

COLDEN COMMON PARISH COUNCIL

SUMMONS to attend MEETING OF THE
FULL PARISH COUNCIL

Virtual meeting to be held on Monday, 1st March 2021 at 7.30 p.m.

Due to the current Coronavirus pandemic, the Parish Council will meet virtually via Zoom by clicking [HERE](#) rather than in the Community Centre. You can also use the link below

<https://us02web.zoom.us/j/2892053439>

Zoom is available for Personal Computers, Apple Mac's, mobile phones and tablets. Just go to the appropriate app store.

To join the meeting the ID is 289 205 3439

The press and public may not speak when the Council is in session.

Members of the press and public will be muted when joining the meeting.

The Press and Public can make points or ask questions regarding items on the agenda only, in the allocated time during agenda item

To do so please raise a virtual hand during this agenda item and wait to be invited to speak by the Chair.

Background papers if appropriate are available on request before the meeting.

They will be circulated to Councillors in the days before the meeting.

Debbie Harding, Clerk to the Council, Tuesday, 23rd February 2021

Please note that the timing shown on the agenda is a guide only and agenda items may be brought forward, suspended or deferred which will result in the agenda item being dealt with at a different time.

A G E N D A

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<u>AGENDA REF</u>	<u>AGENDA ITEM</u>	<u>LEAD</u>	<u>PAGE</u>	<u>TIME</u>
FPC109/20	To receive any apologies for absence	Chair		7.30
FPC110/20	To receive any declarations of Interest related to subsequent agenda items	Chair		7.31
FPC111/20	To resolve to approve and sign the minutes of the meeting of the Full Parish Council held on the 11th January 2021 as an accurate record of the meeting	Chair	3-11	7.32
FPC112/20	To receive an update from the Clerk (for information only)	Clerk	12	7.35
FPC113/20	To receive any questions from members of the public relating to any matters on the agenda, or ask any questions to District and County Councillors	Chair		7.40
FPC113/20	To receive updates from the elected District and County Councillors	Chair		7.50
FPC114/20	To resolve membership of the Councils standing Committees	Chair	13	8.00
FPC115/20	To receive the minutes from the Planning Committee meetings held on the 20th January and the 17th February to include an update on the Winchester City Council - Local Plan 2036 consultation	Cllr Hill		8.05
FPC116/20	To retrospectively approve the submission of the revised VDS to Winchester City Council for a consultation period, prior to consideration for adoption as a supplementary planning document	Cllr Hill	14	8.10
FPC117/20	To resolve the Council decision to the request from Land Consult for the Parish Council to agree to remove covenants on land in and around Colden Common Park	Cllr Hill	No papers	8.12

FPC118/20	To receive the minutes from the Recreation Committee Meeting held on the 1st February 2021	Cllr Veck	Follow Link	8.20
FPC119/20	To receive an update from Cllr Veck in regard to a virtual workshop on Climate Change, hosted by Winchester Action on Climate Change and Winchester City Council	Cllr Veck	Verbal update	8.23
FPC120/20	To consider the quotations received for the refurbishment of The Recreation Ground Pavilion and resolve whether the Parish Council wishes to proceed with this project. If approved, to delegate the final layout, contract award and grant applications to the Parish Clerk, in association with two named Councillors	Chair	15-17	8.30
FPC121/20	To resolve to retrospectively approve the Parish Council accounts for payment.	Chair	To Follow	9.15
FPC122/20	To resolve adding additional Councillors to the Lloyds Bank signatory mandate	Chair	18	9.19
FPC123/20	Councillors information and question time	Chair		9.20
FPC124/20	To raise any items for the next agenda Lengthsmen Contract 2021-22	Chair		9.25
FPC125/20	The meeting to close	Chair		9.30

