



**Minutes of the meeting of the Recreation Committee.  
Held at Colden Common Park, Boyes Lane, Colden Common, SO21 1TA on  
Monday 12<sup>th</sup> October 2021 at 3pm**

**Present:** Cllr Richard Izard  
Cllr John Boyes  
Cllr Hazel Crosthwaite  
Cllr Brian O'Neill  
Cllr Maggs Pearson (Chair)

**Apologies:** Sophie Thorogood (Assistant Clerk)  
Kirstie Loveridge (CCYFC)  
Cllr Maggie Hill  
Amanda James - Colden Common Tennis Club  
Geoff Edwards - CC, Otterbourne and Sporting Wessex Cricket Club  
Derek Conway - Colden Common Bowls Club  
Cllr Shaun Byrne  
Cllr Jacqui Hadley

**In attendance** Debbie Harding (Clerk)

**Rec 18/21 To receive any apologies for absence.**  
Apologies were noted as above.

**Rec19/21 To receive any declarations of interest related to subsequent agenda items.**

Cllr Richard Izard declared he is an Honorary Vice-President of the Cricket Club. Cllr O'Neill declared he is a member of the Executive Committee of 9<sup>th</sup> Winchester Scouts.

**Rec20/21 To approve and sign the minutes of the meeting of the Recreation Committee held on the 21<sup>st</sup> June 2021**

The minutes of the Recreation Meeting held on 21<sup>st</sup> June 2021 having been circulated, were considered.

Errors were corrected under 05/21 (should read Recreation Meeting) and 14/21 paragraph two the words were the wrong way round.

Under 13/21 is statement regarding the barrier should be removed.

***Subject to these changes, the minutes were agreed as an accurate record of the meeting, proposed by Cllr John Boyes, seconded by Cllr Hazel Crosthwaite and carried.***

## **Rec21/21 Update on minutes from the last meeting and other matters**

Following a site visit the Electrician will install an electric supply for a locked box to contain the defibrillator at Colden Common Park. It will be installed to the left of the main entrance door. The code to open the box will be available via 999. When the box is installed, the electrician will look at the faulty double sockets in the Bowls Club room at the same time. The battery and pads for the defibrillator have been replaced.

An external box and defibrillator will be ordered for the Recreation ground as part of the refurbishment.

The new Bowls water tank is fully connected, and the old tanks are fully drained down.

An onsite meeting with Vitaplay to discuss the weave pencils on The Green took place earlier. Vitaplay were concerned that the paint issue may not be resolved and might be an ongoing issue. They asked if the Council would prefer to remove the pencils and replace them with something else.

Councillors agreed the preferred outcome would be that the play area continues to have brightly coloured weave pencils. Vitaplay will ask the manufacturer, AE Evans for feedback on whether they think a suitable paint surface is achievable and if so in what time scale. Should it be agreed to take away the pencils and repaint or provide new, the Council would like a specified guarantee to be issued on paint finish as currently it is not fit for purpose.

In the meantime, Vitaplay will provide examples of what equipment could replace the pencils if it becomes apparent an alternative product is the only way forward.

Winchester City Council have cancelled the low-cost football training sessions at the Recreation Ground during half term due to staffing issues.

The Clerk and other volunteers have 100 whips in nursery beds which will be planted in the autumn. A further order of free whips has been placed. The Clerk does not plan to order any more trees this financial year.

The agreed section of Boyes Lane has been resurfaced.

The Footpath from New Road to the Recreation Ground has been completed to a very good standard. Thanks were given to Cllr Boyes for overseeing these works.

The Contractor which installed the illegal encampment gate at the Recreation ground and has been back to site to adjust it again.

A flow saver Urinal System has been installed at Colden Common Park urinals so that water is not continuously running.

A request has been made to plant a Copper Beech on the Recreation Ground in memory of Mark Ashthorpe. The Clerk is in discussion with his family as to the location. They would like it near the Tennis Courts given Mark's love of tennis and as a founding member of the Club. It will be a mature tree with deer protection.

A local resident has been recycling his own and neighbours' aluminium. This has raised £75. This money and a contribution from the Parish Council has been used to purchase 500 snowdrop bulbs which have been planted by residents near the bench at the bottom of Tees Farm Road.

