



# 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 24<sup>th</sup> October 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 19 <sup>th</sup> September 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
<b>Knowle</b>			
8.	To consider quotes for the tree work to Knowle Village Green and appoint a contractor	Clerk	21-23
<b>Knowle Village Hall</b>			
9.	To consider quotes to move the fire alarm panel from the office to the foyer	Clerk	24-25
10.	To consider quotes for remedial repairs to the emergency lighting	Clerk	25-26
11.	To consider quotes for an Electrical Installation Condition Report (EICR)	Clerk	27-28
12.	To approve a quote for sanding and resealing the sports hall	Clerk	29-30
13.	To approve a free hire for a Charity fundraising Pickleball event	Clerk	Verbal
<b>Wickham</b>			
14.	To receive an update on the Lysander Meadow drainage project	Cllr Burt	Verbal
15.	To receive an update on the replacement Wickham Recreation Pavilion and approve the final plans to go out to tender	Chair	31-33
16.	To consider a quote to install a Smartaccess pedestrian gate to the Wickham MUGA and make a recommendation to Full Council	Clerk	34-40
17.	To consider quotes to clean the Tennis Courts in Spring 2025	Clerk	41-45
<b>Mill Lane</b>			
18.	To receive an update on the Mill Lane project	Chair	Verbal
19.	To approve the briefing document to be submitted to WCC towards change of use of the Mill Lane site from sports pitches	Chair	46-69

<b>Other</b>			
20.	To receive an update on the proposed pitch improvement strategy for the Parish	Chair	70-74
21.	Recent correspondence/ reports from meetings attended of relevance to this Committee	Clerk	To follow
<b>Confidential</b>			
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 receive the Grounds Maintenance Contract tenders and agree a shortlist	Chair	Via email

**Sophie Thorogood**  
**Clerk and RFO to Wickham and Knowle Parish Council**  
**clerk@wickhamparishcouncil.org**  
**20<sup>th</sup> October 2024**



# Wickham and Knowle Parish Council

## Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 19<sup>th</sup> September 2024, 7pm

### Committee members present:

Cllr Nic Holladay (Chair), Cllr Malcom Burt (Vice), Cllr Sheila Chambers, Cllr Kathryn Holladay, Cllr Craig Manuel

### In Attendance:

Sophie Thorogood, Parish Clerk & RFO  
Victoria Glenister, Business Manager  
Cllr Ben Sawyers, from item 6 onwards.  
4 Members of the Public

1. **Apologies for absence** – Cllr Sandy Phillips-Lee, Cllr Loraine Rappé
2. **Declarations of interest on Agenda:** None
3. **Public Session** – 4 members of public were in attendance.
4. **Minutes of the Meeting 1<sup>st</sup> August 2024**

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

5. **Youth Club initiative update:** 3 members of public were present to give the Committee an update on the summer Youth Club initiative.

The first session was a fun day held at Wickham Community Centre attended by 31 young people. The old Wickham Youth Club donated the fun day costs. There was free food provided and an inflatable. A board was left up asking for ideas for the other sessions, to which many sports activities were requested.

The following sessions were held in a smaller room at the Community Centre and were attended by 8-12 young people each week. The behaviour initially was shocking. Cllr Manuel attended the Youth Club from week 3 and a male presence within the sessions helped the behaviour to improve. The young people particularly enjoyed using the MUGA.

The volunteers stated that the age range meant more was needed for the older teenagers, who wanted a place to hang out and talk to their friends and were not interested in the craft activities.

This led to a discussion between the volunteers and the Committee about what could happen in the future. It was felt that ideally a Portakabin, like what used to be available behind the Wickham Community Centre, would be ideal. Somewhere for the children to sit, talk to their friends, play pool. However, the Parish Council does not have any land available to place a Portakabin.

There were initially 12 volunteers willing to help when the initiative was first discussed; this fell to just 6 volunteers which meant they were operating a skeleton crew. There is no plan for the group to formally constitute at present.

Cllr Manuel suggested that the cellars underneath the buildings in Knowle could potentially be a great location for a Youth Club in the future and volunteered to speak to the landowner to see what would be possible in the future.

Cllr Burt gave a vote of thanks to the volunteers which was seconded by Cllr Chambers.

*Cllr Sawyers arrived 7:25pm, 3 members of public left 7.26pm.*



# Wickham and Knowle Parish Council

6. **Glebe Working Party:** A member of the GWP was present to give a verbal update to the Committee. Cllr Chambers has joined the working party as a Council representative and was thanked for attending the last meeting.

The working party are now at a point where they will be able to soon come to the Parish Council with their proposed submission to the heritage application, which has a six-week turnaround.

Cllr Manuel asked what the grant is for in detail and requested to see a master plan. The GWP member explained that the ecological survey report is still awaited, and it is hoped that the Council will receive it soon.

Cllr N Holladay asked a few questions – the heritage lottery fund has to be spent within 5 years of being awarded. It is still unsure when the land will transfer to the Parish Council; Cllr N Holladay has been chasing Croudace and will continue to do so, as well as pushing the Diocese too. There is still an issue with the ash tree that needs to be removed on Green Lane too as well as the ash trees that need removing on the Glebe itself.

The Clerk gave a verbal update on the free legal advice received from Hampshire Legal Services regarding the access from School Road and the parking issues from the adjacent householder. Until the land transfers from Croudace, nothing can be done to formalise an easement agreement. This agreement would cost around £1,000 in legal fees to prepare.

**ACTION:** Cllr N Holladay to chase Croudace on the outstanding issues surrounding the land transfer; GWP to prepare a master plan to show the Committee next meeting.

7. **Clerks Action Plan:** Noted. Cllr Manuel added that there has been an update on the S106 discussions regarding Ravenswood. The final offer is £260,000 for the Knowle Village Hall extension project, along with land transfers of Knowle Triangle and Knowle Water Meadows with accompanying contribution of £400,000 for maintenance of those parcels of land. A new S106 agreement is being drawn up and will be discussed at a future meeting of the Full Council.

**ACTION:** Clerk to speak to Siam Landscapes as Cllrs Manuel and Burt are not happy with the ridge between the new and old concrete at the Knowle skate park extension.

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

The owner behind a request for a pizza van to use the Knowle Village Hall car park that was previously turned down had been back in contact with the Business Manager as they were not the same van owner that had caused previous issues at the hall. The Business Manager is working with the owner to agree dates and session rates.

The Fire Risk Assessment of the hall had taken place the same morning and had unearthed a few issues. Once the written report is received, the Business Manager will work through the remedial work and any quotes needed will be brought to the next Committee meeting for approval.

*The Business Manager left at 8:09pm.*

9. **Knowle tree survey:** Noted. 10 TPO trees, 7 non-TPO trees need work, plus 1 other unhealthy tree needs removing and stump grinding. **ACTION:** Clerk to seek quotes for the tree survey work for next meeting.

10. **New lighting bollard for car park:**

**RESOLVED:** to recommend to Full Council to accept quote 1 to install 1 new lighting bollard in the Knowle Village Hall car park, for £688 + VAT, as proposed by Cllr N Holladay, seconded by Cllr Burt and carried.

A vote of thanks was also given to Cllr Manuel for kindly donating the lighting bollard to the Parish Council.





# Wickham and Knowle Parish Council

**11. Lysander Meadow draining project:** Lysander Meadow annual cut and collect was not carried out in 2023 but has now been completed. The hedge has also been cut and it is hoped for the new drainage to be installed within the next two weeks.

**12. Update on Wickham Recreation Pavilion:** Axis have nearly finished the amendments to the plans and the new plans will be shown to the Committee at the next meeting before going out to tender again.

Cllr N Holladay and the Clerk met with Steve Lincoln to discuss options for the S106 money towards the project. There is a small issue in that the Pavilion project was not on WCC's Capital Project plan for 2024/25. Steve Lincoln had offered option of a small interim payment around Christmas, with the remainder put on the Capital Project Plan for 2025/26 in February 2025, which would mean the Council would get the remainder in very early 2025/26. Cllr N Holladay had prepared a short document to calculate the expenditure on the drainage project and Axis Architect's Fees to be around £25,000. It was therefore agreed to ask Steve Lincoln to make an interim payment of £25,000 towards these costs, with the remainder of the S106 funding (likely to be £145,000 approximately) to be received in early 2025/26.

