

CHANDLER'S FORD PARISH COUNCIL

ASSET MANAGEMENT COMMITTEE

8 JANUARY 2018

Fryern Pavilion, Chandler's Ford 7.00 pm

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

In attendance: Cllr Duguid, Duncan Murray (Parish Clerk) and Tomor Beqo (Facilities Manager).

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

1. APOLOGIES

These were received from Cllrs Boyes and Luffman and Phil Eades (Compliance Officer Operations). The Chairman and Members asked that condolences be passed on to the Compliance Officer following the passing of his father.

2. DECLARATIONS OF INTEREST

None were made.

3. TO NOTE THE MINUTES OF THE COMMITTEE'S MEETING OF 13 NOVEMBER 2017.

Following proposal and seconding and on a show of hands these were AGREED.

4. TO NOTE THE UPDATED ACTION LIST

The Clerk commented that the grounds set up for the Funtasia had been spatially revisited to ensure a more considered use of the grounds and that new rides/experiences were being booked. The public art/signage was being redirected towards The Forge in Southsea and drawings were expected in time for the next meeting.

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 it was noted that 2 members of EBC's staff team had/were about to retire.

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

The report was noted, with key points being:

Compliance checks:

All checks had been completed and the council was compliant in its operations. The youth shelters roof was vandalised on Friday 22nd December. CCTV showed that it was vandalised by a group of Teenagers. TB will repair the whole of the roof on the shelter this coming week; subject to weather conditions.

Completed Tasks:

Hiltingbury Recreation Ground – Significant hedge cutting all around the ground had been completed. The wild flower meadow had been rotovated and was ready for the next spraying. The additional dog signs had been put up at the entrances. The bollards had been repainted on the entrance on the path going towards Pine Road. Slitting of the football pitches had been undertaken when

possible, however the weather hadn't allowed staff to do as much as they wanted to. The holes on the football pitches had been constantly refilled this is an ongoing problem as dogs/people are constantly removing the filling.

Pennine Way – hedge cutting had been completed all around. The path had been cleared ready to be sprayed. Two new dog signs had been placed and a 3rd one on the Parish Council notice board.

Fryern Recreation Ground - Some of the trees had been lifted where the Teenagers used to hide in them and try and set fire to the trees – this had stopped them. All the play area signs had been replaced, that included all play areas in Parish. The new sign for the Parish Council had been fixed to the front of the Fryern Pavilion and the old one has been taken down. A fixed safety cage had been installed to house the gas canisters within the compound.

Tasks to be completed:

- Spraying for a second time the Wild Flower meadows at Hiltingbury & Fryern, all play areas, Pennine Way, Tennis Courts, all around both Pavilions, this would be completed soon subject to weather conditions.
- Repair the island on the right-hand side of the car park at Hiltingbury
- Repair the hole in the car park next to the Tennis Court (using concrete, cold pour tarmac, bitumen and tamping, only a temporary repair, which it was agreed would be prioritised)
- Slit both the recreation grounds and the football pitches
- Paint the changing rooms at Fryern Pavilion (utilising really wet weather periods)
- Adding keypad locks to rooms at Fryern Pavilion so that out of hours they are secure, and this will significantly reduce the expenditure at Solent Locksmiths on spare keys (as well as boosting security)

Information:

The Tractor has been booked for the first annual service at the beginning of February ready for the Spring/Summer.

Scag and Chipper are being picked up on 16/01/2018 for their annual service.

Future Projects for 2018/19

Staff have already started researching replacements for some of the play equipment at Hiltingbury and Fryern play areas. They are considering replacing the 2 multi-play units, which are old and dilapidated with new ones that are suitable for children age 5+ (Fryern) and 7+ Hiltingbury, and adding to the play values of equipment. They are also looking to purchase 2x Tango swing seats (parent/sibling and toddler at the same time) subject to whether they are compatible for the existing frames.

Officers are aiming to improve seating benches by levelling and placing slabs on all the existing benches that currently do not have them. This task will be completed when the weather allows. They are also looking to replacing the rotten planks on some of the existing benches in the play areas as some of them have deteriorated badly which was picked up on the playground inspections that EBC carried out recently.

FM Training

TB will be undertaking chainsaw training (C&G level 2) in January (includes felling of tree up to 32cm in diameter) and the full tractor and related operations, including PTO equipment (i.e. power driven by the powered take out spindle, also to C&G level 2). This means that TB will have the full set of tickets for our needs, with competency training also completed on minor equipment.

5.3. To note a report on incidents recorded.

There had been no incidents reported to the police, the earlier report of damage to the teen shelter was further noted, with the follow-up being pursued by the Facilities Manager with those identified on CCTV.

6. TO DISCUSS AND AGREE WHETHER TO MAKE UP TO £12,000 (EX VAT) AVAILABLE FROM THE ASSET IMPROVEMENT FUND TO PROVIDE PART FUNDING OF A PATH FROM THE ASHDOWN ROAD ENTRANCE TO THE TENNIS COURTS (APPROX. 300M BY 2M) IN PARTNERSHIP WITH HCC WHO HAVE PUT ASIDE A BUDGET OF £45,000.

The Clerk briefed Members as per the briefing note and commented that although £10,000 was being requested, as tenders had not been sought a level of contingency should be added (20%) to avoid the item returning to committee if the final price was within tolerances. It was also confirmed the surfacing would be tarmac. Debate not being required following proposal, seconding and on a show of hands the item was unanimously AGREED.

7. TO DISCUSS AND AGREE THE PURCHASE OF WILD FLOWER SEED FOR FRYERN AND HILTINGBURY RECREATION GROUNDS TO COVER AN AREA OF 3,000SQM REQUIRING ABOUT £16-20KG OF SEED AT AN APPROXIMATE COST OF £2,500 (EX VAT).

There being no debate being required, following proposal, seconding and on a show of hands the wild flower seed budget was unanimously AGREED.

8. TO DISCUSS AND AGREE THE PURCHASE OF A FLAT-BED TRUCK (SECOND HAND) UP TO A VALUE OF £7,500 EX VAT DUE TO THE CHANGES THE ADDITIONAL ASSET TRANSFERS WILL BRING ABOUT IN WORKING PRACTICES, AND BENEFITS EXPERIENCED WITH THE HIRE VAN.

The briefing note was taken as read with the Clerk suggesting that the £7,500 figure was based on the lower end of the market and no debate being required following proposal the item was varied to allow for a budget of up to £9,000 which was seconded. Following proposal on the new substantive item at £9,000, seconding and on a show of hands the item was unanimously AGREED.

9. TO DISCUSS AND AGREE THE PURCHASE OF A TRACTOR MOUNTED SWEEPER (SISIS LITAMINA 1200MM) AT £5886 EX VAT, TO COLLECT FALLEN LEAVES, PICK UP THATCH FROM PITCHES AND CLEAN PATHS/CAR PARKS.

Members agreed this would be a useful piece of equipment and following proposal, seconding and on a show of hands this was unanimously AGREED.

10. TO DISCUSS AND AGREE TO AUTHORISE THE CLERK TO ISSUE A 7-DAY LETTER AND IF NECESSARY ISSUE A SMALL CLAIMS COURT SUMMONS TO THE ONLY UNPAID DEBTOR THE FRYERN PAVILION HAS.

The Clerk commented that this was the only potential bad debt, but that as a matter of transparency it should come to committee for authorisation to proceed in case it needed to be ratified by Full Council to write-off the debt if it was irrecoverable.

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

There were no items to take forwards.

The next scheduled meeting was confirmed as 7.00pm on 5 February 2018 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 7.46p.m.

Chairman.....