

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

**10 AUGUST 2015**

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

**PRESENT:** Councillor Hughes (Chairman); Councillors, Atkinson, Aubry, Broadhurst, Foulds, Luffman and Scott.

**In attendance:** Duncan Murray (Parish Clerk), Phil Eades (Maintenance Contracts Officer), and Cllrs Cox, Duguid and Johnson.

**Public Participation:** Cllr Duguid spoke about the proposed charges to use the tennis courts and that he was passionate about them remaining free. That there were partial funding streams available and that future resurfacing was far into the future; and an approach of wait and see should be used to create income through bookings. He felt a bigger issue should be getting the usage of the new Community Centre up.

**1. APOLOGIES**

These were received from Cllrs Boyes and Leslie.

**2. DECLARATIONS OF INTEREST**

No members of the committee made a declaration of interest.

**3. TO NOTE THE MINUTES OF THE PREVIOUS MEETING HELD ON 10 JUNE AND SIGNED AT THE PARISH COUNCIL MEETING OF 15 JUNE 2015.**

The minutes were noted.

**4. CONTRACT MAINTENANCE OFFICER'S REPORT**

The Officer reported the continuing issues with PSS as the recording and reporting system was discussed along with the lack of reports from the paper back up inspection reports that were also being created by the EBC staff. He commented that the Parish Council had not received any reports in the last two months in any shape or form.

Members expressed their displeasure that issues had still not been resolved and that the Council needed to ensure that it was not exposed to any liabilities as a result of this. The Clerk was instructed to write to Nick Tustian (CEO EBC) and convey Members' extreme displeasure and to seek reassurances about liability and reporting of defects.

The Officer continued his report mentioning the top dressing of the Hiltingbury football pitches and that this had created an improvement. The Chairman questioned him on this matter saying he disagreed, and felt it had not created an improvement.

The Officer continued mentioning the vandalism of the astro turf, shutters and grills at Fryern and safety surfacing at Cox Row, Hiltingbury Pavilion's roof. Members discussed the possibility of removing the astro turf and replacing with concrete slabs. It was noted that whilst it was still disturbing neighbours due to noise, shouting etc since putting in the CCTV the overnight remnants outside were not as unpleasant as before.

**5. TO REQUEST THAT THE DELEGATED POWERS OF THE COMMITTEE ARE FULLY REVIEWED BY THE AUDIT AND RISK COMMITTEE SO THAT A PROPOSAL CAN BE TAKEN FORWARD TO FULL COUNCIL.**

Members felt this was a good idea in accordance with the Clerk's briefing note and AGREED that a review of Delegated Powers should be undertaken so that the Delegated Powers of the Committee reflected the authorisation given through the budget process following the completion of asset transfers.

A financial report of the expenditure on assets to date was requested and the Clerk reported that there had been none outside the extension and utilities costs.

**6. TO DISCUSS AND AGREE AN INITIAL FUNDING PLAN FOR THE NEXT REFURBISHMENT OF THE TENNIS COURTS DUE IN 2030/2035, AND AUTHORISE THE PROVISION OF A SECURE ACCESS SYSTEM (WITHIN FINANCIAL REGULATION 4.1).**

The Members discussed the issues of charging or not charging for court usage along with the need for the Hiltingbury Tennis Club to encourage younger membership to make it sustainable with the possibility to freeze their reduced booking charge if they undertake change in the next 12-24 months. The discussion was brought back a step to the main issue as to whether the courts should be secured to prevent abuse. The Clerk explained that a secure access system could be used to secure the courts overnight, keep two secure during the day and have two open for free use. If a key card entry system was in place the key cards could be charged for and charges for actual use would be additional, so a separate issue.

It was proposed by Cllr Broadhurst and seconded by Cllr Scott that a secure access system be put in place which was UNANIMOUSLY AGREED.

Members discussed various issues around charging for use and free access time along with issues of commercial trainers and Terms and Conditions of use of the courts. The Clerk was asked which of the options set out he preferred. The Clerk preferred option 1 as it would give the best indication of use, create statistical information and that if 400 houses in the parish of 11,000 dwellings didn't use the courts then it would question the future provision of public funds for their maintenance.

**Option 1** Precept and Key Card (£10 p.a. plus £10 for card) and HTC (etc) Booking Fee

Precept income	£500 - 1,000
Groups' booking fees	£500 - 1,000
Key Card (400 households)	<u>£4,000</u>
Total	<u>£5,000 - £6,000</u>

**7. TO NOTE THE FRYERN PAVILION EXTENSION ISSUES:**

**7.1. Costs to date and the expected final contractor's account figure, the payless/withholding notice, the burying of waste in the spoil heap and soft landscaping to restore the grounds.**

Members reviewed the reports and the Clerk briefed them on the issues that had arisen especially with regard to the 'spoil heap' that contained builders' demolition waste, the concrete steps and tarmac and that he was arranging for a quote for its removal from a company that he had used before and was £60 to £70 a 12 tonne load cheaper than other licensed waste companies. He also commented on the withholding payment that the Architects and the Quantity Surveyor had issued at some £9,700. It was commented that the builders should be given the opportunity to also quote for their own removal.

**7.2. Issues arising from the youth use of the No-Mow 'turfed' area and the potential need for gating, to authorise suitable expenditure as required (within financial regulation 4.1).**

Members discussed the issues raised by recent behaviour and looked at the potential remedies, which included the suggested gating, removing the end wall, removing the astro-turf and replacing with slabs. It was felt that there would be ongoing tests of the building and its security. Following proposal by Cllr Broadhurst and seconding by Cllr Hughes it was AGREED to install gating as a first step.

**7.3. The naming of rooms to fit the building.**

- Greenways – for the largest room
- Clanfield – for the next largest
- Craven – for the small meeting room

This was agreed

**7.4. To note the fitting of Wi-Fi (within financial regulation 4.1) and CCTV with internet monitoring capability.**

This was noted.

**8. TO DISCUSS AND AGREE WHETHER THE CCTV COVERAGE AT THE HILTINGBURY PAVILION/TENNIS COURTS AND PLAY AREA SHOULD BE UPGRADED BEFORE/AS THE TENNIS COURTS ARE RESURFACED AND PLAY AREA REFURBISHED AND TO AUTHORISE EXPENDITURE AS REQUIRED (WITHIN FINANCIAL REGULATION 4.1).**

The Clerk mentioned that with the significant risk to the newly refurbished tennis courts and the play area, involving costs of about £65,000 he felt it was necessary to have increased security in place in advance of the works being finished. Following proposal by Cllr Atkinson and seconding by Cllr Foulds ALL AGREED to the provision of the CCTV.

**9. TO NOTE THE UPDATES TO THE ACTION REPORT FOR THE COMMITTEE'S DECISIONS.**

The Updates to the Action List Report were noted.

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

It was noted that 88 Pine Road had been dumping garden waste in the recreation ground.

The next scheduled meeting was confirmed as 7 September 2015 at the Fryern Pavilion. That being the conclusion of the business the meeting was closed at 8.30pm.

Chairman.....