

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

6 SEPTEMBER 2021

Fryern Pavilion 7.00 pm

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

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

Public Participation: There were no members of the public present

1. APOLOGIES

There were none.

2. DECLARATIONS OF INTEREST

There were none

3. TO AGREE THE MINUTES OF THE COMMITTEE'S MEETING OF 5 July 2021.

Following a check for accuracy, proposal and seconding 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 Officer's report was noted. The glitch in the reporting system had been identified in that when taking the first of the month as the start of the reporting period the system returned data from the following day. Therefore, the start date was being taken as the end of the previous month. The skate park issue had been resolved, other items related to play areas being temporarily closed for safety surfacing repairs to shrunken edges, and the final issue was some corrosion to the handles on the rotator at Hiltingbury that was being monitored weekly.

4.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager's report was noted:

- All ground maintenance has been carried out as per normal for this time of the year. The team had been concentrating on getting the football pitches ready for the new season, including the training grids.
- All checks had been done at Fryern and Hiltingbury, including water checks, fire alarms, also we had the fire extinguishers checked in both buildings including the Groundman store and vehicles, everything was intact.
- The team had been spending quite a bit of time at Ramalley Allotments, carrying out some maintenance, including clearing around the building, replacing most of the taps, replacing the glass in the toilet window, fixing the window in the store room, delivering 4 ton bags of wood chipping, for the plot holders to use. At Eagle Close they had cleared a massive pile of rubbish on the left-hand side of the road, which no one had owned up to. They also cleared all the rubbish from the store.
- Some of the potholes at the top of the car park at Hiltingbury have been filled. After DM's conversation with the civil engineer. TB arranged a meeting on the 31st of August to discuss the next step, and to make sure we are going about it the right way.
- After the overhanging tree letter that we received from Hampshire County Council, the work reducing the two cherry trees at Ashdown Road at Hiltingbury it's complete.
- TB has been getting quotes for reducing and removing the dead wood on two willow trees at Fryern, and also removing the dead wood from the rest of the trees at Fryern rec, as this need to be done whilst the weather is good and the ground is firm. Also TB

has been getting quotes for one of the trees at Pennine Way as it was dying halfway up and it can't be saved based on the tree surgeons report. One of the ash trees at the Ramalley Allotments due to concern was raised by the Representative not an urgent situation but we are aware that the ash trees are dying and we do need to do this at some point.

- The issue with the water at Pennine way it's getting worse, whilst waiting for quotes and decisions to be made, TB has contacted Southern Water again for further investigation, as officers still think that there is a blocked domestic drain. A further engineer has made a visit and is escalating the issue internally to the investigations team.
 - A quote has been received for annual maintenance on the semi-sprung flooring, this was on the agenda later for potential approval.
 - The fall-arrest inspection at Hiltingbury Sportshall it's been booked, officers are awaiting confirmation of the date from the supplier.
 - There had been an issue with the tractor's water pump, it was out of action for two weeks, it had now been replaced.
 - A small plaque was installed by TB on one of the benches at Fryern, requested by a resident for a loved one.
- Questions raised on the items were answered.

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

No items were reported in the period.

5. TO RECEIVE AN UPDATE REPORT ON HILTINGBURY PAVILION EXTENSION AND SPORTSHALL ETC:

5.1. To note the activities since reopening.

The Sportshall Team Leader's report was noted. In particular it was noted that throughout the summer holidays the Sportshall had been busy. Staff had seen an increase in weekday bookings and hires, with most of the clubs returning from the week of 6 September. It would continue to improve from then on. With most of the restrictions being lifted staff and customers were getting back to a new normal. However, the weekends are incredibly quiet, as mentioned at previous meetings, with the exception of a club booking on Sunday afternoon/evening.

The Winchester Heart Support Group (Cardiac Rehabilitation) was starting with us from the 7th September, running weekly sessions from 5pm – 8pm making full use of studio 1.

