

**CHANDLER'S FORD PARISH COUNCIL**

**ASSET MANAGEMENT COMMITTEE**

**5 February 2018**

**Fryern Pavilion, Chandler's Ford 7.00 pm**

**PRESENT:** Chairman Cllr Hughes; Councillors Atkinson, Aubry, Boyes, Broadhurst (Vice Chairman), Foulds, Johnson, Luffman and Scott.

**In attendance:** Cllr Duguid, Duncan Murray (Parish Clerk), Phil Eades (Compliance Officer Operations) and Tomor Beqo (Facilities Manager).

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

**1. APOLOGIES**

There were none.

**2. DECLARATIONS OF INTEREST**

Cllrs Aubrey and Hughes declared a non-pecuniary, non-disclosable interest in item 10 as Trustees of the HCA (The Hilt).

**3. TO ACCEPT THE MINUTES OF THE COMMITTEE'S MEETING OF 8 JANUARY 2018 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 29 JANUARY 2018.**

These were accepted.

**4. TO NOTE THE UPDATED ACTION LIST**

The Clerk commented that Wildflower seed delivered – cost discounted to £1.5k (£1k below budget) representing 21kg of seed. Funtasia was progressing well – good uptake on stalls so far, additional sponsors being brought on-board and a 30m<sup>2</sup> stage is to be erected (sponsored) to enhance the mayoral opening, Master of Ceremonies inputs, crowning May King and Queen etc and allow time/space for efficient arena changeovers.

**5. COMPLIANCE OFFICER'S AND FACILITIES MANAGER'S REPORTS**

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

It was noted that the required checks had been undertaken, and that the Operational Checks operator had retired. The Clerk was requested to gain assurances from EBC that adequate, qualified, cover would be in place.

**5.2. To note maintenance/contracted work undertaken/in progress:**

The report was noted, with key points being:

**Compliance checks:**

All checks have been completed, nothing to report.

**Completed Additional Tasks:**

- The Fryern youth shelter's roof had been repaired officers having totally removed it and re-secured and re-bolted all panels. Please note: the original install was slightly skew on the positioning of the uprights (not vertical and not in-line)!
- The hole in the car park at Hiltisbury next to the Tennis Courts had been repaired (concrete base and cold pour tarmac surfacing).

- The changing room walls at Fryern Pavilion have now been painted.
- The keypad locks have been fitted on three internal doors in Fryern Pavilion, by TB and PE.
- Slitting of both the recreation grounds and the football pitches has been done, but not as much as was wanted to, due to the bad weather, and the ground has been too wet for the tractor.
- The repair of the Island on the right-hand side of the car park at Hiltingbury had been completed, and another loose piece of kerbing had been reset.

**Additional Tasks to be Completed:**

- Spraying for the second time of the Wild Flower Meadows at Hiltingbury & Fryern, all play areas, Pennine Way, Tennis Courts, all around both Pavilions would be undertaken as soon as the weather conditions allowed.

**Information:**

TB attended a three-day chainsaw training course at Sparsholt College on 28<sup>th</sup> - 30<sup>th</sup> January gaining 92% in his assessment. He is due to do his tractor and related operations City and Guilds Level 2 at the end of February.

The Tractor has been booked for its annual service at the beginning of February ready for the Spring/Summer.

The Scag and chipper have been serviced, ready for the Spring/Summer.

The Towrite was picked up on Thursday 25/01/2018 to be repaired.

The Flatbed van was due to be delivered by the 2<sup>nd</sup> February. Purchased at a capital cost of £7,500, at £1.5k below budget.

Officers were reviewing the water management/risk assessment and Legionella risk management processes, looking to replace Clearwater with a different supplier.

**5.3. To note a report on incidents recorded.**

There had been no incidents reported to the police.

**6. TO DISCUSS AND AGREE THE PLAY AREA IMPROVEMENTS FOR 2018-19 AS BEING AT HILTINGBURY AND FRYERN, TOTALLING £38K OUT OF THE £50K AGREED BUDGET FOR THAT FINANCIAL YEAR.**

The Clerk briefed Members as per the briefing note and stressed the health and safety points of the mulch surrounding the youth shelter at Fryern Rec along with the installation of the Jillibrad multiplay unit from HAGS SMP. Supply and install RhynoMulch and Black EPDM wet pour surfacing to an area of 32mtrs<sup>2</sup> around base extending past all 4 sides of shelter by approx. 1.5mtrs. Cost for above works £1,776.50 HAGS SMP Jillibrad supply £6,810 and VitaPlay install £10,473.

