



Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

SUMMONS

Dear Member

4 December 2018

You are hereby summoned to attend a meeting of LEISURE & PROPERTIES COMMITTEE at the Parish Offices, 2 Knowle Park Lane, Fair Oak on **Monday, 10 December 2018 at 7.00 p.m.** *or at the conclusion of the public participation period.

Melanie Stephens

Melanie Stephens
Clerk

PUBLIC PARTICIPATION:

*If required, the meeting will be preceded by a public participation period of up to 15 minutes, where members of the public are entitled to address the Committee on issues relevant to the business of the Parish Council.

AGENDA

1. APOLOGIES

To note any apologies for absence.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

3. MINUTES (PAPER A, PAGES 3-5)

To note the minutes of the meeting held on 10 September 2018 (approved by the Full Council on 15 October 2018).

4. PEMBERS HILL PUBLIC OPEN SPACE – PRESENTATION

To receive a presentation from Galliford Try and Eastleigh Borough Council on the public open space and to make recommendations to full Council as to whether the Parish Council should agree to an asset transfer.

**** SHORT BREAK BETWEEN ITEMS 4 & 5****

5. NEW CENTURY PARK PLAY AREA (REPORT B, PAGES 6-16)

To discuss the results of the public consultation and determine the next steps for this site.

6. PROPERTY MATTERS

To consider an update from the Ranger on matters affecting Parish Properties, including: -

- The Woodland Community Centre possible community networking event/open day to agree a way forward
- Horton Heath Community Centre – update
- Ditches at Knowle Park - update
- Parish Office Car Park – to consider a request regarding use of car park for school parking.

7. WORK PROGRAMME (REPORT C, PAGES 17-18)

To consider the Committee' work programme and make changes as necessary.

To: Committee Members

Cllr C Bird
 Cllr J Goss
 Cllr Mrs Lusmore
 Cllr H McGuinness

Cllr J Noel (Chairman)
 Cllr Mrs Shephard
 Cllr D Scott
 Cllr J Sorley

Officers

Mr C Burchett (Ranger)
 Mrs Greenslade (Deputy Clerk)
 Ms M Stephens (Clerk)

Fair Oak and Horton Heath Parish Council
2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL
Telephone: 023 8069 2403



**Minutes of the Leisure and Properties Committee Meeting
held on Monday 10 September 2018 at 7.00 pm
at 2 Knowle Park Lane, Fair Oak**

Committee Councillors Present: Mrs D Lusmore, H McGuinness, J Noel, & Mrs M Shephard

Other Councillors present: Mrs H Douglas & P Spearey

Apologies: Cllrs Bird, Goss & Sorley.

In Attendance: Ms M Stephens, Clerk, Mrs L Greenslade, Deputy Clerk & Mr C Burchett, Ranger.

PUBLIC SESSION

No members of the public were present

19 ELECTION OF CHAIRMAN

Following the resignation of Cllr Bird as Chairman of the Committee, Cllr Mrs Douglas moved that Cllr Noel be elected Chairman of the Leisure & Properties Committee for the ensuing municipal year. The motion was seconded by Cllr Mrs Shephard.

RESOLVED

That Cllr Noel be appointed as Chairman for the ensuing municipal year.

20 DECLARATIONS OF INTEREST

None received.

21 MINUTES

RESOLVED:

That the minutes of the Leisure & Properties Committee meeting held on 9 July 2018 (approved by the Full Council on 16 July 2018), be noted.

22 PROPERTY MATTERS

The Parish Ranger gave a verbal update on property matters.

Discussion ensued on the re-location of the Scouts from Shorts Road and the process thereafter regarding the site adjacent the play area. Members requested that notices be displayed around the park, published in the newsletter and notice to local residents advising of works and asking for ideas for the new play area at New Century.

