Highcliffe & Walkford Parish Council

Minutes of the meeting of **Amenities Committee** held on Wednesday 22nd October 2025 at 18.30 in The Old School, 254 Lymington Road, Highcliffe. BH23 5ET.

Present: Cllr A Sofianos (Chair), Cllr R Ede, Cllr D Martin, Cllr S Walters, Cllr W Mc Neill, Cllr Steve Slater and Cllr J Webster.

In attendance: Vanessa Ricketts (Clerk), Nicki France (Assistant Clerk) and two members of the public.

190 Apologies for Absence:

Apologies for absence were received from Cllr A Martin and S Skinner.

RESOLVED to accept the apologies for absence.

Cllr S Slater substituted for Cllr A Martin.

191 Declarations of interest:

There were no declarations of interest.

192 Minutes of meeting of 27th August

RESOLVED that the minutes be accepted as a true record and be signed by the chair.

193 Chairman's remarks:

The Chair welcomed the members of the public to the meeting. He advised that an Amenities Officer had commenced working for the Parish Council on 13th October and would be working 7-10 hours a week.

194 Public participation:

The Treasurer of the Highcliffe Hawks Football Club addressed the committee regarding the report at Item 9 on the agenda and asked to speak when that item was discussed. The Chair agreed to this request.

195 Christmas Update:

The Assistant Clerk updated Members on the Christmas preparations. The Switch-on Event would be taking place on 29th November. She advised that the works to erect and complete the electrical installation of the trees, including the small trees totalled £8,600 and was within budget.

RESOLVED that the quotation for the Christmas installation works be approved (Local Government Act 1972, s.144)

196 Walkford Defibrillator:

The Committee received a verbal update from the Clerk advising that the Amberwood Inn had agree to facilitate a defibrillator on its outside wall and would supply the electricity. A Member suggested that upon installation this be advertised in the Council's noticeboards and by flyers to local business in Walkford. The Chairman thanked Cllrs Skinner and Walters for their assistance in securing a site and asked that the Clerk write to the Amberwood Inn thanking them for their support.

197 The Old School:

The Clerk presented a report to Members regarding the next steps to progress the Council taking over the running of the Community Centre. She outlined some issues which had been addressed and resolved and advised Members of the process of the Public Works Loan application. She advised that the next step would be to get quotes for the schedule of works and project support. The Clerk further advised that she would contact DAPTC for advice on whether the Community Centre would need to be transferred before the loan application was made.

RECOMMENDED to Council that it approves the transfer in principle. (Local Government (Miscellaneous Provisions) Act 1976 s.19)

198 Wingfield Recreation Ground and Pavilion:

The Clerk presented a report detailing:

- Running costs (Estimated £19,582 for 25/26 in total)
- Repairs and dragons' teeth costs – 3 quotes received
- CCTV quotation £2,280
- Consideration of a basketball court (correspondence received)
- Complaint received regarding Highcliffe Hawks (correspondence received)

The Hawks Treasurer asked questions regarding the finances and sought assurance that any increase in fees would not reflect the total running costs of Wingfield but rather the Service Level Agreement with BCP Council. The Chair assured the Treasurer that the Committee acknowledged the importance of the Hawks to the community and stated that whilst the full running costs must be recognised, the Council has no appetite to make anything unaffordable for such a valuable community resource.

Members were advised that a resident had suggested that a basketball court could be a valuable addition to Wingfield. A hoop was already in place but ground works would be required to make it playable.

Members were further advised that a complaint had been made by a local resident regarding parking and behaviour when Highcliffe Hawes had their Tournaments. The Treasurer recognised some of the points made and had put in place mitigation to address some of the issues.

RESOLVED that:

a) The running costs be noted;
b) The repairs and dragons' teeth costs of £666.00 be approved (Open Spaces Act

1906, ss.9, 10);
c) The CCTV quotation of £2,280 to provide two additional cameras and system upgrade be approved (Open Spaces Act 1906, ss.9, 10);
d) That a report detailing costings and feasibility of a basketball court be brought to a future meeting;
e) That the Clerk write to the complainant and provide an update on the discussion at Committee.

199 Tree Surveys:

The Clerk presented a report with the findings of recent tree surveys and the quotations received for remedial work at Nea Meadows, Lakewood Amenity Area, Roeshot Hill Allotments, and Wingfield Recreation Ground.

RESOLVED that:

a) Contractor B be approved to carry out works as per the schedule at a combined cost of £1640.00 **(**Public Health Act 1875, s.164);
b) Contractor A be approved to carry out the additional works at Wingfield as set out at a cost of £910.00;
c) Any felled trees be replaced in the future

200 Nea Meadows:

Members were advised that the quotation approved at the previous meeting had not included the removal of tree stumps and that this would be at an extra cost of £300.

RESOLVED that the contract of the clearance work at the car park copse be awarded to the approved contractor at a cost of £1220. (Open Spaces Act 1906, ss.9, 10)

201 Date of next meeting

Wednesday 26th November 2025 at 6:30pm

There being no further business the Chair closed the meeting at 8:17pm

Signed …….. Date……