*Debbie Harding, Parish Clerk,
Tuesday, 23rd February 2021*

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL
HELD VIRTUALLY ON ZOOM ON MONDAY 11TH JANUARY 2021 AT 7.30PM

Present Cllr Richard Izard
Cllr Maggie Hill
Cllr Laurence Wilks
Cllr Alex Loughran
Cllr Maggs Pearson
Cllr Hazel Crosthwaite

Cllr Rob Veck
Cllr John Boyes
Cllr Brian O'Neill (from FPC 102/20)
Cllr Jacqui Hadley (from FPC 102/20)
Cllr Shaun Byrne (from FPC 102/20)

Apologies Cllr Rob Humby
In attendance Cllr Sue Cook
Cllr Tony Bronk
Debbie Harding (Clerk)
Sophie Thorogood (Asst Clerk)
2 Members of the public

FPC 95/20 **TO RECEIVE ANY APOLOGIES FOR ABSENCE** Action
Apologies were noted as above

FPC 96/20 **TO NOTE THE RESIGNATION OF PAM GLASSPOOL FROM THE COUNCIL**
Cllr Izard thanked Cllr Glasspool for her service as a Councillor during her time on the Parish Council.

FPC 97/20 **TO RECEIVE ANY DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS**
There were no declarations of interest

Cllr Cook joined the meeting at 19.35.

FPC 98/20 **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL HELD ON THE 19TH NOVEMBER 2020**
The minutes of the Parish Council Meeting held on 19th November 2020 having been circulated, were considered. A few mistakes were noted.
FPC90/20, para 8 – as it stands rather than at it stands.
FPC 93/20 – add Recreation COMMITTEE.
FPC 93/20 resolution – spelt TO instead of TWO.
Subject to the above changes, it was resolved that the minutes were an accurate record of the meeting, proposed by Cllr Pearson, seconded by Cllr Hill, and carried.

FPC
99/20

TO RECEIVE AN UPDATE FROM THE CLERK (FOR INFORMATION ONLY)

Training

Congratulations to Sophie who has passed her CILCA qualification. This is an amazing achievement for 2020 working almost full time, during a Pandemic whilst home schooling two children. Well done Sophie.

Sandyfields development

Conversations are ongoing with WCC planning department regarding outstanding planning matters in relation to the Sandyfields development. WCC are producing a spreadsheet which will pull together all the key document conditions such as the environmental studies and the S106.

Hedge Cutting

The Parish Council owned hedges will be cut week commencing 25th January 2020.

Recreation Pavilion

The tender document has been submitted for the redevelopment of the Recreation Ground Pavilion and the closing date for them to be received by the surveyor is the 15th January 2021.

Colden Common Park Car Park

The resurfacing works are being inspected on Friday. The Car Park remains closed at present due to the soft surface.

Colden Common Surgery – Vaccine Centre

After the 2nd doses of the Pfizer Vaccine were given w/c 4th January, it is not yet currently known if Colden Common Surgery will continue to be a vaccine centre and therefore increase demand on the Community Centre Car Park. The Clerk will update when more information is received from Twyford and Colden Common Surgery.

Illegal encampment gates

The illegal encampment gate has been installed at the Recreation Ground and the replacement gate at Colden Common Park is due to be installed on Friday, 8th January 2020.

Outdoor Gym Equipment installation

The Outdoor Gym have indicated the outdoor gym will be installed in January, although under current lockdown rules, it will need to be closed.

FPC
100/20

TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC RELATING TO ANY MATTERS ON THE AGENDA, OR ASK ANY QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS

No questions were asked.

FPC 101/20 **TO RECEIVE UPDATES FROM THE ELECTED DISTRICT AND COUNTY COUNCILLORS**

Cllr Bronk - prepared a report in advance of the meeting which is attached to these minutes.

Cllr Cook – has spoken to the relevant person at Highways who arranged cleaning of the edge of the road to re-reveal the yellow lines underneath. People are continuing to park on the lines, so Cllr Cook has talked to the enforcement team.

