Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 13 NOVEMBER 2017 AT 7.00pm in JUBILEE HALL.

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr N Wren (Vice Chairman), Cllr M Burridge, Cllr Mrs D Denston, Cllr D Alexander, Cllr R Sowden, Cllr P Little are summoned to attend.

07 November 2017

Carla Baverstock-Jones
Chief Officer

AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 25 September, 2017.
4. To open the meeting to members of the public to enable them to address questions to Parish Councillors**.** *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
5. To receive and consider the quotation in respect of the replacement gym equipment at Jubilee Field.
6. To receive and consider the quotation in respect of winter floral displays within the centre of Horndean.
7. To receive and consider the quotation in respect of the replacement play equipment at Downs Park.
8. To receive and consider the quotation in respect of extending the boardwalks at Dell Piece West.
9. To receive and consider proposals in readiness for setting the Budget 2018/2019.

HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 25 SEPTEMBER 2017 AT 6:30 P.M.

PRESENT: Councillor Mrs E Tickell (Chairman), D Alexander, M Burridge, Mrs L Evans, P Little, N Wren

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Senior Administrator (Minute Taker) and Matthew Madill, Grounds Manager.

PUBLIC ATTENDANCE: There were no members of the public present.

G 012/17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs D Denston and R Sowden.

G 013/17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest.

G 014/17/18 **TO ELECT A VICE CHAIRMAN TO THE GROUNDS COMMITTEE**

It was **RESOLVED** that Cllr Wren be elected as Vice Chairman of the Grounds Committee. This was proposed by Cllr Mrs E Tickell and seconded by Cllr Mrs L Evans.

G 015/17/18 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 03 JULY 2017**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 3rd July 2017 be duly signed as a true record of the meeting.

This was proposed by Cllr Little and seconded by Cllr Alexander.

G 016/17/18 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No members of the public were present.

G 017/17/18 **TO RECEIVE A REPORT AND NOTE THE PRESENCE OF A FUNGAL INFECTION WITHIN THE ASH TREES ON CATHERINGTON LITH**

A report by the Grounds Manager was circulated, along with a map showing the location of the Ash die back. The Grounds Manager confirmed that the numbers on the map correlated to the amount of affected trees within each area of Catherington Lith. He said that it looked as though some of the trees would need to be felled due to locations near footpaths and roads etc., but said the felling would be done selectively and safely.

The report was noted by the Grounds Committee.

G 018/17/18 **TO RECEIVE AND CONSIDER THE WOODLAND MANAGEMENT PLAN**

The Woodland Management Plan was circulated.

Cllr Mrs L Evans queried if anything could be done to discourage people from straying from the footpaths at Yoells Copse. The Grounds Manager suggested that hazel coppice fencing could be used if heavy erosion was present through desired lines. He also clarified that scalloped edging was when semi-circular edges were cut out along a footpath and said scalloped edging could help increase wildlife habitat, whilst also reducing the effect of wind funnelling.

It was **RESOLVED** that the Grounds Committee recommend to Council that the Woodland Management Plan be adopted.

G 019/17/18 **TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE REPAIR OF PLAY EQUIPMENT AT MERCHISTOUN HALL**

A report by the Senior Administrator was circulated and a discussion took place regarding the quotation to replace the Grand Canyon play equipment at Merchistoun Hall.

It was **RESOLVED** that

- A secondary quotation be obtained with the view to replace the one broken post, rather than the Grand Canyon play equipment in its entirety.
- The Grounds Manager visit the play area and inspect the equipment, with the view to giving his opinion.

G 020/17/18 **TO RECEIVE A REPORT AND CONSIDER THE INSTALLATION OF A GOAL POST AT DEEP DELL RECREATION GROUND**

A report by the Senior Administrator was circulated. A discussion took place and concerns were raised over the low height of the hedge at Deep Dell Recreation Ground and the impact to residents living nearby. Traffic concerns were also raised, due to the Recreation Ground being in close proximity to the Recreation Ground.

It was stated that enquiries had been made with HCC, in order to determine if they had any comments regarding the proposed location. It was noted that HCC had not answered the specific questions.

