

ALTON Town Council



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Town Hall
Market Square
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Town Clerk: Mrs Leah Coney

6th January 2016

Dear Councillor

You are hereby summoned to a meeting of the **OPEN SPACES COMMITTEE** in the Town Hall, Market Square, Alton on **Wednesday, 13th January 2016 at 7:00pm** when the under mentioned business will be transacted.

Yours sincerely

Mrs Leah Coney
Town Clerk

To: Members of the Open Spaces Committee

Councillor Matthew Bayliss	-	Chairman
Councillor Mike Dicker	-	Vice Chairman
Councillor Mrs Sharon Cullen		
Councillor Derek Gardner		
Councillor Graham Hill		
Councillor Mrs Pam Jones		
Councillor James Voller		

Copied to: All other Councillors for information

ALTON TOWN COUNCIL

OPEN SPACES COMMITTEE – 13th JANUARY 2016

AGENDA

- 1 Chairman's announcements
- 2 Apologies for absence
- 3 Minutes of previous meeting held on 26th October 2015
- 4 Declarations of Interests - Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter.
- 5 To consider any requests for Dispensations to allow Councillors with pecuniary interests to speak and vote
- 6 Questions from members of the public (including those received in writing).
- 7 Progress reports:
 - (i) Molson Coors: Anstey Park Enclosure & Chawton Park Bowls Club
 - (ii) Use of Sport England Grant at Anstey Park.
 - (iii) Persimmon Homes Chandos Lodge
- 8 Facilities for Netball and Athletics in Alton
- 9 Parking at Anstey Park
- 10 Anti-social behaviour at Anstey Park and increased security measures
 - (i) CCTV
 - (ii) Installation of Dragon's Teeth.
 - (iii) Education/ Information sessions
- 11 Miscellaneous Updates:
 - (i) King's Pond Management Plan
 - (ii) Land at Anstey Park for Scouts/ Compound works.
 - (iii) Use of Anstey Park by Eggar's School for drop off/pick-up (Park & Stride)
 - (iv) Signage at Anstey Park for Sports Clubs.
 - (v) Footpath Wardens Report
 - (vi) Allotment Plots
- 12 Kennel Club Survey on Commercial Dog Walking
- 13 Grounds Team Report (including tree works)
- 14 Finance Report to 31st December 2015
- 15 To receive the meeting notes from the Anstey Park & Jubilee Users Meeting held on Thursday, 12th November 2015 and to consider actions arising.
- 16 Meeting Notes of the Flood Meadows Group Meeting of 10th November & actions arising.
- 17 Byelaws
- 18 Delivery of Land within Alton for Sport and Recreational Use (Molson Coors)

CONFIDENTIAL

- 19 Public Gardens/ Security Patrols for 2016

2. Councillor Chick, representing residents of Amery ward, wished to complain about the state of the tarmac path across Flood Meadows at the end of Netherfield Close. It is currently very difficult for the disabled and elderly to traverse with crumbling tarmac and potholes. Councillor Mrs Jones noted that this path was identified at the Flood Meadow Steering Group meeting and is on the agenda for discussion this evening. Councillor Bayliss thanked Councillor Chick for bringing this to the Committee's attention.
3. Jo Lewis, 8th Alton Scouts, wished to commend to the Committee the plan identified as "figure 2" in the item regarding the proposed extension of the Scouts site at Anstey Park.
4. Glen Skelton, from Hampshire Wildlife Trust wished to introduce himself to the Committee having just moved into Alton and working on habitats and planting improvement works along the River Wey. There is £11,000 in funding available for rivers in Alton this financial year and he would like to engage with the local community to facilitate this work. He will be working locally at both Flood Meadows and Paper Mill Lane once he had obtained flood defence consent for the projects.
Councillor Bayliss asked that Mr Skelton pass his details to the Clerk to discuss possible works at King's Pond. He further suggested that Mr Skelton might like to attend the next meeting of the Flood Meadows Steering Group. Councillor Mrs Jones said she was happy to forward Mr Skelton's e-mail address to the Clerk as she had previously met him at the Northern Wey Trust meeting and exchanged details.