**RESOLVED:** To recommend to Full Council to request an interim payment of £25,000 from WCC towards the Wickham Recreation Pavilion, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.

**13. Update on Wickham MUGA issues:**

The Clerk had circulated an update with the document pack.

**14. Future booking access to the Wickham MUGA: ACTION:** The Clerk to ask for a quote for a new pedestrian gate, next to the double gate, from CIA Fire & Security for the next Recreation Committee meeting.

**15. To receive an update on the Mill Lane project:** Cllrs N Holladay, Burt, Manuel and the Clerk met with Officers from WCC on 12<sup>th</sup> September, to show them the initial country park concept design that Deacon Designs had been working on. The feedback was positive, however WCC asked the Parish Council to prepare a briefing document listing reasons against the use of Mill Lane site as sports pitches that WCC can use with their legal department to get the Local Plan changed. This will be discussed on the Full Council meeting on 26<sup>th</sup> September.

**16. WCC Sports Pitch Consultation:** Cllr N Holladay had prepared a draft reply to the Consultation which had been circulated in the document pack. **ACTION:** The Clerk to circulate to all Councillors for feedback before agreeing a final reply at the Full Council meeting on 26<sup>th</sup> September.

**17. Proposed Pitch Strategy:** Cllr N Holladay had prepared a pitch strategy which had been circulated within the document pack. This will be discussed in more detail at the next Committee meeting.

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

- WinACC event on 3<sup>rd</sup> October – Clerk to register Cllr Chambers onto the event and send details to the Glebe Working Party in case they want to attend
- Overhanging trees between Shedfield and Wickham – Clerk has given the link to report the trees to HCC as they will have records of who owns the land and is therefore responsible for any tree work necessary.
- Knowle Cemetery complaint – Siam Landscapes have already been to visit to carry out a litter pick but hardly any litter was found. The work needed to any graves to be put on the action list for the Estates/Maintenance Officer role in the future. The Clerk



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to make contact with Friends of Knowle Cemetery to see if there are any offers of help.

- Remaining money in old WCC Open Space Funding – due to the small amount of money left, the Committee felt it was better to ask for this to be transferred to the sport pot rather than the Clerk to spend time applying for the balance.

Meeting Closed, 9:36pm

Signed.....

Date.....

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

### **MINUTES OF THE MEETING OF 9<sup>th</sup> OCTOBER 2024, HELD AT 10 SCHOOL ROAD**

Present:

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

Apologies: None

#### **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. Request to the PC Recreation Committee to approve a pre-lottery bid enquiry (PB)**

This has been requested. The Recreation Committee requested outline proposals to be presented to them at their next meeting, prior to making a decision.

##### **II. Request to Nic Holladay regarding maintenance of grass and action on potentially unsafe dying ash trees. (MA)**

This request has been made. Nic Holladay is continuing to email Croudace with this request.

#### **3. BID SUB GROUP – OUTLINE PROPOSAL TO THE PC FOR A PRE-BID ENQUIRY**

The proposal was presented, discussed, amended and agreed. **PB will send this to the parish clerk.**

**AH offered to work on documents as and when this is needed in the future.**

**4. BID SUB-GROUP – NOTE OF THE LAST MEETING**

The note was presented and further details about the work of the group were shared.

**5. LIGHTING ON THE CROUDACE DEVELOPMENT**

The agreed lighting has not yet been installed. Nic Holladay is continuing to press Croudace regarding this

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

The logs, which were protecting the Northern access point to the Glebe, have been removed. It is not known by whom.

**MA will ask Nigel Blackman whether he can shed any light on this.**

**7. NEXT STEPS**

A draft note regarding possible next steps was presented and discussed.

**The BSG will produce an Action Plan at its next meeting and report back to the GWP regarding this.**

**MA will continue to liaise with Nic Holladay on the current and future work planned by the GWP.**

**8. DATES OF FUTURE MEETINGS**

**The BSG will meet at 7pm on Tuesday 29 October at 10 School Road**

**The GWP will meet at 7.30pm on Wednesday 13<sup>th</sup> November at Black Cottage**

PB 11.10.14

# Outline proposals for a pre-lottery bid enquiry for the Glebe, Wickham

For consideration by the Recreation Committee of the Parish Council

Produced by the Glebe Working Party

October 2024



## **What's so special about the Glebe?**

### **Giving nature a helping hand**

We have become increasingly aware of the damage done to the natural environment the world over. This includes habitats and the wildlife that depend on them, including the pollinators on which we rely for food.

International agreements to slow and reverse habitat loss have been followed by pledges here in Britain and these have led to local action. The plan is to increase spaces for nature recovery locally and Wickham's Glebe has been designated as one of these spaces.

A hundred years ago the countryside here in the south, was rich in wildflower meadows, pollinators and the wildlife that depend on them. Today 95% of our meadows have disappeared due to development and intensive farming.

The Glebe has therefore been designated as a space for nature to recover and for biodiversity to be restored. This will give us a rare opportunity to get hands on in helping a wildflower meadow to return on our doorstep.

### **Celebrating the human story over 9000 years**

The Glebe has also been designated as a site of archaeological importance. This is because evidence of the development of our species, from 9000 years ago up to the present day, lies hidden beneath the Glebe.

The story begins when humans were hunter gatherers. It continues in the era of bronze age burial barrows, iron age metal workers and potters, roman roads and businesses. A Norman hall, a Georgian manor house, a moat, orchards and gardens were once to be seen on what is now the Glebe.

Over recent years much has been discovered in the Glebe during archaeological explorations and the findings tell a fascinating tale. The Glebe could give local people a rare opportunity to get involved, hands on, in searching the soil and discovering more clues about how we used to live. All of this would be guided by expert archaeologists.

Interpretive images can then be created to celebrate and share what we have learned about the story of Wickham.

# **The Glebe Open to All**

## **An accessible restored wildflower meadow**

- Access to the wild-side for all abilities
- Suitable for able bodied and wheelchair users
- The scent, and sight of wildflowers within touching distance for all
- Hands on nature recovery activities involving all ages
- Stimulating curiosity through interpretive images of nature

## **Accessible history**

- A 9,000 year history trail, most of which is wheel chair accessible
- Hands on archaeology opportunities involving all ages
- Revealing the ancient centre of our community
- Interpretative images bringing the past to life for all

## **An accessible breathing space**

- Big skies and open spaces where all can stop and stare
- Accessible hard-surfaced seating viewpoints
- A place of peace and wellbeing for all

