



**Minutes of the meeting of the Recreation Committee.  
Held at Michael King Pavilion, Recreation ground,  
Main Road, Colden Common, SO21 1RR  
Wednesday, 5<sup>th</sup> June 2023 at 7.00pm**

**Present:** Cllr Jacqui Hadley (Chair)  
Cllr John Boyes  
Cllr Hazel Crosthwaite  
Cllr Jacqui Hadley  
Cllr Brian O'Neill  
Cllr John Pearce

**Apologies:** Sophie Thorogood (Assistant Clerk)  
Cllr Maggie Hill

**In attendance** Debbie Harding (Clerk)

**REC01/23 To elect a Chair for the Committee and accept their declaration of acceptance of office.**

***Cllr Boyes proposed Cllr Hadley as Chair of the Committee, seconded by Cllr Hazel Crosthwaite and carried.***

Cllr Hadley signed her declaration of acceptance of office.

**REC02/23 To elect a Vice-Chair for the Committee and accept their declaration of acceptance of office.**

***Cllr John Pearce proposed Cllr Boyes as Vice-Chair of the Committee, seconded by Cllr Brian O'Neill and carried.***

Cllr Boyes signed his declaration of acceptance of office.

**REC03/23 To receive apologies for absence.**

Cllr Maggie Hill sent her apologies.  
Derek Conway is unable to attend on behalf of the Bowls Club

**REC04/23 To review the Committee Terms of Reference - To recommend changes (if any) to Full Council**

***It was resolved to recommend a change to the terms of reference for the Recreation Committee***

- ***Make them gender neutral***
- ***Delegate powers to the Clerk for the installation of memorial benches***
- ***Ask the Finance Committee deal with any boundary disputes under their legal and asset responsibilities.***

***Proposed by Cllr John Boyes, seconded by Cllr Hazel Crosthwaite and carried.***

**REC05/23 To receive any declarations of interest related to subsequent agenda items**

No declarations of interest were declared.

**REC06/23 To resolve to approve and sign the minutes of the meeting of the Recreation Committee held on the 5<sup>th</sup> April 2023**

The minutes of the Recreation Meeting held on 5<sup>th</sup> April 2023 having been circulated, were considered.

***It was resolved, the minutes were an accurate record of the meeting, proposed by Cllr Jacqui Hadley, seconded by Cllr John Pearce and carried.***

**REC07/23 To receive an update from the Clerk**

The trees planted last Autumn are struggling with the heat and require a lot of watering. The Clerk has purchased tree gators which will slow release the water.

9<sup>th</sup> Winchester have requested to host a fireworks event at Colden Common Park and have been requested to commence dialogue with Winchester City Councils safety advisory group. It was agreed that the Full Council will consider the request formally at the July meeting.

It was agreed that Cllr O'Neill, Hadley and Boyes will meet with the Scouts to discuss the event before the formal decision is made by Full Council in July.

A resident has made a complaint regarding the frequency of Winchester City Council (WCC) cutting the grass in the village in the ownership of WCC and HCC. The Clerk was copied in for information only.

### **Maintenance sheds at Colden Common Park**

Both roller shutter doors on the maintenance sheds at Colden Common Park have failed in recent years and have had remedial repairs. Bi-Rolfe believe their life is limited. A quote for new doors was sought in April 2021 at £2,500 for each roller door plus VAT.

This is flagged for information only. As the sheds contain equipment it may be that at some point, they MAY need emergency replacement if they cannot, or it is not cost effective for them to be repaired. This is unbudgeted and is being reported as a risk.

### **Grounds Maintenance Contract**

The grounds maintenance contract expires on 31<sup>st</sup> March 2024. The Clerk will issue a new contract for tender ready to budget for the new cost from 1<sup>st</sup> April 2024.

The contract will include weekly check and litter pick of Stratton Copse. The closing date of the contract is planned for September 2023 for award in October 2023.

Shared use of one of the Ground Maintenance sheds will be in the contract. The repair and maintenance of the shed needs to be explicit in the tender documentation.

### **Trees**

The Clerk has received a request for a tree to be pollarded which should be refused under the tree policy. The request was due to interference with a television signal. Subsequently the resident has stated the right to have them reduced under statutory national guidance due to dominance and height. Our tree arboriculturist has viewed the tree from Parish land and cannot justify any works. It is an Ash Tree but has no significant Ash die back. An comprise could be if the resident wishes to pay for pollarding at their own cost.

A resident has raised a concern with Oak trees in Hawthorn Close. In this instance the tree overhangs the garden and is a TPO Oak tree. The Clerk will ask Winchester City Council's tree officer to conduct a site visit and give some advice.

Cllr Boyes and Hadley will conduct some site visits with the Clerk.

### **Colden Common Park - Car Park**

I have approached R&D to quote for pothole repairs.

### **Skateboard Park**

The Clerk has received an update quote to replace the skateboard park on a like for like basis for risk/planning purposes. The cost as of 2023 is approximately £58K without installation. The play area strategy will be updated with this revised cost as will the insurance schedule.

### **Complaint**

The complaint regarding the Council refusal to sell Parish Council land is at second stage in the complaints policy. The complaint that Parish Council land has been taken into a properties curtilage is outstanding.

**REC08/23 To receive any comments, updates, and questions from members of the public, sports clubs, caretakers and wardens**

Geoff reported that the team has picked up two more players from the village. Two teams are now playing every week. The ground and wicket are very good. Watering the wicket will start this week, normally on a Wednesday evening during nets.

