



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 September 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 September 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.

SUPPLEMENTARY AGENDA ITEM

10. ELECTION OF CHAIRMAN

Following the resignation of Cllr Bird as Chairman of the Committee, to appoint a new Chairman of the Committee.

11. WORK PROGRAMME 2018/19 (REPORT C)

To agree the work programme and make any amendments if necessary.

To: Committee Members

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

Cllr J Noel
Cllr Mrs Shephard
Cllr D Scott
Cllr J Sorley

Officers

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

**Minutes of the Community Events Sub-Committee meeting
held on Monday 3 September 2018 at 7.30 pm
at 2 Knowle Park Lane, Fair Oak**

Committee Councillors Present: N Couldrey, Mrs H Douglas, H McGuinness J Noel, Mrs M Shephard & P Spearey.

Officers in attendance: Ms M Stephens, Clerk & Mrs L Greenslade, Deputy Clerk

PUBLIC SESSION

Four members of the community were present.

7 DECLARATIONS OF INTEREST

None received.

8 MINUTES

RESOLVED

That the minutes of the Community Events Sub-committee meeting held on 30 July 2018, be signed by the Chairman as a correct record.

9 COLLECTION MONEY 2018

Members discussed ideas for distributing the money collected at the 2018 carnival.

These included: -

- Christmas lights and tree for the Woodland Centre and Horton Heath Hall
- Additional brackets for existing lights
- A Chairman's community award
- Materials for the Ranger's community involvement sessions
- Street Pastors
- Thank you lunch for volunteers within the community
- Additional defibrillators around the villages
- Re-investment of the remaining funds towards future Carnivals

RESOLVED

That the 2018 collection money of £778.45 be distributed as follows: -

- a. £200 towards Christmas lights and a tree at the Woodland Community Centre
- b. £50 to a Young Person's Community award
- c. £50 to the Street Pastors
- d. £478 towards a defibrillator fund

10 COMMUNITY EVENT 2019

Members discussed the format of the 2019 community event, these included: -

- Starting the procession in Brunswick Road to shorten the route. However, this was discounted because of likely traffic congestion by Sandy Lane shops. Alternative shorter routes could be examined further if suitable.
- Requesting that each participating group submit a volunteer to help marshal the procession
- A marquee be erected showcasing local produce, with various competitions including a cake competition
- That regular users of the Parish halls be asked to participate in arena events
- That the local school choirs be asked to sing in the arena
- That various competitions (painting, photography/short stories) be organised with local business donating prizes

RECOMMENDED:

- a) That a Carnival and Fete take place on Saturday 29 June 2019; and
- b) That the Leisure & Properties Committee approve the above options for further investigation by officers.

This was all the business and the meeting closed at 8.15 pm.

Signed Chairman

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

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
10 SEPTEMBER 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
Community Investment Programme	To consider the current programme and make recommendations to the Full Council for submission to Eastleigh Borough Council.	Report to Committee	Mel Stephens
Budget Planning	To consider items for inclusion in next years' budget.	Verbal item	ALL
Community Events Sub-Committee	To consider the recommendations of the Community Events Sub-Committee with regards to the future format of the Carnival.	Report to Committee	Linda Greenslade

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
Cricket Club Contract Review	To review the contract with the Cricket Club and make amendments if necessary.	Report to Committee	Mel Stephens

Tree Inspection	To consider the results of the annual tree inspection and approve any redial works if necessary.	Report to Committee	Colin Burchett
Shorts Road	Following the re-location of the Scouts to the Woodland Community Centre, to monitor the progress of the demolition of the previous scout hut, the progress of the car park and the refurbishment of the play area.	Presentation to Committee	Colin Burchett/Mel Stephens
The Pavilion	To discuss the current usage of the Pavilion, the general maintenance of the building and approve any recommendations for refurbishment (if necessary).	Report to Committee	Colin Burchett/Mel Stephens

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
4 FEBRUARY 2019			
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
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	Joanne Cahill/Mel Stephens
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
Chairman's Community Award	To approve the process for holding an annual Chairman's Community Award (at Annual Parish).	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

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

Future Meeting Dates (yet to be confirmed): -

8 July 2019

9 September 2019

9 December 2019