



WHITEHILL TOWN COUNCIL



Minutes of a meeting of the AMENITIES COMMITTEE held on Monday 09th July 2018 at 8.00pm in the COUNCIL CHAMBER, FOREST COMMUNITY CENTRE, PINEHILL ROAD, BORDON.

Cllrs Present: Cllr C. Leach, Cllr C. Mitchell, Cllr R. Russell and Cllr D. Sanders

In attendance: Andrea Mann (Town Clerk) and David Melsome (Deputy Town Clerk - Minute taker for this meeting)

		Action
1.001	ELECTION OF CHAIRMAN - Refer to Item 8 of Standing Orders, Voting on Appointments. It was RESOLVED that Cllr C. Mitchell be elected to the position of Chairman of Amenities Committee. (Proposed by Cllr R. Russell, Seconded by Cllr D. Sanders, ALL Members AGREED)	
1.002	ELECTION OF VICE CHAIRMAN It was RESOLVED that Cllr D. Sanders be elected to the position of Vice Chairman of Amenities Committee. (Proposed by Cllr R. Russell, Seconded by Cllr C. Mitchell, ALL Members AGREED)	
1.003	APOLOGIES – Apologies for absence were received from Cllr A. Carew, Cllr I. Georgii, Cllr Ms. L. Malikoff-Johnston and Cllr A. Waterhouse.	
1.004	DECLARATIONS OF INTEREST - None	
1.005	CHAIRMAN'S ANNOUNCEMENTS - None	
1.006	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS - Minutes of the Amenities Committee meeting held on 14 May 2018, previously circulated were agreed and signed by the Chairman. (Proposed by Cllr C. Leach, Seconded by Cllr D. Sanders, ALL Members AGREED)	
1.007	APPOINTMENTS TO SUB-COMMITTEES AND WORKING PARTIES The following appointments were agreed for the ensuing year: a) New Greenspace Sub-Committee (6 Town Councillors to include Chairman & Vice Chairman of the Amenities Committee with one of those becoming Chairman of this Subcommittee, but Cllrs from other Committees can be members). Cllrs. C. Mitchell, D. Sanders, R. Russell plus 3 others to be decided by Full Council b) Bus shelter working party (ideally 3 Councillors). Cllrs C. Mitchell, D. Sanders plus at least one other, to be decided by Full Council c) Hollybrook Pond working party (ideally 3 Councillors with previous experience on the group). Cllr C. Leach plus at least 2 others to be decided by Full Council	Clerk / Deputy Town Clerk

	<p>d) Recreation ground/Knaves Mire working party (ideally 3 Councillors). Cllr C. Mitchell plus 2 others to be decided by Full Council</p> <p>Subject to the named Councillors above, it was AGREED to defer this Item to next meeting of Full Council (16 July 2018)</p>																					
1.008	<p>WEY VALLEY FOOTBALL CLUB – CHARGES & RENEWAL OF AGREEMENT 01.08.18 – 31.07.19</p> <p>i) Charges – following discussion, it was AGREED the Youth rates be retained at the existing rates. This was in recognition of the work undertaken by Wey Valley Youth to increase their Youth Football membership. The Adult pitch hire rate (£30.60) to be increased to £35.00 per session.</p> <p>ii) It was AGREED To renew the Agreement between Whitehill Town Council and Wey Valley Football Club for use of land at Mill Chase Recreation Ground, pavilion and garage.</p> <p>(Proposed by Cllr C. Mitchell, Seconded by Cllr D. Sanders, ALL Members AGREED)</p>	Deputy Town Clerk																				
1.009	<p>ALLOTMENT DEPOSIT RELATED TO NEW TENANTS AND EXISTING TENANTS PRE 2016</p> <p>Members considered the report. Two tenancy agreements were proposed to reflect the historic arrangements with refundable deposits, and the new arrangement of a one off administration fee. The wording was reflected as appropriate in each Agreement.</p> <p>It was AGREED to adopt both Tenancy Agreements as appropriate to the individual tenant's historic circumstances.</p> <p>(Proposed by Cllr D. Sanders, Seconded by Cllr C. Leach, ALL Members AGREED)</p>	Deputy Town Clerk																				
1.010	<p>REVIEW OF ALLOTMENT CHARGES</p> <p>Members considered the proposed Allotment Fees from October 2019 to September 2020 (with approximately 3% increase based upon current Retail Price Index) :</p> <table border="1"> <thead> <tr> <th></th> <th><u>2017/18</u></th> <th><u>2018/19</u></th> <th><u>2019/20</u> <u>Proposed</u></th> </tr> </thead> <tbody> <tr> <td>Non refundable deposit</td> <td>30.00</td> <td>30.00</td> <td>30.00</td> </tr> <tr> <td>Savile Crescent</td> <td>22.00</td> <td>22.50</td> <td>23.00</td> </tr> <tr> <td>Mill Chase (Half Plot)</td> <td>19.00</td> <td>19.50</td> <td>20.00</td> </tr> <tr> <td>Mill Chase (Full Plot)</td> <td>38.00</td> <td>39.00</td> <td>40.00</td> </tr> </tbody> </table> <p>It was AGREED to implement the increases as proposed from 2019 / 2020 (Note that 12 months' notice is required).</p> <p>(Proposed by Cllr R. Russell, Seconded by Cllr C. Leach, ALL Members AGREED)</p>		<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u> <u>Proposed</u>	Non refundable deposit	30.00	30.00	30.00	Savile Crescent	22.00	22.50	23.00	Mill Chase (Half Plot)	19.00	19.50	20.00	Mill Chase (Full Plot)	38.00	39.00	40.00	Deputy Town Clerk
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1.011	<p>AMENITIES PROJECT UPDATE</p> <p>The Deputy Town Clerk updated the meeting on the following projects :</p> <ul style="list-style-type: none"> - <u>Replacement planters</u> : <i>All successfully delivered and in situ, now awaiting the inscribed plaques that recognise the partnership working and formal planting.</i> - <u>Replacement bridge in the Deadwater Valley Nature Reserve</u> : <i>This is awaiting a formal Environmental Licence ahead of the Contractor commencing work mid July 2018, to coincide with the school holidays</i> 																					