Cllr Cook is dealing with issue of the toads crossing in Hensting Lane as residents are asking for the road to be closed to avoid the toads being killed. It is probably not feasible to close the road. Alternatives will be considered by HCC by Winchester City Council ecology and Hampshire Highways. There are volunteer marshals moving the toads to help protect them, and Cllr Cook has offered to obtain extra high visibility jackets.

Cllr Cook is also dealing with a planning matter in relation to hedging being planted on Spring Lane which is not as the approved planning application.

NALC have released a new code of conduct. Cllr Izard asked Cllr Bronk if Winchester City Council will be adopting the NALC or their own revised code. Winchester are reviewing their code of conduct, but a timescale for adoption is not available.

The Clerk mentioned that Sunday pricing at the park and ride was unclear. Signage states a new Sunday £2 charge, but a Sunday price does not work on the app. Cllr Bronk offered to clarify this with Winchester City Council, as it was understood park and ride parking on Sunday was free, despite Sunday parking being implemented in Winchester City Centre car parks.

Cllr Boyes asked Cllr Bronk to feedback to WCC that the scale of the documents for the Central Winchester Regeneration project are too small online to be able to read. Cllr Boyes also found there are so many documents to read that most people could be put off from reading everything to make an informed decision. Cllr Cook reported that the site was not accessible at some points last week.

FPC 102/20 **TO RECEIVE 3 APPLICATIONS TO BE CONSIDERED FOR CO-OPTION AS A PARISH COUNCILLOR**

TO RESOLVE TO CO-OPT APPLICANTS TO THE COUNCIL AND RECEIVE THEIR DECLARATION OF ACCEPTANCE OF OFFICE.

Cllr Izard welcomed the 3 applicants for the role of Parish Councillor and asked the candidates to give a brief overview of their experience and what they would bring to the Council.

Cllr Izard also declared a non-pecuniary interest in this item as he is the Chair of the Pre-school to which Jacqui Hadley is the manager.

It was resolved to co-opt Brian O'Neill, Shaun Byrne and Jacqui Hadley to the office of Councillor of Colden Common Parish Council, as proposed by Cllr Izzard, seconded by Cllr Wilks, and carried.

The new Cllrs signed their declaration of office.

**FPC
103/20** **TO RECEIVE AN UPDATE FROM WINCHESTER CITY COUNCIL ON THE ADOPTION PROCESS OF THE VILLAGE DESIGN STATEMENT 2021 AS A SUPPLEMENTARY PLANNING DOCUMENT**

TO UPDATE ON THE WINCHESTER CITY COUNCIL - LOCAL PLAN 2036

The Village Design Statement (VDS) is a culmination of 18 months of work. Joan Ashton a WCC officer has reviewed the document submitted and has suggested a number of changes that would support the document being formally considered for adoption, following a further consultation period. The revised version must be received by the end of January to make the necessary committee meeting to approve the consultation and adoption processes.

In addition to some text changes, the Parish Council has been asked to provide a new map showing the green spaces, protected hedges and open greens.

The Village Design Statement plays an important part of the process for the new WCC Local Plan. It is in the interests of the village to have this updated version adopted as supplementary planning policy.

The proposed changes will be circulated to all Councillors and reviewed at the next planning committee meeting.

**FPC
104/20** **TO RECEIVE A LETTER FROM LAND CONSULT OUTLINING THEIR REQUEST FOR THE PARISH COUNCIL TO CONSIDER AGREEING TO THE REMOVAL OF THE RESTRICTIVE COVENANTS ON THE PARISH COUNCIL OWNED LAND AT BOYES LANE, COLDEN COMMON, AND OTHER LAND IN AND AROUND BOYES LANE OWNED BY OTHER PARTIES**

TO RESOLVE WHAT FURTHER INFORMATION AND OR RESEARCH IS REQUIRED FOR THE PARISH COUNCIL TO FULLY CONSIDER THIS REQUEST, SO THAT A FULLY INFORMED DECISION CAN BE MADE BY THE FULL COUNCIL IN MARCH 2021.