# Map 4. Annotated Phase 1 Habitat Map The Glebe, Wickham

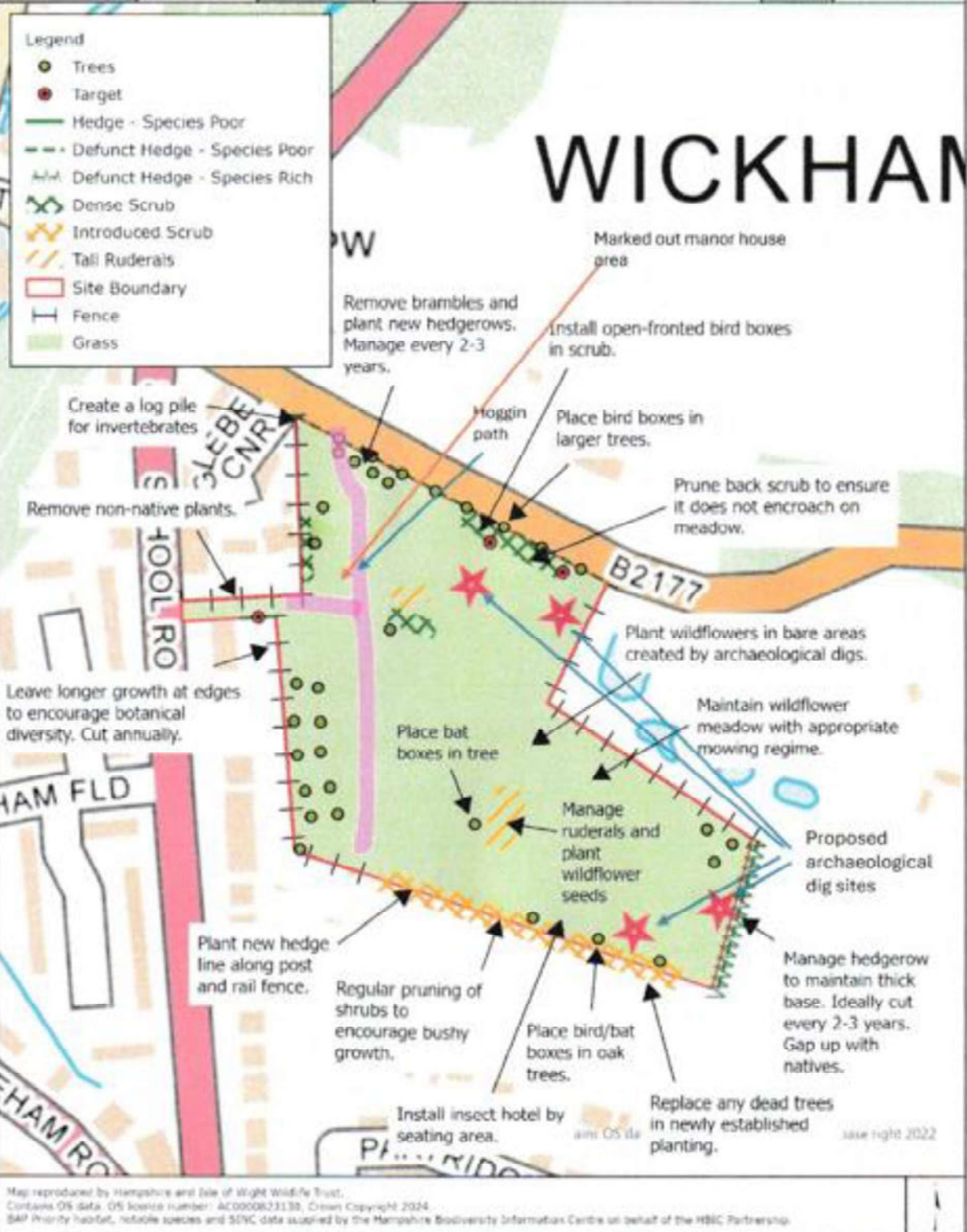


Creation Date: 26/09/2024

Created By: Jo Gore

Scale:

1:2,300



<b>Summary of proposals for ecology for the Glebe</b>	
	<b>Hedging</b>
A. Hedging	Although some clearance work will have to be contracted out, it is proposed that the planting and subsequent “laying” of the hedges is done by the local community.
A1 Southwick Road boundary	The hedge here will need to be replanted with native species after the brambles and dead ash trees are removed. In order to maintain security, it is suggested that a fence be erected on the Southwick Road side of the hedge.
A2 Eastern boundary	The hedge here is “gappy” and will need to be infilled with new native plants.
A3 Southern boundary	A new native hedge to be planted along the southern border inside the boundary fence with Wykeham Vale.
A4 maintenance	Trimming on 2-3 year rotation, additional pruning by volunteers. If the hedges are successfully laid then this might vary.
	<b>Wild flower meadow development</b>
B. Wildflower Meadow Development	It is anticipated that the entire area to the east of the hoggin path will be re-established as a native wildflower meadow. The current grassland consists of mainly rye grass and is of little ecological value. There are other species present and by a careful mowing regimen these may be able to flourish. It is clear from walking the site that some areas are wetter than others, and this will encourage different species to establish. Once the fertility of the land has been reduced by this regimen, then native wildflower seed will be sown and native wildflower plants planted to increase the biodiversity of the meadow. Areas where archaeological digs have taken place could be sown with native species earlier (years 2-4). Mown paths will encourage people to see more of the meadow.
B1 Mowing regime	The mowing regimen suggested by the Ecological Assessment is complicated and will need to be contracted out with careful oversight. Year 1 Cut and remove March & October, 25% uncut Year 2 Cut & remove when 10-15cm high to no lower than 5cm, then every 6-8 weeks, (not mid May to July) Year 3 Cut & remove late March/April & late August/Sept, 5 cm level Year 4 onwards - cut once & remove late August/early September, with the exact timings varied to allow late flowering plants to set seeds some years, 5 cm level
B2 Planting	Wildflower “plug plants” might be able to be planted earlier in some sites. These can be bought commercially, but the wider community could be used to raise our own seedlings.

	Responsibly sourced native bulbs can be planted relatively early in the project. These will include bluebells, snowdrops, native daffodils and celandines, with fritillaries reserved for the wetter areas.
C. Scrub reduction tree assessment	Cut scrub area repeatedly 25% at time & remove including ruderal vegetation. Clear weeds at base of planted trees, check and loosen guards - volunteer led. Identify dead tree limbs for assessment and removal at appropriate times.
D. Non-meadow grassland	It is anticipated that the area to the west of the hoggin path will continue to be used for parking for the annual church fete. As a result, it would be mown in June, which is too early to establish most native wildflowers. It is suggested that during this cut a margin is left to allow some of the vegetation to grow up. It is anticipated that this area would be ideal for the planting of native bulbs, particularly around the accessible seating area. Additional mowing will be needed at intervals for the mown paths through the meadow areas and around the manor house marked out boundaries.
E	<b>Community Involvement</b>
E. Community engagement	It is anticipated that there will be many opportunities for community involvement in this project, with the creation of a volunteer group being paramount. The school have already expressed an interest in hands-on experiences for children, including planting, filming and presenting and surveys.
E1 Habitats	Wickham Men's Shed has been approached to create bird and bat boxes. Making bug hotels would be a fantastic project for Wickham School.
E2 Establish a volunteer support group	Establish a Friends of the Glebe volunteer group to help with routine maintenance, planting, habitat creation and species monitoring. This should come under the overall control of the Parish Council, but managed by the Glebe Working Party.



## Summary of proposals on accessible history for the Glebe

<b>A</b>	<b>Walking through 9000 years of history:</b>
A1	<b>Interpretation Boards:</b> starting with Interpretation Boards at the Bronze Age barrow on bronze age and earlier neolithic activity, moving onto Iron Age and Roman settlement at entrance to Wykeham Field estate, and concluding with the Norman and Georgian manor and later uses at the Southwick Road & School Road entrances and on the Moat path. Possible additional board in eastern meadow depending on community archaeology finds. 5-6 boards.
A2	<b>Exploring Wickham's Norman and the Georgian manor houses:</b> external walls marked out on the ground with bound gravel to bring to life the substantial early Norman manor hall and the 1726 Georgian house (both close to accessible hard footpath at School Road/Southwick Road entrances)
A3	<b>Creating the "Moat Path":</b> a mown path following the line of the norman manor house moat in the Glebe (originally enclosing 3 acres, 2m deep & 8m wide, extending from the river to just before the Rectory Gardens). The path runs from the Southwick Road entrance by the hedge, turns just below the Rectory Gardens and returns to where the current pond is (part of the original moat) close to the School Road entrance.
A4	<b>Specimen fruit trees:</b> possibly including the "Uvedale Pear" these would illustrate the extensive Georgian orchards as well as being wildlife friendly, subject to agreement by WCC archaeologist.
<b>B</b>	<b>Getting hands on with the past:</b>
B1	Up to 4 community archaeology excavations over four years led by Cotswold Archaeology with local volunteers and school involvement. Initial exploration of up to 4 locations of interest identified by earlier survey work, including the eastern end of the moat, by the roman road and a possible metal working site.
<b>C</b>	<b>Inspiring and engaging young people:</b>
C1	A five- year programme involving all years at Wickham Primary School and built into the Key Stage 1 and 2 curriculum involving sandpit archaeology for younger children, involvement in the digs for older children, filming & presenting and supporting visits to roman sites like Fishbourne and Portchester. Support for curriculum design from archaeologists and Wickham History Society to provide ongoing teaching in future years. iPads and other kit/materials.
C2	Possible site Open Day led by Cotswold Archaeology outreach to engage young people and parents
<b>D</b>	<b>Building wider community appreciation and involvement with the Glebe, its history and landscape</b>
D1	Public exhibition at Wickham Community Centre on Prehistoric to Roman finds on the Glebe