	<ul style="list-style-type: none"> - <u>Pathways & boardwalk at Savile Crescent Allotments</u> : - <u>Hollybrook Pond Dipping Platform</u> : <i>These projects will commence on conclusion of the bridge work</i> - <u>Noticeboards</u> <i>Work to install the noticeboard on the Quebec development is subject to finalisation on minor detail with the Manager of the Radian Homes Site. An additional board is to be installed at the entrance point at Bordon Inclosure</i> <p>The above updates were NOTED</p>	
1.012	<p>AMENITIES MANAGEMENT UPDATE</p> <p>The Deputy Town Clerk gave a verbal update to the meeting :</p> <ul style="list-style-type: none"> - Bus shelters have fallen prey to vandalism and now 8 shelters require urgent repairs. Quotes have been sought for a one-off repair, which will be reported to a future Council meeting. - Mill Chase Recreation Ground has been subject to recent vandalism, paving slab broken and used to destroy two polycarbonate drain covers. These have already been replaced, with work scheduled to replace the slab pending. - The contracted work to provide improved surface water drainage along with some minor remedial work to the surfacing at the BMX track has been concluded. - Owing to the prolonged dry weather the Grounds Contractor has undertaken regular watering on the new turf at the Skate Park. Officers will monitor the ongoing costs for this work to ensure funds are available. - Officers were starting to think about the Grounds Contracts renewals which would be required in October. Due to staff shortages there was unlikely to be sufficient time to go through the full Public Contract Regulations, and officers were considering options which would be presented to the next meeting. <p>The above updates were NOTED</p>	
1.013	<p>EXEMPT SESSION</p> <p>Pursuant to paragraph 4 of Part I of Schedule 12A (as amended) to the Local Government Act 1972 Section was likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information relating to consultations or negotiations.</p> <p>(Proposed by Cllr C. Leach, Seconded by Cllr R. Russell, ALL Members AGREED)</p>	
1.014	<p>SECTION 106 FUNDING APPLICATION</p> <p>The Town Clerk presented her report. The application form for Section 106 funding should be commenced, and members agreed that.</p> <p>It was RESOLVED to pursue Option One from the consultant's report, with the required sum being submitted in an application to E.H.D.C Section 106 funding.</p> <p>(Proposed by Cllr R. Russell, Seconded by Cllr C. Leach, ALL Members AGREED)</p>	Town Clerk
1.015	<p>OFFICE REFURBISHMENT</p> <p>This item was deferred to next meeting of Full Council (16 July 2018)</p>	Town Clerk

1.016	<p>BOARDWALK PROJECT AT SAVILE CRESCENT The Deputy Town Clerk presented his report. Following discussion, it was AGREED to seek Full Council approval for an 15 metre extension of the proposed boardwalk, to be undertaken at the same time as the main works.</p> <p>(Proposed by Cllr R. Russell, Seconded by Cllr C. Leach, ALL Members AGREED)</p>	Clerk / Deputy Town Clerk
1.017	<p>STRATEGIC PLAN Members were provided with the updated Strategic Plan and Amenities priorities.</p> <p>The updated Plan was NOTED as per appendix 1.</p>	
1.018	<p>WAYFINDING PROJECT AT SAVILE CRESCENT / CHALET HILL Members considered the report from the Town Clerk. Reservations were raised regarding some of the proposed items for planting, with relation to security and potential vandalism. It was AGREED</p> <ul style="list-style-type: none"> (a) That the Council would only take management of the area if the planting is given over to perennial and annual items – similar to those to be used in the planters at Station Road and Sutton Field; (b) That a suitable organisation be approached with a view to maintaining the site itself; (c) Any watering to be undertaken by the existing Town Council grounds contractor. <p>(Proposed by Cllr C. Mitchell, Seconded by Cllr C. Leach, ALL Members AGREED)</p>	Town Clerk
1.019	<p>DATES OF NEXT MEETINGS All Monday's unless otherwise notified</p> <p>2018 – 17th September, 29th October, 17th December. 2019 – 04 February, 01 April, 28 May (Tuesday). Held in the Council Chamber, Forest Community Centre, Pinehill Road, Bordon, Hampshire @ 7.30pm, unless otherwise indicated on the agenda</p> <p>NOTED</p>	

Enquiries to:-

Whitehill Town Council, Council Offices, Forest Community Centre, Pinehill Road, Bordon, GU35 0BS
Tel: 01420 473123 Fax: 01420 479475

Signed Date

Chairman

During the course of the meeting 0 members of the Press and 0 members of the public were present.

The meeting closed at 9.36 pm.