

**CHANDLER'S FORD PARISH COUNCIL**  
**ASSET MANAGEMENT COMMITTEE**

**9 April 2018**

**Fryern Pavilion, Chandler's Ford 7.00 pm**

**PRESENT:** Councillors Atkinson, Aubry, Boyes, Broadhurst (Vice Chairman), Foulds, Johnson and Luffman.

**In attendance:** Cllr Duguid with Duncan Murray (Parish Clerk), Phil Eades (Compliance Officer Operations) and Tomor Beqo (Facilities Manager).

**Public Participation:** There were no members of the public present.

**1. APOLOGIES**

These were received from Cllrs Hughes (Chairman) and Scott. Cllr Broadhurst was therefore Chairman for the meeting.

**2. DECLARATIONS OF INTEREST**

There were none.

**3. TO ACCEPT THE MINUTES OF THE COMMITTEE'S MEETING OF 5 MARCH 2018.**

These were accepted.

**4. TO NOTE THE UPDATED ACTION LIST AND WHAT HAS BEEN COMPLETED ON THE PREVIOUS ASPIRATIONS LIST SINCE THE LAST ORDINARY ELECTIONS.**

The updated Action List was noted, with Countrywide Parking Ltd starting on 16 April and Creative Parking had removed their equipment. With the Aspirations List for the new council after the Ordinary Elections it was requested that Petanque and the sustainable over-flow car park were returned to the list for future consideration.

**5. COMPLIANCE OFFICER'S AND FACILITIES MANAGER'S REPORTS**

**5.1. Update on PSS and most recent reports.**

It was noted that the required checks had been undertaken. The defects had also been listed with it being noted that the Spinning Wok at Hiltingbury had been removed whilst awaiting a new bearing.

**5.2. To note maintenance/contracted work undertaken/in progress:**

The report was noted, with key points being:

- Felling of the silver birch at H/Rec (before birds start to nest), removal of broken branch at Fryern Rec (Cedar)
- Second weedkill treatment of wildflower meadow areas – ready for seeding this week (9th- 13th April)
- Weedkill/Patio Magic treatment of all play areas soft surfacing with weeds/lichen/algae on them
- Further research/costings on audio visual project for Fryern Pavilion
- Further research/costings for the proposals to replace the water heaters for the sports side of the Fryern Pavilion
- Grass weed and feed ordered along with the grass seed and top-dressing

soil/sand (40 tonnes) so we are ready for a prompt start on the football pitch maintenance.

- Account opened with Hilliers to take advantage of significant 'Trade' discounts (approx. 50% off retail)
- Identifying plants and trees needed for the recreation grounds and replanting the sensory garden.

It was also noted that the FM had attracted community fund support from Waitrose for the Funtasia Fun Day as well as gaining 3 volunteers for the store.

**5.3. To note a report on incidents recorded.**

There had been no incidents reported to the police.

**6. TO NOTE THAT THE CFHLAC HAVE AGREED THE RELEASE OF UP TO £51,609 TO THE PARISH COUNCIL FROM DEVELOPERS' CONTRIBUTIONS FOR VARIOUS PROJECTS AT HILTINGBURY AND FRYERN RECREATION GROUNDS.**

This was noted.

**7. TO DISCUSS AND AGREE A BUDGET FOR THE REPLACEMENT OF THE SPORTS PAVILION SIDE SHOWERS WITH CONSIDERATION TO THE RELEASE OF £7,143 OF DEVELOPER CONTRIBUTIONS AND THE RECEIPT OF AN UPDATED WATER MANAGEMENT/LEGIONELLA RISK ASSESSMENT.**

This item was Following on from the original authorisation to seek access to the s106 funds available. The water sampling showed no signs of Legionella being present but some other bacteria at levels above recommended ones. This was due to one of the heaters not performing to requirements (38° not 60°) and therefore the system needed attention and replacement. It was also noted from the Dynamika Water Risk Assessment that there were also badly cut of pipe sections that encouraged static water and needed rectification.

Quotes had been received as follows so far giving an Officer's recommendation: that a budget be made available of up to £18k for the heater replacement and £1-2k for corrections to the pipework that might increase legionella and other bacterial risks.

Following a couple of questions, then after proposal and seconding and on a show of hands the Officer's recommendation of a budget of £18k for the replacement boiler works and up to £2k for pipework rectifications was AGREED.

**8. TO DISCUSS AND AGREE THE RECOMMENDATION FROM THE AUDIT AND RISK MANAGEMENT COMMITTEE TO PROVIDE INTERNAL PROJECT MANAGEMENT (EMPLOYER'S REPRESENTATIVE TO GIVE TECHNICAL ADVICE TO THE CLERK) FOR THE HILTINGBURY PAVILION REFURBISHMENT AND EXTENSION PROJECT AT A COST OF £425 PER MONTH FOR AN EXPECTED 11-MONTH CONSTRUCTION PERIOD.**

There being no requirement for a debate following a couple of questions then proposal, seconding and on a show of hands this was AGREED.

**9. TO DISCUSS AND AGREE WHETHER THE HILTINGBURY TENNIS CLUB SHOULD BE ALLOWED TO HAVE A FURTHER BLOCK BOOKING ON A MONDAY EVENING.**

Following a few questions raised about the cheap rate the tennis club was being charged (not on the Agenda), discussion moved to additional evening use on Mondays in addition to the Wednesdays. Members were concerned that it could be blocking up the courts as there were 430 or so families with key cards. After proposal, seconding and on a show of hands an additional session (2-hour slot as confirmed by Cllr Duguid) on Monday evenings was AGREED, with review in the autumn, or earlier if significant complaints were made about the lack of access to courts.

**10. MATTERS TO BE TAKEN FORWARD TO THE COMMITTEE'S NEXT AGENDA.**

There were the items to take forwards for review of the Aspirations List, the Scouts Lease, provision of a dishwasher, the Polish Veterans Dependants Hostel Memorial Plaque and Parish Noticeboards.

The next scheduled meeting was confirmed as being after Ordinary Elections 7.00pm on 4 June 2018 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 7.50p.m. with the Chairman thanking the Committee Members for their input and Officers their advice.

Chairman.....