290 Use of Anstey Park by Eggar's School for drop off /collection

Members received details of the proposed footpath from a paper submitted to the Council by Janice Finnimore. Councillor Hill stated that the traffic in the area is a major concern and will only get worse with further housing development. He said he had no issue with the proposed path so long as it was an adequate width and was approved by the tree officer given the proximity of two large trees to the edge of the park. However, he did feel that there is a bigger issue over traffic movements on the site which can only really be addressed through either a permanent one-way system which raises issues of enforcement or the introduction of an additional parking places along the western edge of the entrance.

Councillor Mrs Jones said she did have concerns over how the path will exit the site without the children having to walk on the road by the entrance and would like to see this in more detail once it had been designed.

Councillor Bayliss said he was happy in principle with the application to install a footpath but would wish to reserve approval for the path in full until such time as detailed drawings were available including proposed material, width of path, how it would join the path along the London Road and whether there were any issues surrounding tree protection.

On the proposal of Councillor Hill, seconded by Councillor Jones it was

RESOLVED to

- i) Give "in principle" agreement to the creation of a footpath alongside the entrance to Anstey Park from Anstey Road.
- ii) Request Eggar's School come back to the Committee at a subsequent meeting to present a detailed design for the path for Members consideration together with a full proposal for their Park and Stride Scheme.

291 Alton Scouts proposed use of Open Space for additional storage in Anstey Park

Members received a report from the Town Clerk in regard to this item. Councillor Hill was concerned that despite the request at the previous Policy and Resources meeting that the gas cylinders be removed from the compound they were still in situ. He was concerned that this posed a liability to the Council and therefore should be removed. Councillor Bayliss explained that he had worked with the Scouts to secure the gas bottles more appropriately in a cage in the compound, moving them out of the garage so they comply with health and safety legislation. Councillor Hill noted that this did not remove the issue of third party access to the site which needs to have a solution.

Councillor Bayliss said the gas bottles was an issue for Policy and Resources and the item before Members this evening was in relation to the proposal to grant permission to the Scouts to extend their site to enable them to have additional storage space to facilitate freeing up space in the Compound for additional grounds maintenance equipment.

Councillor Mrs Jones considered that whilst this was a pocket of land not currently used and as such seemed a sensible solution, were the Council able to enclose more of Anstey Park as she recalled a council decision between 2011 and 2013 preventing further fencing off within the site. The Clerk will check this but Councillor Hill thought this was in relation to a specific proposal rather than a general rule.

Councillor Hill felt that the application was justified if it removed the risk to the Council.

On the proposal of Councillor Mrs Jones, seconded by Councillor Hill it was

RESOLVED

- (i) As landlord of the Scout HQ site to grant permission to the Scouts, subject to the necessary consents, to erect a new garage within the curtilage of their existing site.
- (ii) To approve leasing an additional piece of land to the Scouts illustrated by Figure 2 in the report which equates to a straight piece of fencing approximately 25m across from the corner of the Scouts existing site across to the far corner of the Compound. Any agreement to lease an additional section of land will require a variation to be made to the current lease and will trigger a rent review to account for the additional land. It would be the responsibility of the Scouts to secure planning permission as required to change the use of the land from public amenity open space to storage.
- (iii) To approve funding of £1,494 for the purchase of fencing for this additional piece of land. Fencing to be the same type as existing with the Grounds Team undertaking the installation.

292 Facilities in Anstey Park for Netball

Members agreed to suspend Standing Orders for this item to enable Judy Talbot to speak for Alton Ants Netball Club. She noted that Ants Netball Club fought hard for many years to get facilities in the town. The courts at Anstey Park were converted from tennis to accommodate netball as well which worked well for many years but when the surface started to fall into disrepair rather than budgeting to resurface the courts the Club found themselves without courts. Primarily due to a proposal to relocate near the Finimore Pavilion once it had been built. Meetings were subsequently held at Alton Town Council with Councillor Bayliss and a consultation held.