As previously reported the Clerk, Cllr Hill and Cllr Izzard met virtually with Land Consult to gain further understanding as to their request for the Parish Council to support lifting restrictive covenants on various parcels of land in and around Boyes Lane. They have approached the Parish Council in its capacity of landowner (Colden Common Park) as land in a total of 7 different ownerships are all party to restrictive covenants.

This situation has arisen as Tanglewood Stables have signed an option for Taylor Wimpey to promote their land for inclusion in the next part of the Local Plan 2036.

Cllr Hill emphasised that no undertaking has already been given and assured Cllrs that if the Parish Council were to agree to lift the covenant it does not guarantee that Winchester City Council will include this land in the next part of the Local Plan. Should Colden Common Parish Council agree to lift a covenant, this does not interfere with the right to be able to make representations either on Local Plan land allocations or on planning applications in the future.

However, to make an informed decision, Colden Common Parish Council needs to consider all factors.

What are the benefits:

- lifting of the covenant could be at no cost to the Council, leaving Colden Common Park free of a recreation ground use restriction.

What are the risks:

- If we refuse an appeal could be lodged with the land tribunal. It would be prudent to understand any potential costs to the Parish Council if this was the case.

Cllr Hill suggests we take legal advice on this issue before making an informed decision. The purpose of the agenda item is to produce a list of queries and questions and information be brought forward to a future meeting of the Full Council for discussion.

Cllr Izard reminded Cllrs of the Code of Conduct and the importance of having all necessary information to make an informed decision.

The Cllrs were asked for their views to add to the list of information they want to see before making a decision on this:

Cllr Pearson asked if the Council has any idea if the other landowners feel about this issue and thinks it could be good to have a dialogue with the other landowners to find out their views.

Cllr Veck understands that the Cllrs need to be given all the facts to make a better-informed decision and believes the most important information relates to the value of the financial benefit of releasing the covenant. Cllr Veck would also like to know what the value of the land would be if it was developed on. Cllr Veck would not be happy to have development in close proximity to the park, even though we have a responsibility to explore all the options

Cllr Boyes visited the site this week. If 171 houses were built on Sandyfields which is roughly 5 acres; the Tanglewood site is roughly 12 acres so would be a substantial development. The Clerk agreed to find out the size of the land from the Strategic Housing and Employment Land Availability Assessment (SHEELA list) which is public document on the Winchester City Council website.

The SHEELA sites are potential sites submitted for development by landowners and developers and does not allocate land for development, it is a starting point of land available for site selection and is subject to reviewing against constraints and suitability.

It was noted that many pieces of land around Colden Common have been on SHEELA sites for many years. The land opposite the school as well as the land opposite King Charles Cottage on Main Road were both under options from developers, and as such promoted in the local plan, but failed to be taken forward.

Cllr Veck asked if any other land on Main Road is on the SHEELA list. It was confirmed that Colden Common Farm has been put forward as a SHEELA site.

Cllr Hill stated that a local plan is a long process, and the Council is at the start of this journey.

It was proposed to seek further legal advice into the issues surrounding the lifting of the restrictive covenants at Boyes Lane before a decision is taken by the Full Council, as proposed by Cllr Hill, seconded by Cllr Izard and carried.

FPC 105/20 TO RECEIVE THE MINUTES FROM THE FINANCE COMMITTEE MEETING HELD ON THE 7TH DECEMBER 2020

Cllr Wilks presented the highlights of the last meeting as contained in the minutes.