D2	Talk on Roman finds by Cotswold Archaeology
D3	Guided archaeology walks and tours of archaeology digs
D4	Public exhibition on Wickham Manor House from 11th century to nineteenth century
D5	Digital reconstruction of the Bronze Age Barrow, the Iron Age & Roman Glebe settlement and Roman Road, the Norman Aisled Hall and the Georgian Manor, gardens and orchard with examples of finds on site, photographs and maps - linked by QR codes to information boards.
D6	Updating village History Board maps to show the Glebe field

## Summary of proposals on access and accessibility for the Glebe

1	Install wheelchair accessible “Kissing Gates” at the northern and southern access points, having first relocated the existing logs, situated near the northern access point, to a position near the north west boundary of the site.
2	Open the western public access point on School Road: <ul style="list-style-type: none"> <li>- remove the existing farm gate near the western entrance</li> <li>- lay an additional section of hoggin path (which currently terminates at the farm gate) to connect to the footpath on School Road</li> <li>- ensure that no tenancy agreements apply to this area</li> </ul>
3	Install wheelchair accessible “three-gate access”, at the School Road entrance.
4	Create 2 informal close mown grass paths. One of these to run to the east of the hoggin path and loop round within the meadow, stretching from a point near the northern entrance to a point near the southern entrance. The other to follow the route of the old manorial moat.
5	Install two ambulatory disabled and wheelchair friendly seating areas, on hoggin hard standings, situated near to the western and southern entrances to the Glebe.
6	Relocate one of the existing plank benches to the south eastern corner of the Glebe. Remove the other plank bench.
7	Inside the northern entrance, install: <ul style="list-style-type: none"> <li>- a history board inside the entrance, beside the hoggin path.</li> </ul>
8	Inside the western entrance, install: <ul style="list-style-type: none"> <li>- an ambulatory disabled and wheelchair friendly seating area</li> <li>- a history board</li> <li>- an ecology board.</li> </ul>
9	Inside the southern entrance, install: <ul style="list-style-type: none"> <li>- an ambulatory disabled and wheelchair friendly seating area</li> <li>- a history board.</li> </ul>
10	Existing history board situated off Grindall Field Road: <ul style="list-style-type: none"> <li>- This history board to be revised to include any future archaeological finds in that part of the Glebe.</li> </ul>
11	Relocate one of the 2 existing dual use bins to the grass verge just outside the northern entry point on the B2177 and the other to a position just inside the western access point.
12	Close mow the area to the west of the hoggin path in late May / early June to facilitate use of this area as a car park for the Church Fete, subject to the WCC archaeologist’s approval. Continue to make the Glebe available so that the annual Bonfire event can continue to take place as it has in the past, subject to the WCC archaeologist’s approval. Require the provision and use of protective matting by community groups in areas of high vehicle traffic when ground conditions are soft.

**Recreation Committee**  
**24th October 2024**  
**Item 6 - Clerk's Action Plan - LAST UPDATED September 2024**

Subject	Action	Date for Completion	Action by	Notes
<b>Wickham</b>				
Mill Lane	Sports Project	Ongoing	Chair	Update on agenda. WCC changed request from a briefing document
Pavilion refurbishment	Pavilion project	Ongoing	Clerk/NH	Axis Architects formalising new plans to be able to go back out to tender. On agenda
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 project	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
Wickham Community Centre play area	safety surfacing cracks	Ongoing	Siam	Repair work finished
Glebe	Working with the GWP for indicative costings and resolving School Lane	Ongoing	Clerk	Initial contact made with Hampshire Legal Services regarding School Lane access issues. To begin working on costings for other items
PAT testing	2 buildings on Wickham Recreation Ground	Completed	Clerk	PAT Testing of both Recreation Ground Pavilion and Tennis Clubhouse carried out in September. 1 item found unsafe and disposed
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 needed April 2025	Ongoing	BM	Quotes on agenda
<b>Knowle</b>				
Skate park	To extend skate park apron	Completed	Clerk	Work completed. Work approved by Cllrs and invoice paid. Monitor joint next year
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 aiming for completion by Christmas.
Fencing issue Victoria Mews play area	Fencing repairs needed	30th September 2024	Siam	Completed
TPO Tree survey	Trees surrounding village green on TPO need a new survey	Ongoing	Clerk	3 quotes for tree survey work on Agenda
Knowle football pitches	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
KVH extra car park bollard	Install 1 more lighting bollard near hedge row/bins	Ongoing	Clerk/BM	Purchase Order raised, bollard received from Gemma Lighting, installation to be booked in
KVH remedial work Fire Risk Assessment	Remedial work needed to correct outstanding items on Fire Risk	Ongoing	BM	Gas safety check cooker booked for early Nov. New fire signs in place. Remedial work to move fire panel into lobby, and to the emergency lighting on agenda
KVH Sports hall	Flooring needs resanding and resealing	Ongoing	BM	Hall floor needs resanding and resealing. Not been carried out for 9 years and should be done every 3
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 application now live. WCC queried car park extension and requested tree protection plan. All documents re-submitted on 9th September. Now awaiting further
<b>ALL</b>				
WCC Sports Consultation	Site visit with external company & consultation response	31st October	Clerk/NH/C M	Site visits completed 2nd October. Consultation response submitted a few days later.
Grounds Maintenance Tender	To re tender contract	31st December	Clerk	5 tenders received. Scoring to be completed by 3 Cllrs. On agenda
Signs	Replace all signs with new contacts	Ongoing	Clerk/BM	Awaiting action

Recreation Committee  
24th October 2024  
Item 7 - Business Manager's Action Plan - LAST UPDATED September 2024

Subject	Action	Date for Completion	Action by	Notes
<b>Knowle</b>				
Fire Risk Assessment	Mid hants Fire Protection LTD	19/09/24	BM	Remedials: EICU, Gas Cooker Certificate to be obtained
Christmas Lights switch on	Finding Quotes for Christmas tree.	Ongoing	PC/BM	
Christmas at Knowle	Afternoon Tea with Father Christmas	8/12/24	BM	Collab with Jamie and Travis from First Port and Knowle Village Cafe
Bollard Installation	Bollard donated by CM. Solo Electrical install	TBC	BM	
Southern Water grant	Application complete	17/10/24	BM	Help towards energy bills for Community buildings
Pickleball Charity Event	Our players doing a sponsored 12 hour session	22/10/24	BM	Raising money for Ickle Pickles. Knowle and Wickham Pickleball players.
KRA	Equipment to be relocated to containers	Ongoing	BM	To make space in the hall storage room
Halloween Party	Arts and crafts with party games	31/10/24	BM	Taken 15 bookings so far
MUGA	Full capacity for weekday bookings	Ongoing	BM	Swanmore Muga open now so a few bookings cancelled
Quiz Night	5th event	15/11/24	BM	



**Recreation Committee meeting**  
**24th October 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					
Café			554.67	554.67	511.99		554.67					
Grass Pitches					565.00		1,012.00					
MUGA					-		997.50					
Total Income	1,452.75	1,536.75	3,822.17	3,731.67	2,540.99		5,052.17					

## QUOTATION

For : **Wickham Parish Council**

Date: 08.10.2024

Description	Notes	Total
10 TPO trees to be pruned to surveys requirements.	3 men	£4600
7 trees to be pruned to surveys requirements.	Arb truck	
1 tree to be removed and a new sapling planted.	Chipper	
All waste chipped and removed off site.	Stump grinder Equipment	
	<b>Total Quote Cost</b>	<b>£4600</b>

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 4749  
DATE 12/09/2024

DESCRIPTION	AMOUNT
T2 tag 350	290.00
T3 tag 351	350.00
T4 tag 352	290.00
T6 tag 356	280.00
T7 tag 355 extra works to prune from building by 2.5/3m.	350.00
T9 tag 357.	50.00
T14 tag 362	250.00
T16 tag 365 extra works prune light arc from lamp column.	120.00
T17 tag 366	250.00
T18 tag 367	250.00
T19 tag 368	220.00
T20 tag 359	250.00
T22 tag 341	50.00
T23 tag 342	40.00
T26 tag 345	260.00
T27 tag 346	220.00
T28 tag 134	260.00
T29 tag 348	250.00
T 35 tag139 extra works remove and grind stump. Tree to be replaced at later date.	150.00
<hr/>	
SUBTOTAL	4,180.00
VAT TOTAL	836.00
<hr/>	
TOTAL	£5,016.00

