

CHANDLER'S FORD PARISH COUNCIL
ASSET MANAGEMENT COMMITTEE

11 May 2015

Hiltingbury Pavilion, Chandler's Ford 7.00 pm

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

In attendance: Duncan Murray (Parish Clerk), Phil Eades (Maintenance Contracts Officer), Paul Naylor (EBC)
and Cllrs Cox and Duguid

Public Participation: There were two members of the public present from the Hiltingbury Tennis Club. The Chairman offered them the floor. A member of the public spoke about the resurfacing of the tennis courts and suggested that the second option of the multi-use area and the specific surfacing required was made late in the day and that the additional costs that would need to be met. That there were also hidden costs such as setting up and removal of the nets, maintenance of the surface and security of the facility. She mentioned that the Tennis Club felt the first option was the better one and that they had ideas of how to improve the income streams.

1. APOLOGIES

These were received from Cllrs. Boyes and Broadhurst

2. DECLARATIONS OF INTEREST

No members of the committee stated a declaration of interest.

3. TO NOTE THE MINUTES OF THE PREVIOUS MEETING HELD ON 13 APRIL 2015 AND SIGNED AT THE PARISH COUNCIL MEETING OF 27 APRIL 2015.

The minutes were noted.

4. PAUL NAYLOR- EBC STREET SCENE TO DISCUSS ISSUES AGREE FAILURES AND CORRECTIVE ACTION:

- **TO DISCUSS ISSUES RELATED TO SCHEDULE OF MAINTENANCE;**
- **RELATED ISSUES – WORK CHARGED FOR NOT UNDERTAKEN; AND**
- **THE WAY FORWARD.**

The Chairman welcomed Mr Naylor and raised questions on the main items which included the working to the Service Level Agreement (SLA), additional costs, Play Safe System (PSS) reporting of visits and maintenance issues raised. Mr Naylor responded that there was little difference to the original agreement that EBC had been working to and the SLA rather that EBC's approach had been input based rather than output based. It was understood that the costings/budget had been maintained at the same level. Mr Naylor showed the Clerk a costings spreadsheet dating back to 2013 setting out the Precept needs for 2014 for topsoil and overseeding etc at the Hiltingbury Recreation Ground.

Pennine Way was discussed next and in terms of its designation as an open space rather than a sports recreation area. The leaves behind the play area were also mentioned as needing clearing.

Play Areas and the Play Safe System of reporting inspections and issues was not working properly. Mr Naylor reported on how the system was meant to work and that data appeared to be disappearing when it was archived. He also reported that the software engineers were due to be coming to EBC shortly to correct the issues of corrupted data.

The detail of the problems was examined with input from Phil Eades the Maintenance Contracts Officer on how the SLA was not being followed and the significant issues he was having with PSS being currently not-fit-for-purpose and that work orders although authorised by CFPC had not been completed and issues such as missing bolts were not resolved within 24 hours as claimed. He finished by saying that he was worried that the Parish Council would end up managing the process for EBC. The Clerk was asked if he had anything to add to the previous comments and he commented that he agreed with the officer and had frustrations with how things weren't working. He also commented that there was a lack of supervision within EBC Street Scene and this was having a detrimental effect. The Clerk also commented that Mr Naylor, the Maintenance Contracts Officer and he had recently had a constructive meeting that was intended to sort out many of the problems and find a mutually beneficial way forwards. It was also commented that more meetings were planned to monitor the processes.

The Chairman opened the discussion to Members who expressed their horror at the failings and sought comfort about whose responsibility it was if there was a safety issue/incident arising from the failures on the PSS reporting. Mr Naylor confirmed that the responsibility and liability was that of EBC as it was they who undertook the inspections. The need for a systems and processes audit was expressed by Members to highlight and rectify failings. The issue of grass length was also discussed in the Jubilee Garden and by another Member at Pennine Way along with the Pennine Way drainage issues. Mr Naylor mentioned that he had £15,000 for completion of the footpath but that this could be used for improving the drainage if that was a higher priority and that he would look at the gate and probably replace it as that would be the most economic option.

The Chairman thanked Mr Naylor for his time, commenting on his worries about the insurance position. Mr Naylor said in closing that PSS should be sorted out within a week and that the grass cutting situation will be improved.

5. TENNIS COURTS RESURFACING:

- **SECURED FUNDING FROM EBC OF £60K; MUST BE SPENT ON RESURFACING TARMACADAM ON 4 COURTS?**
- **CHARGE RATE FOR THESE 4 COURTS TO BE DISCUSSED AND AGREED;**
- **ALTERNATIVE TO RESURFACING ALL FOUR COURTS WITH 2 COURTS BEING RESURFACED FOR ADDITIONAL USES AS WELL AS TENNIS; AND**
- **FUNDING FOR THIS MAY FALL ON THE PARISH COUNCIL TO THE TUNE OF £45K IN ADDITION TO THE £60K - TO BE DISCUSSED, AGREED AND A RECOMMENDATION**

MADE TO FULL COUNCIL SUBJECT TO ADDITIONAL FUNDING BEING FOUND BY THE CFPC WITHIN THE TIME RESTRAINTS OF EBC.