FPC 106/20 TO APPROVE THE 2021-22 BUDGET FOR COLDEN COMMON PARISH COUNCIL

TO RESOLVE TO MAKE A PRECEPT DEMAND TO WINCHESTER CITY COUNCIL WITH NO INCREASE YEAR ON YEAR, FUNDING ANY BUDGET SHORTFALL FROM RESERVES

The Clerk confirmed there are some changes since presentation to the Finance Committee in December. WCC have increased the tax base by 69 new houses but the Clerk has included a provision for repairs to Boyes Lane road. The net effect is nil.

It was resolved to approve a budget for the financial year ending 31st March 2022 of income of £229,400, expenditure of £275,513 with the shortfall of £46,023 being funded by reserves, as proposed by Cllr Wilks, seconded by Cllr Veck and carried with abstentions by Cllrs Byrne and Hadley.

It was also resolved to make a precept demand to Winchester City Council for £199,340, which for a band D property is £119.94 which is a zero increase on the previous year, as proposed by Cllr Wilks, seconded by Cllr Pearson and carried with abstentions by Cllrs Byrne and Hadley.

**FPC
107/20**

COUNCILLORS INFORMATION AND QUESTION TIME

Cllr Loughran reported that the Colden Common Community Association AGM was held in December and 3 new Trustees joined, including Cllr O'Neill. The CCCA are being incredibly careful with funds after losing all income other than the Pre-School.

Cllr Loughran wants to see the CCCC being used as a village hub for information and has approached Winchester Citizen's Advice to offer free use of the premises to meet residents when easing of Covid restrictions permits and offer to advertise their services.

Cllr Boyes stated he was shocked at the state of Boyes Lane and considers it quite a dangerous road. The Clerk will be writing to the landowner.

Cllr Wilks thanked the Clerk and Asst Clerk for their work on the budget.

**FPC
108/20**

TO RAISE ANY ITEMS FOR THE NEXT AGENDA

At the meeting in March, new Councillors we will voted onto Council committees.

Meeting closed 21.29pm.

Agenda item FPC 101/20
Monday, 11th January 2021

Winchester City Council - Councillor Report by Tony Bronk
Matters specific to Colden Common residents

COVID - 19

Residents are reminded that support is available for those who need assistance with essential food or household supplies, collection of medicine, or who are at risk of loneliness. Please see the Winchester City Council website for more information <https://www.winchester.gov.uk/get-help> or contact the COVID-19 helpline on 0333 370 4000 between 9am and 5pm, seven days a week.

The WCC website directs residents of Colden Common who are in need of shopping, prescriptions and emotional support to email the Colden Common Clerk in the first instance. My thanks go to all of those who have offered their assistance in the past and for the current lockdown. Health advice can also be accessed from the NHS, and further guidance and advice may be sought from Hampshire County Council.

CENTRAL WINCHESTER REGENERATION

The online virtual exhibition room showing details of the proposals to develop the Central Winchester Regeneration area (which incorporates Winchester Bus Station, Kings Walk, the old Friarsgate Medical Centre and Coitbury House) is open **until Tuesday 12 January** – so there is still time to take look at the plans and fill in a questionnaire to share your thoughts on the proposals.

<https://www.winchester.gov.uk/projects/5744/central-winchester-regeneration>

LOCAL ENERGY ASSISTANCE PROGRAMME (LEAP)

Free expert advice is available to qualifying residents (receiving Tax Credit, Housing Benefit, or have a long term illness or disability) to help provide energy efficiency support. This could include help with checking energy tariffs and support with energy suppliers. If energy-wasting products are identified help to replace them with energy efficient alternatives (such as radiator panels, chimney balloons, LED light bulbs and more) may be available. Call 0800 060 7567 or apply online <http://applyforleap.org.uk/>

BUDGET CONSULTATION – HAVE YOUR SAY

Each year, all local authorities are required to publish a budget setting out how they will fund the services they provide or activities they support. Whilst the council's priorities set out in the April 2020 Council Plan remain unchanged, the direct result of the impacts of the pandemic means that the council is forecasting a shortfall on next year's budget of £3.7m.