RESOLVED

- a) That N Bryan Plumbing be awarded the contract for the Legionella Risk Assessment at £6713 (budgeted item);
- b) That the Clock to the front of the Parish Office building be fitted at £1595 (budgeted item);
- c) That Chris Rogers be awarded the contract to demolish the Scout hut in Shorts Road, on the vacation from the Scout Group, at £5600 (budgeted item). Notices to be displayed around the park, published in the newsletter and notice to local residents advising of works and asking for ideas for a new play area at New Century Park;
- d) That Shawyers be awarded the contract for remedial works to the 16 pine trees at Fair Oak Cemetery at £5270 (budgeted item);
- e) That the request to use metal detectors in Knowle Park be declined;
- f) That the erection of a marquee in New Century Park for a Hope charity event in July be granted; and
- g) That a dog walking event in aid of fundraising for McMillan charity on 29 September 2019 be granted.

23 BUDGET PLANNING

The Ranger put forward budget requests for 2019-2020, as follows: -

- £7500 for a new roller mower
- £70-80,000 for a new skate park
- £500 to repair and refurb doors at the Pavilion
- £1060 to redecorate the Pavilion
- £4000 for a new track in Knowle Park
- £1200 for repairs to paths at Knowle Park
- £825 to carry out risk assessments for Legionella at The Woodland Community Centre, Parish Office and Horton Heath Community Centre

RESOLVED

That the above requests be put forward to the Finance & Staffing Committee for consideration.

24 COMMUNITY INVESTMENT PROGRAMME

Members discussed the draft Investment Programme for Fair Oak & Horton Heath.

RESOLVED

That the ideas suggested be collated by the Clerk and a report prepared for submission at Full Council.

25 COMMUNITY EVENTS SUB-COMMITTEE

RESOLVED

That the recommendations of the Sub-Committee, as set out in Report B be approved.

26 WORK PROGRAMME 2018019

RESOLVED

That the work programme as set out in Report C be agreed.

This was all the business and the meeting finished at 8.39 pm.

Signed Chairman

SHORTS ROAD/NEW CENTURY PARK PLAY AREA CONSULTATION

1. PURPOSE

- 1.1 To discuss the responses to the Shorts Road/New Century Park play area consultation and to determine next steps with regards to the site.

2. BACKGROUND

- 2.1 The play equipment at New Century Park is nearing the end of its lifecycle. The equipment in some parts, being over 20 years old.
- 2.2 As such, the Parish Council during September & November through its Parish Newsletter, Eastleigh Borough Council's Borough News and Parish Council website invited views from Parishioners on the future play provision at New Century Park. Letters were also sent to residents of Shorts Road.
- 2.3 This report sets out the responses received and makes recommendations on the suggested way forward with regard to this site.

3. THE LAND CURRENTLY OCCUPIED BY THE SCOUT HUT

- 3.1 At the time of writing negotiations were still underway with the Scouting Association regarding the lease to occupy the land. As such, the Parish Council is unable to consider this issue/make a decision regarding the future of the site.

4. NEW CENTURY PARK PLAY AREA

- 4.1 The equipment in the play area was installed over 20 years ago. The play equipment is annually inspected by a qualified play inspector. The last inspection was dated May 2018. Whilst the equipment passed the safety inspection, the following issues were identified: -
- The safety surfacing needs replacing
 - The current equipment does not comply with modern day safety standards
 - The equipment is not fully accessible
 - The equipment has come to the end of its usable lifecycle
- 4.2 As part of the survey, members of the public of the public were asked to identify the future provision at the play area and whether the area should be extended into the site previously occupied by the scout hut and a car park added. However, as mentioned above, the land occupied by the scout hut cannot form part of these considerations at this time.

