

Minutes of a meeting of the Hook Parish Council's Amenity Committee

Wednesday 21st August 2013
Hook Community Centre, Ravenscroft
at 8.00 pm

Present:

Councillors:

J Bonnin
H Carter-Morgan
D Davies
G Winter

Chairman:

J Henham

Amenities Administrator

M Bright

13.71 Apologies

Apologies received from Cllrs Butler, Chalmers and Whittaker.

13.72 Declaration of Interests

There were no declarations of interest.

13.73 To approve minutes of the Amenity Committee meeting held on 17th July 2013.

Cllr Cater-Morgan proposed the minutes be accepted as a true record of the Amenity meeting held on the 17th July 2013. Cllr Henham seconded the proposal. **IT WAS RESOLVED** by a show of hands to approve the minutes.

13.74 Actions from Previous Meetings

Members noted the actions from previous meetings:

08.28 Varndell land transfer – Land has now been transferred to Parish Council.

13.28 Drainage of King George V Playing Field – the draft design has been received and is being reviewed by Cllr Leppard

13.38 – Replacement Trees in Felders Mede – See item 13.76

13.41 Remarking of Hartletts Park football pitches – Scaled drawings have been distributed and approved via email.

13.54 Tree Survey - The Amenity Administrator and the chairman and vice chairman are progressing this item, with a view to bring a recommendation to the next Amenity meeting.

13.63 RoSPA Report - The Amenity Administrator has not progressed this item.

13.64 KGV Drainage project, vote for s106 money – The sports Working Group is going to progress this item making a recommendation direct to Parish.

13.65 Hartletts Park footpath and Varndell footpath - Work on the Varndell Footpath has started. The clerk intends to keep the money allocated to the Hartletts Park footpath in reserves for two years.

13.66 Area of land leased from Corpus Christi, Footbridge – Footbridge has been removed.

13.75 Discussion regarding Renewals of Maintenance Contracts

The Grounds maintenance contract, Mitchell's field contract and Pitch Maintenance contract are all up for renewal in April 2014.

Mitchell's field is a separate contact due to the timing of the land transfer. It now needs to be brought into the general Grounds Maintenance contract.

To recommend a budget for the Finance committee by 28th November, the Amenity committee needs to review their budget in October. Therefore quotes for the contracts need to be obtained by the end of September.

According to our financial regulations any contract exceeding £70,000 should be done via a formal tender process. With contracts less than £70,000 but more than £20,000 the Clerk shall use reasonable efforts to obtain 3 quotations. The current price of Grounds Maintenance contract is just over £30,000. Therefore there is scope for a two year contract and for a formal tender process to be avoided.

The current Pitch Maintenance contract covers Hartletts Park and grass cutting at KGV playing fields. With HUYFC now playing up at KGV there is a need to start maintaining the adult football pitch up at KGV. Historically, no pitch maintenance has been done by the Parish Council up at KGV.

Cllr Bonnin and Cllr Davies pointed out that the Parish Council should try and support small companies as much as possible. Cllr Winter supported the idea of spreading contracts to a number of companies.

Cllr Carter- Morgan proposed, seconded by Cllr Winter to keep the Pitch Maintenance contract for Hartletts Park and KGV playing field separate from other contracts due to the need for specialist work and it giving continuity over how all pitches are maintained in Hook. By a unanimous show of hands, **IT WAS RESOLVED** to approve the motion.

Cllr Davies proposed to separate the Grounds Maintenance contract into a Ropsa Play Inspection Contract, a Cleaning Contract, and a Grounds Maintenance Contract (including Mitchells Field). By reducing the size of the contracts it opens up the opportunity for smaller, local firms to bid for the work and spreads the risk for the Parish Council. This was seconded by Cllr Bonnin. By a unanimous show of hands, **IT WAS RESOLVED** to approve the motion.

13.76 Replacement Trees for Felders Mede

Over the last few months the replacement trees for Felders Mede has been discussed several times at Amenities. Following the chairman's research into trees, root balled Rowan trees would seem to stand the best chance of surviving in the poor soil conditions in Felders Mede.

Cllr Davies proposed to order three root balled Rowan trees at a cost of £95.50 each and have them planted in large excavated pits filled with high quality soil along with a metal cage installed around each tree to protect the trunk from getting ring barked. The money to be taken out of the Holt Park reserves. This was seconded by Cllr Bonnin. By a unanimous show of hands, **IT WAS RESOLVED** to approve the motion.

13.77 Discussion regarding land leased from Corpus Christi

The issue of the footbridge on land near to Old School Road has highlighted that currently the Parish Council does nothing to maintain this area, nor do we inspect it. Therefore this land potentially holds a huge liability to us.

The committee discussed the item with reference to a map showing the area of land leased by the Parish Council from Corpus Christi on an annual lease for £25.00 per annum. The area to the south of the A30 is now fenced in and as such is managed by HWT as part of the overall site of the fenced in part of the Hook Common.

As stated in the last meeting, the land was leased from Corpus Christi initially to prevent the area being developed for housing.

Cllr Bonnin reminded the committee that originally the Parish Council leased this area for the school as they didn't have school field and maintained the area with a football pitch.

Cllr Henham told the committee on her visit to the site she found evidence of BBQ's, camps, car seats, and two rope swings, amongst other things. However she reported that the trees seemed in good condition.

Cllr Bonnin suggested that no decisions should be made about this area without discussing it with the Morris Street Residents Association. Cllr Davies offered to discuss the matter with a Morris Street resident she knows.

Cllr Bonnin suggested the Parish Council should look into using this area as a SANG.

13.78 Chairman to Report.

Cllr Davies reported to the Amenity Administrator that a dog agility class was being held in Hartletts Park yesterday evening. The Amenity Administrator and Cllr Davies went and spoke with the group and discussed their activities. Following the meeting, the club sent an email detailing their activities and the Chairman read it out to the committee.

The committee commended the group for their activities, but felt Hartletts Park was not the ideal place for dog agility classes due to dogs barking close to residential houses and the area being heavily used for football.

Cllr Bonnin suggested the possibility of the club approaching Rotherwick Parish Council to see if they could use Rotherwick cricket pitch. Another suggestion was to ask local farmers to find out if they had a field that would be suitable. KGV is more suitable than Hartletts Park and the Amenity committee were happy for the group to use it before the drainage work is carried out. However the point was made that open spaces require maintenance and that if this becomes a more permanent fixture recompense should be sought in the future.

13.79 Chairman's Correspondence.

Nothing to report.

13.80 The Chairman advised members that the date of the next meeting is Wednesday 18th September 2013.

13.81 The Chairman closed the meeting at 9.00 pm.

Signed Dated
Chairman