Have your say on how Winchester City Council will fund services across the Winchester district via a short survey **before it closes on Tuesday 15 January**. <https://winchester.citizenspace.com/policy/wcc-budget-consultation-2021-22/>

Background information:

In addition to income from Council Tax, Business Rates and the Government grant, the budget relies on over £14m income from charges for services (£8m parking charges, £2m planning fees, £1m property rents, £1m garden waste, £2m others) The budget challenge is that government funding is expected to reduce by a further £5.2m per annum (73%) from 2020/21 to 2025/26.

The effects of COVID-19 have had a significant impact on council finances in 2020/21, particularly due to large falls in income such as car parking fees. Continued reductions in income are also expected over the medium term. Reserves can be used to mitigate risks and to fund one-off shortfalls but they can only be used once so are not a long-term solution to budget shortfalls.

As well as maintaining core services the council is proposing to put one-off resources into capital projects in order to enhance existing services and support the Council Plan. It will use the Major Investment Reserve as funding towards projects such as the new leisure centre and Central Winchester Regeneration.

LOCAL PLAN

The City Council is working on producing the Local Plan 2038 and it will soon be inviting residents to have their say on development in the district (note that WCC does not set the local plan for land within the South Downs National Park). Updates on the consultation can be obtained by signing up to a dedicated mailing list: <https://www.winchester.gov.uk/no-listing/local-plan-e-newsletter>

SMALL ELECTRICAL ITEM RECYCLING COLLECTION – FROM 1ST FEBRUARY

Small items of electrical waste, an old telephone, or kettle for example, can be left in a normal sized plastic shopping bag alongside your residual or recycling bin every week, and the same can be done with household batteries tied up in a sandwich bag on top of the bin.

COMMUNICATIONS FROM RESIDENTS ABOUT CAR PARKING

Residents have raised concerns about the temporary parking of cars near the school; and also sought an extension of existing yellow lines following an incident where an unseen child emerged from behind parked cars into the road.

Whilst most highways matters fall within the responsibility of Hampshire County Council, authority to install white and yellow roadside lines has been delegated to Winchester City Council which will undertake forms of consultation considered appropriate to the steps proposed. Yellow lines involve a much more prolonged and therefore expensive process. As a minimum the views of the Parish Council and Ward Councillors are sought and therefore all residents have an opportunity to make their views known. Whilst I remain open to other opinions, I share concerns about problems caused by inconsiderate parking near the school and so am minded to support implementation of more formal parking restrictions.

Tony Bronk 8th January 2021 Contact: tbronk@winchester.gov.uk or telephone 714275

To receive an update from the Clerk (for information only)

The replacement artificial grass at the Recreation Ground is on order

The toilets and referees' room at Colden Common Park Car Park has been decorated by the Caretaker.

The tree planting event was a great success and photographs which have been sent in by residents are featured on the Parish Council website.

All the Parish Council owned hedges have been cut.

The outdoor gym installation is complete. The signage is outstanding, and an issue has been reported to the company regarding an issue with the bike pedalling mechanism. Grass matting has been ordered to provide a less muddy and slippery walkway to the wet pour area. National Lockdown restrictions mean the gym must remain closed.

The lengthsman was in the Parish w/c 22nd February and worked on clearing the footpath and cutting back the hedge on the section of Highbridge Road which leads to Lower Moors Road. This is a well-used route by runners and was particularly overgrown as it is set back from the road.

A section of Colden Common Park has been reopened.

Week commencing the 22nd February the village had a series of outbuilding break-in's and thefts. Surrounding villages has reported similar trends on social media.

To resolve membership of the Councils standing Committees

Current memberships of Committee are as follows: -

Planning

Cllr's Hill, Izzard, Loughran and Boyes

Recreation

Cllr's Veck, Boyes, Hill, Izzard, Crosthwaite, Pearson

A new Chair of this Committee will need to be confirmed at the next meeting.