5. CONSULTATION RESPONSES

- 5.1 The Parish Council received 175 responses to the online survey, 92% of which were residents of Fair Oak & Horton Heath. Full analysis of the survey is attached at Appendix 1.
- 5.2 The Parish Council also received 4 emails, views contained in these emails generally reflect the views submitted as part of the online survey.
- 5.3 Key messages from the survey include: -
- 72% of respondents want the multi-age equipment
 - 53% requested no theme
 - If a theme was established, 55% a woodland theme
 - Most requested equipment included: - climbing equipment (85%), balance trail (81%), swings (78%) and zip wire (74%)
 - Other common suggestions included: a kiosk/café, slides and a padding pool/water feature

6. NEXT STEPS

- 6.1 Using the results of the survey, a tender specification document can be formulated, and a tendering exercise instigated. Once all tenders have been received and scored, further community consultation can take place.

7. FINANCIAL IMPLICATIONS

- 7.1 The Parish Council has a budget of approximately £40,000 in ear marked reserves, with a possible £51,000 from Eastleigh Borough Council, in which to refurbish the play equipment.

8. RECOMMENDATIONS

- 8.1 That the Clerk be given delegated authority to draft a tender specification document, subject to the outcome of discussions with the Scouting Association; and
- 8.2 That a progress report be submitted at the February 2019 meeting.

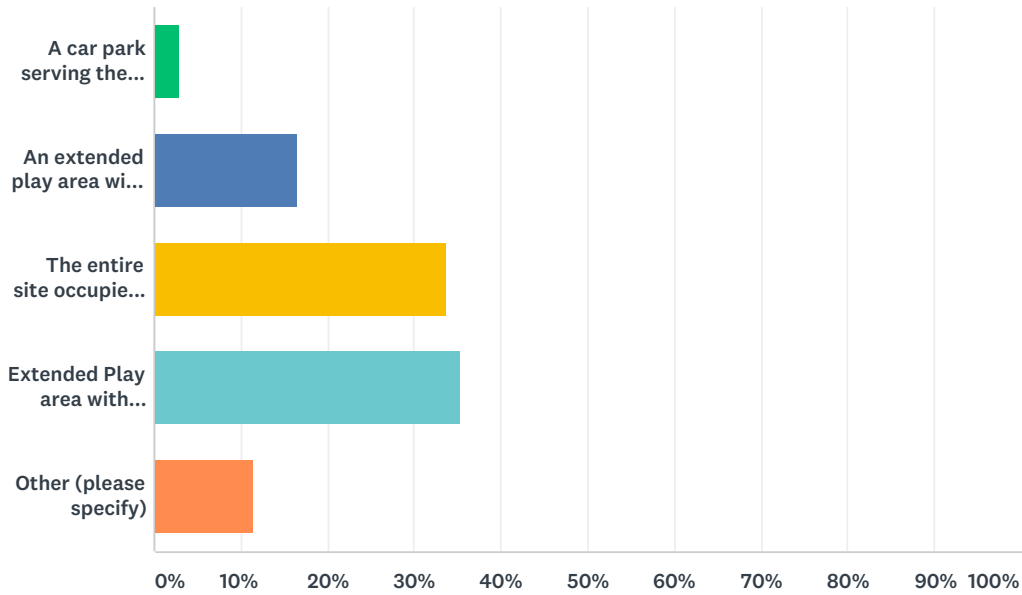
For further information:

Melanie Stephens, Parish Clerk

clerk@fairoak-pc.gov.uk

Q1 What would you like to see on the land currently occupied by the scout hut in Shorts Road?

