

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

3 June 2019

Fryern Pavilion, Chandler's Ford 7.00 pm

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

In attendance: Cllrs Atkinson and Holden-Brown along with Duncan Murray (Parish Clerk), Keith Hatch (Employer's Representative of the Hiltingbury Project [ER]), Tomor Beqo (Facilities Manager) and Phil Eades (Compliance Officer Operations).

Public Participation: There was one member of the public present, County Councillor Grajewski who reported back on Operation Resilience works being undertaken in the parish, the Decision Day that was coming up and the potential for the Hut Hill to Chandler's Ford to gain funding. The County Councillor also mentioned the potential crossing from the Safer Access to Schools path that had been a victim of its own success that she had given presentations and that funding had been found for site investigation and design works. It was requested that the Clerk be kept informed. With regards some anti-social behaviour the police were involved as a result of a single incident and were taking robust action in conjunction with other agencies.

1. APOLOGIES

These were received from Cllr Newcombe.

2. DECLARATIONS OF INTEREST

There were none.

3. TO AGREE THE MINUTES OF THE COMMITTEE'S MEETING OF 16 MAY 2019.

Having been checked including the confidential minute, following proposal, seconding and on a show of hands these were AGREED.

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

4.1. update on PSS and most recent reports

The Compliance Officer took Members through the 2-months' worth of reports, commenting that all issues found were adjudged to be a low or very low risk. Some issues had arisen about the fixings used on the skate ramp at Hiltingbury which were being followed up and monitored on a weekly basis.

4.2. to note maintenance/contracted work undertaken/advisable

- Repairs had been done to a massive pot hole at Hiltingbury top car park entrance.
- All the dragon's teeth had been removed from temporary car park and reused to replace most of the wooden bollards at Hiltingbury top car park.
- The bottom gate from the temporary car park had been removed, and it be reused to replace the red barrier on the entrance to the Fryen rec.
- One of the lights at the skate park has been replaced with a GFS7 Solar Lantern.
- After a visit to the skate park at 10:30 pm, he could confirm that the GFS7 Solar lantern provides more than enough light for the skate park users.
- The pitches at Hiltingbury have been heavily slitted and harrowed/scarified then top dressed in about 60Tonnes of high-grade screened soil. A different mix of grass seed was used at Hiltingbury a 75:25 mix of amenity grass (pitch quality) with a seed more suited to sandy soil. This was expected to result in a grass covering that will root far better in the soil conditions.
- Also, the football pitches at Hiltingbury have been fenced with orange mesh fencing to prevent any more damage to them, and to give them a chance to recover.
- At Fryern we have followed the same process, heavily slitted and harrowed/scarified

then seeded both pitches and all the training grids.

- Light hedge cutting had been done at Fryern, Hiltisbury, Pennine Way, we still have some of the play areas to cover.
- At Pennine Way the section on the left hand side of the path, that was cleared in the winter for a potential wildflower meadow had been rotovated. But the ground is too wet for a typical wildflower meadow although other seed mixes are being looked into.
- The new Scag Tiger 2 and the Humus deck had been delivered.
- Members asked a few questions including about the locking mechanism for the tennis courts. Officers reported that the Acheson sub-contractors had disabled it.

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

There were no incidents that had been reported.

4.4. to receive a report on Funtasia 2019.

Event strengths:

Additional logistical elements included:

- '£1 per person' signage erected at every activity eliminated any confusion for visitors and clearly marketed the activities.
- Marshalling at key points of entry and vehicle access route – arrangement worked effectively.
- Stall holder name boards were erected at front of each pitch to ease congestion when stall holders arrived on recreation ground, which was very helpful.
- Large space maintained on field in line with pavilion to allow for large crowd numbers, movement of people and to avoid congestion – no crowd control issues found, movement around area was efficient.
- Quantity of bins was very effective, limited litter was created requiring collection at the end of the day as a result.
- The Parish Council's Towrite ATV was used again this year, during the event setup and at points during the event. Its use was highly beneficial and significantly reduced the amount of time and difficulty with tasks such as load and equipment movement. All volunteers were provided with high visibility jackets.
- Volunteers were provided with water and biscuits for duration of shift and all were notified and directed to their activity effectively.

Event weaknesses:

- Additional volunteers required for next year, as the event grows in size.
- Location of toilets worked well, however, some additional signage will be required for next year as the signage provided was not enough and marshals were asked for directions – or it may be a good idea for the loos to be on the field next year. Loos for Dos collected the units promptly.
- Volunteers were briefed on elements such as the safe movement of vehicles on site (hazard lights, speed etc.). However, there were a couple of vehicles that ignored the marshals' instructions. Safety signage with instructions will be required to assist with this. Additional volunteers will also help to police vehicle movement.
- Use of MUGA area – the Fair Oak Dog Display did not use the MUGA area as previously discussed during the event planning. The area was used by children casually playing, but it may be worth taking advantage of all available space on the recreation ground and using it to house an activity or display.

- Pony Rides are required to donate 10% of their profit but we only received £50 – which seems low considering they charge £4 per ride. Tori has contacted the owner of the Petting Farm to organise pony rides for 2020.

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

5.1. the pavilion extension project (KH)

The ER reported on the three items remaining to sign off, the specification, time issues and then cost. The specification included the squash court plastering and Brie Soliel. Regarding the time issues some additional time had been gained by the plastering being done quickly. The costs, the council's QS was still forecasting a circa £40k saving to contract sum.

Members asked questions about the LADs and whether the manuals had been received from the contractors. They were informed that Risk Assessments were in place for the staff to be able to use the building and that no certification would be given until the manuals had been received.

5.2. to note the twelfth valuation report.

This was noted with a sum withheld of £11k.

5.3. to discuss and agree the updated Terms and Conditions of hiring/use

These were AGREED as an interim document.

5.4. to note the current Draft Marketing Strategy

This was discussed with Members asking questions on the briefing note's content, the use of social media, outreach and open days/sessions to create footfall was noted. The NHS cardiac rehabilitation unit was mentioned as being a potential customer.

5.5. to note the current Risk Assessment documentation for the new sports hall, and refurbished pavilion, and its main activities

These were noted

5.6. to note that the Chair and Clerk under Fin Reg 4.1 have decided to provide additional barrier fencing around the new car park/Recreation Ground accesses.

This was noted

6. TO DISCUSS AND AGREE THE PROVIDER OF VENDING FOR THE HILTINGBURY PAVILION (FINAL QUOTE TO BE TABLED).

It was decided to defer this until July's meeting.

7. TO DISCUSS AND AGREE THE NEXT STEPS IN ASKING HCC TO PUT IN A CROSSING NEAR THE ASHDOWN/HILTINGBURY ROAD JUNCTION AND THE NEW SAFER ACCESS TO SCHOOLS PATHWAY.

It was decided that it would be better to wait until proposals were known rather than risk no gain.

8. TO DISCUSS AND AGREE THE REPLACEMENT OF THE FRYERN BOILER (IN THE EXTENSION) BY DYNAMIKA AT A COST OF £4,889.04 (ANOTHER VERBAL ESTIMATE GAINED WAS IN EXCESS OF £7K FROM ANCHOR HEATING AND PLUMBING).

Further information that the boiler was not repairable was requested.

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

The potential crossing near Ashdown Road, the marketing plan for Hiltingbury Sports Hall, vending and the Fryern Boiler.

The next meeting was confirmed as being at 7.00pm on 3 June 2019 at the Fryern Pavilion That being the conclusion of business the meeting was closed at 8.50p.m.

Chairman.....