

PARISH COUNCIL OF NEWLANDS

MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON THURSDAY 16 JUNE 2022 AT NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, HAMPSHIRE, PO7 3BX COMMENCING AT 7.30 pm

Members: Cllr M Read (Chairman) (P) Cllr A Kirby (P)
Cllr L Price (P) Cllr J Parry (P)

Also, present Cllr D Crichton – Chairman of the Council, Karen Seear, Clerk to the Council.

018/23A Apologies: All Councillors were present.

019/23A Declarations of Interest: D/Cllr Read and D/Cllr Brook both declared interests as they are Ward members for Winchester City Council.

020/23A Appointment of Vice Chair: Cllr Andy Kirby was nominated. The proposal was seconded. **It was UNANIMOUSLY RESOLVED to appoint Cllr Andy Kirby as Vice-Chair of the Amenities committee.**

021/23A Previous Notes: The notes from the Amenities Committee Meeting's held on 28th April 2022 were received. **NOTED.**

022/23A Public Session: No members of the public were present. The Chairman invited Cllr's D Crichton to speak during the course of the meeting. **NOTED.**

023/23A Correspondence: There were no items of correspondence.

024/23A Warden's Report: The Amenities Parish Warden circulated a written report. He mentioned several areas in Wellington Park which are currently are overgrown with weeds. He noted areas in Darnel Road, Tamworth Road and Cumberland Way. There also are areas where weeds growing through paving slabs. The Warden asks whether this item should be added to the snagging list for WCC's attention. It was thought this should be added. **NOTED.** Cllr Crichton feels this is a general problem throughout this area of the development. He had contacted representatives of both HBC and representatives from Taylor Wimpey. The Chairman also mentioned he would contact the management company, Trinity to point out the issues in their areas and the concerns which have been previously mentioned by residents. **NOTED.** Some of the land within the development is Havant Council owned land which means these areas are managed by Norse. Cllr Crichton mentioned that there is no further movement towards HBC adopting their open space. **NOTED.**

The Warden went on to mention the litter bins in Wellington Park. The wheelie bins have become smelly. The Warden has asked who is responsible for these bins so that they may be cleaned. D/Cllr Brook passed on the name of a contact who should be able to help. **NOTED.**

It was thought that it may be an idea to install a defibrillator at the community hall. The nearest defibrillator is situated at Berewood primary school. It is thought a defibrillator could potentially be placed outside the community building. The Chairman suggested that Grainger be contacted about the matter. **NOTED.** Cllr Crichton will speak to Grainger representatives and the matter will be added to the next agenda for further discussion. **NOTED.**

The Warden had compiled a list of suggested items for a basic tool kit. Costs and details will be circulated ready for approval at Full Council. **NOTED.** Grainger had previously agreed that Dogs on leads signs could be placed throughout the development. The Warden had ordered stickers and he had placed them on several lampposts. **NOTED.**

D/Cllr Brook also mentioned that, “no kite flying” signs had been requested from WCC. They had not yet installed the signs. D/Cllr Brook felt that it is important that these signs are displayed in Wellington Park. This matter will be considered at the next Amenities meeting. **NOTED.**

The Warden also mentioned matters relating to the installation of the Parish Flagpole. The type of pole which will be purchased has previously been agreed. The positioning of the flagpole requires determining. This matter should be raised with Grainger. The Clerk had contacted Grainger about the matter but had not yet received a response. The flagpole should be detachable, fixings were discussed and will also require determining. Cllr Crichton suggested he speak to a representative from Savilles about the flagpole proposal. **NOTED.** Cllr Crichton mentioned that a letterbox had also been purchased. Grainger representatives had agreed to install the letterbox on behalf of the council. **NOTED.**

The last item on the Warden’s report was that the Clerk and the Warden paid a visit to the Denmead Parish Council Head Grounds man’ office and yard. This was a very useful exercise and gave the Warden an idea of what the council may require in terms of an Amenities storage/office facility. **NOTED.**