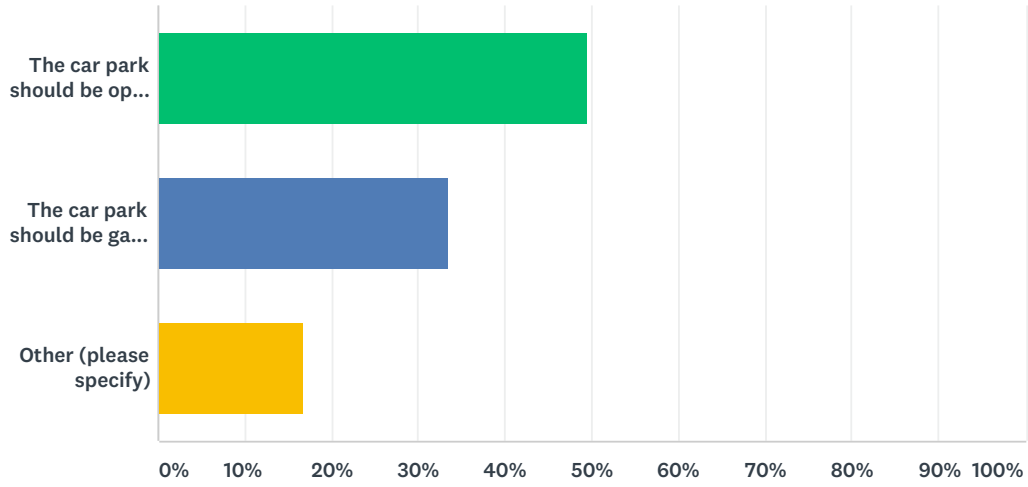
Answered: 175 Skipped: 0



ANSWER CHOICES	RESPONSES	
A car park serving the play area?	2.86%	5
An extended play area with car park spaces?	16.57%	29
The entire site occupied by a play area?	33.71%	59
Extended Play area with picnic area?	35.43%	62
Other (please specify)	11.43%	20
TOTAL		175

Q2 If a car park is preferred how accessible should this be?

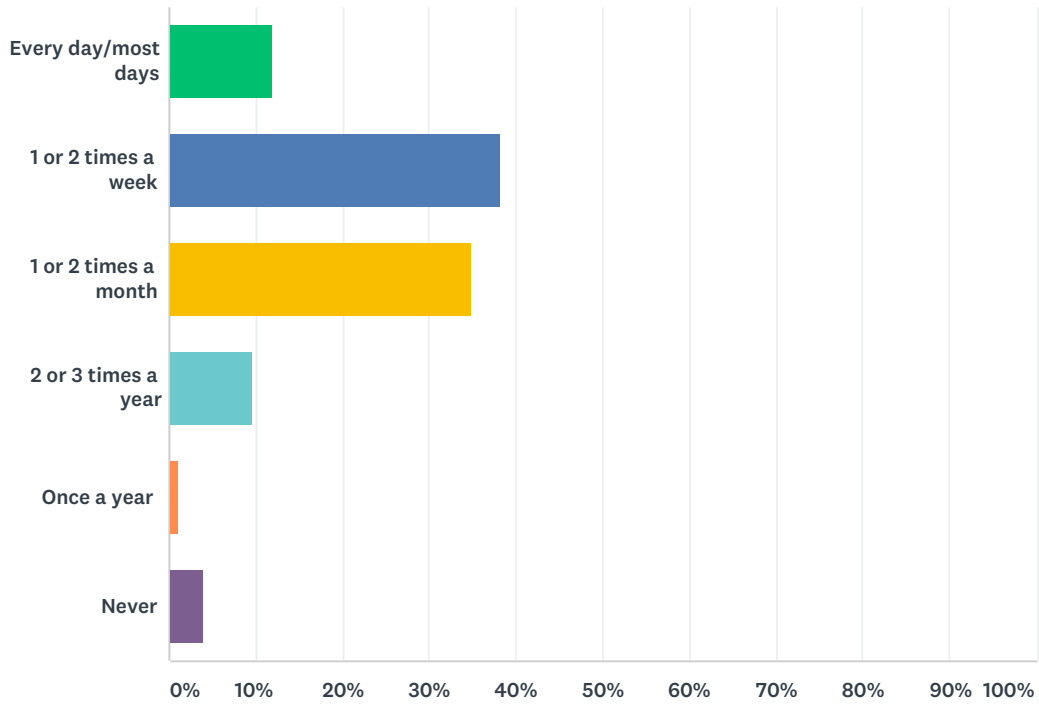
Answered: 155 Skipped: 20



ANSWER CHOICES	RESPONSES	
The car park should be open at all times	49.68%	77
The car park should be gated and only open for restricted times	33.55%	52
Other (please specify)	16.77%	26
TOTAL		155

Q3 How often do you visit the play area at New Century Park?

