

# West of Waterlooville Arts Advisory Panel Meeting

Minutes of Meeting held at 12noon on

Thursday 23 January 2020

Grainger Office, 70 Newlands Avenue, Waterlooville, PO7 3BX

## Present

Councillor Neil Cutler	WCC (Chair)
Councillor Caroline Brook	WCC
Councillor David Crichton	Newlands Parish Council
Chris Hughes, Implementation Officer	WCC/HBC
Katie Bone, MDA Officer	HBC
Lisa Turley, Project Manager	Grainger
Tom Kendall	Wayward
Carol Hussey, Economy & Arts Support Officer	WCC

## Apologies

Andrew Gostelow, Service Lead – Economy & Tourism	WCC
Jaime Bridges, Community Development Officer	HBC
Tony Daniells, Parish Clerk	Newlands Parish Council

1.	<b>Welcome and introductions</b>  Cllr Cutler welcomed everyone to the meeting.	
	<b>Minutes of the last meeting and matters arising</b>  The minutes were accepted as a true record of the last meeting.  <u>WoW Pod</u> – Spinney Hollow have now dismantled and collected the WoW pod wood. Cllr Cutler gave thanks to Carol for funding the suitable home for the WoW pod.  <u>Play equipment inspections</u> – Susan Lord confirmed that a contractor could be appointed to deliver a course specifically but the cost would be £1100 for up to 10 people. There is then a charge of £100 should they wish to take the exam to receive an RPII Certificate of Achievement and be registered with RPII for 3 years. Candidates can choose not to take the exam. This could be opened up to other parish councils.	

	<p>There is a course taking place in Weston Super Mare on Tuesday 25 February at £150 per person.</p> <p>Another option is to wait until WCC undertake the next training for it's inspectors in Winchester around November 2020. Details of the training options to be forwarded to the Newlands Parish Clerk closer to the date.</p> <p><u>Norse play equipment contact</u> – Norse inspections are carried out under a simple invoice arrangement, usually confirming 3 months at a time. There is no termination arrangement and they are not part of a wider contract. WCC is looking to transfer the inspection responsibility to Newlands parish council when it is ready.</p> <p><u>Community Engagement funds</u> – WCC have raised an invoice to transfer the £7,500 currently held by HBC to WCC. The panel will liaise with WCC regarding where the funds will be held to ensure they are ring fenced.</p>	
<p>2.</p>	<p><b>Newlands Walk</b></p> <p><u>Review of the project</u> – Tom Kendall gave a presentation of the latest design updates (to be issued with these minutes):</p> <p><u>Boating pond</u> -</p> <ul style="list-style-type: none"> <li>• A planting scheme around the pond has been created which will go to WCC planning for approval</li> <li>• Concrete edging to the pond will be raised, suitable for people to sit on</li> <li>• Wayward have been working with play safety experts and plans have been ok'd by RoSPA – details will be submitted to WCC Planning Dept and Susan Lord</li> <li>• The pond pump will be powered by a solar panel on a pump house, located approximately 30 mtrs from the boating pond. The pump house will be constructed on a steel frame with charred timber cladding approx. 3.6 mtrs high, with a steep pitched roof to deter people climbing on it. The solar panels will be on the roof</li> <li>• The pump will run continuously. A regime for maintenance and filter changing will need to be set up, along with a monthly inspection and clearing process for the pond</li> </ul>	

	<p><u>Engagement</u> – The original plan was to plant 700 oak trees. Of the 200 acorns that were collected, 60 saplings have been planted. Issues became apparent following the acorn planting regarding watering and maintenance of the plants. Grainger paid for the initial watering and planting but going forward it needs a designated person to be employed.</p> <p>There need to be an assessment of suitable areas for planting before further acorns are collected.</p> <p><u>Model boat building and Nautical Forest</u> – the progress of these aspects of the project would be dependant on what budget is left.</p> <p>Tom confirmed that Wayward will be happy to wait for further instruction before proceeding on the project.</p> <p>Cllr Cutler raised concerns on how the cost of the boating pond project has escalated since the original forecast. There is uncertainty on the section 106 deed of variation and there needs to be detailed investigation to establish a timeline of when art panel decisions were made in respect to authorising spend.</p> <p>Lisa explained that the Deed of Variation was proposed following the first instalment of the Section 106, £100,000 plus indexation being paid to WCC. Bridge funding would have been required following an overspend on the first stages of the arts development and that all further spend would be carried out by Grainger, but only with clearance though the Arts Advisory Panel. The DOV is still waiting to be finalised.</p> <p>Cllr Cutler asked what the consensus is on whether the project is still suitable for the area. Cllr Crichton will speak to the Newlands Parish Council Amenities group for their views on the suitability of the boating pond as a project they feel is beneficial and in character for the area.</p> <p>Confirmation to deliver of the Gateway in its relocated position was given in November 2018.</p> <p>Going forward, the Arts panel will need a budget which addresses the costs of specialist maintenance and repairs on the pond and pump for the 25 year life expectancy of the pond.</p>	<p>Cllr Crichton</p>
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	No decisions on the project progress will be made until the governance and decision making audit have been completed.	
3.	<b>Berewood update</b>  Included above.	
4.	<b>Finance</b>  Lisa Turley will provide an update on Grainger's spend to date and will add an extra budget tab to the WCC cost spreadsheet. There is currently £511k in the pot, including indexation.  There needs to be a cap on the boating pond project. Costs are predicted to be £425k but she will look into ways to bring the costs down.  Cllr Brook commented that a maximum spend for the boating pond was set at £350k.  WCC has £17,054.15 WoW funds held on the finance balance sheet.	Lisa Turley
5.	<b>Deed of Variation</b>  The progress of the DOV was last recorded in the panel meeting Monday 3 September 2018 as being with Grainger's solicitors.	
6.	<b>Community development update</b>  Bookings are being taken to use the community building.  60 saplings have been planted. A method of maintaining and monitoring their progress needs to be instigated.  A further 42 trees are being planted in two sessions, 10am and 1pm, at Newlands Walk on Saturday 1 February.  Details of the planting day will be sent to Denmead School.	
7.	<b>Any other business</b>	

	Lisa Turley announced that she will be leaving Grainger at the end of March 2020.	
	<b>Date of next meeting:</b>  The date for the next meeting will be confirmed once the governance, finance and forecasts for have been investigated and established and there is clarity on where the project is headed.	

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