

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

**16 May 2017**

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

**PRESENT:** Chairman Cllr Hughes; Councillors Atkinson, Aubry, Boyes, Broadhurst (Vice Chairman), Foulds and Scott.

**In attendance:** Duncan Murray (Parish Clerk), Phil Eades (Compliance Officer [CO]) and Giles Ashley-Brown (Facilities Manager [FM]).

**Public Participation:** There

**1. APOLOGIES**

These were received from Cllr Boyes and Luffman.

**2. DECLARATIONS OF INTEREST**

Non-disclosable, non-pecuniary declarations of interest were made by Cllrs Hughes and Aubry with regards to Agenda item 7 the Hiltingbury Community Centre.

**3. TO AGREE THE MINUTES OF THE COMMITTEE'S MEETING OF 10 APRIL 2017 PREVIOUSLY AGREED AT FULL COUNCIL ON 8 MAY 2017.**

These were noted.

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

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

The report was noted.

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

The by-pass/heat-sink boiler was noted as being large due to the amount of heat needed to be dissipated and that the changing room part of the pavilion was damp.

The issues with parking enforcement were discussed with erroneous tickets having been cancelled. Issues of disabled children at the schools in Hiltingbury were discussed with it being agreed that if the Blue Badge was in the child's name, was valid and they were still at the schools an exemption could be reviewed at the beginning of the school year.

The proposed tree removal along the railway line at Pennine Way was discussed, noting that Network Rail were a statutory undertaker and had the right to be able to undertake such works. It was noted that there were no bird/bat issues. The FM was asked to revert to Network Rail, review the survey and bring the item back.

It was noted the Hiltingbury ANPR cameras were blacked out for polling day in May and would be again for the General Election.

**4.3. Feedback on Funtasia 2017**

The FM was congratulated on the success of Funtasia, it was noted that changes could be made to the layout and the music areas.

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

The incident of a teen urinating off the raised area was noted along with the teens jumping in the shrubbery. It was also noted that the caretaker knew one of the teen's parents and would have a word with them.

It was also noted that the playgroup at The Hilt putting out planters it was agreed that the FM would write to them in terms of it being at their risk NOT the Parish Council's

**5. TO DISCUSS AND AGREE THE RECOMMENDATION FROM THE AUDIT AND RISK MANAGEMENT COMMITTEE THAT:**

- I) THE FOUR GRASSED PARCELS OF LAND SURROUNDING THE ISOLATED PLAY AREAS SHOULD BE PRIORITISED FOR TRANSFER,**
- II) CUCKOO BUSHES AND THE COPSE AT SUFFOLK DRIVE REQUIRED TREE SURVEYS, AND**
- III) HILTINGBURY LAKES WOULD REQUIRE A MORE DETAILED SURVEY FOR THE TREES AND THE LAKES.**

After some discussion, in which it was suggested that clarity over the precise areas being transferred was required as well as the council undertaking its own tree surveys and levels of funding; it was agreed in principle the grassed areas around isolated play areas (i) should be considered with a red line placed on mapped images to clearly show the area considered for transfer which should be brought back to committee.

For point (ii) it was noted that Hamptons arboriculturalist survey of Suffolk Drive was that there was about £2,200 of works required which was mainly dead-wooding. The Japanese Knotweed was not considered a significant problem, but Cuckoo Bushes would also need a considered tree survey.

For point (iii) a tree and water survey was requested and it was suggested to visit Holly Hill to see what the lakes could look like creating pinetum as well as restoring the rose garden were areas of work needing to be considered, as well as thinning out the trees and removing fallen trees. It was suggested that a presentation be made to Council after undertaking the above surveys and doing some historical research. The point was made that it would be a large project over 4-5 years and cost a considerable amount of money.

**6. TO AGREE THE COSTS OF EBC DOING PLAY AREA CHECKS/BINS AND EMPTYING THE WASTE BINS ON THE RECREATION GROUNDS.**

After proposing, seconding and on a show of hands the costs of EBC emptying the bins on the recreation grounds at £5,760 were AGREED.

**7. TO DISCUSS AND AGREE WHETHER TO ALLOW THE ALTERATIONS AS MENTIONED BY HCA IN THEIR LETTER OF 12 APRIL 2017 AS PER THE REQUIREMENTS OF POINT 6.5.3 OF THE LEASE.**

It was noted that the lease put the burden on informing the HSE of the works and that they should be seeking consent not merely informing us that they were 'undertaking' the works. Following proposal, seconding and on a show of hands it was AGREED to consent to the works.

**8. TO RATIFY THE EMERGENCY INSTALLATION OF BOLLARDS (FIN REG 4.1 – 2 ORDERS) AT**

**HILTINGBURY RECREATION GROUND FOLLOWING REPORTED INTEREST IN ACCESS FOR LARGE VEHICLES BY TWO FAMILIES OF TRAVELLERS.**

Following proposal, seconding and on a show of hands it was AGREED to ratify the works including the additional bollards.

**9. DISCUSS AND AGREE THE BANNING OF 16<sup>TH</sup> TO 22<sup>ND</sup> AGE BIRTHDAY PARTIES FOLLOWING THE CONSIDERABLE DAMAGE THAT RESULTED FROM A 16<sup>TH</sup> PARTY IN MID-MARCH.**

Members were briefed on the item including the damage and antisocial behaviour, but were resistant to banning the parties, rather finding a way to enable them but at the same time protecting the fabric of the building as well as staff.

Following discussion, following proposal, seconding and on a show of hands, it was AGREED to increase the cash deposit for such parties to £250 with a swipe of the parents' credit card up to £1,000 to cover any damage. In the interim, Officers could refuse such parties. The costs of a PDQ machine to enable the credit card swipe was also AGREED.

**10. TO DISCUSS AND AGREE THE INSTALLATION OF A MEMORIAL BENCH AT THE FRYERN RECREATION GROUND.**

The Clerk briefed Members on the enquiry from the parents of a young girl that had died in 2015. Following proposal, seconding and on a show of hands it was AGREED that if the parents wanted to put a memorial bench by the play area they could do so. The Parish Office would advise on the bench.

**11. TO NOTE THAT THE SITE RISK ASSESSMENTS ARE UNDER REVIEW WITH OFFICERS TO UPDATE AS A COMPREHENSIVE, AND CONSOLIDATED DOCUMENT.**

This was noted.

**12. NOTE THAT THE JANUARY WATER LEAK UNDER CONCRETE FLOOR OF THE FORMER PUBLIC TOILETS AT HILTINGBURY PAVILION ACCOUNTED FOR SOME 3,000M<sup>3</sup> OVER A FEW DAYS BEFORE ITS DISCOVERY AND ISOLATION.**

This was noted.

**13. TO NOTE NETWORK RAIL'S USE OF PENNINE WAY IN EARLY JUNE FOR 1 WEEK OF URGENT TRACK-SIDE TREE WORKS.**

This was noted from the earlier report and discussion.

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

Public conveniences and dog fouling signs and settings of limits for the number of dogs being exercised at a time (representation to EBC).

The next scheduled meeting was confirmed as 7.00pm on 5 June 2017 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 8.44pm.

Chairman.....