

## **CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE**

**4 APRIL 2022**

**Fryern Pavilion 7.00 pm**

**PRESENT:** Councillors Hughes (Chairman), Aubry, Evans, Irish, Kyrle, Newcombe and Pragnell.

**In attendance:** Cllrs Duguid along with Duncan Murray (Parish Clerk) and Tori Beqo (Facilities Manager). No other officers were present due to Covid-19 Secure advice.

**Public Participation:** There was one member of the public present, Richard Lansdowne, Chair of the Hiltingbury Community Association (HCA) who complained about the lack of access predicted over the Easter school holidays due to the carrying out of essential works on the upper car park. He also complained about the lack of notice.

The Clerk responded that he had only been informed on the Thursday (31 March) that there was a possibility of the works being undertaken over the Easter holidays, which was meant to be confirmed on the Monday. He also commented that the matter of site/works health and safety was the responsibility of the contractor, not the parish council.

### **1. APOLOGIES**

Cllrs Broadhurst, and Cox and had sent their apologies.

### **2. DECLARATIONS OF INTEREST**

There were none

### **3. TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 7 MARCH 2022 PREVIOUSLY AGREED AT FULL COUNCIL ON 21 MARCH 2022.**

These were ACCEPTED.

### **4. WORKS TO THE HILTINGBURY CAR PARK – UPDATE.**

Item 8 from the Agenda was brought forwards to enable the HCA Chairman to leave earlier. It was questioned whether there would be a way to enable hirers of the Hilt and other facilities to access the car parks that weren't affected by the works. The Clerk and Facilities Manager stated that maintaining a safe site was the responsibility of the Contractor, not the Employer, and that access could only be made possible if the Contractor could agree that there was a safe way of giving access. Currently the only assessment that had been made was that there probably wasn't a safe way with all the anticipated tipper lorry movements as there were circa 360m<sup>3</sup> of spoil to be removed and the same amount of stone/tarmac to be brought in.

Questions were asked about using the area of the temporary car park, which was not retained after the pavilion build was completed, but it was considered that the new pedestrian refuge made this unsuitable.

It was agreed that the Clerk and the Facilities Manager would liaise with the Contractor and strive to find solution(s) that would potentially allow the bottom two car parks to be able to be used.

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

#### **5.1. Update on PSS and most recent reports**

The Officer's report, showing no items reported and one visit missed due to Covid.

#### **5.2. To note maintenance/contracted work undertaken/advisable**

The Facilities Manager's report was noted:

- **Ground Maintenance:** All ground maintenance had been carried out as per normal for this time of the year.
- **Maintenance Checks:** All maintenance checks completed at Fryern and Hiltingbury including water checks and fire alarms.
- **Wildflower Meadows:** They had started the preparation for the wildflower meadows at Fryern, Hiltingbury and Pennine Way, they were planning to create a lovely wildflower

meadow on the right-hand site of the path. Seeds already ordered, waiting for delivery confirmation.

- **Trees:** They had replaced the vandalised trees at Hiltingbury rec and installed the 2m high tree guards with three two feet long anchors, and they had painted the DNA grease to stop any further damage to the trees. They had planted the damaged/broken trees at Eagle Close with the rest of the saplings.
- **Tree work at Fryern and Ramalley:** The tree work had been completed at Fryern and Ramalley, and the reduction of the Weeping Willow tree that is in the far corner of Fryern Recreation ground, by approximately 25%. Removed major deadwood and removed the diseased and dangerous Ash stem at Ramalley allotments.
- **Pennine Way:** The soggy area at Pennine Way was still fenced, to make sure that the public was aware not to enter the area. They had attempted to cut the grass before it got too long, we had managed to cut 85% and strimmed the rest as the ground was too wet to use the Scag.
- **Hiltingbury Skate Park Lights:** Utili-Light Limited were still due to replace the two lights that were not working at the skate park at Hiltingbury, quoting for the wrong lights delayed the process, which had been rescheduled for the first week of April.
- **Sportshall Heating thermostat:** There had been issues with the thermostat that regulates the temperature in the main Sportshall, T&K Services the original contractor, suggested that we needed to replace the thermostat for a slightly different one to fix the problem. We have booked for the work to be done as soon as possible, unfortunately they were still waiting for the part to arrive as of 29 March.
- **Sportshall Disabled Toilet Alarm:** The disabled toilet alarm had been replaced by TB and is back in action.
- **Sportshall Water Dispenser:** We have purchased and installed the water dispenser in the Sportshall, that was agreed at the last AMC meeting.
- **Fryern Pavilion Heating:** We are continuing to have problems with the heating at Fryern, numerous times we have contacted the engineers who have stated that the boiler was not fit for purpose.
- **Hiltingbury Play Area:** TB had now replaced the arms on the mini spinner (in house)  
The report was noted.

### **5.3. To note a report on incidents recorded and reported to the police.**

There had been no incidents.

### **6. TO RECEIVE AN UPDATE REPORT ON FRYERN PAVILION AND SPORTSHALL TRADING ETC:**

The Sportshall Team Leader's report was noted. The financial report was also noted with the following details: -

Hiltingbury had earned £9,595 net of VAT in February, with a turnover of £17k (inc VAT) for all Sports-booker income streams in March. The £2,978 on repairs and maintenance reflects the insured costs of the cladding repairs of which £2,628 was recovered from Zurich (net our excess of £200).

Fryern has taken £24,044 against a budgeted figure of £19,387 showing a net profit of £6,299 to the end of February.

### **7. TO DISCUSS AND AGREE THE PAYMENT OF THE BUSINESS RATES BY DIRECT DEBIT (1<sup>ST</sup> PAYMENT DUE 7 APRIL).**

This item was self-explanatory. Following proposal, seconding and on a show of hands the payment of the Non-domestic Rates by direct debit was AGREED.

### **8. TO DISCUSS AND AGREE WHETHER THE SPORTSHALL IS SUITABLE TO BE USED AS AN**

**EMERGENCY EVACUATION LOCATION BY HILTINGBURY SCHOOLS.**

In advance of the meeting a Member had emailed out some very helpful guidance on the regulations. Following a brief discussion, it was agreed in principle that the infant school could probably use the Sportshall, subject to suitable risk assessments and with the agreement of, after assessment by, the Fire Brigade.

**9. TO LOOK AT ALTERNATIVES FOR THE OFFICIAL OPENING OF THE SPORTSHALL (HRH COUNTESS OF WESSEX IS NOT AVAILABLE DUE TO JUBILEE REQUIREMENTS IN THE YEAR).**

Various alternatives were considered including current/former 'Saints' stars or very senior badminton players.

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

The process for communications with outside bodies.

The next meeting was confirmed as Monday 6 June 2022, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.05pm.

Chairman.....

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