

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

5 SEPTEMBER 2022

Fryern Pavilion 7.00 pm

PRESENT: Councillors A Broadhurst (Chairman), Attrill, Evans Irish, Kyrle, and Selby.

In attendance: Cllr Duguid and Duncan Murray (Parish Clerk) no other officers were present due to Covid-19 Secure advice.

Public Participation: There were five members of the public present three of whom spoke about the damaged fence at Ramalley and a perceived inaccuracy in the minutes of the 4 July meeting. It was commented by Officers that the minutes had been agreed and signed off, they could not be challenged or changed thereafter. The fourth (Cllr Duguid) used the section to mention the repainting of the tennis courts, which had been done very well, however, he asked if the committee could give consideration to future provision of lighting to the two lower courts.

1. APOLOGIES

Cllr Jones had sent his apologies, Cllrs Baker and Beer were not present. Tori Beqo (Facilities Manager) had also sent his apologies.

2. DECLARATIONS OF INTEREST

There were none

3. TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 4 JULY 2022 PREVIOUSLY AGREED AT FULL COUNCIL ON 25 JULY 2022.

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

The Officer's report was noted, showing 7 items reported, most of which had been repaired and two which were of a very low risk and were being monitored and graffiti which had been removed.

4.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager's report:

- **Ground Maintenance:** All ground maintenance has been carried out as per normal for the time of the year. They had started the preparation for the football pitches as the new season started soon. Not much grass cutting had been done that month due to the very hot weather. If this continued the pitches wouldn't be playable in September.
- **Maintenance Checks:** All maintenance checks completed at Fryern and Hiltingbury including water checks and fire alarms. Fire Extinguisher inspection was completed by Samson Fire at both sites.
- **Wildflower Meadows:** They had taken the fencing off as the flowers were well established, but unfortunately that meant that children and dogs would run through and flatten most of the flowers. They were doing really well, until the dry period hit.
- **Tennis Courts:** The tennis courts maintenance, work was completed, and the courts looked great. The nets on the top courts were replaced as they were damaged.
- **Hiltingbury Sportshall.** The aircon at the Sportshall had been installed. We have had great feedback from the users, especially in the summer as it had been rather hot.
- **Boiler at Fryern:** The boiler had been replaced, but not fully tested as the weather was extremely hot, and the pavilion was occupied. They completed the job in one single day. The cost including fitting was quoted at £3536.00 + vat, and so long as the boiler was serviced annually it had a 7-year warranty..
- **Air flow system at Fryern:** We had Farmwood M&E Services Ltd to do the service on the air flow (heat exchangers) system, they discovered that both PCB's are not working. The repair was completed on Wednesday 24 August. That also means that the heat exchangers (heat recovery units) should be working at an optimum level of efficiency.

- **Fryern MUGA:** The work for repainting the lines in the MUGA had started. The contractors had jet washed the area, and they came back on 16/08/22 to complete the work but they still haven't finished.
- **Basketball Back Cover:** Due to one of the back boards of the basketball hoops being damaged, they have replaced them both, in house, with our own design, which was very much themed to the Sportshall logo.
- **Sportshall Signs:** We have printed the sports hall signs; Installation was carried out by TB in-house.

The report was noted.

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

There had been one incident that had been reported and the police asked for CCTV of the period/time in question. This had been burned to DVD for them.

5. TO RECEIVE AN UPDATE REPORT ON FRYERN PAVILION AND SPORTSHALL TRADING ETC:

The Sportshall had had a good summer with public bookings, with most of the clubs within the Sports Hall and studio's having a break throughout the holidays. With the public booking and with some Park Sports events (EBC) staff had kept fairly steady throughout what was usually a quiet period.

They had worked together with EBC Park Sports to host some activities, from Skate-Jam on the skate park to Dodgeball within the Sportshall, as well as working together with some coaches to run sessions throughout the holidays. The Dodgeball sessions had been very popular and some of our regular coaches running badminton training sessions proved well attended.

This was the first week back for a lot of our regular clubs/instructors. They had also secured some regular club bookings on a Friday evening. Historically, this had proven to be the quietest day of the week, so now we are fully booked from 4pm – 6pm with badminton club training, then 6pm – 8pm with 5-side football teams, then 8pm – 10pm badminton club training/matches. This put a considerable strain on staffing with lots of moving equipment around on their own between sessions.

The introduction of Pickle Ball had proven popular throughout the summer with sessions running on Tuesday's, Wednesday's & Friday's. These were building in popularity which they hoped would continue. They hoped that a club would develop around this.