The Chairman opened the item by inviting the representative from Hiltingbury Tennis Club to speak. He commented that four members had been to Botley to play on the multi-use surface. It was commented that it was a forgiving surface which is slower and has less bounce than a tarmac surface, although that might be a benefit for casual players, and that there also might be drainage issues with the multi-use surfacing.

The tennis facilities at Knightwood were discussed including that it was not padlocked, but was also staffed. Bookings were also mentioned, their desirability, organisation and issues.

Members then discussed the item with a split between those wanting the courts to be free of charge against those suggesting charging to ensure a resurfacing fund would be available in some 15 to 20 years' time. Discussion points also concentrated on the funding made available by EBC through the New Homes Bonus Scheme (NHBS) and the time limit for that funding being available.

It was Proposed by Cllr Atkinson and seconded by Cllr Pragnell that the four tennis courts should be resurfaced within the funding available under the NHBS of £60,000. This was unanimously AGREED.

The issue of charging was discussed briefly with the pros and cons being mentioned and it was decided by Members that more information was needed for a properly informed decision to be made. The matter was deferred until the next meeting.

6. PLAY AREAS: WORKING GROUP ITEM SPECIFIC REPORT.

- **IDENTIFICATION OF REPLACEMENT OF RIDGE RIDER AND AGREE ITS PURCHASE; AND**
- **TO DISCUSS AND APPROVE THE RECOMMENDATION OF EXPENDITURE ON REFURBISHMENT WORKS TO THE 8 PLAY AREAS (WITHIN POWERS AS IN PLAY AREA BUDGET).**

The Clerk briefed Members on the options and that the Ridge Rider was intended for children aged 7+ and that in looking for a stand-alone piece of equipment he had been concentrating on that specific age range and items that gave good play value in terms of challenges and the numbers able to use it at the same time.

Members discussed the budget available, the differences between the two items of equipment, and the need for a new Risk Assessment of the play area once installed. As there was an extant resolution to replace the Ridge Rider with a suitable piece of equipment only a vote was required. Following a show of hands 6 voted for 'The Core'. Cllr Leslie asked it to be recorded that she voted against the piece of equipment.

With regards to the refurbishment works across the Parish's play areas the Clerk asked for this to be deferred until the next meeting as he felt it would be best to bring a detailed set of recommendations and options to the Committee due to the initial feedback from that morning's site visit by one potential supplier.

It was requested that the provision of additional benches in the play area be brought to the next agenda.

7. TO DISCUSS AND AGREE RECOMMENDATIONS FROM OFFICERS THAT THE PATH AT PENNINE WAY BE RAISED AT ITS FLOODING POINT 10M BY UP TO 100MM TAPERED AT THE ENDS; TO NOTE REPAIRS TO AND POTENTIAL REPLACEMENT OF GATE.

The Maintenance Contracts Officer briefed Members on the item and the estimated costs at £500 – 600. Members asked about the drainage issues and if raising the path would create ponding around it. It was agreed that Mr Naylor should get EBC to provide the other pathway first and it was also suggested that an expert needed to assess the drainage issues. It was proposed by Cllr Atkinson and seconded by Cllr Foulds that the raising of the pathway at the flooding point at an estimated cost of £500-600 be progressed. Following a show of hands it was unanimously AGREED.

8. TO RECEIVE AN UPDATE ON THE FRYERN EXTENSION AND NOTE THE REPAIRS TO THE BLOCKED UP WINDOWS ON THE WESTERN WALL OF THE EXISTING BUILDING

The Clerk's report on the building extension update and Quantity Surveyor's financial report as at 24 April, that showed the potential final estimate for the extension being about £26,000 below contract price, was accepted. The Clerk mentioned that there were items taken out of the contract that the Council were purchasing directly.

The brickwork replacements to the former window recesses on the western wall were noted.

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

For information only Cllr Pragnell informed the Clerk about Cllr Broadhurst's research that EBC did not own the land that was being looked at for potential allotments and that a land search would be required. Items for the Committee's next agenda were benches in play areas, tennis court charges and the play area refurbishment. It was requested that the item of an official opening of the extension should go to full council.

The next meeting was confirmed as 8 June 2015 at the Hiltingbury Pavilion. That being the conclusion of the business the meeting was closed at 9.16pm.

Chairman.....