## Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

### Playing Pitches (ie football, cricket, rugby, artificial pitches)

#### 1. Please provide the name of your Parish Council and contact details

Parish Council	<input type="text"/>
Contact Name	<input type="text"/>
Contact Email	<input type="text"/>

#### 2. Please provide the name of each sports pitch site under your management and list the sport(s) played there

Site 1	<input type="text"/>
Site 2	<input type="text"/>
Site 3	<input type="text"/>
Site 4	<input type="text"/>

#### 3. Please rate the quality of the playing surface out of 5 (with 1 being poor and 5 being excellent)

	1	2	3	4	5
Site 1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### 4. Are you responsible for any maintenance of your playing pitches?

- ☐ Yes  
☐ No

5. If yes, please indicate which sites and what maintenance methods are used on the playing pitch sites you maintain (ie grass cutting, aerating, fertilising etc)?

6. Please detail any specific issues that affect the quality of your playing pitch sites.



## Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

Built Sports Facilities (ie netball courts, tennis courts, bowls greens, sports halls etc)

7. Please provide the name of each built sports facility site under your management and list the sport(s) played there

Site 1	<input type="text"/>
Site 2	<input type="text"/>
Site 3	<input type="text"/>
Site 4	<input type="text"/>

8. Please rate the quality of the facility out of 5 (with 1 being poor and 5 being excellent)

	1	2	3	4	5
Site 1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. Are you responsible for the maintenance of any of your built sports facilities?

- ☐ Yes  
☐ No

10. If yes, what maintenance methods are used on the built sports facilities sites you maintain?

11. Please detail the names of any community halls you have and how many courts they have marked out, if they have any.

12. What activities take place at your community halls?

☐ Archery

☐ Exercise Classes

☐ Table Tennis

☐ Badminton

☐ Gymnastics

☐ Volleyball

☐ Basketball

☐ Martial Arts

☐ Dance

☐ Netball

☐ Other (please specify)

13. Please detail any specific issues that affect the quality of your built sports facilities.



## Ancillary Facilities

14. Please provide an overview of the quality and any specific issues with the ancillary facilities at your playing pitch and built sports facility sites (for example changing rooms, toilets etc)



### Imported and Exported Demand

15. Do your playing pitch or built sports facilities receive use from clubs/organisations/commercial businesses from outside of your Parish boundary?

☐ Yes

☐ No

16. Please provide the names of clubs/organisations/commercial businesses based outside of your Parish which use your playing pitch sites and which sites they use.

17. Do any clubs/organisations/commercial businesses based within your Parish use playing pitch or built sports facilities outside of your Parish boundary?

☐ Yes

☐ No

18. Please provide the names of clubs/organisations/commercial businesses based in your Parish which use other Parish sites and which sites they use.



## Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

### Current and Future Demand

19. Are your current playing pitches and built sports facilities able to meet current and future sporting demand from clubs/organisations/commercial businesses based within your Parish?

	Yes	No	Unsure
Current Demand	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Demand	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



## Future Investment

20. Please detail any future development plans you have for any of your playing pitch or built sports facilities sites.

21. Please detail any sites or sports which require future investment to improve their quality, maintenance, or ability to meet current or future demand.

22. If you have any further comments regarding the provision of playing pitches or built sports facilities within your area, please provide them here.