Finance

Cllr's Wilks, Izzard, Loughran, Veck and Hill

Policy and Procedures

Cllr's Hill, Izzard, Loughran and Wilks

No legal requirement exists to hold Parish Council meetings in the evenings.

RECOMMENDATION

Committee meeting dates and times are discussed to facilitate membership and attendance.

Committee memberships are reviewed, time of meetings agreed, and membership resolved.

To retrospectively approve the submission of the revised VDS to Winchester City Council for adoption as a supplementary planning document.

The revised Village Design Statement will be circulated under a separate cover.

RECOMMENDATION

That the Full Council retrospectively approves its submission to Winchester City Council for the formal consultation and adoption process.

To consider the quotations received for the refurbishment of The Recreation Ground Pavilion and resolve whether the Parish Council wishes to proceed with this project.

If approved, to delegate the final layout, contract award and grant applications to the Parish Clerk, in association with two named Councillors.

1.0 Background

The Recreation Ground Pavilion is in a poor state of repair. It currently comprises of two changing rooms, 1 shower, urinals, 1 referees' room which has a shower and 1 toilet, a small kitchen, a community area and an empty garage.

The Parish Council / Recreation Charity have been deferring a decision on its future for many years and the building has continued to decline. Its current use is for making tea and coffee for football matches and a polling station. It is not actively promoted for hire due to the poor condition of the building.

In June 2017, both The Colden Common Shed and Colden Common Football Club put forward proposals for their organisations to manage and refurbish the Pavilion for their own use. These proposals were turned down by the Charity.

The Charity/Parish Council decided to consult on refurbishing the Pavilion without shower and changing room facilities and the proposal was published in October 2017 in the village newsletter¹ with a simple tick box consultation reply of either Yes in support of the proposals, or No not in support. The article published is as below.

Part of the Recreation Ground on Main Road is legally owned by the Recreation Ground Charity. The Parish Council is the Sole Trustee of that charity, and manages the facility and covers the running costs through the precept collected through Council Tax.

The Pavilion is in a poor state of repair and over the last few years the Council has been considering the future of this space and how its development will best serve the Community without undue pressure on the taxpayers of the village.

The Council has reviewed the sports facilities at Colden Common Park and the Recreation Ground and has resolved to consult with Parishioners on rationalisation of the pitch locations and pavilion facilities within the village.

The proposal is to move the current adult pitch on the Recreation Ground to Colden Common Park and to replace the pitch removed at Colden Common Park to the Recreation Ground. This does not impact the pitch facilities in the village but has the following benefits.

¹ Delivered to every household in the village

- ***Two adult football pitches can be accommodated at Colden Common Park and can be serviced by the existing 4 changing rooms already on site which currently are underutilised.***
- ***Youth football rarely uses full changing facilities. Having only junior pitches on the Recreation Ground allows the existing internal space in the Recreation Ground pavilion to be redesigned as follows***
 - ***Outside toilets***
 - ***Larger community space obtained by removing the two changing rooms and showers and reduces the refurbishment costs, and future financial burden.***

Following the consultation, 36 replies were received, 31 in favour of the proposals, 4 not in favour and 1 not clear whether in favour or not.

Following this consultation, in 2018 the Parish Council changed the configuration of the pitches in the village and the adult pitch on the Recreation ground was moved to Colden Common Park pending a long-term decision on the development of the Recreation ground pavilion.

Scouting and guiding leaders were invited to attend a meeting to ascertain if their current requirements for space to meet in the village were meeting their needs and if they would be interested in using the Recreation Ground Pavilion if the building were to be refurbished. It was not attended by any representatives from Scouts. Guiding units felt that there would prefer to continue using the Church Rooms as venue for meetings. The Church Rooms suits their needs in terms of space and storage. The pavilion would require hard floor surfaces suitable for users of the recreation ground as well as community groups. Hard floor surfaces were not considered conducive to the activities of the guiding groups, particularly the younger units who use carpeted areas.