The supports to hang boxercise equipment from at Colden Common Park have been installed. Mack's Fitness have asked the Clerk to pass on their gratitude, they are delighted with the works. Mack's Fitness will be invoiced for the agreed contribution.

**Rec22/21 The meeting to adjourn for public participation which takes place in agenda item below**

**Rec23/21 To receive any comments, updates, and questions from members of the public, sports clubs, caretakers and wardens (to include the impact of covid-19 for information only)**

Representatives from the Tennis, Bowls and Cricket Club attending a Zoom meeting with Councillors on the 4<sup>th</sup> of October and gave the following update

### **Cricket Club**

The sight screens have been moved to the location which was requested by Green Smile. The square has been renovated; spare bags of loam has been moved to the chemical store. The pallets and the bags need to be disposed of. The Clerk will get this removed.

Geoff will get a couple of quotes for maintenance and extension of the nets for the Cricket net for consideration for next year budget.

The second team were relegated, but the first team held their own in their newly promoted position. The presentation evening is being held 15<sup>th</sup> October, sadly a village venue could not be secured.

The square will remain roped off all winter as it was all summer. The groundsman will cut the square as needed throughout the winter.

When Green Smile organise their machinery servicing, could the Parish Council check what machinery from the Parish Council, Bowls Club and Cricket Club needs maintenance. The Clerk to ask Tom Postle to advise us when their machinery is sent for servicing.

### **Tennis Club**

The new Floodlights will cost between £42-£45k. £40k has been secured through grant awards and the planned race night in November should produce further funds. A meeting is taking place with the lighting contractor on the 12<sup>th</sup> of October at 10am. The contractor has suggested that fencing whilst the work is taking place will need to be provided by Club. The Parish Council has some Herras fencing. The Clerk will liase with the Tennis Club in this regard, although it is unusual for the contractor to not secure the site themselves.

The Tennis Club annual surface clean has been ordered. The works to the Recreation Ground pavilion will start on the 29<sup>th</sup> of November.

The Clerk to ask Green Smile if they can cut back the nettles to the right-hand side rear of the Tennis Courts, being careful of the newly planted whips.

### **Bowls Club**

The club had a shaky start to the season with some members reluctant to come back after covid. It was a good year for recruitment of new members. Monday 4<sup>th</sup> October was the last day for bowling in 2021.

The new sprinkler tank is working very well, and a rain sensor was installed as part of the works. The Club were pleased with the condition of the Bowls Green this season.

**Rec24/21 Public participation to come to an end.**

**Rec25/21 To discuss alternative arrangements for locking up of goal posts on all football pitches**

A discussion took place regarding the portable goal posts at the Recreation Ground and at Colden Common Park. Goals on pitch 3 and 4 are owned by the Parish Council, the others owned by Colden Common Youth Football Club.

They currently are chained up to prevent general use. This is to avoid wear and tear on the pitches, damage to the goals and damage to playing surfaces when ground conditions are not suitable for play. A goal post in a fixed position was made available at Colden Common Park for general use and goal practice.

The combination lock code to unlock the goals, on occasions, has been leaked and some young people have got the goals out to use them for practice. The concern with this is that on occasions the brakes are not released, and the goals are not always put back. The large goals are very heavy this could present a health and safety issue. The Committee also feels that there is matter of fairness, with some children of the village having access to the goals when others do not.

A new procedure with a key safe being installed outside the pavilion was suggested. This could be subject to damage to get the key out and like the combination code could readily become available not dissimilar to the current situation. A key safe could be installed inside the pavilion, but if someone inadvertently takes the key home, then matches will not be able to be played. The keys will need to be accessible by both Sporting Wessex and Colden Common Youth Football Club.

Although the unlocking and unauthorised use of the goals can be frustrating, it was felt that changing the current process would be disproportionate to the unauthorised use.

It was therefore resolved to write to Colden Common Youth Football Club asking that they remind the managers not to disclose the combination code so that access to the goals outside of matches is not available, so it is fair, risk of damage to the goals and the pitches is reduced, and goals are not left out unchained.

Thanks were noted to CCYFC for providing a new net to the static goal post at Colden Common Park and the constant management of the portable goals and the combination codes.