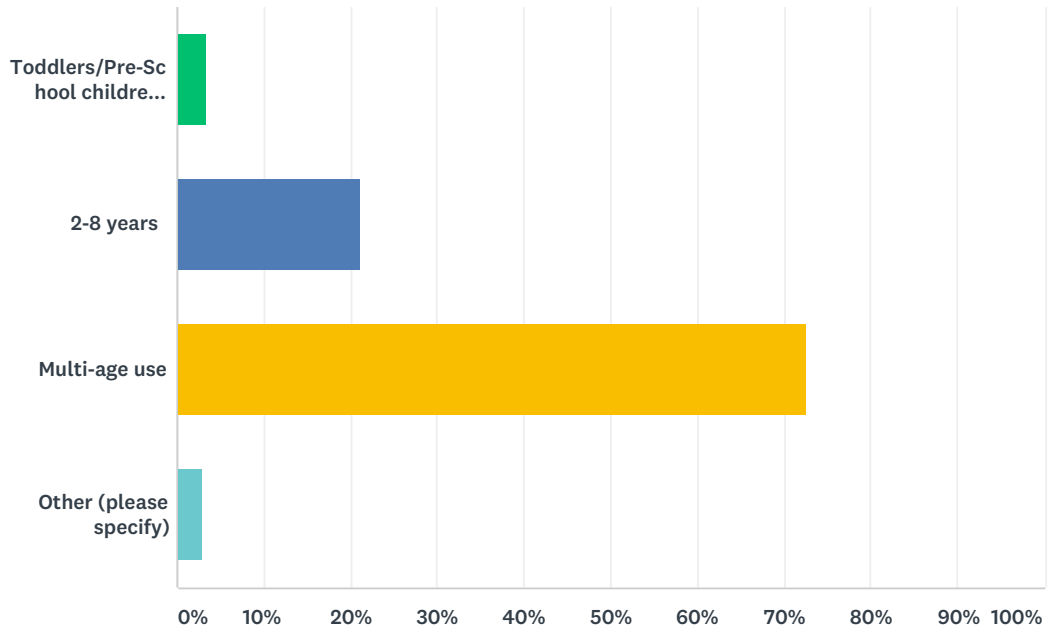
Answered: 175 Skipped: 0



ANSWER CHOICES	RESPONSES	
Every day/most days	12.00%	21
1 or 2 times a week	38.29%	67
1 or 2 times a month	34.86%	61
2 or 3 times a year	9.71%	17
Once a year	1.14%	2
Never	4.00%	7
TOTAL		175

Q4 If new equipment is installed, what age group should it be suitable for?

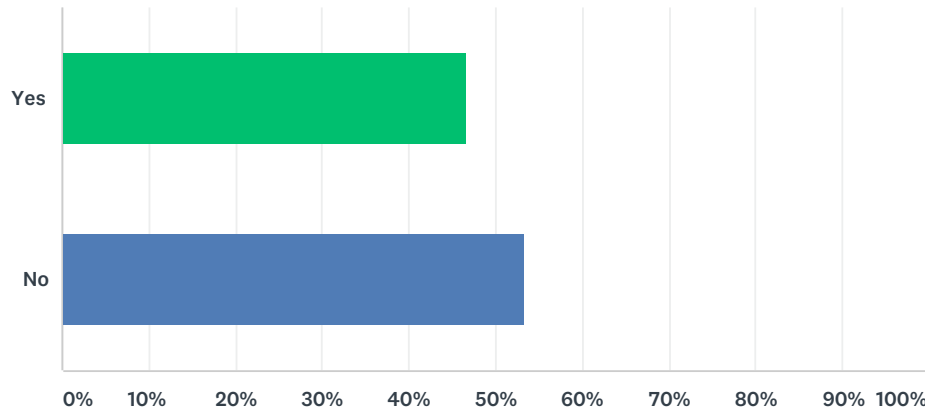
Answered: 175 Skipped: 0



ANSWER CHOICES	RESPONSES	
Toddlers/Pre-School children only	3.43%	6
2-8 years	21.14%	37
Multi-age use	72.57%	127
Other (please specify)	2.86%	5
TOTAL		175

Q5 Should the play area have a theme?

