

**FORDINGBRIDGE TOWN COUNCIL**

**Minutes of the Amenities Committee held on Wednesday 21<sup>st</sup> May 2014 at  
8.20 p.m. in the Town Hall**

**PRESENT:**

Cllr Anstey - Chairman  
Cllrs. Perkins, Price, Connolly & Lewendon

**IN ATTENDANCE:**

Cllrs Hale, Adams & (G) Wilson  
Mrs H Richards, Town Clerk  
Mrs M Coatham, Finance Officer  
3 Members of the Public

**1. To receive any apologies for absence**

Cllrs Paton & Fulford

**2. To receive any declarations of interest**

None received

**3. To confirm the minutes of the meeting held on the 19<sup>th</sup> March 2014 and report on any matters arising**

It was proposed by Cllr Perkins and seconded by Cllr Lewendon and **RESOLVED:** that the minutes of the meeting held on the 19<sup>th</sup> March 2014 be signed as a true record.

No Matters Arising

**4. To receive any matters raised by members of the public**

None raised.

**5. To conduct the Annual Review of the Terms of Reference for this Committee**

It was AGREED to make the following changes to the Terms of Reference:

*No. 5 – The Committee’s role is to administer the care and control of the following open spaces:- Recreation Ground, Flaxfields End, Queens Gardens & Whitsbury Road and the following buildings: Recreation Ground toilets, Pavilion & workshop.*

*No. 6 - The Committee has delegated executive powers to instruct the placing of orders for works and services within the limitations of the approved annual budget of the committee. The Committee shall approach the Finance & Policy Committee for any budget changes or increased funds should it become necessary to discharge its duties, however funds may not automatically be granted. Any budget spending or changes must be minuted.*

No. 10 – It was AGREED that the Town Clerk would distribute the Hire and Letting Policies following revision

Members noted that this Committee does not have responsibility for the Management of the employees (Groundsmen).

## **6. To report on matters relating to the Recreation Ground**

Concession & Toilet Building – To be dealt with under Agenda item 7

Flood Damage – Cllr Anstey advised that a meeting had taken place at the Recreation Ground with the Environment Agency (EA) on 29<sup>th</sup> April 2014 to assess remedial works required to the River Bank following erosion during the winter floods. Two main areas were identified which require works to rebuild the banks. Documented advice and details of contractors who undertake this work was given by the EA.

Cllr Anstey requested that the remaining debris be removed from the Play Area – Town Clerk to action.

A response is still awaited from NFDC regarding works required at Sweatsford Water.

New Sports Facility – The meeting scheduled for the 8<sup>th</sup> May 2014 had been postponed and it was AGREED that this would be rescheduled in the near future.

MUGA – The Clerk reported that confirmation had been received from New Forest District Council that the Developer contribution had been allocated for the provision of the MUGA and that the Town Council would implement this project.

Play Area Extension – The Clerk reported that a Draft Design proposal for the Play Area Extension had been received from New Forest District Council and it was AGREED that a special meeting of the Amenities Committee would be held on Wednesday 18<sup>th</sup> June 2014 at 7.30pm to discuss the proposal.

Pitch Maintenance – Closed season maintenance had not been undertaken – a football tournament was scheduled for the 25<sup>th</sup> May 2014 requiring full use of both football pitches.

Members discussed the expectations of the clubs and whether the requirements could be provided on the pitches available at the Recreation Ground or would Clubs need to re-locate. The pitches, particularly the 2<sup>nd</sup> football pitch have been in a poor condition over a long period and action was now required to bring them up to standard.

Whippets – The Whippet Club had spent over £300.00 on grass seed and maintenance of the track and Members were asked to consider whether this should be an expense incurred by the Council. The issue of providing a facility for non-Fordingbridge residents was raised, however a member of the Whippet Club confirmed that the club had originated with Members from Fordingbridge.

It was AGREED that professional advice was needed and this matter would be discussed with the Sports Club.

Paddling Pool – it was AGREED to discuss this at the meeting on 18<sup>th</sup> June 2014 as part of the Play Area Enhancement project.

## **7. To discuss management of the Concession Building**

Members discussed the level of service that should be provided and if the building was to be leased, if the successful tenderer should be responsible for deciding what service to provide. Members considered that the Council should retain control of the service provision and opening hours and that the facility should complement the Play

Area and Recreation Ground. It was recognised that if the facility was managed by staff employed directly by the Council, there would be no flexibility of hours which would be necessary at times of low attendance in the Rec.

It was therefore AGREED to recommend to the Finance and Policy Committee on 28<sup>th</sup> May 2014, that the Concession be let and a tendering process implemented. It was also AGREED that the Town Council would continue to manage and maintain the toilets at the recreation ground.

Consideration should be given to the basis of the lease, possible repair and renewal basis, utility services supply and the VAT implications – the Finance Officer confirmed that the Council would need to charge the hirer VAT and requested that details are discussed prior to initiating the Tendering process. It was AGREED that the Chairman of the Amenities Committee would meet with Cllr Connolly, The Town Clerk and Finance Officer on Thursday 29<sup>th</sup> May 2014

**8. To report on any matter concerning Open Spaces**

Nothing to report

**9. To report on Tree Works**

The Clerk reported that works were ongoing and further works had been completed in the past week.

**10. To note any items of correspondence**

Cllr Anstey reported on an article in the Forest Journal relating to the Cricket Wicket at the Recreation Ground and felt that a response should be made to clarify that the all-weather pitch had been removed as it was not suitable for use as it was damaged. The square grass area had been retained but currently the Town does not have a Cricket Team.

**11. To receive a report from the Clerk or any other relevant business**

Nothing to report or any other business

**12. To note the date of the next meeting as 16<sup>th</sup> July 2014 which will be preceded by a visit to the Recreation Ground**

The meeting ended at 09.05 pm