

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

2 SEPTEMBER 2019

Fryern Pavilion, Chandler's Ford 7.00 pm

PRESENT: Councillors Aubry, Broadhurst, Cox, Duguid, Hughes (Chairman), Irish, Kyrle and Newcombe.

In attendance: Cllrs Atkinson and Holden-Brown along with Duncan Murray (Parish Clerk), Tomor Beqo (Facilities Manager), Phil Eades (Compliance Officer Operations) and Geoff Mitchinson.

Public Participation: There were 4 members of the public present. A Mrs Murray made representation against the TPO being made on the three trees in the Fryern Recreation Ground that were adjacent to her property, claiming a 'right-to-light'. This was echoed by a neighbour of hers, a Mr Green. Mr Mursell made representation about the new sports hall with reference to the provision of a flexible gym membership. A Mrs Hitchman made representation about the need for a strimmer for the Ramalley Allotments and a new Parish Council Liaison Member.

1. APOLOGIES

These were received from Cllr Pragnell.

2. DECLARATIONS OF INTEREST

There were none.

Item 4 on the Agenda was brought forwards.

3. TO NOTE ACTIONS UNDERTAKEN DURING THE SUMMER BREAK WITHIN FINANCIAL REGULATION 4, ESPECIALLY 4.1 AND 4.5

3.1. The removal of travellers from Pennine Way (with Bailiffs on stand-by under Fin Reg 4.5) and the purchase and installation of bollards under Fin reg 4.1 @ £2,418 ex Vat plus replacement padlocks @£670, and

3.2. The authorisation of a TPO assessment and Interim TPO by EBC for 3No trees 'at risk' on the perimeter of Fryern Recreation Ground and to decide if the interim order should progress for confirmation or otherwise.

The Clerk responded as per the Briefing Note confirming the adopted policy of the Parish Council in terms of protection of its Open Spaces in terms of the travellers, and the role of Financial Regulation [FR] 4.1 (Committee) Chair and Clerk authorisation for the security measures. With regards to FR 4.5 and the tree TPO the Clerk informed Members that he had taken the appropriate actions as required and which were also agreed as being appropriate in both cases by the Council's Internal Auditors. This report was noted.

Following input from Members it was AGREED, following proposal, seconding and on a show of hands, to delegate the matter of the TPO to a Working Group. That group would consist of Cllrs Duguid and Irish along with the Clerk, Facilities Manager, EBC Tree Officer and our preferred Tree Surgeon, who could decide whether to apply the TPO, vary the order or reject it.

4. TO AGREE THE MINUTES OF THE COMMITTEE'S MEETING OF 8 JULY 2019.

Having been checked for accuracy and following proposal, seconding and on a show of hands these were AGREED and signed by the Chairman.

5. TO DISCUSS AND AGREE WHETHER THE PERIMETER TREES IN THE COUNCIL'S RECREATION GROUNDS SHOULD BE ASSESSED FOR TPOS AND THESE BE CONFIRMED ACCORDING TO THE FINDINGS OF THE PRINCIPAL AUTHORITY'S TREE OFFICERS.

The Clerk commented that recent events demonstrated a potential need to protect perimeter trees in an open and transparent manner. Members made comment with particular reference to EBC's Tree Officers being impartial.

Following proposal, seconding and on a show of hands it was AGREED to get the perimeter trees

in the Council's recreation ground TPO assessed.

6. TO RECEIVE THE COMPLIANCE (OPERATIONS) OFFICER'S AND FACILITIES MANAGER'S REPORTS:

6.1. update on PSS and most recent reports

The Compliance Officer took Members through the month's reports commenting that there was a missing entry for Mead Road. Issues that had arisen included warping of skate ramp panels due to the alternating wet/dry periods of weather. There had also been some issues with graffiti. The new equipment had been completed at Pennine Way and although there were comments about the swing seat being too high it was within recommended limits.

