

**COLDEN COMMON PARISH COUNCIL**  
**MINUTES OF THE EXTRAORDINARY MEETING OF**  
**THE FULL PARISH COUNCIL**  
**HELD ON MONDAY 20<sup>th</sup> JULY 2016 AT 7.30PM IN THE**  
**BERT STRATTON LOUNGE, COLDEN COMMON COMMUNITY CENTRE**

|                |   |   |
|----------------|---|---|
| <b>Present</b> | Cllr Maggie Hill (Chair)<br>Cllr Pam Glasspool<br>Cllr Barbara Kelly<br>Cllr Ann Brown<br>Cllr Jill Stevenson | Cllr Steve Badham<br>Cllr Laurence Wilks<br>Cllr Patrick Hunter<br>Cllr Ron Hancock |
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| <b>Apologies</b> | Cllr John Carry (holiday)<br>Cllr Jean Bligdon | Cllr Izard |
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| <b>In attendance</b> | Debbie Harding (Clerk)<br>Rob Veck | Amanda James |
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**FPC 59/16 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were noted as above.

**FPC 60/16 TO RECEIVE ANY DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS**

Cllr Stevenson noted a personal but non prejudicial interest as a member of the Tennis Club Committee.

**FPC 61/16 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL HELD ON THE 4<sup>th</sup> JULY 2016**

*The minutes of the Parish Council Meeting held on 4<sup>th</sup> July 2016 having been circulated, were considered. The minutes were then agreed and signed as an accurate record of the meeting.*

*Proposed by Cllr Ann Brown, seconded by Cllr Barbara Kelly and carried.*

**FPC 62/16 UPDATE ON MINUTES; CORRESPONDENCE AND RELEVANT MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA FOR (INFORMATION ONLY)**

Shenton's solicitors have admitted the mistake on the recent conveyance of an area of land adjacent to 14 Whitebeam Close and have confirmed the steps they will take to attempt to rectify the error at no cost to the Parish Council.

The police have spoken to several people regarding the damage at the skateboard park but no charges will be brought. The Police will be patrolling the area regularly.

**FPC 63/16 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC**

No questions were asked.

**FPC 64/16 TO RECEIVE THE DRAFT MINUTES FROM THE PLANNING COMMITTEE HELD ON THE 20<sup>TH</sup> JULY 2016**

Cllr Hill advised the Council that the Parish Council Committee met this morning to consider some planning applications. The minutes are available on the website.

Cllr Hill represented the Parish Council at the LPP2 examination held on the 19th July 2016. Representations from sites not selected were heard. The inspector will visit all sites by the end of the week and decide if any modifications are required. All other developers claimed that Sandyfields could not accommodate 165 homes. Thanks were given to Cllr Hill who spoke competently to make the Parish Councils position very clear.

**FPC 65/16 TO ADJOURN THE MEETING TO RECEIVE THE PROPOSED MEMBERSHIP STRUCTURE OF COLDEN COMMON TENNIS CLUB**

Rob Veck talked through the Colden Common Tennis Club membership structure.

The CACS status and constitution means that the Clubs is

- Open to the whole community
  - Membership open without discrimination.
    - Membership refers to the people the club recognises as having accepted the rights and liabilities as set out in the governing document.
    - Membership has to have a fair and open membership process.
  - Facilities are open to all members without discrimination.
    - The club can put restrictions on the days or times when different classes of membership have access to the facilities, providing the restrictions don't effectively exclude those members from full participation in the club
  - Fees are not a significant obstacle to membership or use of its facilities.
    - CASC limits
      - Membership fees must be less than £1,612 per year.
      - To become member must be less than £520 per year.
- Non-Profit Making
  - Surplus income or gains to be reinvested in the club.
  - Doesn't permit any distribution of club assets in cash or in kind to members or third parties.

Replacing pay and play will be a £35 household membership with court booking available 2 days in advance. This membership structure is the structure that the LTA recommend through their extensive research. Two options will be available.

- Basic Membership (no frills)
  - ✓ £35 up front access for 1 year
  - ✓ Household access
  - ✓ 2 day advanced booking

- With Benefits Membership
  - ✓ £75 up front access for 1 year
  - ✓ Household Access
  - ✓ 10 day advanced booking
  - ✓ 20% - 30% discount price on coaching
  - ✓ Discounts on equipment
  - ✓ Discounts on social events eg entrance fees
  - ✓ Free social Mix-ins
  - ✓ No fees to join Club Matches / tournaments / Yearly Championships
  - ✓ 6 Guest Passes per year.

This structure has been adopted by the tennis club and this is why clause 3.23 requires updating.

- Exclusive access is an issue because: -
  - 3 courts needed for inter club matches
  - 3 Courts needed for tournaments, Social mix-ins, Yearly Championships
  - Possible extend coaching to 3 courts if there is demand.
- Exclusive means it has to be reserved.
- LTA recommended pricing scheme provides public access whilst protecting the need to have sustainability.
- LTA scheme meets CASC requirements.
- Collaborative clause needed.

The tennis club will manage court bookings and membership structure for example (possible lack of availability for no frills membership, through feedback from members, LTA gate entry data and will tweak the bookings systems as they see fit to manage the membership. They will also conduct membership surveys. It is in the interest of the Club to manage the membership effectively

The coaching programme will only take place on 2 courts and the club will manage the coaching programme versus availability for court bookings. An example of this will be managing coaching at prime time's i.e. Saturday mornings. The tennis coach will have a partnership contract with CCTC and the club will manage this partnership in the interest of the club members. The coaching contract will provide revenue for the club.

