



WHITEHILL TOWN COUNCIL



Minutes of a meeting of the AMENITIES COMMITTEE held on Monday 17th September 2018 at 7.30pm in the COUNCIL CHAMBER, FOREST COMMUNITY CENTRE, PINEHILL ROAD, BORDON.

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

In attendance: David Melsome (Deputy Town Clerk - Minute taker for this meeting) and Stephen Uden (Grounds Officer)

		Action
2.020	APOLOGIES – An apology for absence was received from Cllr A. Carew. NOT PRESENT: Cllr Ms. L. Malikoff-Johnston	
2.021	DECLARATIONS OF INTEREST - None	
2.022	CHAIRMAN'S ANNOUNCEMENTS – The Chairman welcomed Stephen Uden to the meeting, recently appointed to the Council as Grounds Officer. The Chairman also reminded members of the official opening of Bordon and Oakhanger Sports Club which was Saturday 22 September. In addition, there was a classic car event to be held at B.O.S.C. on Saturday 29 September.	
2.023	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS - Minutes of the Amenities Committee meeting held on 09 July 2018, previously circulated were agreed and signed by the Chairman. (Proposed by Cllr C. Leach, Seconded by Cllr R. Russell, 4 Members AGREED)	
2.024	DEADWATER VALLEY NATURE RESERVE Members APPROVED the second 2018/2019 instalment payment to the Deadwater Valley Trust for the service level agreement to manage the Deadwater Valley Nature Reserve in the value of £20,632*. (In accordance with Financial Regulations, full Council are required to ratify this decision on 08 October 2018). (Proposed by Cllr C. Leach, Seconded by Cllr R. Russell, ALL Members AGREED).	Clerk / Deputy Town Clerk
2.025	BORDON INCLOSURE Members APPROVED the second 2018/2019 instalment payment to the Deadwater Valley Trust for the service level agreement to manage Bordon Inclosure in the value of £20,397*. (In accordance with Financial Regulations, full Council are required to ratify this decision on 08 October 2018). (Proposed by Cllr C. Leach, Seconded by Cllr D. Sanders, ALL Members AGREED)	Clerk / Deputy Town Clerk
2.026	TREE WORK AT HOLLYBROOK POND ADJACENT TO RESIDENTIAL PROPERTY Members discussed the identified tree works, following a request from the resident and the report of the Arboricultural Officer relating to the proposed work. It was agreed that the works were necessary and should be undertaken, in the value of £750, funded from the Grounds Maintenance budget. (Proposed by Cllr R. Russell, seconded by Cllr D. Sanders, 4 Members AGREED, 1 Member ABSTAINED).	Deputy Town Clerk



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2.027	<p>REQUEST FROM AN ALLOTMENT TENANT TO SITE A GROWING TUNNEL ON THEIR PLOT AT MILL CHASE</p> <p>The Meeting considered the request from an allotment tenant to site a covered growing tunnel on their plot. Members discussed the details and it was permitted with the following guideline:</p> <p>The tunnel cover to consist of a mesh fibre material (glass, plastic and opaque materials were not permitted).</p> <p>(Proposed by Cllr R. Russell, seconded by Cllr I. Georgii, ALL Members AGREED).</p>	Deputy Town Clerk
2.028	<p>DEADWATER VALLEY NATURE RESERVE</p> <p>The report from the Deadwater Valley Trust's Senior Ranger on the Deadwater Valley Nature Reserve for the period 1st April – 30th June 2018 was discussed and NOTED.</p>	
2.029	<p>AMENITIES PROJECT UPDATE</p> <p>Members NOTED The Deputy Town Clerk's update as follows:</p> <p><u>New planters:</u> The inscribed plaques recognising the partnership working had been installed and officers were working on arrangements for planting.</p> <p><u>Replacement bridge in the Deadwater Valley Nature Reserve :</u> This was awaiting a formal Environmental Licence ahead of the Contractor commencing work on site.</p> <p><u>Pathways & boardwalk at Savile Crescent Allotments :</u> The project was completed and a formal opening event would be arranged to acknowledge S.106 funding.</p> <p><u>Hollybrook Pond Dipping Platform :</u> Installation works were due to commence shortly, ahead of the new bridge at the Deadwater Valley Nature Reserve.</p> <p><u>Noticeboards</u> Two boards would be installed at Louisburg; one on Radian land near to Café 1759 and one in the Bordon Inclosure car park – site visits had taken place and Officers were researching design options.</p>	
2.030	<p>AMENITIES MANAGEMENT UPDATE</p> <p>The Grounds Officer gave a verbal update to the meeting as follows:</p> <p>Following induction, he had undertaken some minor playground equipment repairs, fencing repairs at Mill Chase Recreation Ground, internal work at the pavilion including replacement taps and minor electrical work.</p> <p>Some sites were prone to vandalism - repairs to drain covers and paving slabs on the external area at the pavilion had been undertaken and there had also been ongoing vandalism to the perimeter wire fence at the Skate Park.</p> <p>GDPR training had been undertaken.</p> <p>Induction also included two walks around Bordon Inclosure; one accompanied by DVT staff and one accompanied by Thomson Ecology.</p> <p>The above updates were NOTED.</p>	



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2.031	<p>TO CONSIDER WASTE MANAGEMENT PROPOSALS REGARDING COUNCIL LITTER COLLECTIONS</p> <p>The Deputy Town Clerk presented his report. After initial discussion, it was agreed to defer this item until a future meeting to allow investigations to be undertaken on the possibility of preferential rates with Veolia who operate on behalf of Hampshire County Council.</p>	Deputy Town Clerk
2.032	<p>OFFICE REFURBISHMENT</p> <p>The Deputy Town Clerk updated the meeting regarding the latest situation on office refurbishment. The Chairman of the Committee suggested that a defined specification was necessary to ensure quotes for the work were matched to the Council's requirements. He agreed to undertake the work required to prepare the necessary specification.</p> <p>The above update was NOTED.</p>	Deputy Town Clerk
2.033	<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>	
2.034	<p>EXTENSION TO GROUNDS MAINTENANCE CONTRACT</p> <p>The Deputy Town Clerk presented his report regarding the Grounds Maintenance Contract. Members discussed the situation presented.</p> <p>It was AGREED to extend the Contract for Grounds Maintenance for a further period of twelve months from 01 November 2018; as permitted under the Council's Financial Regulations, subject to minor adjustments to work schedules. Full Council were required to ratify the decision at the meeting on 8th October.</p> <p>(Proposed by Cllr I. Georgii, Seconded by Cllr C. Leach, ALL Members AGREED)</p>	Clerk / Deputy Town Clerk
2.035	<p>DATES OF NEXT MEETINGS</p> <p>All Monday's unless otherwise notified</p> <p>2018 – 29th October, 17th December.</p> <p>2019 – 04 February, 01 April, 28 May (Tuesday).</p> <p>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:-

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Signed
Chairman

Date

During the course of the meeting 0 members of the Press and 0 members of the public were present. The meeting closed at 8.45 pm.