A member of the public attended the meeting to ask about the plan for play area refurbishment in the village. The Clerk to forward the 5-year strategy by e-mail. Three play areas are on the agenda to discuss this evening.

Amanda James updated the Committee on the Tennis Club. The Club will be fixing a sign outside the Social Room.

**REC09/23 To discuss the meeting with Forte Trailscapes on the design of the Pump track at Colden Common Park**

Cllr Hadley, Boyes and the Clerk met with Kye Forte the Director of Forte Trailscapes on site. He hopes to be able to start the works in September/October. The centre of this area has dead or dying trees which need removing and this will be completed as part of the works. No healthy trees will be removed from the woodland. Some Hazel may need to be coppiced for the new scalping pathway access to be constructed. The final decision for the entrance location needs to be agreed with the Committees.

The area will be screened by the existing trees except from the area behind the goal on the training pitch. This is because there is a lack of trees in this area. This can be replanted.

Planning permission is not required as it is under 200m<sup>2</sup> in volume. The Parish Council has permitted development rights.

The Clerk has requested 4 references, 1 very positive reply has been received back already.

The Committee were not concerned over the payment terms which are 25% deposit, 25% on start and 50% on completion.

Advice has been taken from Winchester City Council regarding Great Crested Newts. As the site is over 250m from any breeding ponds an offence is considered unlikely and a mitigation licence from Natural England would not be considered necessary.

Woodland habitat could be considered suitable terrestrial habitat for great crested newts (and other protected species such as nesting birds). Given the habitat and the presence of great crested newts in proximity a few years ago, a Non-Licensed Method Statement would be appropriate as a precaution to avoid offences (under the Conservation of Habitats & Species Regulations 2017 and the Wildlife and Countryside Act 1981). Forte Trailscapes already has such a method statement, the Clerk will investigate this further. WCC have stated that works in Sept/Oct is ideal because it will be after bird nesting and before newts become inactive in the winter months.

It was agreed that a tarmac surface is the only viable option, and it was agreed to proceed as planned.

**REC10/23                    To update on the Michael King Pavilion project, items outstanding, project costs to date and the official opening at Common Have a Go**

The East wall has been rendered and painted, but the finish is poor.

We have had no contact from the contractor on his final account or the retention we are holding.

The Parish Council has incurred additional costs of £2,183 which will be claimed back from the contractors final account with loss of revenue due to the building being late.

Cllr Boyes has a solution to the steps by the Social Room. The Contractor is stating they have been vandalised, but the Clerk's view is it is not fit for purpose.

The Clerk is obtaining quotes for acoustic panels for the Michael King Pavilion to help with noise reverberation.

The refreshments for the opening are kindly being provided by the Methodist Church. The Clerk will prepare a briefing pack for the day. All councillors to be on site at 11.30am. The press will be in attendance.

**REC11/23    To update on the installation of the illegal encampment works on the Recreation Ground**

**To discuss a draft plan for improved pedestrian and wheelchair access to the Park to use to obtain quotations for the works**

The Illegal encampment works start on Tuesday 6<sup>th</sup> June.

Planting of the beds was discussed. The Clerk to consider options and liase with members outside of the meeting.

Cllr Jacqui Hadley presented her sketched plans (options 1-4). It was agreed that the best option would be to extent the tarmac path to the access ramp of the pavilion and install a crush material path from the tarmac path to the existing pedestrian entrance on Main Road. The entrance will be improved. This will be the most expensive option, but preferred as it will mean that buggies and wheelchair users will not need to cross the entrance to the park on the main road footpath.

The Clerk will get quotations for this scope of works, it may not be financially viable.

Redressing of the whole car park may follow in future years as funds allow.

**REC12/23 To discuss the repair of the rising bollards at Colden Common Park**

The works to replace the split tubes have been completed. Whilst doing these works it was discovered the pumps were also damaged.

The manufacturer nor the contractor cannot fully explain what has caused damage to the pumps. After much discussion, the contractor has agreed to fund the repair and installation of the pumps (quoted as £1,000).

**REC13/23 To discuss a draft project brief for a new play area at Colden Common Park (subject to funding)**

Based on the feedback from the play area survey, the Clerk has drafted a play area brief for a new play space at Colden Common Park.

The scope of works was discussed and agreed. The brief will be sent out shortly. All works are dependent on the successful grant application.

**REC13/23 To discuss a draft project brief for a new play area at Colden Common Park (subject to funding)**

The brief for a new play area at Colden Common Park was approved for distribution for quotes and designs.

**REC14/23 To review the quotes received for a new piece of play equipment on The Green, St Vigor Way**

A budget was agreed for £12k to replace the toddler equipment on The Green.

Wicksteed declined to quote due to a low budget, Proludic declined as not enough time to quote.

Vitaplay and Redlynch both provided a quote, but options given were quite limited.

Vitaplay came up with one option which seemed acceptable at £14,000. This included overlaying the existing safety surface but no new gates.

The Clerk to ask Redlynch to quote with an increased budget of £14,000, excluding gates.

The Clerk has seen a play bus which is installed by Proludic. This is estimated at £40,000. Proludic have stated they can visit Colden Common to give a firm quotation for the bus and discuss other options.

**REC15/23 To agree a scope of works for the sensory garden area on The Green**

The Clerk to get the area cleared and the rotting wood replaced. Decision on the replanting to follow.

**REC16/22 Councillors' information and question time**

No matters were raised.

**REC17/22 Agenda items for the next meeting**

- Pedestrian Access to the Recreation Ground/Car Park surface
- Sensory garden update
- Toddler area play equipment replacement.
- Colden Common Park update.