VAT SUMMARY

	RATE	VAT	NET
	VAT @ 20%	836.00	4,180.00

Accepted By

Accepted Date

## Quotation

### Prepared for:

Wickham Parish Council - Wickham Recreation Ground  
Wickham Recreation Ground Fareham Road  
Hampshire Hampshire  
PO17 5DE

### Address to which this quotation applies:

Collette  
Knowle Community Hall  
Greater Horseshoe Way, Knowle Village  
Fareham Hampshire  
PO17 5GR

<b>Quote Date:</b> 26/03/2024	<b>Customer Code:</b>	<b>Quote Number:</b> 11534
----------------------------------	-----------------------	-------------------------------

Details	Qty	Price/Rate	VAT %	Subtotal
Quotation to move the location of the fire panel to a more suitable location.				
Includes labour for 2 engineer's and any additional consumables required.	1	£500.00	20	£500.00
Quote based on works taking place during normal working hours 08:30-16:30 Mon - Fri				

	Net	VAT
	£500.00	£100.00

Total Net	£ 500.00
Total VAT	£ 100.00
<b>Total Gross</b>	<b>£ 600.00</b>

### Notes:

### Terms & Conditions

**Quote Valid for 30 days.**  
**Goods remain the property of Firecare, Security and Electrical Ltd until paid for in full.**

**From:** Business Manager <businessmanager@wickhamparishcouncil.org>  
**Sent:** 02 October 2024 14:07  
**To:** Parish Clerk  
**Subject:** Fwd: Quotes - Fire Systems

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

From: <[midhantsfireprotection@gmail.com](mailto:midhantsfireprotection@gmail.com)>  
Date: Wed, Oct 2, 2024 at 9:14 AM  
Subject: Quotes - Fire Systems  
To: <[businessmanager@wickhamparishcouncil.org](mailto:businessmanager@wickhamparishcouncil.org)>

Hi Victoria – following Ian’s visit , I am pleased to submit quotes as requested:

To replace 4 x bulkhead emergency lights and replace battery sticks in one EL unit , test back to distribution board - parts and Labour = £230.00 plus vat

To relocate fire control panel from office into foyer- parts / Labour/ compliance paperwork - £400 plus vat

Best regards

Steve



## Quotation

### Prepared for:

Wickham Parish Council - Wickham Recreation Ground  
Wickham Recreation Ground Fareham Road  
Hampshire Hampshire  
PO17 5DE

### Address to which this quotation applies:

Collette  
Knowle Community Hall  
Greater Horseshoe Way, Knowle Village  
Fareham Hampshire  
PO17 5GR

Quote Date:	Customer Code:	Quote Number:
03/07/2024		11825

Details	Qty	Price/Rate	VAT %	Subtotal
Emergency lights to be installed to BS5266 standards				
1 x Bulkhead emergency light to be replaced - Asset 1 Community room				
3 x LED 600x600 panel lights to replace the existing failed 2 foot lights -				
Assets 25 Community Room, 30 WC Lobby, 23 Common Room				
3 x Emergency power packs for above 600x600 lights	1	£921.00	20	£921.00
1 x 6 Foot batten light with emergency back up to be replaced - Asset 6				
Kitchen				

Net	VAT
£921.00	£184.20

Total Net	£ 921.00
Total VAT	£ 184.20
<b>Total Gross</b>	<b>£ 1,105.20</b>

### Notes:

### Terms & Conditions

**Quote Valid for 30 days.**

**Goods remain the property of Firecare, Security and Electrical Ltd until paid for in full.**

## QUOTE

Knowle Community Hall  
Knowle Avenue  
Knowle  
Fareham  
Hampshire  
PO17 5GR  
GBR

<b>Date</b> 4 Oct 2024	Luxco Contracts Unit 3, Arkwright Gate West Portway Andover SP10 3SB
<b>Expiry</b> 3 Nov 2024	
<b>Quote Number</b> QU-0570	
<b>Reference</b> EICR	
<b>VAT Number</b> 325614613	

Description	Quantity	Unit Price	VAT	Amount GBP
EICR (Electrical Inspection Condition Report)	1.00	575.00	20%	575.00
Subtotal				575.00
TOTAL VAT 20%				115.00
TOTAL GBP				690.00

### Terms

LUXCO CONTRACTS guarantees workmanship for a period of 12 months from the date of completion. Any materials supplied by us are subject to the manufacturer's warranty. A 40% deposit is required on all orders unless otherwise agreed.

Please read through the quotation carefully as only the works stated will be carried out, any additional works will be charged at normal rates. Quotations have an expiration of 30 days.

Quote No    QU00318  
Quote date  10/Oct/2024  
              Texts

Item	Description	Rate	Qty	Amount
EICR	Complete EICR for village hall	480.00	1	£480.00

*Distributors for Granwood, Gerflor & Junkers Products  
Distributors for Numatic, Karcher & Victor*

*Specialists in the refurbishment of Granwood  
Gransprung & Wooden Sports Floors*

**Date:** 23/09/2024

Ms. Victoria Glenister  
Business Manager  
Wickham and Knowle Parish Council  
Knowle  
Fairham PO17 5GR

**Re:** Estimate No. 2836.195  
**Location:** Knowle Community Centre - Sports Hall floor  
**Last refurbished:** 2016

Dear Ms. Glenister

The following is a report and estimate for the refurbishment of the above area.

### **Assessment**

After inspection of the floor, the following was noted:

- The surface as deep marks/scratches.
- The seal was found to be worn.

In general, the underlying wood is in good condition however, the sports regulation seal appeared worn.

The floor has numerous scratches and dents which have punctured the seal allowing cleaning products to discolour the underlying wood.

The present surface appears to have had polymer-based products applied during maintenance and these will need to be removed.

Therefore, we recommend that the floor is sanded back to a clean uncontaminated surface and three coats of sports regulation seal applied together with a primer.

The badminton court will be applied between the second and third coat of seal for its protection.

### **Dust control**

An advanced vacuum system will be used in conjunction with the sanding machines in order that there is minimal dust produced during the sanding process.

**Court line replacement:** 1 badminton court

**Repairs:** None to our knowledge

**Duration of Works:** 5 days



## RG Floor Services

Amberley House, Cobham Way  
East Horsley, Surrey KT24 5BH

Ph: 0700 349 6610 Fax: 0700 349 6656  
M: 0776 863 8391 E: rgfloors@live.com

**Cost of full sanding, sealing and application of 1 x badminton court      £4800.00**

*Warranty: all materials and labour are guaranteed for a period of two years from the date of completion of the works. Terms and conditions apply.*

### Insurance

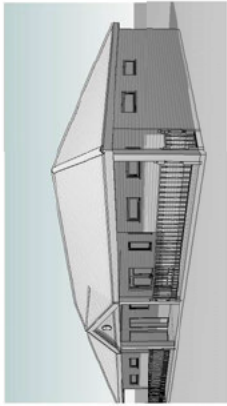
We carry £15 million combined insurance: copies are available on request or will be provided prior to the commencement of works in our Health and Safety/Method Statement Documentation.

If you have queries or requests regarding any of the above, please feel free to contact me.