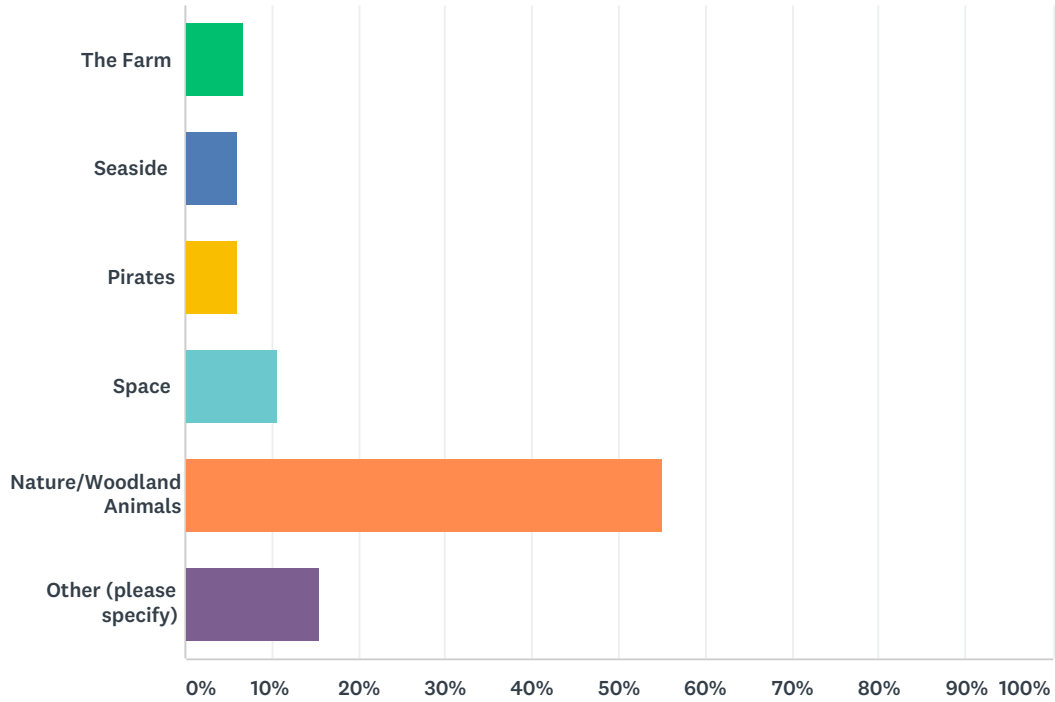
Answered: 174 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	46.55%	81
No	53.45%	93
TOTAL		174

Q6 If yes, what theme would you like?

