

CHANDLER'S FORD PARISH COUNCIL

ASSET MANAGEMENT COMMITTEE

6 October 2014

Hiltingbury Pavilion, Chandler's Ford 7.00 pm

PRESENT: Councillor Hughes (Chairman); Councillors Aubry, Atkinson, Boyes, Broadhurst, Cox, Foulds, Grajewski and Leslie.

In attendance: Duncan Murray (Locum Admin) and Phil Eades (Maintenance Contracts Officer)

Public Participation: There was one member of the public present who asked about water meter readings at the Ramalley Allotments, that they know where the meter is and it is covered in weeds and can't have been read for a while. It was acknowledged that a meter reading was required.

1. APOLOGIES

These were received from Cllr Broadhurst who was in Newcastle.

2. DECLARATIONS OF INTEREST

No members of the committee stated a declaration of interest in respect of the agenda items.

3. TO NOTE THE MINUTES OF LAST MEETING OF 8 SEPTEMBER 2014 PREVIOUSLY SIGNED AT THE FULL COUNCIL MEETING OF 15 SEPTEMBER 2014 TO WHICH THERE WERE NO MATTERS ARISING.

Cllr Pragnell commented about the playground fault reporting scheme that he had drawn up. It was confirmed that it was in place with officers as an in-house instruction and that Paul Naylor had received a copy along with the draft SLA for comments and cost analysis. It was also commented that formal ratification would follow for the playground fault reporting scheme.

Cllr Pragnell also commented that all the playgrounds were going to need individual site specific assessments and details of the equipment present. He also commented that he knows of an individual that does these for a major insurance provider. To ensure there were no issues that would require a declaration of interest he would forward the details to the Clerk.

4. MAINTENANCE CONTRACTS OFFICER'S REPORT

- a) Allotment Tenancy Agreement Members liaising with allotment holders' groups had reported back with comments which had been taken on board. It was clarified that the over 60's reduction was stopping for new entrants and that under part 9.1. of the draft agreement that tenants could not assign or share their allotment as effectively this was by-passing the waiting list and was unfair on other potential allotment growers.

It was also agreed that 21.1.c. should refer to parish residents, not borough; minor comments on typographical errors were mentioned; there was clarification gained that an excess charge for water would only apply if there was excessive use; and finally the issue of a tenant becoming deceased during the growing period was

discussed and it was decided the period to the ending of the tenancy would in those particular circumstances be at the discretion of the council.

Resolution on the issue of the price per rod for the year was required with a RECOMMENDATION to Council that it be set at £6.00 per square rod (£18 for 2.5 square rods) which would also allow some leeway to create a fund for replacing equipment.

- b) The Streetscene item was deferred and Mr Eades informed Members that the document sent out included summary notes that would help clarify the issues.
- c) It was noted that the building issues at the Fryern Pavilion were all fixable within the context of the Financial Regulations as recently adopted under 4.1 between the Clerk and the Committee Chairman giving authorisation. Therefore the report was for information only. Issues of areas of non-compliance were discussed with Cllr Pragnell expressing the need for a building inspection and reporting process that should not leave one individual responsible. Therefore it was important to develop a process that created internal control. The Clerk and Mr Eades were instructed to do some work on this and report back at the next meeting.

Cllr Boyes commented on the maintenance programme and that it needed to identify 'who, what, why and when' issues on fire assessment and PATs testing were also discussed with agreement that whilst more should have come over the presumption had to be that the Parish Council had received all it was likely too.

- d) With regard to the store roof at Eagle Close Mr Eades reported that replacement sheets had been ordered and repairs should take place in about two weeks.

5. FRYERN TRAFFIC REGULATION ORDER UPDATE

The Clerk reported that Ed Vokes at EBC had been contacted about the TRO for the car park. The Chairman requested that the Clerk keep on top of the progress with the EBC officer.

6. HILTINGBURY RECREATION GROUND TRANSFER

Cllr Atkinson reported that EBC were still waiting on the map for the Land Registry to be updated by HCC from the transfer of the school lands some 20 years ago. It was noted that the drains had been dug out and fencing done.

7. TO DISCUSS AND AGREE WHETHER KEEP FIT CLASSES AT HILTINGBURY RECREATION GROUND ARE TO BE ALLOWED AND IF SO A POLICY FOR SAFE AND APPROPRIATE USE

Cllr Grajewski clarified that this was not an item from her, but bringing forward an enquiry and with the popularity of such training sessions the council needed to respond with a policy of allowing or not, what to charge and what conditions would apply.

Issues of damage to the grounds, and in particular football pitches was discussed and the difficulties that the land still being in the ownership of EBC also created with their policy

of allowing such sessions. After several minutes discussion on the issues of grounds repair and maintenance costs to cater for these popular 'personal trainer groups' it was agreed by all that the principal of allowing the sessions had to be taken as granted. So it came down to costs for repairs. The Clerk and Mr Eades were asked to research what other councils charged per hour to repair the damage and all other associated aspects. Members also mentioned the possibility of an artificial surface that would be more resilient.

8. TO DISCUSS AND AGREE REQUIRED LEVELS OF RESERVES REQUIRED TO TAKE DISCUSSION POINTS TO THE AUDIT AND RISK COMMITTEE MEETING ON 10 OCTOBER

Cllr Atkinson mentioned that as the transfers were at no cost to the council they would have no value on the asset register. However a detailed record of equipment and its cost would be needed along with its useful life expectancy before it could be established as to what level of reserves would be needed to be set by for replacement. To be able to report to Audit and Risk a proper plan was needed to reserve and improve assets both in the medium and long term.

It was agreed that aspirations should be set and these could include Astroturf and that they should be brought to the December meeting. Cllr Pragnell suggested it should include 'what, why, where and how'. He also mentioned that with the play area equipment there should be an ID number for each item so that costs could be identified and enable an asset costing a lot of money to be replaced more easily.

9. MATTERS TO BE TAKEN TO THE COMMITTEE'S NEXT AGENDA

Cllr Leslie mentioned ideas for play areas that had been given to her. These were asked to be forwarded to the Clerk for the list.

The Chairman mentioned an approach by Rotary and play equipment that had exercise values to them and that Fryern School had suggested some suitable equipment which he had passed to Rotary.

That being the conclusion of the business the meeting was closed at 8.20pm.

Chairman.....