**Rec26/21 To receive a report on the tenders received for the Parish Council hedge cutting and award the contract.**

A tender document for the majority of the Parish Council hedges was advertised on the Parish Council website, information service and government contract finder's website.

The tender requested a price for works for 2021-22 with an option to extend for a further 4 years. 7 Tenders were received ranging from £3,960 per year to £52,500 per year.

***It was resolved to award the contract to company A for 1 one-year contract with an option to extend for a further 4 years based on year 1, proposed by Cllr Hazel Crosthwaite, seconded by Cllr Maggs Pearson and carried.***

**Rec27/21 To update on the refurbishment of the Recreation Ground Pavilion**

Abacus has requoted the works to include the changes made by the Council. These changes include bringing up the floor level in the current garage area. Changes in the specification and increases in building supplies has increased the cost by £5,350 (£145,666 to £152,986). This figure includes an £8k contingency.

Confirmed costs for Paul Ashton for contract admin and building surveyor project management is a further £5,350. This includes his professional opinion on stage payments and retention.

The Clerk has resubmitted a grant application to Winchester City Council for a grant from the Transformation, Adaptation and Diversification fund. We were unsuccessful in round 1 but have been put forward for round 2 on the grounds of adaption / provision of outside toilets which are not currently available. A decision will be made in mid-October. A further grant has been submitted to Aviva for £7,000k and another grant application to the National Lottery for £8,000.

Confirmed Funding and expenditure is as detailed below

**Income**

|                          |         |
|--------------------------|---------|
| Recreation Charity funds | £23,051 |
| Cil grant                | £90,000 |
| Parish Hall Trust Grant  | £20,000 |
| PC funds                 | £20,000 |

|               |                 |
|---------------|-----------------|
| <b>Income</b> | <b>£153,051</b> |
|---------------|-----------------|

**Expenditure**

|                  |          |                               |
|------------------|----------|-------------------------------|
| Contractor costs | £152,986 | (Includes an £8k contingency) |
| Paul Ashton Fees | £5,350   |                               |

|                           |                 |
|---------------------------|-----------------|
| <b>Total contract sum</b> | <b>£158,336</b> |
|---------------------------|-----------------|

|           |                |
|-----------|----------------|
| Shortfall | <b>-£5,285</b> |
|-----------|----------------|

The start date for this project is the 29<sup>th</sup> of November 2021. The illegal encampment works will be scheduled for completion after the refurbishment of the pavilion.

Additional funds are required to move the main electric supply (quote applied for from SEC), installation and purchase of any outside defibrillator, outside storage for corner flags and associated football equipment as well as new tables and chairs etc. A delayed start date gives the Clerk more time for grant applications to be determined, but it is suggested that Committee recommends that the Parish Council funds this project for a further £10K (making £30K in total). A further £10K commitment could be funded by savings in the budgeted grants budget this year, as the Tennis Club has funded the installation of new lighting from other grant applications.

***It was resolved, to recommend that the Parish Council makes another £10,000 available for this project (£30,000 in total), viring £10,000 from the grants budget to this project, with the already approved £20,000 funded by reserves proposed by Cllr John Boyes, seconded by Cllr Hazel Crosthwaite and carried.***

**Rec28/21 To discuss initial research regarding potential provision of a bike track in the village and agree any next steps**

Cllr's Pearson, Izard, Boyes and the Clerk met with two residents who have experience in building and using pump tracks. The meeting was held at Colden Common Park to view the area identified by Cllr John Boyes as potential bike track.

The advice given was that the area could be suitable. The area would need some tree work and clearing of nettles and scrub. A track could be made by using soil on site, but it was advised that tracks made from natural materials such as soil take a lot of continuous maintenance and if not maintained correctly present risk.

Hard surfaces have better grip, possibilities for speeding up and tricks. Hard surfaces are generally maintenance free, and resistant to weather elements.

The area being considered for a pump track at Colden Common Park is roughly 50 metres by 38 metres (1900 metres squared). The Clerk has contacted three companies [Fortetrailsapes.com](http://Fortetrailsapes.com), [Clark and Kent Contractors](http://Clark and Kent Contractors) and [Velosolutions.com](http://Velosolutions.com) with a map of the area proposed asking them for a guide prices for a tarmac pump track.

Currently one contractor has replied giving examples of tracks a similar size. Prices start at £80k- £120K for a tarmac pump track.