It was **RESOLVED** that HPC would not proceed with the installation of a Goal Post at Deep Dell Recreation Ground at this time.

The meeting closed at 6.58PM

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Chairman

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Dated

HORNDEAN PARISH COUNCIL

GROUNDS COMMITTEE MEETING **Date: 13th November 2017**

AGENDA ITEM:

SUBJECT OF REPORT: To consider the replacement of the Leg Press Machine and Treadmill Machine at Jubilee Field.

The Treadmill and Leg Press Machine are currently unavailable for use by members of the public due to them both being broken and too dangerous for use.

A contractor has been approached and has confirmed that due to the age of both pieces of equipment, they are unable to obtain the parts to fix the Machines. Therefore, we have been given a quotation for both items to be replaced with newer models.

The costing for this is as follows.

Project Cost Breakdown

Item or Activity	Cost
Leg Press Machine (TGO870 – 100-0001)	£2,618.00 + VAT
Delivery for Leg Press Machine	£138.00 + VAT
Treadmill Machine (TGO930 – 100-0001)	£2,562.00 + VAT
Delivery for Treadmill Machine	£138.00 + VAT
Installation for Leg Press Machine & Treadmill Machine **(Reduction given for installing both pieces together. Price per item = £1,149.00 + VAT, saving of £506.00 + VAT)**	£1,792.00 + VAT
Post Installation Inspection	£393.00 + VAT
Total Project Cost:	**£7641.00 + VAT**

RECOMMENDATION
Council may wish to consider putting this in the budget for 2018-19.

Report prepared by Sarah Guy, Senior Administrator

HORNDEAN PARISH COUNCIL

GROUNDS **Date: 13th November 2017**

AGENDA ITEM: 6

SUBJECT TITLE: All year round floral display

PURPOSE OF REPORT: To discuss the options/cost of an all year round floral display

BACKGROUND: After a successful summer season of having a floral display in the village centre I have been asked to look into the cost of having a floral display all year round. As part of the floral display we are required to reapply for our licence with Scottish Southern Electricity (owners of the lampposts) every year and with Hampshire County Council every 6 months.

RESOURCE IMPLICATIONS:

Over the summer period we paid £1,146.00 on having planters installed in the village(this included delivery, installation and Vat).

To have a winter planting around the village the cost would be £1,068.00 (including delivery, installation and Vat) – see pics of how they would look.

Total: £2214.00 (including delivery, installation and Vat)

SUGGESTIONS:

I recommend we use the same lampposts, as I discovered not all lampposts are weight tested and we would be required to pay for this service.

I would like to up the budget slightly for summer planters as I was slightly conservative with my design and after seeing the planters in all their glory believe we could upgrade on street planter (by the bus stops) to tower planters for better effect (please see picture).

There is an ongoing risk that Hampshire County Council may not approve our application as this needs completing every 6 months. This should not deter us from trying.

REPORT PREPARED BY:

Matthew Madill

HORNDEAN PARISH COUNCIL

Grounds Meeting **Date:13th November**

AGENDA ITEM: 8

SUBJECT TITLE: Boardwalks at DPW

PURPOSE OF REPORT: To Discuss spending boardwalks budget 2017/18

BACKGROUND: Within the budget there is money allocated to improving boardwalks at DPW. I am proposing the countryside team spend the money to extend the boardwalks at Dell Piece West.

We would look to use the sleeper style of boardwalks as found at Hazelton. Although this is different to the current style of boardwalks I believe the sleeper style is cheaper, easier to install and would cost a lot less to repair if damaged.

I am proposing we extend the boardwalks through the wetter areas of Dell Piece West

RESOURCE IMPLICATIONS:

64 soft wood sleepers	£1143.68
184 1m grip strips	£436.08
M10 washers	£48
150mm coach screws	£98.40
Simpson Tie Straps	£103.32
Screws	£14.76
Total:	£1844.24 exc Vat

SUGGESTIONS:

Allow the Ground team to purchase materials to construct boardwalks.

REPORT PREPARED BY:

Matthew Madill