Unfortunately at the Consultation the Town Council Sports Officer was recommending people vote for a "one court option" which does not work for Netball which requires two side by side courts. Following the consultation the Club was told that funding was not available. The Club feels it has been patient enough and given the support other sports are getting across Alton would like to put forward representations to have the two Anstey Park courts refurbished (in their current location.) and the floodlights made useable.

Councillor Hill asked how many members the Club has. Judy Talbot replied that there are 50 members which does not include the junior section and there are currently three squads playing at Basingstoke; one squad in the top AXA division the other in Division One and the third in Division 4.

Councillor Mrs Jones suggested that going forward this item should be on every Open Spaces agenda until resolved so that the Committee does not lose sight of this as happened previously.

Councillor Bayliss said he was disappointed that he had not been able to progress this since his last meeting with the club after the Consultation. The issues at the time were firstly that there was not room to put two courts side by side by the Finnimore and secondly that the Council had been under extreme pressure due to staffing issues. He felt it was now the right time to look at this afresh and find the right solution for the community and the club. The Clerk was asked to review the consultation results and consider what funding is available to undertake the improvement works. This will come forward to the next Open Spaces meeting.

293 Progress report – Molson Coors: Anstey Park Enclosure and Chawton Park Bowls Club.

The Town Clerk's report was received. There were no matters raised.

NOTED

Progress Report – Use of Sport England Grant at Anstey Park.

The Town Clerk's report was received. There were no matters raised.

NOTED

Progress Report – Persimmon Homes Chandos Lodge

The Town Clerk's report was received. Councillor Hill commented that he recalled a checklist being created with the Grounds Manager and the previous Town Clerk in regard to what was required to be included in this scheme including improving the fencing alongside the railway, seeding, details of the copse of trees to be thinned and the design of the play area. The Clerk replied that she had already asked for this with no success and had also written to the legal team at East Hants to ask for advice on this as the lack of an approved scheme detail was contrary to the S106 agreement but to date no reply has been received. Councillor Bayliss asked the Clerk to persevere with this as it was not acceptable. Councillor Hill noted that unfortunately this is a reflection of the poorly reactive position of current S106 agreements which needs to change. The work to the Football and Bowls Club shows how, if developers are required to undertake the work prior to developing the housing on sites, there is more of an incentive to complete such projects in a timely fashion.

294 Minutes of the Allotment Advisory Sub Committee & Recommended Actions Arising

The Minutes of the Allotment Advisory Sub Committee meeting were circulated to Members together with the draft Terms of Reference. Members were invited to note the minutes and to consider the recommended actions arising. Councillor Hill asked who would be paying for the

water at Wooteys if additional taps were installed. The Clerk replied it would be the Town Council. Councillor Mrs Jones stated that water usage was unlikely to go up it just meant it would be less far for plot holders to carry their water.

Councillor Bayliss noted that in the draft Terms of Reference item two should be removed as it was outside the scope of a sub-committee to monitor delivery of any Council strategy, notwithstanding the fact that there is currently no such strategy for the allotments. It was further suggested that the Sub-Committee might like to remove the definition of their “purpose” as this was covered in the terms themselves but might like to replace this with a little background on the sites and the Council’s duty to provide allotments.

On the proposal of Councillor Hill, seconded by Councillor Mrs Jones it was

RESOLVED to

- (i) Agree the Terms of Reference of the Sub Committee, subject to the removal of item two and a recommendation to remove the “purpose” and replace with background information to give context.
- (ii) Agree the collection of opt-in membership Allotment Association fees together with the annual rent to the Council,
- (iii) Agree the timetabling of regular site inspections for 2016 on the second Tuesday of the month with Councillors Jones and Cullen in attendance at the first inspection of the year
- (iv) Approve the additional taps at Wooteys to be funded by the Allotment Association and installed by plot holders
- (v) Agree to put forward to the Budget Workshop the request to increase the allotment budget for 2016/17 to reflect the requests made by Mr Pritchard in his submission to the Chairman of the Open Spaces Committee.