2.0 Condition / Refurbishment / repurposing

To aim decision making, the Recreation Charity/Parish Council resolved to research repurposing and refurbishing the Recreation Ground Pavilion. It was agreed that a buildings condition report be undertaken to assess the level of repair required. This was completed and considered by the Charity/Parish Council². Following this report, a draft layout was produced. Despite concerns on the layout, it was resolved to go out to tender³ on this layout and specification, so that both organisations would know costs to enable decision making.

3.00 Financials

5 tenders were received ranging from £145,666 to £337,157 all plus VAT⁴. The tender report has previously been distributed to Councillors. The Parish Council has secured funding of £90k from Winchester City Council (Community Infrastructure funding) and the Charity has funds available of £13,000. This leaves a shortfall of funding of approx. £43k.

Additional grants could be applied for, including approaching the Parish Hall Trust. The Parish Hall Trust will only consider grant applications made by the Charity.

² Available on request

³ The project was advertised in accordance with Local Government procurement regulations and advertised on Contracts Finder

⁴ Tenders remain open for 90 days from 15th January 2021

Charity funds that are used for works which are for non-business purposes can claim back VAT because the Parish Council is a Sole Trustee. Non-business purposes are any part of this project which is not charged for. Examples are provision of an outside toilet, improved footpath lighting or indeed any cost incurred on Recreation Charity Land which is not hired out or not charged for⁵.

Other grant streams and loans⁶ could be pursued should both organisations resolve to proceed. The last budget monitoring statement for the Parish Council forecasted year end community funded (CIL) funding to stand at £55K, but £40K of that funding is budgeted to be spent on projects in 2021-22.

4.00 Next steps

The following decisions need to be made.

4.1 Does the Parish Council support refurbishment of the building?

- If the refurbishment is supported, does that include converting the garage into a tennis club room.
- Would a Tennis Club “Club Room” be a business or non-business project ⁷

4.2 If the project is to move forward

- The internal layout needs to be finalised and redrawn.
- Grant applications to be applied for to fund the shortfall of £43k.
- If grant applications are unsuccessful the Parish Council needs to consider alternatives for funding
- Building regulations need to be applied for on the finalised drawings.
- It appears that planning permission may not required⁸
- Pre-contract negotiations will need to start with the contractor on any revised drawings and provisional sums.
- Start of the project should be after the May elections⁹
- It should be noted that the figures outlined in the tender document does not include any costs for any external contract / project management.

RECOMMENDATION

That the Parish Councils resolves whether the Parish Council wishes to proceed with this project.

If the Parish Councils wishes to proceed that they delegate the final layout, contract award and grant applications to the Parish Clerk, in association with two named Councillors.

⁵ If the pavilion is never charged for, and donations are requested, all VAT can be reclaimed regardless of whether funds are charity funds or Parish Council funds.

⁶ Process for approval for a loan from the Public Works Loan Board is lengthy and could take at least 3 months. Evidence of public consultation is required for the loan and loan period.

⁷ (this needs to be determined so that relevant grant applications can be made and the implications on VAT reclaiming can be established)

⁸ Advice sought from Winchester City Council

⁹ If the building is use as a polling station, yet to be determined.

To resolve adding additional Councillors to the Lloyds Bank signatory mandate

The day-to-day banking for the Parish Council is conducted through Lloyds Bank.

In accordance with Local Government Law, cheque and internet banking is authorised using two Parish Council signatories¹⁰.

Current signatories are Cllr Wilks, Crosthwaite, Izard and Hill.¹¹

It would be helpful to add at least 3 more signatories with internet access.

Recommendation

That the Parish Council asks for Councillors to volunteer to be added to the Lloyds Bank signatory list and it is resolved to add them to the mandate.

¹⁰ Other processes also are in place for detection and management of public funds.

¹¹ Cllr Hill does not access internet banking.