Schedule 4 of the lease gives the Parish Council the option to charge market rates for the hire of the Tennis courts, however it is not the intention to use this clause as a revenue opportunity. It is the requirement that the club will build up reserves for the continuous refurbishment of the courts and improvements such as lighting.

Unacceptable behaviour will be managed through the club membership and is a clause in the lease.

**FPC 66/16 TO CONSIDER THE LEASE AND CLAUSE 3.23 IN RELATION TO ACCESS BY MEMBERS OF THE PUBLIC.**

After discussion it was resolved to ask the PC's solicitor to change clause 3.23 as follows:-

***The Tenant shall make available at least one tennis court for the use of the members in accordance with the club's terms and conditions under arrangements agreed with the Landlord and reviewed annually, and where agreement cannot be reached the arrangement is arbitrated by the Lawn Tennis Association. Proposed by Cllr Glasspool, seconded by Cllr Wilks and carried.***

This change prevents coaching on all 3 courts at the same time and ensures regular review with CCTC of the data which is harvested via club spark on court availability. This clause relies on the continued collaborative approach between CCPC and CCTC.

**FPC 67/16 TO CONSIDER DELEGATING THE SIGNING OF THE LEASE BETWEEN COLDEN COMMON PARISH COUNCIL AND WINCHESTER CITY COUNCIL TO TWO NAMED COUNCILLORS**

***It was resolved to delegate the signing of the lease to Cllr Wilks and Cllr Glasspool, proposed by Cllr Maggie Hill, seconded by Cllr Jill Stevenson and carried.***

**FPC 68/16 TO CONSIDER DELEGATING THE SIGNING OF THE LEASE BETWEEN COLDEN COMMON PARISH COUNCIL AND COLDEN COMMON TENNIS CLUB TO TWO NAMED COUNCILLORS**

***Subject to the change in item 66/16, It was resolved to delegate the signing of the lease to Cllr Wilks and Cllr Glasspool, proposed by Cllr Maggie Hill, seconded by Cllr Jill Stevenson and carried.***

**FPC 69/16 TO RECEIVE AN UPDATE ON THE SCOPE OF WORKS AND FUNDING DETAIL FOR THE TENNIS COURT EXPANSION AND REFURBISHMENT AND DELEGATE ENTERING INTO A CONTRACT WITH FOSSE FOR THE WORKS SUBJECT TO THE FINAL FUNDING BEING APPROVED TO TWO NAMED COUNCILLORS**

The Clerk outlines the costs of the work and the funding sources as detailed as an appendix to this minutes.

***Subject to confirmation of the funding from the LTA being approved it was resolved to delegate the order with Fosse for the Tennis Court works to Cllr Wilks and Cllr Badham, proposed by Cllr Maggie Hill, seconded by Cllr Jill Stevenson and carried.***

**FPC 69/16 TO RAISE ANY ITEMS FOR THE NEXT AGENDA**

The Clerk to write to HCC to ask if they could move the bus stop at Church Lane away

from the Brickmakers Road Junction

The Clerk to communicate to Vanessa the proposed start dates for the tennis club refurbishment.

It is the understanding that the Colden Common Youth Club Charity is to close. The Clerk to confirm this is a permanent closure and not temporary.

Cllr Hancock raised at the last meeting the cutting regime for Birch Close and noted that it had improved.

**FPC 69/16 TO RAISE ANY ITEMS FOR THE NEXT AGENDA**

The meeting closed at 21.23pm

## Cost Plan

|  |                   |
|--|-------------------|
| Cost of construction                   | <b>£80,190.00</b> |
| Cost of Floodlighting (not in project) | <b>£0.00</b>      |
| Cost of Fencing                        | <b>£11,365.00</b> |
| Cost of court equipment                | <b>£1,560.00</b>  |

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|-----------------------------------|-------------------|
| <b>Sub-Total (Facility costs)</b> | <b>£93,115.00</b> |
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|---------------------|-------------------|
| Fees                | <b>£3,000.00</b>  |
| Contingencies       | <b>£9,611.50</b>  |
| VAT (if applicable) | <b>£21,145.10</b> |

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| <b>TOTAL</b> | <b>£126,871.60</b> |
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£105,726.50  
£21,145.30

## Funding

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|---|-------------------|-----------|
| <b>Confirmed funding</b>                |                   |           |
| Members Donations / Fund raising (CCTC) | <b>£6,602.68</b>  | <b>**</b> |
| Colden Common Parish Council Grant      | <b>£20,000.00</b> |           |
| Winchester City Council Grant           | <b>£2,400.00</b>  |           |
| Sports England                          | <b>£42,000.00</b> |           |
| Reclaimable VAT                         | <b>£16,824.56</b> |           |
| <b>Unconfirmed funding</b>              |                   |           |
| LTA Grant to PC                         | <b>£23,324.27</b> |           |
| LTA Loan to CCTC                        | <b>£15,000.00</b> | <b>**</b> |

**\*\* Cannot claim back VAT on this funding**

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| <b>TOTAL</b> | <b>£126,151.51</b> |
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| Shortfall if all contingency used | <b>£720.09</b> |
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Surplus will be used to pay back CCTC Loan