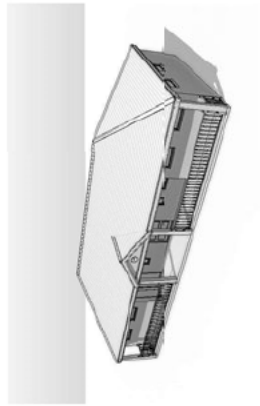
Yours sincerely,

Ray

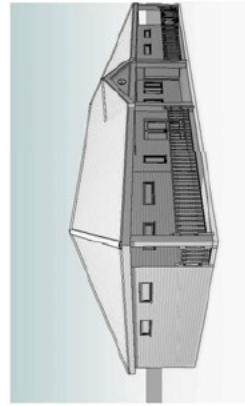
Mobile: 07768638391



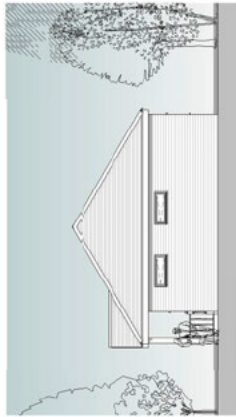
3D View 1



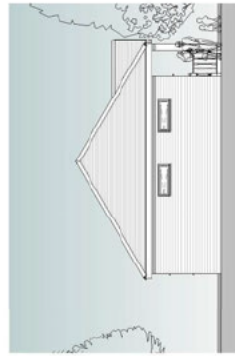
3D View 2



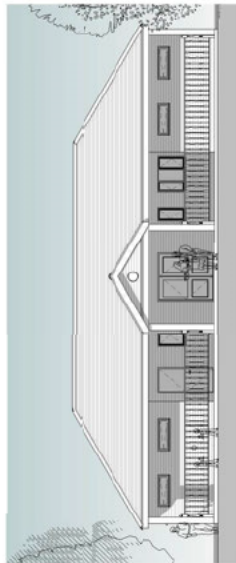
3D View 3



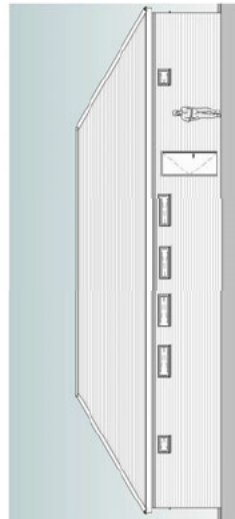
Side Elevation Proposed (East)  
1 : 100



Side Elevation Proposed (West)  
1 : 100



Front Elevation Proposed (South)  
1 : 100



Rear Elevation Proposed (North)  
1 : 100



**CLIENT**  
Wickham Parish  
Council

**TITLE**  
New pavilion, Wickham Recreation Ground,  
Fareham Rd, Wickham, PO17 5DE  
Elevations and 3Ds as proposed

**Scale** A1 1 : 100  
**Date** 21/08/2024

**Drawn** MC  
**Checked** GB  
**By** :  
**Revision B**  
24-040-103

**Scale** 1 : 100  
**Date** 21/08/2024

**Scale** 1 : 100  
**Date** 21/08/2024

**Scale** 1 : 100  
**Date** 21/08/2024

**Scale** 1 : 100  
**Date** 21/08/2024

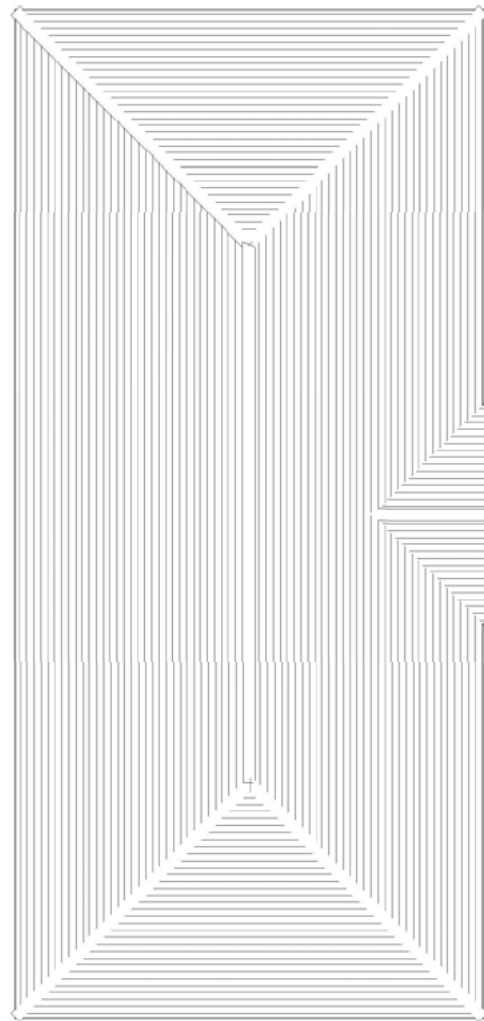
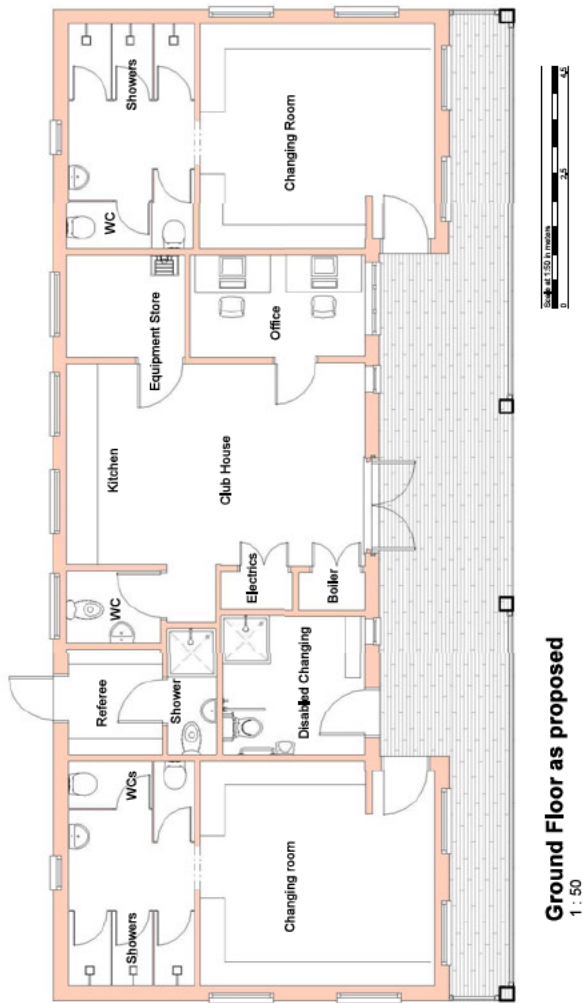
**Scale** 1 : 100  
**Date** 21/08/2024

**Scale** 1 : 100  
**Date** 21/08/2024


**Scale** 1 : 100  
**Date** 21/08/2024

**Scale** 1 : 100  
**Date** 21/08/2024





**Roof Plan as Proposed**  
1 : 50

<p>           # Change made in accordance with            client comments            A: original condition            Revision         </p> <p>           09/10/24 MC            24/09/24 GB            Date         </p>	<p> <b>PLANNING</b> </p> <p>           All drawings to be submitted to the Planning Authority for approval. The drawings are not to be used for construction without the approval of the Planning Authority. The drawings are not to be used for any other purpose without the approval of the Planning Authority.         </p> <p>           Scale: 1:100            Date: 21/08/2024            By:         </p>	<p> <b>CLIENT</b>            Wickham Parish Council         </p> <p> <b>TITLE</b>            New pavilion, Wickham Recreation Ground, Fareham Rd, Wickham, PO17 5DE            Floor plans as proposed         </p> <p>           Drawing No: 24-040-102            Revision B         </p>	<p>  </p>
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# SmartAccess Premium Design Proposal

Wickham MUGA

Reference: 46795

Wickham MUGA  
Behind Wickham Community Centre  
Mill Lane  
Wickham

PO17 5AL

17 October 2024

Presented by

**Ian Keates**

Telephone: 01285 651025

Wickham & Knowle Parish Council  
Parish Office, Knowle Village Hall  
Knowle Avenue  
Knowle  
Fareham  
PO17 5GR

17 October 2024

Dear

Re: Smart Gate Quotation for Wickham MUGA

Thank you for choosing CIA Fire & Security Limited to quote for your SmartAccess System.

Further to our site visit, we have the pleasure of submitting the enclosed quotation for your review. The quotation comprises:

- Section 1: System Design Proposal
- Section 2: Summary of Costs
- Section 3: Confirmation of Acceptance
- Section 4: Product

We hope our assessment meets with your approval and look forward to the opportunity of working with you in the near future.

Should you have any queries or would like information on the other services we provide, including Intruder, Fire, CCTV, Fire Extinguishers and Keyholding please do not hesitate to contact me.

CIA Fire & Security's Terms & Conditions are located on our website [www.ciafireandsecurity.co.uk/terms-conditions](http://www.ciafireandsecurity.co.uk/terms-conditions). Sections 4, 5 and 8 provide details of your service contract. Please ask a member of our team should you require a hard copy.