The tennis courts had been popular across the summer.

Gemma had left mid-July and replacement staff were being recruited.

The finances from the income generating activities of the council were then reported on, as they had been delayed from the previous meeting due to the accountants needing to close down the year-end before this financial year's reports could be accessed in Sage.

Sportshall Financials 1st Qtr:

Income Sportshall income was up £3.7k to budget as were tennis bookings by coaches etc by £1.6k.

Expenditure was up in the first quarter due to the following reasons: -

- **Services** as reported the thermostat in the Sportshall needed to be replaced as it was misreading the temperature therefore the gas usage was up, also as the accounts are invoiced after month end (and we account on an income and expenditure basis) March's electricity is included in the figure, although it would have been accounted for in last year's accounts.
- **Repairs/Maintenance** de-silting of the drainage gullies etc (cost £750) at the Hiltingbury car park following the works to improve the base and surface. These had probably never been de-silted before. Badminton rackets and shuttlecocks also had to be replaced at a

cost of £221. The tennis nets on courts 1 & 2 also needed to be replaced after the painting was completed, due to wear and tear damage at a cost of £321.

- **Salaries** were also up in April due to the nasty injury GA sustained to her knee whilst on holiday in March (approx. 6-weeks of covering 25hrs/wk) and the first part of May due to covid.
- **Generally**, the Sportshall was operating at £6.8k excess receipts to budgeted figures.

Sportshall Financials July:

Income up £2.9k on Sportshall income, and £423 for coaching/club bookings.

Expenditure up by £4.4k for the balance of the tennis court repainting (covered in the budget generically under asset improvements and shown in this month under 'other costs') as with the £6.2k for the air-con installation for Studios 2 & 3.

- **Services** covers the period from 17 Feb to 26 June @£339 for water – £131 for gas and £253 for electricity, please note that there are 80PV panels on the Sportshall roof, and we only pay 13.99p/KWh for what we have to purchase.
- **Salaries** have returned to their normal levels.

Generally, due to 'Precept funded' expenditure of £10.6k the Sportshall shows as trading at a £4.3k loss in the month – if the 'Precept funded' costs are removed the trading figures are actually an excess of £6.3k for the month. However, the recorded I&E YTD from the accounts, with this additional expenditure included, still shows an excess income of £7.5k against a budgeted figure of an anticipated £4.1k loss.

Fryern Financials 1st Qtr:

Income: Hires are running at £2.6k above budget, with pitch hire down £386 on budget

Expenditure: Repairs – boiler repairs & water leak £638, £240 on two replacement water/tea urns; Cleaning costs include the in advance 12-month contract payment of £2.5k for the services provided by Initial (roller towels, hand driers, nappy bins etc).

Fryern Financials July:

Income: is up by £1k in July to anticipated room hire budget, with pitch hire down £221.

Expenditure: Repairs are up £283 on budget, due to a boiler inspection due to a fault, £80 and the annual fire inspection at £382.

6. TO DISCUSS AND AGREE THE TRAINING GRID CHARGES (WHOLE SEASON IN ADVANCE) FOR AFC HILTINGBURY

Officers from the Council along with AFC Hiltingbury representatives had been working through the figures and the frequency of training sessions. The net result was a figure of the monthly average at £429. Whilst final details still needed to be finalised, such as discounted weeks for school holidays and bad weather.

Following proposal, seconding and on a show of hands the Average Monthly Training Charge of £429 was AGREED.

7. TO DISCUSS THE POSSIBILITY OF HCC UTILISING THE OLD TEMP CAR PARK AREA APRIL 2023 TO END MARCH 2024

At the request of HCC this item was deferred until the next Agenda.

8. TO DISCUSS AND AGREE WHETHER THE EAST TO WEST PATH AT FRYERN REC SHOULD BE WIDENED TO ENABLE CYCLE ACCESS.

Following a short discussion, it was AGREED that the path could be widened, if the CFH LAC was minded to fund it, having received quotes.

9. TO AUTHORISE OFFICERS TO INVESTIGATE EBC'S 'GREENING CAMPAIGN' AND ITS IMPACT AT PARISH LEVEL, INCLUDING THE BENEFIT OF ANY GRANTS AVAILABLE.

Members felt that this would be both interesting and potentially a very worthwhile item for Officers to progress investigating and to report back to the committee on. Following proposal, seconding and on a show of hands this was AGREED.

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

The potential future provision of tennis court lighting, and the HCC temporary car park provision.

The next meeting was confirmed as Monday 3 October 2022, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.06pm.

Chairman.....

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