

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

4 NOVEMBER 2019

Fryern Pavilion, Chandler's Ford 7.00 pm

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

In attendance: Cllrs Atkinson and Holden-Brown along with Duncan Murray (Parish Clerk), Tomor Beqo (Facilities Manager)(until 8.10pm) and Geoff Mitchinson (Team Leader Sports Hall).

Public Participation: There were no members of the public present.

1. APOLOGIES

These were received from Cllr Newcombe and Cllr Pragnell was not present. Phil Eades (Compliance Officer Operations) also sent his apologies.

2. DECLARATIONS OF INTEREST

There were none.

3. TO ACCEPT THE MINUTES OF THE COMMITTEE'S MEETING OF 2 SEPTEMBER 2019 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 30 SEPTEMBER 2019.

These were accepted.

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

4.1. Update on PSS and most recent reports

In the Officer's absence the report was accepted.

4.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager reported on the following:

- The grounds maintenance had been continuing according to the normal schedule for the time of year, with additional efforts being put into the football pitches, such as regular slitting, application of fertiliser (seaweed based) whilst the ground conditions allow.
- Preparation of the wild flower meadow areas has begun.
- The FM was enrolling on the Prince 2 Foundation Course in project management as a distance learner, this would allow him to undertake study in his own time.
- Four new banners to advertise the sports hall had been printed and put up. One at the Tennis Courts Hiltingbury, one at Lincoln's Valley, Fryern and on the Railway fencing at the Central Precinct; permission from the Railway had been given to hang the banner for 3 weeks.
- 5 A1 sized advertising boards very similar to the banner above had also been printed and located around play areas within our boundary. Also, A4 size posters have been placed in all our notice boards. There also have been posters placed in the Library and at the Hiltingbury entrance notice board.
- Direction signs in front of the Sports Hall had been completed; also, a quote for the rest of the top car park has been received and the work for this is anticipated to be finished by the 31st October, subject to weather conditions.
- One of the football boots brushes had been installed at Fryern, the one for Hiltingbury would be installed as soon as the path was finished.
- The fence at Ramalley allotments had been repaired, as it was reported to EBC but nothing was done.
- The new scag had been serviced as required after 50 hours of use.

Officers also noted that the dead tree in the plot neighbouring the footpath to Pine Road had lost two branches during the storms on Saturday and that the Facilities Manager had

removed them. It was AGREED that the Clerk would write to the owner, copying in EBC, and remind them of their responsibilities under the Occupier's Liability Act.

Further to the above Officers commented on wishing to progress with Green Flag registration/accreditation for Fryern and Hiltingbury Recreation Grounds, and how this would be a natural progression from being Runners-up in the HALC/Fullers Village of the Year 2018 Open Spaces category. It would also give the framework for the development of a 3-year Management Plan for the recreation grounds. Following a short discussion Members APPROVED Officer time be spent on Green Flag accreditation.

Members discussed the FM doing Prince 2 Foundation. It was AGREED that it was an investment in staff and of value to the Parish Council, but it was requested that sufficient support and paid study time was made available to the FM by the HR committee.

The final part of the Facilities Manager's report was on the EBC Sports Awards 2019 which Officers wished to enter the new sports hall as a nomination. Officers felt that although it might take about 5 hours of time to create the application and put the case forwards for the category of 'Project of the Year 2019'.

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

There were none.

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

5.1. To note the 50% retention release instruction.

This was noted. It was also noted that Acheson had informed the Clerk that they had mislaid the cheque for the fifteenth valuation of £63.9k + VAT. A replacement cheque would be drawn as soon as undertakings had been received and the original cheque had been verified as being 'stopped'.

The Extension of Time meeting with Acheson on 10 October did not produce any further evidence to support their claims and they were reminded that the council could only

5.2. To note income streams for September for the council's facilities

Income for October was recorded as follows:

This is the first month that gross sales for the Parish Council have exceeded the £10k mark. Invoiced/takings Vatable £10196 - ex VAT = £8,496 up £1,660 on September.

Net Invoice/Takings in October £9,110.

Average Monthly Income projected in the budget =£10,750.

Fryern Football £419.42 H/bury football £194.63 = £614.05 (no VAT).

In addition, Tennis Memberships have added £1,330 (gross) - £1,108 (net) to earnings since bringing sports-booker online (£80 net in October).

Fryern room hire £4,134 – ex VAT = £3,445 + football = £3,864.

Hiltingbury Net Invoice/Takings October = £5,246 up from £4,242 in September.

In terms of income to expenditure for Hiltingbury, with the utilities/maintenance input from the budget at £1,750 per month there was a small surplus of £1,267 to the gross operating costs of salaries, utilities and cleaning.

It was commented that the budget figures included a figure for Non-domestic Rates, which it was suggested should be put into the accounts as an accrual.

5.3. To receive the Sports Hall Branding Proposal from Kingsway Design and to discuss what and how to implement proposals received.

Members discussed the proposals from Kingsway Design. That there was no additional timespan for discussion was taken as read. Updating the council's website was not considered urgent and would also need to be funded by earned income rather than precept. Following proposal, seconding and on a show of hands the icon/logo, a name of 'Hiltingbury Sports' and a total marketing budget of £10k as proposed by Kingsway Design was AGREED.

It was also mentioned by the Chairman that he had approached EBC about the signage to the recreation ground in Hiltingbury Road and that decluttering and updated proposals would be going to the Local Area Committee in the near future.

6. TO NOTE THAT THE COMMUNITY ORCHARD WILL BE PLANTED THIS GROWING SEASON, THAT THE FENCING AND GATE WILL COST CIRCA £1,300 SUPPLY ONLY AND TO AGREE BOTH THIS COST AND MEMBERS NEED TO DECIDE THE TYPE OF FRUIT TREES THAT SHOULD BE PLANTED AND IN WHAT NUMBERS AND THE BUDGET FOR THE TREES.

Members were reminded that the Council was in Purdah and therefore no new business that could have an effect on perceptions of residents could be discussed. Members AGREED the budget for the fencing. Fruit trees mentioned for the orchard included apple and pear trees preferably ones that were pest and disease resistant. Officers would circulate a more comprehensive list to Members for comment.

7. TO NOTE THAT THE GROWING BAGS ARE STILL IN THE GROUNDSMEN'S STORE WAITING FOR SAPLINGS TO BE DONATED AND PLANTED, AS PREVIOUSLY AGREED MEMBERS WOULD BE TAKING THE LEAD IN SOURCING SAPLINGS.

Members noted that the growing bags were still available from the Parish Office. Members expressed concern about the movement of disease and weeds using non-sterile soil, therefore potentially introducing bindweed and other problem plants onto council land. Officers were asked to check with a horticulturalist about using sterile soil.

8. TO DISCUSS WHETHER THE COUNCIL SHOULD CONSIDER A TREE POLICY CHANGE OF SEEKING TO LOOK TO CLIMATE CHANGE RESISTANT TREES SUCH AS NATIVE SPECIES THAT HAVE BEEN GROWN IN EUROPE.

It was noted that a wider discussion on climate change was for Full Council not a committee and after the period of Purdah was finished. However, it was agreed that replacement native tree species, at about 4m high, might be better sourced from suppliers that have grown them in Europe to make them more resistant to climate change issues. The Clerk was able to inform Members that their current supplier, Deepdale Trees, did already work in partnership with European growers for this reason.

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

The next meeting was confirmed as being at 7.00pm on 2 December 2019 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 8.28p.m.

Chairman.....