Yours sincerely



Ian Keates  
SmartAccess Manager  
CIA Fire & Security Limited

## Section 1: System Design Proposal

Site Address	Customer Details (Correspondence / Invoice Address)
Wickham MUGA Behind Wickham Community Centre Mill Lane Wickham  PO17 5AL	Wickham & Knowle Parish Council Parish Office, Knowle Village Hall Knowle Avenue Knowle Fareham PO17 5GR

The System Design Proposal is for a Smart Gate

**System Type:** SmartAccess UK System

To supply and install online access control system with intergration to your venues Clubspark account:

### Gate 01

- 1 No. Cloud Access Control Unit mounted beside the gate
- 1 No. Power Supply Unit
- 1 No. Keypad mounted on the gate frame
- 1 No. Bespoke gate and entrance with built in locking and door closer mechanism
- 1 No. 4G Router with roof mounted 4G antenna mounted in the control cabinet
- 1 No. Anti-Tamper strip
- 1 No. Keypad Shroud
- 3 No. 12 Volt Lighting Triggers
- 1 No. Clubspark Connection Fee

**Labour & Material:** £5,550.00

### Others to Supply:

1. Provide a 13 amp switched fused spur mounted in a 500mm x 500mm 250mm-deep externally rated cabinet by each gate location; our equipment is 12 volt with a 2amp draw and is DC.

The mains connection can take place after the gate installation, in this instance we shall provide the cabinet, at an additional charge of £130.00, and mount our equipment leaving a fly-lead for your electrical contractor to connect to and for them to power up the system, at this point they can call CIA to remotely configure the gate controls for you.

2. The venue is required to have its own Clubspark account in preparation for connection to the gate controls .
3. Should the lighting controls be required:

Your lighting contractor will need to install cabling from the existing lighting control terminations which should be connected to the 3x 12V DC Jack Plugs on the right side of the controller. This will allow for full light automation, these triggers are 0vdc and switchable 12vdc triggers. Any additional contractors or relays required to convert 12v to 240V should be installed by others

4. Others to install open boxed section portal entrance into the existing fenceline – 1400mm wide x 2200mm tall
5. Others to install new pathway to link existing path to the new portal position

#### Venue Details:

- The system has been designed on receipt of a "Survey Form" from Sophie Thorogood of Wickham & Knowle Parish Council
- Gate 1 gives access to MUGA
- There is flood lighting at venue
- The gate will be hung to swing inwards
- The Fence colour is Blue – RAL to be specified

#### Routine Maintenance Frequency & Cost:

- Each access control system is to be maintained in accordance with a planned preventative maintenance schedule and code of practice. The preventative maintenance frequency for access control systems of this form is **annually**; that is, 12 months from the month in which the installation was completed.
- Routine Maintenance is:
  - To be invoiced annually in advance;
  - Based on one gate.
  - Based on a Five year rolling contract.
  - Subject to a standard annual inflation rate.
  - To be paid via direct debit in full
- The Routine Maintenance charge comprises:
  - 1 x Annual Preventative Maintenance Service Visit & Technical Phone Support
  - Cloud Interface Charge per Gate
  - Annual Mobile Data Charge (if applicable)
  - No mileage charge will be incurred for preventative maintenance works.

#### Callout:

Requests for reactive maintenance and callouts will be categorised by CIA and will be classified either:

Emergency	Faults where access to the tennis court is prevented → 48-hour response
Urgent	Faults where access is still permitted but reporting is inhibited → 72-hour response
Routine control	Faults that have no immediate impact upon the use and reporting mechanism of the access → 96-hour response

Callout Premiums		Charge
Normal Working Hours	First Hourly Charge Attendance Fee – Normal Working Hours (Mon-Fri 08:00 – 17:00 excl. Bank Holidays) - No mileage charge will be incurred for corrective (callout) works.	£160.00
	Standard Half Hourly Labour Rate	£35.00



## Section 2: Summary of Costs

SmartAccess Premium Gate	£5,550.00
Maintenance	£ 320.00 per annum
Cloud Costs	£ 66.00 per annum
Data Contract	£ 215.40 per annum
Initial Contract Term	60 Months (Non-Refundable)
Rolling Contract Term	3 Months' Notice Required



## Payment Term Conditions

- The installation invoice is due no later than 30 days after the invoice date.
- Preventative maintenance invoices are to be paid monthly or annually via direct debit.
- Corrective maintenance and system additions are to be paid in full by direct debit.
- A direct debit mandate will be sent at time of acceptance. Prior to any work commencing, please complete this form and return it to our CIA office via post or email, for the attention of Accounts Department ([Accounts@ciafireandsecurity.co.uk](mailto:Accounts@ciafireandsecurity.co.uk)). Please note Direct Debits can also be set up over the telephone.

Please note the featured prices exclude VAT.

## Acceptance

- Should you like to go ahead with your quotation, please contact our office and request to speak with the Sales Department.
- Please complete Section 3 and return to CIA as per instructions.
-

## Section 3: Confirmation of Acceptance

Quotation & Acceptance → Customer Copy

Date	17 October 2024
Specification No.	46795
Customer Name	Wickham & Knowle Parish Council Parish Office, Knowle Village Hall Knowle Avenue Knowle Fareham PO17 5GR

### Installation Charges

SmartAccess Premium Gate	£5,550.00
Maintenance	£ 320.00 per annum
Cloud Costs	£ 66.00 per annum
Data Contract	£ 215.40 per annum

**VAT:** All payments are subject to VAT at the prevailing rate.

**Agreement:** The works detailed in this document are subject to the following terms. This Quotation is made upon and subject to the terms below and should be signed by you or on your behalf and returned to the Company. This Quotation is not an Offer, and is based on the Costs of Labour and Materials prevailing at the Date of Tendering and is valid for a period of One month from this date.

For and behalf of CIA Fire & Security Limited	<i>Ian Keates</i>
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I / we the customer accept this Quotation on the above basis and have read and understood the enclosed terms and conditions. We will accept Purchase Orders, Purchase Order Numbers and e-mail acceptance (please quote our specification number in all correspondence) and will have expected that you have read and understood the terms and conditions in this document.

### Customer Completion

Name of Customer or his / her authorised representative	
Signature of Customer or his / her authorised representative	
Date	
Purchase Order Number	

Please sign the Confirmation of Acceptance and return this page to [smartaccess@ciafireandsecurity.co.uk](mailto:smartaccess@ciafireandsecurity.co.uk)

## Section 4: Product

### Readers

Readers are used in association with a central control logging facility.  
In addition they may be used in specific association with access point hardware  
Both types provide the following features:

- Indication of access granted
- Physical tamper detection and malicious damage protection where mounted externally
- Capability to respond to valid entry procedure within 2 seconds.
- Relocking of access point if not used with predetermined time.

### Access Point Hardware

Access point mechanisms are selected in accordance with the environment conditions they are to be installed in and classification, anticipated use and duty cycle.

The following considerations are made when specifying access point hardware:

- Temperature
- Humidity
- Corrosion
- Vibration
- Dust and other contamination
- Physical abuse
- Transfer of electrical connections
- Safety precautions
- Door closing mechanisms

### Control Equipment

The control equipment panel and system software/database should be protected from unauthorized interference and displayed data should not be visible to unauthorized persons.

Other considerations made are:

- Operational and environmental requirements
- Logging requirements
- Blocking/invalidation of tokens
- Back up of database
- Programming of time/zone restrictions
- Power failure contingency
- Maintenance

26<sup>th</sup> September 2024

Victoria, Wickham Parish Council  
Wickham Community Tennis Club  
Fareham Road  
Wickham  
Hampshire  
PO17 5BY

**Our Reference: CLH/17847**

Dear Victoria

Further to your recent enquiry I have pleasure in attaching our quotation for the high pressure washing of the tennis courts at the above address.

I trust you will find this of serious interest and look forward to hearing from you in the near future. Should you need any further information or have any queries arising from this document, please do not hesitate to contact me.

Assuring you of our best attention at all times.