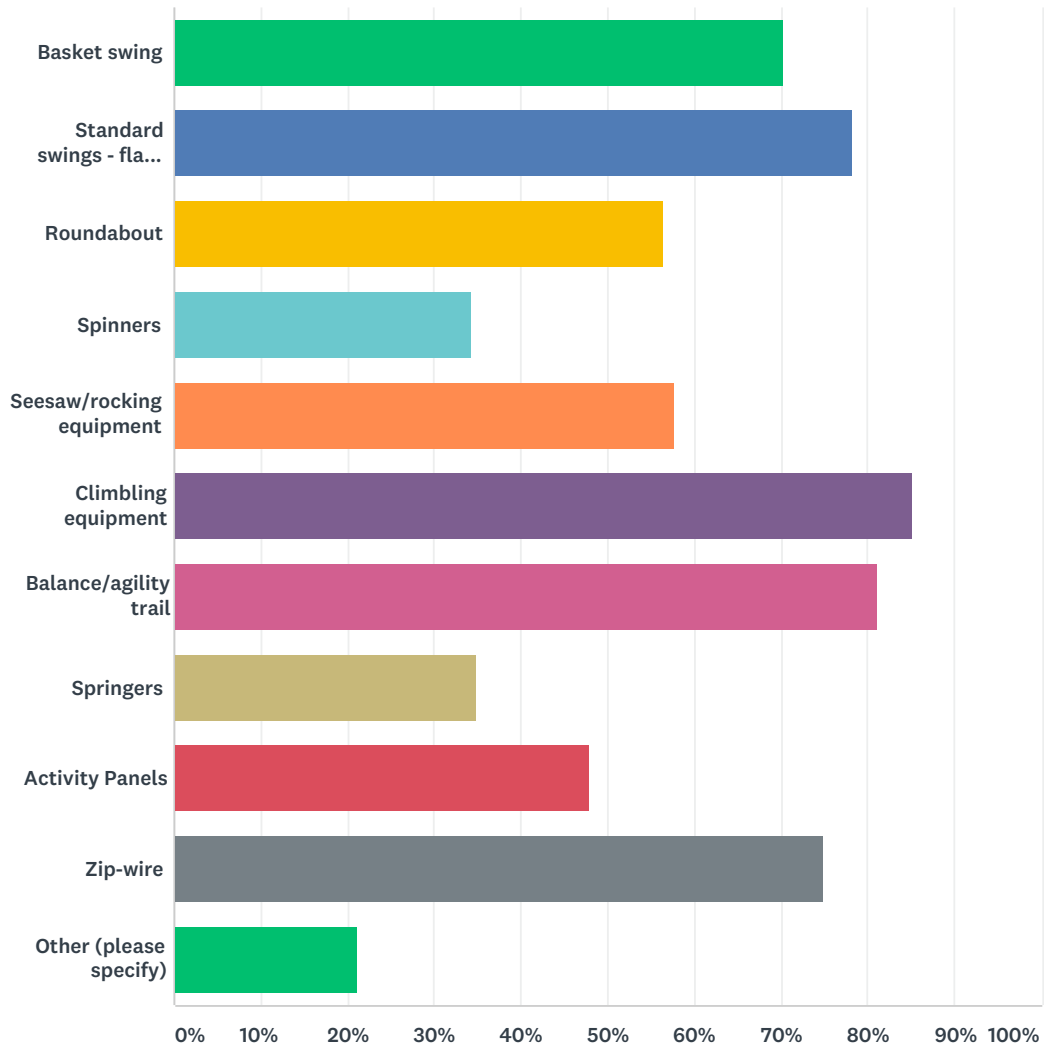
Answered: 149 Skipped: 26



ANSWER CHOICES	RESPONSES	
The Farm	6.71%	10
Seaside	6.04%	9
Pirates	6.04%	9
Space	10.74%	16
Nature/Woodland Animals	55.03%	82
Other (please specify)	15.44%	23
TOTAL		149

Q7 What type of equipment would you like to see in the play area?