Another pump track company [fortetrailsapes.com](http://fortetrailsapes.com) have a site visit at Colden Common on 15th October at noon to give an idea on price.

The majority view was that this is a very expensive project and Councillors are concerned about the high cost. Concerns were raised that the location may restrict its use. It was the general opinion that perhaps any investment of this scale should be delayed, waiting for an emerging strategy for village facilities from the Common Voices project.

It was agreed that the Clerk will still meet with another contractor for an estimated cost for this project in case it is substantially cheaper, this will be reviewed at the next meeting.

**Rec29/21 To discuss the car park surface at Colden Common Park and any remedial works required for the financial year 2021-22 (unbudgeted) or to budget for 2022-23**

The Car Park appears to be holding up very well after the works in February 2021 even with some months being very wet.

***It was resolved that the Clerk to ask that R&D surfacing do repairs to the two holes which have appeared and that a provision should be made in the general maintenance budget for 2022-23 for remedial works to the value of £3K to possibly take place in Spring / Summer 2022. Proposed by Cllr John Boyes seconded by Cllr Richard Izard and carried.***

**Rec30/21 To receive the references for the supplier of bollard barriers at Colden Common Park and agree further information / actions required to proceed.**

The Clerk has contacted 3 new companies for quotations as references from ASAS have not been forthcoming. This matter should be on the next agenda.

**Rec31/21 To discuss installation of additional car park lighting at Colden Common Park**

At the last meeting Councillors supported the principle of installing additional lighting to the right of the service road in the verge which separates the service road and the car park. The bollard lighting, we currently have is low level lighting which is not normally recommended for car parks<sup>1</sup>. It will provide low level car ambient lighting which will not impact the night sky and cause light pollution; however, it will not comply to design levels. The spread will be bright around the fitting, but not provide much light a few metres away from it which is why the manufacturer states they are not suitable for big car parks. Each light is 26w.

The proposed location to install them as shown below by the red line. The length is 52 metres so 8 bollards would give a 26w light every 6 metres. The supplier recommends a bollard every 6 – 8 metres. We already have 3 which light the path from the pavilion to the service road.



A quote has been received to install 8 additional lighting bollards at Colden Common Park as follows.

|                            |               |
|----------------------------|---------------|
| Electrics                  | £2,770        |
| Bollards x 8 (as existing) | £1,152        |
| <b>Total</b>               | <b>£3,922</b> |
|                            |               |

<sup>1</sup> Not car park lighting like the Community Centre



***The Committee were unable to make a decision on whether installation of lighting should go ahead with split views. Therefore, it was resolved that this matter would be referred to the Full Council for a decision and that if supported the Full Council approve funding for this project from Parish Council reserves, proposed by Cllr Maggs Pearson, seconded by Cllr Hazel Crosthwaite and carried.***

- Rec32/21** To agree projects for the Recreation Committee Project budget for 2022-23  
 Items to consider  
 \* Bowls Club Fencing  
 \* Skateboard Park Youth shelter  
 \* Pump track  
 \* Wildflower planting alongside Church Lane  
 \* Resurface footpath from Boyes Lane car park to Colden Common Park

**It was agreed to make the following provisions in the 2022-23 budget**

|  |                |
|--|----------------|
| Repairs to the Youth Shelter and wooden seating at the Skateboard Park             | £12,000        |
| Maintenance and extending the cricket net caging and netting at Colden Common Park | £10,000        |
| <b>Subtotal</b>  | <b>£22,000</b> |
| Planting of Wildflowers at Church Lane (cost currently unknown)                    | TBC            |

The Clerk will investigate repairs to the Youth Shelter and replacement seating. If quotations allow for these works to be completed at a reasonable cost this financial year using the play area maintenance budget, this provision may be removed.

Planting of annual wildflowers at Church Lane (Parish Council owned land between Upper Moors Road and Tees Farm Road) was supported pending a quotation on the cost. It was agreed that a strip of annual wildflowers should be sowed 2 metres back from the road, the length of the open space, 2 metres wide. The Clerk to seek estimates for further discussion.

It was felt that the Bowls Club fencing could last another year and should not be included in the 2022-23 budget.

Any funds towards a potential pump track should not be budgeted for.