Finances for July at the Sportshall were shared with Members, showing a net income of £6,513 and expenditure of £5,972 showing an operating profit of £513. August bookings were (across the venues) were showing as £7,763 inc VAT. With classes returning in September, the coming month was already showing bookings/activities of some £10,450 (gross figures) with only £350 out of a potential £2k+ of casual bookings made so far for badminton.

A comment was made about a 'Sinking Fund' and a question asked whether the Council had put any money into it, to which the Clerk answered no. (Post meeting note: there were unrestricted funds in the General Reserve, none had been transferred to the Asset Improvement Reserve/Sinking Fund as Council was unsure of what funds were available to be transferred at that point in time, and Full Council was the only body able to make that decision).

6. TO DISCUSS AND AGREE WHETHER TO UNDERTAKE THE FOLLOWING EXPENDITURE: -

6.1. Felling of dead alder at Pennine Way at £1,940 ex VAT.

Members questioned the cost and the need for a cherry-picker for an alder, following proposal and seconding on a show of hands the expenditure was AGREED due to health and safety issues.

6.2. Treatment of Sportshall flooring at £2,790 and Studio 1 at £1,096 both ex VAT (see reference in 5.1).

This was noted and being required to maintain the 20-year guarantee. Following proposal and seconding on a show of hands the expenditure was AGREED.

6.3. A council vehicle –Van? Eliminate the use of private vehicles on a daily basis.

Following a short discussion, proposal, seconding and on a show of hands this was AGREED, but a value had not been proposed.

6.4. To discuss the implementation of a new path – (developers contribution CFH/LAC) due to be constructed in Autumn 2021.

The Clerk commented

7. TO DISCUSS AND AGREE AS TO WHETHER-OR-NOT, INDIVIDUAL MEMBERS SHOULD HAVE ACCESS TO INSPECT OFFICE RECORDS ON BUILDINGS AND PLANT ETC (AS PER STANDING ORDER 25(A,1) AS PER UPDATED DRAFT)..

This item was not moved as it had been previously discussed and no decision made, but it was proposed and seconded that the meeting should move to the next item on the agenda. Following a show of hands it was AGREED to move to Agenda item 8.

8. TO DISCUSS AND AGREE WHETHER TO PROGRESS THE LANDSCAPE ARCHITECT'S PROPOSALS FOR THE DIAMOND JUBILEE GARDEN IN TIME FOR THE PLATINUM JUBILEE, IF IT IS AGREED THAT THE CURRENT LAYOUT IS NOT FIT-FOR-PURPOSE.

The Clerk commented on the proposals and that the likely cost of plants for the full herbaceous borders was likely to be in excess of £7k. Member discussed the item and decided, on a vote, that they did not want to spend that amount of money on plants.

9. TO DISCUSS AND AGREE OPTIONS FOR AN OFFICIAL OPENING OF THE SPORTSHALL IN THE SPRING OF 2022.

The Clerk asked whether the preference for the official opening was HRH, The Countess of Wessex. It was confirmed that it was. The Clerk said he would write to the Lord Lieutenant of Hampshire.

10. TO DISCUSS AND AGREE WHETHER THERE SHOULD BE A FRYERN FUNTASIA IN SPRING 2022.

It was agreed to hold a Funtasia in May 2022, despite there being no current sponsor for the event.

11. A MEMBER ENQUIRY ABOUT THE TREE NURSERY

The Member requested a report identifying what trees and in what numbers were held in the tree nursery.

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

No matters were raised

The next meeting was confirmed as Monday 4 October 2021, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.30pm.

Post meeting note: a Member of Council, who was not a voting member of the committee and was not present had various comments repeated from an email by the Chair of the meeting that had been sent to him. As the councillor was not present and had not made a Declaration of Interest, the comments have not been included or referred to in these minutes, as they should not have been made nor had any impact on any decisions made.

Chairman.....

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