295 Meeting Notes of the Flood Meadows Steering Group & Recommended Actions Arising

Minutes of the meeting held on the 22nd September were circulated in advance of the meeting. Members were invited to note the content of the minutes and to approve the recommended actions arising.

On the proposal of Councillor Hill, seconded by Councillor Mrs Jones it was

RESOLVED to

- (i) Agree the staging of an Education, Information and Enforcement programme at Flood Meadows as detailed in the minutes including an event at Flood Meadows on the morning of the 21st November, with assistance from the Events Officer in producing publicity material
- (ii) Purchase and installation of two additional dual purpose bins for Flood Meadows by Netherfield Close and Wentworth Gardens, together with additional stickers giving information for dog walkers together with the installation of dual use markings on all bins. The cost of up to £800 to be taken from Flood Meadows budget for 2015/16
- (iii) Request the Grounds Team to repair the two seats requiring attention
- (iv) Request to approach HCC regarding repairs to two lengths of footpath belonging to HCC which need attention.

- a) the section running between Cromwell Gardens and Amery Farmhouse : this is very uneven and in a poor state of repair and needs renewing;
- b) the section from New Odiham Road to just short of Brandon Close : this is in reasonable repair but needs 'topping up' with scalpings to raise the level.
- (v) Request the Clerk to consider funding options for effecting repairs to the paths as details in the Steering Group minutes.

296 Grounds Team Report (Including Tree Works)

The Grounds Manager's report was received. The Clerk noted that the Grounds Manager had met with Nick Adams from Emily's Road Markings to discuss the finish of the parking area due to issues raised by plot holders. It was reported that the edges of the hard standing are not straight and there are pieces of membrane coming through the surface causing tripping hazards. There are also grass patches on the surface where soil has been rolled in with the scalpings. Mr Adams will return to site to remedy these problems, making good the edges with soil and removing the membrane and soil on the main surface.

The Grounds Manager agreed that the lower edge against the fence could not be compacted the same as the rest of the area due to the material moving because of the slope, this should not affect the parking as this is very close to fence. It was suggested that it would be advisable to park on the allotment side of the hardstanding and reverse downhill as this will avoid problems in the future and appropriate signage would be displayed to this effect.

Councillor Bayliss asked the Clerk to check the details of the contractor used as he was under the impression they had undertaken a number of previous works for the Council but wished to verify this as he had a concern over the quality of the workmanship.

In relation to the report on King's Pond, Councillor Bayliss asked the Clerk to ascertain the Council's current position in regard to the King's Pond Management Plan and works undertaken.

Councillor Mrs Jones asked if the damage to the swing at the Public Gardens was due to vandalism or wear and tear and whether the Council keeps a detailed list of the cost of repairs to any vandalised items. The Clerk confirmed that damage was due to wear and tear and to her knowledge there is no list kept by the Council; that said the Clerk confirmed that there were no excessive maintenance works showing in the accounts which would be an indicator of works above and beyond those which are routine.

NOTED

297 Anti-Social Behaviour at Anstey Park and Increased Security Measures

A report was received from the Town Clerk detailing a number of potential measures, some physical, some education based and some enforcement based, for Councillors to consider in relation to increasing the security and reducing antisocial behaviour at Anstey Park.

