

Minutes of the Chineham Parish Council Recreation Committee

Date: Thursday 24th November, 2016

Time: 7.30pm

Place: Community Room, Chineham Village Hall, Thornhill Way, Chineham

Present: Cllr. Marian Adams (Vice Chairperson) Cllr. Ginny Wright
Cllr. Laura Romney Cllr. Sue Fuller
Julia Johnston (Assistant Clerk)

1. To receive apologies

Actions

There were apologies from Cllr. Andy Clarke.

2. To agree the minutes from the previous meeting

The minutes of the meeting held on 22nd September, 2016 were signed as an accurate record of that meeting.

3. Allotments

Sandra Wilson from the Chineham Allotment Team joined the Recreation Committee meeting for the allotments section of the meeting.

3.1 To receive an update from a representative of the Chineham Allotment Team (CAT)

There was a discussion about the oak tree on plot 38 and how it is now overshadowing a large proportion of the plot. The Assistant Clerk confirmed that she was pursuing this with a tree officer at Basingstoke and Deane Borough Council.

Mrs Wilson advised that the emergency contact notice had become detached from the main gate into the allotment site and volunteered to make a new notice with her phone number as the emergency contact.

There was a further request from CAT to review the qualifying criteria for CAT members to receive a discount off their annual rent and the Recreation Committee agreed to review this again at their meeting in January.

Mrs Wilson advised the Recreation Committee of a request from CAT for two changes to the wording of the allotment rules when they are next reviewed in January 2017.

3.2 To review and agree appropriate actions for allotment issues raised since the previous meeting

The Assistant Clerk advised that there had been no contact from the plot holder who had been issued with a final warning letter giving three months to show improvement on their plot before action is taken to end the tenancy.

Signed

It was agreed that two Recreation Committee members and the Assistant Clerk will inspect the plot during w/c 16th January and a decision will be taken about this plot at the Recreation Committee meeting on 19th January, 2017.

The Assistant Clerk advised that the water had been turned off on 14th November. There was a discussion about the timing of the water being turned on and off and also whether someone else could take over responsibility for this task as well as taking the monthly water meter readings.

Action: Assistant Clerk to discuss suggestions with Parish Clerk

Asst Clrk

3.3 To receive an update from the Assistant Clerk regarding renewal of five year allotment tenancy agreements

The Assistant Clerk advised that some allotment tenancy agreements needed to be renewed for plot holders who had had their plots for five or more years. It was acknowledged that some of these renewals were now overdue and work should begin to get new agreements signed where necessary. There was a discussion about whether overdue agreements should be backdated and it was agreed that the Assistant Clerk would work with the Parish Clerk to seek advice about this before issuing the new agreements.

There was a discussion about what would happen if a couple (married or not) share a plot which is only held in one partner's name and that person died. It was agreed that plot holders should be given the opportunity to add their partner's name to the tenancy agreement when it is renewed (or sooner if that was requested).

Action: Assistant Clerk to liaise with Parish Clerk re renewal of tenancy agreements

Asst Clrk

3.4 To review the allotment maintenance contract and agree to make a recommendation about 2017 to the full Parish Council at the December meeting.

There was a short discussion when Mrs Wilson confirmed that plot holders were happy with the standard of work carried out by the current contractor. It was agreed to recommend to the full Parish Council that John Markey continue to maintain the allotment site in line with his original quote for the work. The Assistant Clerk confirmed that the charges would remain unchanged for 2017.

Action: Assistant Clerk to liaise with Parish Clerk to include an item on the December CPC meeting agenda.

Asst Clrk

Mrs Wilson left the meeting at this point.

3.5 CONFIDENTIAL ITEM

To consider and agree next steps for the resurfacing of the track in the allotment site

The discussions for this agenda item are confidential and included in a confidential minute.

Signed

The Recreation Committee agreed to recommend to the full Parish Council that AC Landscapes and Paving Services be appointed to carry out the resurfacing of the track running through the allotment site.

Actions:

- Assistant Clerk to liaise with the Parish Clerk to include an agenda item for the December Parish Council meeting.
- Assistant Clerk to confirm with contractor that his quote is still valid and to establish a lead in time for the work should agreement be given.

Asst Clrk

4. To review next steps for new Section 106 projects agreed in principle by Chineham Parish Council at its October meeting

- **To refurbish the play area on Hanmore Road beside the Busy Bees Nursery.**
- **To replace the concrete bridge over Petty's Brook in Tollhouse Meadow.**
- **To consider possible new locations for seats around Chineham.**

It was acknowledged that the full Parish Council had agreed in principle to the three new s106 projects, pending costings from Basingstoke and Deane Borough Council (BDBC). The Assistant Clerk advised that a copy of the minutes from the October CPC meeting confirming this decision had been sent to Richard Wareham, Community Design and Regeneration Manager at BDBC so that he can begin to seek some quotes for the work.

It was agreed that an item could be included in the next Chineham Chat to ask residents for their suggestions for possible locations for new seats within the Parish.

Action: Assistant Clerk to liaise with Parish Clerk to include item in a future Chineham Chat.

Asst Clrk

5. Chineham Landscaping – to receive an update from Cllr Wright about bulb planting within the Parish.

Cllr. Wright advised that she was currently sourcing the bulbs recommended by the landscape gardener and she will work with the Assistant Clerk to place orders for the bulbs. It was acknowledged that the full Parish Council had agreed to a small increase in the budget to £900 to cover the cost of planting and the purchase of the bulbs. Cllr. Wright advised that she would be providing details of the bulb order to the Assistant Clerk by 28th November with a view to ordering and starting the planting asap.

Cllr. Wright also suggested that the Parish Council organise a pond dipping event in conjunction with the Wildlife Trust. Cllr. Wright offered to find out more information about what was involved and bring this to a future Recreation Committee meeting.

7. DATE OF NEXT MEETING

Thursday 19th January, 2017 at 7.30pm (TBC), Community Room, Chineham Village Hall.

Signed