025/23A Adoption of Open Space: A representative from WCC had told the Chairman of the date for approval of the land transfer. This is due to take place on 22 June 2022. Currently no objections have been received. A commuted sum will be payable to Newlands Parish Council. This sum will pay for the maintenance of the open space over a number of years. There are a couple of areas of the space shown on maps which require clarification. **NOTED.** The Chairman had spoken to WCC representative regarding a number of issues. One of the issues was the youth shelter which is due to be placed on this land. The shelter should not be placed on the land until Newlands Parish Council own the land. **NOTED.** It is thought that there will be further progress to discuss at the next meeting. There is now a greater emphasis is on recruiting a Responsible Financial Officer to assist with the financial side of the land transfer. An advertisement for the RFO position is due to be placed with HALC. **NOTED.**

Cllr Price queried what will happen regarding the maintenance contract for grass cutting. The current maintenance contract will be extended upon adoption. Cllr Price also suggested that grass cutting maintenance be kept in house. Cllr Crichton stated that the council currently is not a position to take on the grass cutting. This will be considered during the transition process. **NOTED.**

D/Cllr Brook mentioned that the play-park equipment should also be in the appropriate condition, meeting health and safety requirements in readiness for adoption. The list of snagging items relating to adoption of open space will be considered at a future meeting. **NOTED.**

026/23A Amenities Storage/Office Facility: There is a growing need for an amenities storage/office facility. Currently the council has no storage facility for tools, vehicles etc.. D/Cllr Brook suggested that an area could be built on to the new Parish offices as part of the district centre. The Chairman thought this area may not be ideal for the storage of equipment etc.. Currently the district centre is going through a re-design phase. He went on to mention that there are other options available. He had spoken to representatives of the business park regarding building a compound for a longer term solution. In the shorter term Grainger have been approached in the hopes that there may be a space available to suit a temporary storage arrangement. **NOTED.**

027/23A Parish Council Insurance: The renewal for insurance is due within the next few days. A discussion took place regarding cover for when the youth shelter once it is placed in Newlands Walk. Appropriate insurance cover should be provided. The shelter will be added on to the cover once it is in place. **NOTED.** Cllr Price mentioned that having CCTV available to monitor the youth shelter site may be a requirement. Wellesley Court had been contacted regarding use of the building for the CCTV cameras. This had flagged

up concerns for the care home owners, as they are concerned about residents welfare/ GDPR issues. The Council has no intention of filming residents. The Clerk has explained this and suggested the matter be returned to after further discussion if there are plans to continue with the suggestion. There are also other options for siting the CCTV cameras. Cllr Price had spoken with Cllr Carden about the potential to use a street lamp for CCTV cameras. It was decided that the insurance cover be renewed and any further cover will be added as and when required. Cllr Kirby suggested that a yearly review of the insurance be carried out. The Chairman suggested this happens at the same time as the budget is carried out, around October every year. **NOTED.** Cllr Kirby also wished to ensure that the council receive value for money for insurance premiums. **NOTED**

028/23A Community Hall Hire: Cllr Crichton wished to update members that there had been problems regarding access to the council's bank accounts. The accounts assistant at WACA who manages the council's hall account requires access to the community Hall bank account. The Chairman recommended that the matter go to the next Full Council meeting for retrospective approval. **NOTED.** The Chairman asked how bookings were going with WACA. Cllr Kirby (WACA representative) stated that they were in a healthy position and bookings had fully returned after the pandemic. Cllr Price stated that Newlands community hall could also be used for wedding receptions and entertainment events. Currently the hall does not have a licence to allow for music to be played. Legislation exists which the council could adhere to and he also gave details of the price of a music licence which he believes is around £50. He stated that alcohol can also be served. This can be carried out by hall hirers as long as there is no charge for it. Cllr Price was asked to email Cllr Kirby with any suggestions/concerns/updates regarding hire of the hall. **NOTED.**

029/23A Audio visual equipment: Cllr Price was able to provide an update. He stated that there was no way of installing a projector on the ceiling. A discussion took place regarding how best to make use of a projector. At present there may be restrictions regarding what can be wall mounted in the hall. It was thought a projector on a trolley may be the best idea. The cables would be covered ensuring health and safety regulations are followed. Cllr Kirby also suggested that replacement bulbs for the projector may be sourced as they will be required. **NOTED.** The Chairman asked Cllr Kirby to collate information regarding the projector and pass it on to the Clerk in readiness to bring the next full council meeting for full approval. **NOTED.**

030/23A Other reports: There were no other reports.

The meeting closed at 8.37pm.

The next meeting of the Amenities Committee is scheduled for Thursday 21st July 2022 starting at 7.30pm