Highcliffe & Walkford Parish Council

Minutes of the meeting of **Amenities Committee** held on Wednesday 29th April 2026 at 18.30 in The Old School, 254 Lymington Road, Highcliffe. BH23 5ET.

Present: Cllr A Sofianos (Chair), Cllr R Ede, Cllr W McNeil, Cllr S Walters, Cllr Steve Slatter (substitute), S Skinner.

In attendance: Nicki France (Assistant Clerk) and one member of the public.

373 Apologies for Absence:

Apologies for absence were received from Cllr J Webster, Cllr D Martin and Cllr A Martin; Cllr S Slater was substituting.

RESOLVED to accept the apologies for absence.

374 Declarations of interest:

There were no declarations of interest.

375 Minutes of the meeting of 25th March 2026:

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

376 Chair's remarks:

None.

377 Public participation:

None.

378 Wingfield Pavilion - lights:

It was reported that the Hawks had been leaving lights on in the pavilion on numerous occasions. They had been emailed and made aware but this was a recurring issue. The Chair reported that this was not the only concern as there had also been problems with food being left out, the pavilion being left in a mess and parking issues. It was noted that the Hawks currently have exclusive use of the pavilion but do not pay for its use, not for any of the bills associated with the building. The Council had recently paid for an additional CCTV camera due to the vandalism of football nets belonging to the Hawkes. Members agreed there was a failure to respect the pavilion and a recent legionella report had highlighted issues with the cleaning also.

The Clerk reported that the Hawks had a number of fridges/freezers in the pavilion and that the monthly electricity bill was approximately £115, although this also covered the CCTV.

RESOLVED that the Chair write to the Hawks with these concerns and that the Hawks be charged 25% of all electricity costs, on a monthly basis, henceforth.

379 Christmas planning

Members discussed the Christmas Switch-On event. It was agreed:

a) To get quotes for an additional lighted decoration on the milestone roundabout
b) To look at procuring an additional Christmas tree on the east side of the traffic lights
c) To ask Hoburne if they would sponsor a tree outside the dentist
d) To raise at the Annual Parish Meeting the need for sponsors
e) To look at procuring small trees for premises east of the traffic lights
f) To seek permission from Tesco for the main tree again this year

Members then considered the Christmas Tree event at Highcliffe Castle.

Resolved that the Council sponsor a 10' Christmas tree at the Castle (LGA 1972 s144)

380 Bluebell Close - litter bin

Members were advised that currently the little bin at the play park was not being emptied.

RESOLVED that BCP Council be requested to add the fortnightly emptying of the litter bin to the Service Level Agreement at a cost of £692 + VAT per annum.

381 Asbestos Surveys

Members received the recent Asbestos surveys for Wingfield Pavilion and The Old School. They were delighted that no asbestos had been found at either property.

382 Cricket Pitch - removal

Following a previous decision to remove the cricket pitch at Wingfield sports field, Members considered quotations received for its removal and reinstatement.

Resolved that the cheapest quotation of £1237.60 be accepted and the contractor advised to undertake the work in the autumn to maximise grass growth

383 The Old School - update

Members received a report from the Clerk regarding progress towards the transfer of the Old School to the Council. They were advised that the Chairman and Clerk had met with Directors of HRA on Monday 20 April 2026 to discuss the next steps and the date that both parties should aim for to complete the transfer.
It had been agreed that HRA needed to:

a) Get a market valuation in order to ascertain whether the Parish Council will need to pay stamp duty.
b) Engages with BCP for transfer of deed of covenant.
c) Compiles a list of assets to be transferred with the property eg: chairs/tables etc
d) Advises tenants and hirers.
e) Agrees for noticeboards to be part of transfer.

f) Instructs solicitors once the above is completed.

It was agreed that HWPC need to:

a) Agree tenders for the works and how this will be financed.
b) Seeks legal advice on the STLD position.
c) Agrees to seek a reinstatement valuation in order that HWPC can add the building to its insurance
d) Seeks VAT Advice from PSTAX, now that the mechanics of the transfer have been agreed.

It was further agreed that both parties would aim for formal transfer by 1 October 2026. The report was noted.

384 Community litter picking

In the absence of Cllr D Martin, the Chair read a prepared note on the proposed event including, participation, school engagement, equipment, first aid, high viz. It was agreed that the Clerk liaise further with Cllr Martin regarding Public liability considerations, insurance cover, risk assessments and safeguarding requirements with the emphasis on adult supervision, particularly where young people are involved.

385 Date of the Next Meeting

The next meeting of the Amenities Committee would take place on Wednesday 24th June 2026 at 6:30pm

There being no further business the Chair closed the meeting at 7.58pm

Signed …….. Date……