Yours sincerely



Andy Sims

Honours Yard, Lodge Lane, Chalfont St Giles, Bucks HP8 4AJ

**T: 01494 766673 F: 01494 766674 E: [sports@thechilterngroup.co.uk](mailto:sports@thechilterngroup.co.uk)**

**[www.chilternsportscontractors.co.uk](http://www.chilternsportscontractors.co.uk)**



Quotation Reference: CLH/17847

Date: 26<sup>th</sup> September 2024

## 1.0 Introduction

High pressure washing is a vital part of the ongoing care of asphalt tennis courts. It is vital that moss is removed to maximise the longevity of the asphalt surface. Moss grows in the pores of asphalt tennis courts and swells as it absorbs moisture and shrinks as it dries. This repetitive expansion and contraction combined with frosty weather causes weaknesses in the stones around it, which, in turn become loose and break away from the surface. The moss then grows into this area and the process is repeated. Algae is also forming across the asphalt surface, which, will cause slipperiness. Although this is harder to see it will be forming across most asphalt courts. It is important for this and other deleterious materials to be removed for the safety of the player as well as the longevity of the surface.

Pressure washing does tend to remove paint especially as the paint nears the end of its anticipated life (approximately 4-5 years). The court can be used immediately upon completion. However, as a moss treatment is applied, please ensure hands are thoroughly cleaned after use.

## 2.0 Specification

Remove the tennis nets and posts where possible and set aside for re-installation.

High pressure wash the surface to remove impacted algae, moss, fines, general soilage and other deleterious matter from the drainage pores. Thoroughly rinse the court to remove all loosened materials.

Where practicable all debris will be collected and deposited in a designated location on site. However with standard court cleaning an amount of this will be pushed onto the external perimeter of the court.

Spray apply a moss killer to the court surface to ensure any particles that have not been removed are at the very least killed off.

## 3.0 Pricing Schedule

High Pressure Jet Washing of 2 x Tennis Court

**£ 900.00 + VAT**

Honours Yard, Lodge Lane, Chalfont St Giles, Bucks HP8 4AJ

**T: 01494 766673 F: 01494 766674 E: [sports@thechilternsgroup.co.uk](mailto:sports@thechilternsgroup.co.uk)**

**[www.chilternsportscontractors.co.uk](http://www.chilternsportscontractors.co.uk)**



**Quotation Reference: CLH/17847**

**Date: 26<sup>th</sup> September 2024**

#### **4.0 Specific Conditions**

We require free use of a constant water supply locally to the works.

We have assumed a suitable access is available for our machinery to reach and enter into the court.

We do not offer any guarantee against future moss growth.

The weather conditions can be dry or wet, however we cannot carry out the works during icy/frozen conditions.

A court will take a day to complete and will be available for use that evening, however please bear in mind that a moss killer will have been applied to the surface and so take every precaution necessary not to ingest this.

#### **5.0 General Conditions**

Our quotation includes only for those items stated therein.

It is deemed that all these conditions shall form part of any agreement to execute the works.

This quotation is fixed for a period of three months.

Chiltern Sports Contractor's Public Liability Insurance is limited to £10 million.

We expect payment upon receipt of our invoice which will be issued upon completion of the works.

Honours Yard, Lodge Lane, Chalfont St Giles, Bucks HP8 4AJ

**T: 01494 766673 F: 01494 766674 E: [sports@thechilternrgroup.co.uk](mailto:sports@thechilternrgroup.co.uk)**

**[www.chilternsportscontractors.co.uk](http://www.chilternsportscontractors.co.uk)**





**From:** Business Manager <businessmanager@wickhamparishcouncil.org>  
**Sent:** 21 October 2024 12:09  
**To:** Parish Clerk  
**Subject:** Fwd: Fw: Tennis Court cleaning in Wickham

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

**From:** Victoria Glenister [REDACTED] >  
**Date:** Wed, Sep 25, 2024 at 8:26 AM  
**Subject:** Fw: Tennis Court cleaning in Wickham  
**To:** Business Manager <[businessmanager@wickhamparishcouncil.org](mailto:businessmanager@wickhamparishcouncil.org)>

[REDACTED]

Begin forwarded message:

On Tuesday, September 24, 2024, 4:57 PM, [contracts@fossecontracts.co.uk](mailto:contracts@fossecontracts.co.uk) wrote:

Good Afternoon Victoria

Thank you for your enquiry. Please see our quotation below.

### **Quotation**

To pressure clean 2Nr. macadam tennis courts in Wickham would be **£490 + vat per court (£980 + vat in total)**

*Our quotation assumes free access and use of water on site for the duration of the works.*

*Please allow 1 full day for the works. Courts can be played on once dry.*

If we can be of further assistance, please do not hesitate to contact us.

Kind Regards

**Helen Cooper**

**Contracts & Framework Administrator**

***Hours of work Monday, Tuesday & Thursday Friday 8.30am-5pm***



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28 Cannock Street  
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## **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)
<b>Operating projections</b>		
10 year P&L	<b>Profit/(Loss)</b>	
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

<b>Criterion</b>	<b>Sports Pitches</b>	<b>Country Park</b>	<b>Greater benefit</b>
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 draft lease has been drawn up but not signed by the parties (Rookesbury Estate, landlord and WKPC).
- The practical provisions of the lease have been included in the financial analysis of both options.
- 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
<b>CIL Funds available</b>					£450,000		
<b>Fixed admin Costs</b>							
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
<b>Sub-total</b>		£49,000		£49,000		£401,000	
<b>Site preparation fixed costs</b>							
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"
<b>Sub-total</b>	£587,810			£587,810		(£186,810)	
<b>Overall total</b>	£587,810	£49,000		£636,810			
<b>Contingency 10%</b>				£63,681		(£250,491)	
<b>Total inc contingency</b>				£700,491			



CONFIDENTIAL

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 <a href="https://smartspender.uk/tarmac-driveway-cost/">https://smartspender.uk/tarmac-driveway-cost/</a>
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366			£14,366		(£670,057)	<a href="https://www.steelbuildings.co.uk/our-services/">https://www.steelbuildings.co.uk/our-services/</a>
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 <a href="https://smartspender.uk/tarmac-driveway-cost/">https://smartspender.uk/tarmac-driveway-cost/</a>
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366	£0	£0	£14,366		(£456,557)	<a href="https://www.steelbuildings.co.uk/our-services/">https://www.steelbuildings.co.uk/our-services/</a>
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 <a href="https://smartspender.uk/tarmac-driveway-cost/">https://smartspender.uk/tarmac-driveway-cost/</a>
Storage (6m x 10m x 2.8m)	Steel 6mx10mx2.8m	£14,366	£0	£0	£14,366		(£422,057)	<a href="https://www.steelbuildings.co.uk/our-services/">https://www.steelbuildings.co.uk/our-services/</a>
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 <a href="https://www.lta.org.uk/roles-and-venues/venues/tennis-padel-facility-funding-advice/quick-access-loan-scheme/">https://www.lta.org.uk/roles-and-venues/venues/tennis-padel-facility-funding-advice/quick-access-loan-scheme/</a>
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	
Opeating 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	Ony 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

<b>Scenario 2:</b>	<b>2 x 9v9 grass pitches</b>								
<b>As at April 2nd, 2024</b>	<b>Detail</b>	<b>Capital</b>	<b>Other costs and site costs</b>	<b>Loans</b>	<b>Grants</b>	<b>Cash required</b>	<b>CIL available</b>	<b>Balance remaining</b>	<b>Notes</b>
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
<b>Totals</b>		<b>£1,044,307</b>			<b>£25,000</b>	<b>£1,019,307</b>			
<b>Opeating forecast</b>	<b>Revenue</b>	<b>Annual costs</b>	<b>Operating profit/loss</b>					<b>Cumulative financial position</b>	
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)	
<b>Notes:</b>									
	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"							
<b>Recommendation:</b>	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**

<b>Consultants fees RIBA 2 - 5</b>	
Project Manangement	£14,729
Landscape Architect	£66,282
Engineers Fees	£29,459
Architects fee (toilet block)	£7,200
Surveys	£200
Planning application	£800
<b>sub-total</b>	<b>£118,670</b>
<b>Phase 1 key works</b>	
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
<b>sub-total</b>	<b>£283,273</b>
<b>Sub total consultant fees plus Phase 1</b>	<b>£401,943</b>
<b>Phase 2 soft landscaping:</b>	
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
<b>Sub total</b>	<b>£107,192</b>
<b>Sub total consultnat fees + phase 1, phase 2</b>	<b>£509,135</b>
<b>Phase 3</b>	
Polydeck boardwalk in wetland area	£160,000
Play area - timber	£150,000
<b>Sub total</b>	<b>£310,000</b>
<b>Grand total</b>	<b>£819,135</b>

## 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