

**BRAISHFIELD RECREATION GROUND**

Minutes of the Meeting of Braishfield Parish Council as Sole Trustee of  
Braishfield Recreation Ground  
held at Braishfield Village Hall  
on Tuesday 4/7/2017

Present

Members of Braishfield Parish Council, the

Sole Trustee

Chairman John Bevan  
Vice Chairman Mike Edwards  
Cllr Jane Bennett  
Cllr Richard Brazier  
Cllr Mark Swinstead  
Cllr Peter White

Others

Clerk / RFO to Braishfield Parish Council, Kate  
Orange

Apologies

189. Cllr Carole Renvoize gave her apologies. She was unable to attend due to a family commitment.

Declaration of Interests

190. No Councillor declared any personal or financial interest in any matter on the Agenda for the Meeting.

Agreement of Minutes of Previous Meeting

191. The Minutes of the Meeting of 6/6/2017 was agreed and signed by the Chairman.

Cutting of Grass on Bank at Play Area

192. The Clerk has contacted Test Valley Borough Council (TVBC) and confirmed that cutting of the grass bank adjacent to the play area is included in the grounds maintenance contract. TVBC will ensure that this is done along with cutting of remaining perimeter areas.

Lease: Football Pavilion

193. Cllr White confirmed that he has sought a progress report from the Parish Council's solicitors and will report to the Council when he has it.
194. Cllr White reported that the Parish Council's solicitors sent, in error, the deeds of the Parish Council to Paris Smith solicitors in Southampton. The Clerk is requesting that they be returned.

Quotations for Repair to the Car Park

195. Vice-chairman Edwards reported on quotations received for a new top-dressing to the car park. Quotations were received from four contractors, in the range of

£5,110.00 to £7,560.00 (all figures are exclusive of VAT). The lowest quotation was by Hazzell & Jefferies.

Quotations for Tree-work

196. Cllr Bennett reported on quotations received for tree-work in accordance with the schedule of work derived from the survey of trees by Christopher Hoare Tree Services Ltd. The scope of work has been amended to allow for felling of only one of the thuja's adjacent to the school. Quotations were received from three contractors, in the range of £3,850.00 to £9993.38 (all figures are exclusive of VAT). The lowest quotation was by Merritt Tree Specialists Ltd.

Review of Budget

197. During the meeting, the Clerk reviewed the budget so that the Council could make a decision as to whether to appoint contractors to carry out tree-work and top-dressing of the car park. The position with a refund of VAT for the work to the car park is not yet clear and the Clerk needs to make further enquiries. The Clerk estimated that the effect of undertaking both projects, which would have to be funded by the Parish Council from the precept (with the assumption that the VAT may not be refunded for work to the car park, or if VAT refunds did not arrive before the end of the financial year), could be to leave the Parish Council with a reserve at the end of the financial year as low as £2,000, and well below the recommended reserve balance of 50 to 150% of the precept. If a more accurate forecast were to be produced, she would need to review the budgets of the Parish Council and Braishfield Recreation in detail in the office.

Appointment of Contractor for Top-dressing of the Car Park

198. *It was proposed to appoint Hazell and Jeffries to top-dress the car park in accordance with their quotation in the sum of £5,110.00 excluding VAT.*

RESOLVED

Appointment of Contractor for Tree-work

199. *It was proposed to appoint Merritt Tree Specialists Ltd to carry out work to trees in accordance with their quotation in the sum of £3,850.00 excluding VAT.*

RESOLVED

200. It was noted that there will need to be an application for consent for work to trees in a conservation area, which Merritt Tree Specialists Ltd can apply for on behalf of the Charity.

Toilet Facilities for Users of the Recreation Ground and Children's Play Area

201. Vice-chairman Mike Edwards explained that users of the recreation ground and children's play area do not have access to a public toilet. If the Village Hall is open, they will use Village Hall toilets. The shop has a staff toilet only. There was some discussion about use of the play area being linked to the shop / cafe being open; and that the Parish Council has no surplus funds during the current financial year.

*It was proposed that no action can currently be taken regarding provision of toilet facilities for users of the children's play area and recreation ground.*

RESOLVED

Matters for subsequent Meetings

202. The following matters were noted as business for subsequent meetings:
- Cllr White to report on the lease for the football pavilion
  - Cllr Bennett to report on progress with tree-work

Next Meeting

203. The next Meeting will be held on 5/9/2017