Councillor Mrs Jones volunteered to take the list to the Anstey Park Users Group meeting in November to see if they would support any particular measures and also take advice from the Police. It was further noted that the Community Forum tomorrow evening at the Community Centre was also focused on crime and antisocial behaviour. It was suggested that targeted programmes such as the Dog Education Day at Flood Meadows, if successful, could be deployed

at Anstey Park as well. Councillor Bayliss said he felt the use of bylaws was crucial to any campaign as it would combat littering, bad driving and nefarious activity. Councillor Bayliss said he would be prepared to have a presence at Anstey Park, with Police involvement at particular times to observe activity so as to get a clear idea of what is happening and when.

On the proposal of Councillor Bayliss, seconded by Councillor Hill, it was

RESOLVED to

(i) Take the physical works including additional barriers, dragon's teeth and signage to the budget workshop in December for funding.

(ii) Confirm the intention to agree a campaign of measures to be deployed at Anstey Park in conjunction with the Police / EHDC / Anstey Parker Users Group to counter antisocial behaviour

(iii) Request the Clerk to prepare a "one size fits all" set of by-laws in clear simple language for use across all ATC open spaces, to be presented for consideration at the next Open Spaces meeting.

298 Miscellaneous Updates:

The Ecological Report from Dr. Chatfield on Windmill Hill was received.

NOTED

299 Finance Report to 30 September 2015

The committee received a report from the Finance and Administration Manager on income and expenditure to the 30th August 2015. Councillor Bayliss suggested that any underspend on the grounds budget and buildings maintenance for Open Spaces be earmarked for the path at Flood Meadows, highlighted earlier in the Steering Group Minutes and the comments of Councillor Chick.

NOTED

300 Northern Wey Trust Annual General Meeting

The meeting notes from the Northern Wey Trust AGM held on 1ST October 2015 were not available for the meeting but Members noted that details of the EGM and the Minutes of the AGM held in May.

NOTED

301 Exclusion of the press and public

On the proposal of Cllr Hill, seconded by Cllr Mrs Jones, it was

RESOLVED

that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded.

302 Security Patrols 2015 and Locking of Public Gardens

The Finance and Administration Manager's report was received together with the full report from Alton Police who carried out the Security Patrols from April to September this year.

As previously reported to Members, the security patrols of the council's open spaces have been undertaken by Alton Police for the last two years, on the basis of providing patrols on three evenings per week between 7.00pm to 11.00pm (with some flexibility) and usually on a Friday and Saturday evening with the third evening varying between other days.

The full season PCSO patrol report received from Alton Police recorded 33 incidents which required reporting; however this may not reflect the number of discussions held either with individuals or groups. Members will note that having requested a further review of incidents in the Public Gardens and whether there had been an increased requirement for the police to attend given the Public Gardens were to remain unlocked; only one incident directly attributed is evidenced in the attached report. The committee may therefore be minded to continue with the Public Gardens remaining unlocked with a further review in January 2016, but caveat the decision by allowing the Town Clerk to respond immediately with a return to the locking of the Public Gardens should it become apparent it would be in the public's interest.

On the proposal of Councillor Hill, seconded by Councillor Mrs Jones it was

RESOLVED to

(i) Note the Security Exception Report as presented

(ii) Confirm the intention of Alton Town Council to re-enter into an agreement with Alton Police to undertake the security patrols of its open spaces in 2016 but the final decision will be subject to costs presented by Alton Police.

(iii) Continue to leave the Public Gardens unlocked with a further review at the next meeting.

303 S106 Contributions for Open Spaces and Environmental Improvements

Members received a report from the Town Clerk detailing the current projects have submitted to facilitate EHDC in the collection of S106 contributions from developers from 1st August 2015. Councillor Bayliss suggested that Committee Members give consideration to prioritising the list in due course to facilitate the delivery of new projects coming forward.

The report also included a table of applications made to EHDC to approve and draw down S106 monies for public open space and environmental improvements projects already scheduled for completion prior to the end of the financial year.

The Clerk further noted that the financial details of the S106 monies at EHDC were to be presented to the Planning and Transportation committee next week.

NOTED

The meeting finished at 9.23pm.