6.2. to note maintenance/contracted work undertaken/advisable

- The red gate had been replaced at Fryern with the new gate from the temporary car park at Hiltingbury.
- Fencing at Hiltingbury car park was only 3/4s completed as the delivery of railings had been delayed.
- The 'stream' on the right-hand side by the railway at Pennine Way had been cleared completely.
- The temporary car park at Hiltingbury had been rotavated and seeded (stone buriar hired for the process of the work).
- Two new bins had been installed at Hiltingbury Sports Hall car park.
- New guttering had been installed on the shed at Ramalley allotment site.
- The score board at Hiltingbury Sports Hall, the installation was complete.
- Baxi Engineers, the boiler inspection had taken place at Fryern Pavilion. Annual Maintenance Plan including Parts & Labour up to £1,500 purchased 13th August 2019 at a cost of £359.
- Vending machines at Hiltingbury Sports Hall had been installed (plumbing works carried out by Tori).
- Radiator in tea-room at Fryern Pavilion installed.
- Leaking radiator issues in Clanfield Room at Fryern Pavilion resolved.
- Sewage pump at Fryern had been replaced.
- Three telescopic bollards had been installed at Pennine Way entrance.
- Right hand side gate post replaced at Pennine Way entrance due to the damage caused by travellers.
- Padlocks replaced with Squire Stronghold Container Locks at all recreation grounds.
- Fertilising undertaken twice at Fryern and Hiltingbury.
- Hedge cutting complete including the Ramalley entrance.
- The old shed removed from Ramalley.
- Quotes received from Hamptons Tree Care for tree works at Fryern and the dying tree on the left hand side of the old path at Hiltingbury Rec.

It was noted that although RHS Establishing A Wildflower Meadow Guidance has been followed into year-2 with 25% over-seeding it appeared that the hot dry summer last year did not do any favours in term of self-seeding of the annuals. Therefore, a more intensive regime would be followed for the next couple of years to ensure that the meadows can establish themselves properly.

A Member proposed thanks for the Clerk and Facilities Manager for the very expedient way in which they removed the travellers from Pennine Way.

6.3. to note a report on incidents recorded and reported to the police

There were no incidents that had been reported.

7. TO RECEIVE AN UPDATE REPORT ON HILTINGBURY PAVILION EXTENSION AND NEW SPORTS HALL: -

7.1. to note the fourteenth valuation report.

This was noted @ £7,390.59 with a sum withheld of £41,076. A final Account figure was still being worked on, but it was expected to be under contract price.

7.2. to note the current Draft Marketing Strategy

The Clerk reported on the Draft Marketing Strategy, particularly the reach of the social media (Facebook and Instagram) posts and other impacts. Members discussed the issues they felt were there, commenting on 'Top-of-Tree' marketing being needed and buying in marketing support. Off Agenda, the earlier mention of Gym equipment brought calls for grants to be looked at to help purchase equipment. Members moved that a Marketing Consultant be appointed with a budget of £2,500, following proposal, seconding and on a show of hands this was AGREED.

Members made comment about the need for a regular reporting structure including income, expenditure/overhead costs and the frequency of financial reports.

8. TO NOTE THAT HCA AND THE PARISH COUNCIL HAVE A LETTER OF AGREEMENT IN PLACE WITH RESPECT TO BEING ABLE TO NOW APPLY FOR BIFFAWARD FUNDING.

This was noted.

9. TO NOTE THAT THE WORKING GROUP'S PLANNING FOR THE FULLERS VILLAGE OF THE YEAR PRESENTATION ARE PROGRESSING.

This was noted.

10. TO NOTE THAT GRANT FUNDING FOR THE EXTRAVAGANZA WAS AGREED BY P&F AND IS PRIMARILY GOING TO BE USED FOR ADVERTISING THE EVENT FOR HCA WITH A PRINTING AND A LEAFLET DROP.

This was noted.

11. TO NOTE THAT THE COMMUNITY ORCHARD IS DUE TO BE FENCED AND PLANTED THIS GROWING SEASON.

This was noted.

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

Gym equipment, official opening and Ramalley Allotments (Full Council to appoint a liaison councillor).

The next meeting was confirmed as being at 7.00pm on 7 October 2019 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 9.21p.m.

Chairman.....