

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

**5 March 2018**

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

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

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

**Public Participation:** There were 4 members of the public present representing the Polish Veterans Society and Mr Basista made a representation to the committee for permission to erect a memorial to the Polish Dependants Hostel that used to be sited on Hiltingbury Recreation Ground 1946-1957 housing the dependants of Polish servicemen that fought with the allies during WW2. It was agreed in principal that it would be good to recognise this part of our local history and the Clerk was authorised to work with Mr Basista to bring a proposal back to the next AMC meeting.

**1. APOLOGIES**

There were none.

**2. DECLARATIONS OF INTEREST**

There were none.

**3. TO AGREE THE MINUTES OF THE COMMITTEE'S MEETING OF 5 FEBRUARY 2018.**

These were gone through page by page for accuracy following proposal, seconding and on a show of hands were AGREED.

**4. TO NOTE THE UPDATED ACTION LIST**

This was noted and a question was asked about the land transfers and the locations of the noticeboards.

**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, and that the Operational and Visual Checks had been confirmed by EBC as having been confirmed as continuing without interruption. The Clerk also commented that enquiries had been made of VitaPlay about the provision of cover should there be problems and Ad Hoc checks could be undertaken.

A Member mentioned that a piece of Mead Road play equipment had fire damage, the Compliance Officer said he would investigate.

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

The report was noted, with key points being:

- 1 week of Tori's time last month had been taken up with Tractor and Related Operations (C&G) level 2) training at Sparsholt. Tori achieved 95% in his assessment, passing with flying colours and a comment being made

by the examiner as being a “very safe operator with good driving skills. He has also expressed an interest in some Project Management skills training and we are looking to the 3-day Prince2 foundation training, possibly in September.

- In addition to the usual grounds maintenance tasks the grounds staff had been continuing with the winter tidying up of shrubs and hedges, 3 small conifers had been uprooted at Hiltingbury (over-crowding) to allow the remaining one to thrive.
- The Parish Council had been registered for a Waste Transfer Licence and also for aerobic composting and mulching of plant (green waste) matter.
- At Fryern, the overgrown areas under the trees to the northern end had been cleared and part rotovated, and unhealthy/split lower branches on the Cedar cut back to good wood to keep the tree healthy.
- All the football pitches have been slitted, with the slitter knives having been moved down to a length of 9”.
- An updated Legionella and other waterborne risks assessment had been undertaken by Dynamika with the report and recommendations awaited.

Additional Tasks to be Completed:

- Spraying for the second time of the Wild Flower Meadows at Hiltingbury & Fryern, all play areas, Pennine Way, Tennis Courts, all around both Pavilions would be undertaken as soon as the weather conditions allowed.

Members asked for their congratulations to be minuted on Tori's training achievements.

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

There had been no incidents reported to the police.

**6. TO NOTE THE CLERK, IN CONJUNCTION WITH THIS COMMITTEE'S CHAIRMAN, HAS GIVEN CREATIVE PARKING 30-DAYS NOTICE TO QUIT DUE TO THEIR ACTIONS BRINGING THE PARISH COUNCIL INTO SIGNIFICANT DISREPUTE BY UNLAWFULLY ISSUING PCNS FOR EVENINGS AND WEEKENDS IN DECEMBER 2017, ISSUING THESE (AGAIN UNLAWFULLY) IN FEBRUARY 2018.**

**6.1. TO DISCUSS AND AGREE THE REPLACEMENT PROVIDERS, MANNER OF ENFORCEMENT, REVIEW PERIODS OF GRACE AND PERIODS OF ENFORCEMENT.**

The Clerk briefed Members on the breaches of the agreement, and how they had been dealt with to protect the Parish Council being brought further into disrepute by the council's agents. A Member complimented the Clerk on his well-researched correspondence with the company and resolving issues quickly.

Members discussed the replacement provision being suggested, agreed that it needed to be kept 'arms-length' from staff and that a lower impact method of enforcement was preferable to the aggressive ANPR provision. One Member commented on how much the enforcement had helped especially with busy periods such as The Hilt's Friendly Fridays.

Following proposal, seconding and on a show of hands it was AGREED that future enforcement should be as per option 1 as quoted by Countrywide Parking Ltd of Bournemouth, being twice daily warden patrols with a set-up cost of £750 ex VAT per site and £350 ex VAT for a whitelisting tablet per site.

**7. TO DISCUSS AND AGREE THE POTENTIAL EXTENSION OF THE PLAY AREA AT HILTINGBURY BY ABOUT 6M TO ALLOW FOR A DOG FREE AREA FOR TODDLERS TO PLAY IN AT A COST OF £2,910.00 EX VAT**

This item was introduced by a Member with the reasoning for increasing the enclosed play area to create a dog-free zone that was just grassed. The Clerk mentioned that it was affordable within the Play Area Improvements budget residual balance for 2018-19, but would still allow for the junior football pitch to be rotated if it was required. Members expressed support for the increase in the enclosed area commenting it would give a nicer environment for picnicking and relaxing without unwanted attention from loose dogs. Following proposal, seconding and on a show of hands the extending of the play area was AGREED at the cost of £2,910 ex VAT.

**8. TO AGREE THE BUDGET FOR THE PROPOSED ARCHWAY AT THE ENTRANCE TO FRYERN RECREATION GROUND AS £12,000 EX VAT.**

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

**9. TO DISCUSS AND AGREE THE CLERK/RFO SECURING THE RELEASE OF S106 (DEVELOPER CONTRIBUTIONS) MONIES FROM EBC FOR THE PROJECTS IDENTIFIED IN THE BRIEFING NOTE.**

The Clerk briefed Members that the following ring-fenced funds should be made available by EBC from s106 Developers' Contributions: -

- Public Art £12k
- Hiltingbury Playing Surface £14.7k (CFPC had invested approximately £45k in equipment to improve the quality of the playing surfaces)
- Hiltingbury Sustainable Transport (Schools Safer Access) match-funding £10-12k
- Hiltingbury Skate Ramps repairs (2017) £4.5k, to cover the repairs carried out last year,
- Fryern (Sports Pavilion area) replacement boilers £6.9k (for fuel efficiency/CO2 outputs and legionella management).

Following proposal, seconding and on a show of hands the Clerk was AUTHORISED to request the above s106 funds from EBC.

**10. TO DISCUSS AND AGREE WHETHER OTHER BENCHES COULD BE PURCHASED FOR INSTALLATION IN AREAS OF THE PARISH.**

Members suggested that Residents Associations could be approached to identify potential locations as well as an article in the forthcoming newsletter.

**11. TO DEBATE CLLR PRAGNELL'S MOTION DEFERRED FROM FULL COUNCIL TO THIS COMMITTEE: "THAT THIS COUNCIL SHOULD DEVELOP PROPOSALS FOR PROJECTS TO PURSUE, IN THE EVENT THAT THE HILTINGBURY PAVILION IS NOT PROGRESSED."**

As Cllr Pragnell was not present to move the item, as per the requirements of SO 1(c), the Chairman took the matter as being withdrawn. One Member did comment that there was only 1 Officer who could research alternatives, but also with the decision on the Hiltingbury pavilion proposals due the following week it might be desirable but was not possible. However, it was agreed that the Council's Aspirations List was due for review and that this should be put on the agenda for the following committee meeting.

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

There were the items to take forwards for review of the Aspirations List and Parish Noticeboards.

The next scheduled meeting was confirmed as 7.00pm on 9 April 2018 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 8.20p.m.

Chairman.....