At Hildingbury Play Area, again the multi-play unit was in need of replacement a recommendation was made to install the HAGS-SMP Nexus Altitude 11 with slide. We had already been installed at Cox Row and was very popular within its designed age range. It was suitable for 7+ age groups and has a critical fall height of 2.5m, within all the necessary guidelines. It was reported that the equipment could be orientated so that the slide faces N/NE so that it won't get hot in the summer, and the unit had significant play values. The quoted install price (plus our purchase supply from HAGS-SMP) is Supply £8,784.00, and install (VitaPlay) £8,225.70.

Further putting RhynoMulch at the gateway from the play area onto the Rec at Hildingbury was put forwards to make the entrance safer and more child friendly in wet weather; an area of 4m x 2.5m having underlying stone and membrane with a mixed brown/green rubber mulch topping at £803.00.

Two Tango swing seats were also promoted at a cost of £860 plus a nominal £150 fitting.

Health and safety concerns over the climbing by teens on the youth shelter were discussed and the need to prevent critical injury, the play/activity improvements of the proposed equipment for both Fryern and Hildingbury were discussed. It was also asked if consideration could be given to increasing the size of the play area to provide a dog free area for toddlers, which was asked to be on the next agenda for the committee.

Following proposal, seconding and on a show of hands expenditure totalling £37,882 ex VAT for the above items was AGREED.

**7. TO DISCUSS AND AGREE SOME OF THE REMAINING BALANCE FOR PLAY AREA IMPROVEMENTS SHOULD BE USED TO REPLACE THE 12 DILAPIDATED, ROTTEN, BURNT AND MISS-MATCHING BENCH SEATS AT FRYERN AND HILTINGBURY RECREATION GROUNDS AT A COST OF £8,880 EX VAT.**

There being no debate being required, following proposal, seconding and on a show of hands the benches budget was unanimously AGREED. Additional seats were also requested to be put on the next agenda for the committee.

**8. TO DISCUSS AND AGREE FOR H&S REASONS, THE MAIN LETTING ROOMS SHOULD BE FITTED OUT WITH CEILING INSTALLED AUDIO-VISUAL EQUIPMENT THAT IS OF A QUALITY THAT WILL ENCOURAGE LETTINGS AND HELP SUPPORT OUR CURRENT HIRERS.**

The briefing note was taken as read with a request that the system also linking to a hearing loop. Following clarification that the equipment was being suggested at a budget that would provide high quality but be of a cost that allowed for upgrading as technology progressed, on proposal, seconding and on a show of hands the item was unanimously AGREED at a budget of £5,000 ex VAT.

**9. TO DISCUSS AND AGREE WHETHER TO PROGRESS THE DRAFT DRAWINGS PRODUCED BY THE FORGE IN SOUTHSEA.**

Members agreed the general design, but requested roundels at the end of the spurs rather than the diamonds following proposal, seconding and on a show of hands this was unanimously AGREED with costs to be agreed at the March committee meeting.

**10. TO DECIDE WHETHER THE HILT SHOULD HAVE A LICENCE ISSUED TO EXTEND THE HOURS IN WHICH MUSIC CAN BE PLAYED UNTIL MIDNIGHT ON FRIDAY/SATURDAY NIGHTS ON 6 OCCASIONS A YEAR.**

The Clerk commented that this was a better option than undertaking a variation to their lease as control remained with the Parish Council, and the licence could be withdrawn if complaints were received from residents. It was noted that The Hilt were losing bookings due to the timing restriction for music and has a volume restrictor fitted. Following proposal, seconding and on a show of hands this was AGREED.

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

There were the items to take forwards for the extension of the Hiltingbury Play Area, potential of additional benches, the costs for the proposed archway, and Cllr Pragnell's motion deferred from the Full Council meeting of 29<sup>th</sup> January 2018.

The next scheduled meeting was confirmed as 7.00pm on 5 March 2018 at the Fryern Pavilion. That being the conclusion of business the meeting was closed at 8.10p.m.

Chairman.....