Answered: 175 Skipped: 0



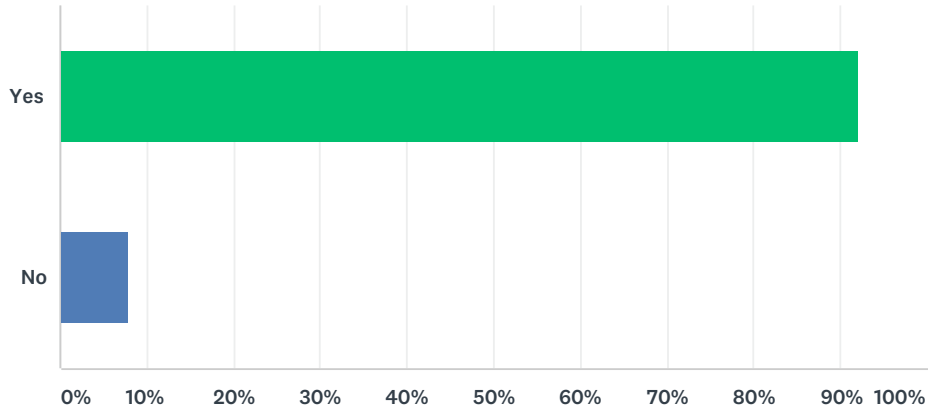
ANSWER CHOICES	RESPONSES	
Basket swing	70.29%	123
Standard swings - flat and cradle	78.29%	137
Roundabout	56.57%	99
Spinners	34.29%	60
Seesaw/rocking equipment	57.71%	101
Climbling equipment	85.14%	149
Balance/agility trail	81.14%	142
Springers	34.86%	61
Activity Panels	48.00%	84
Zip-wire	74.86%	131

Shorts Road & New Century Park Play Area Refurbishment

Other (please specify)	21.14%	37
Total Respondents: 175		

Q8 Are you a resident of Fair Oak & Horton Heath Parish?

Answered: 175 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	92.00%	161
No	8.00%	14
TOTAL		175

LEISURE & PROPERTIES COMMITTEE – WORK PROGRAMME (2018/2019)

C

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
10 DECEMBER 2018			
Property Matters	To receive an update from the Parish Ranger on matters affecting parish properties and land including requests from members of the public regarding use of the buildings/land for community events.	Presentation to Committee	Colin Burchett
Shorts Road/New Century Pak Play Area	Following the re-location of the Scouts to the Woodland Community Centre, to discuss the future of the site following the results of the community survey.	Report to Committee	Colin Burchett/Mel Stephens
4 FEBRUARY 2019			
Property Matters	To receive an update from the Parish Ranger on matters affecting parish properties and land.	Presentation to Committee	Colin Burchett
Fees and Charges 2019/20	To set the fees and charges relating to allotments, cemetery and sports fixtures for the forthcoming financial year.	Report to Committee	Mel Stephens
Chairman’s Community Award	To approve the process for holding an annual Chairman’s Community Award (at Annual Parish).	Report to Committee	Mel Stephens
Cricket Club Contract Review	To review the contract with the Cricket Club and make amendments if necessary.	Report to Committee	Mel Stephens
Horton Heath Sub-Committee	To receive a progress report from the Sub-Committee	Report to Committee	Mel Stephens/Sub-Committee Chairman
2 nd Cricket Wicket	To discuss	Presentation to Committee	EBC
New Century Park Play Area	To receive an update and move to tendering phase	Report to Committee	Mel Stephens

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
20 MAY 2019			
Work Programme Workshop/Member Training	Following the elections and the commencement of the new committee cycle to highlight the work of the Committee to any new members and develop a work programme for the forthcoming Committee cycle.	Workshop	ALL
Property Matters	To receive an update from the Parish Ranger on matters affecting parish properties and land including requests from members of the public regarding use of the buildings/land for community events.	Presentation to Committee	Colin Burchett
Tree Inspection	To consider the results of the annual tree inspection and approve any redial works if necessary.	Report to Committee	Colin Burchett
Woodland Community Centre	To review the progress of the Centre in its general operations and income from hiring including results of user satisfaction surveys.	Report to Committee	Carly Giles/Mel Stephens
Shorts Road	To review the progress of the Scout Hut demolition and the Installation of new play equipment.	Report to Committee	Colin Burchett/Mel Stephens

Possible future items yet to be allocated:

- West of Horton Heath development – community facilities and use of open space
- Allotment/Cemetery Provision – general review
- Community Engagement
- Youth Council/Partnership with local schools
- Pavilion – review of facilities

Future Meeting Dates (yet to be confirmed): -

8 July 2019

9 September 2019

9 December 2019