

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

7 FEBRUARY 2022

Fryern Pavilion 7.00 pm

PRESENT: Councillors Hughes (Chairman), Aubry, Broadhurst, Kyrle and Newcombe.

In attendance: Cllrs Atkinson 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, Jane Hitchman (Allotments Site Rep) who made comment about rats at the Ramalley Allotments and also stated that she was arranging another working party for the coming weekend.

1. APOLOGIES

Cllrs Cox, Irish and Pragnell had sent their apologies.

2. DECLARATIONS OF INTEREST

There were none

3. TO ACCEPT THE MINUTES OF THE COMMITTEE'S MEETING OF 6 DECEMBER 2021, PREVIOUSLY AGREED AT FULL COUNCIL 13 DECEMBER 2021.

These were ACCEPTED.

4. TO RECEIVE THE BRIEFING REPORT FOR THE CANCELLED MEETING SCHEDULED FOR 10 JANUARY 2022 DUE TO HIGH COVID-19 INFECTIONS LOCALLY.

The Briefing Note was NOTED. A Member asked about the maintenance costs, which covered the replacement of the PTZ CCTV camera at Hiltingbury, and also asked if that should be on the asset register.

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 4-items being reported in December was received and questions from Members were answered. It was noted that all the items on the PSS report had been completed.

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.
- Equipment: Most of the equipment had been serviced, apart from the Scags (which should be ready by mid Feb).
- Trees: Staff had cut and removed the top half of the vandalised trees at Hiltingbury rec. As soon as the new trees arrive they would be replaced them and re-plant the damaged ones somewhere else with the hope that they will come back to life. 2m high steel tree guards (and 30kg each with 3x 0.6m long ground spikes) had been ordered and staff were looking into 'DNA' clear grease that had identifier markings in it and stays on hands and clothes for weeks, even if washed! This would only be put on areas that would be touched when attempting vandalism.
- Tree work at Fryern and Ramalley: Due to our regular tree surgeon retiring, the FM had researched and met with HRG Tree Surgeons Ltd and Piper Tree Services, for quotes for the works to be carried out – these were already approved by AMC.
- Cladding at the Sportshall; This was due to be completed by Thursday 3 February.
- Draining Hiltingbury Car Park: Due to most of the old drains at top end of car park at Hiltingbury being blocked, officers had received a quote from Drain Doctor to clean and

high-power jet wash all the drains at Hiltingbury.

- Hiltingbury Skate Park Lights: Due to two of the lights not working at the skate park, officers had been looking to replace them with solar powered LED Lights as these are more efficient, and the same as those on the left-hand side. these needed to be replaced the lights to prevent ASB. Quote received and agreed by the AMC Chair and the Clerk under Fin Reg 4.1 subject to checking with the police about suitability.
- Tennis Court Gate: One of the fob readers on the bottom court gate had stopped working, suppliers were waiting for the part to arrive.
- Sportshall Floor Maintenance: The floor maintenance work was completed at studio one and the Sportshall main hall. Staff had received positive feedback from the contractors regarding the upkeep and condition of the floor.
- Play Areas: Most of the outstanding issues listed previously have all been completed in house. The only exception was the hanging roundabout at Hiltingbury which is still awaiting replacement handles.
- Salt Bins: The bins at Hiltingbury had unfortunately been emptied several times by teenagers. They had since been secured with hasp and staple fixings and padlocks.
- Fire Alarm: There had been a few call outs for the fire alarm as the alarm was going off for no reason, engineer was called out to check the system to confirmed that one of the smoke detectors was corroded due to a miner leak in the roof.
- Fryern Pavilion Roof: Due to the issue with the fire alarm, officers got the roof checked by Meads Roofing LTD and received an estimate for the works to be done. The damage was due to footballs being kicked against the building, resulting in some of the tiles being damaged and needing to be replaced.
- The FM had also replaced the drive-over matting at the emergency gate at Hiltingbury with honeycombs the work was done in-house saving £1.1k on a quote received, Jeff Hayes helped with a mini-digger free-of-charge.

Questions raised on the items were answered.

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:

6.1. To note the activities since reopening.

The Sportshall Team Leader's report was noted. We had seen a steady organic growth throughout November and through both public and club bookings.

Gross income for January had bounced back to £13.7k (inc VAT) from December £10.3k November at £15k, October at £13.3k; September at £12,750; August's £7,750.17.

The creation of a budget to actual graphic was suggested. Members also suggested that the half-term/school holidays activities needed to be led. The Clerk was asked to contact EBC about possible resources and report back at the next meeting, so that any level of financial support in providing staffing could be assessed. The successful recruitment of a new Sports Leisure Assistant was mentioned. The water 'fountain' was asked to be kept on the agenda.

7. TO RECEIVE A REPORT ON ASSETS INCLUDING PLAY AND THEIR ANTICIPATED LIFESPAN.

The Clerk took Members through the report, which clearly demonstrated that the quality of the product and ongoing maintenance were more important than any abstract assessment of a 'working life' for play equipment. Members asked questions about the replacement cycle for the play areas and whether that was being recommenced after covid, which it was, and also about the safety surfacing areas under older swings. The Clerk was able to report that the safety surfacing areas had been brought up to modern standards in 2015 when significant work had been undertaken following their transfer. The ongoing delays to the transfer of Hut Farm Place

from EBC to the parish council were due to equipment faults.

8. TO RECEIVE A REPORT ON THE RENTOKIL PERFORMANCE TO CONTRACTUAL OBLIGATIONS AT RAMALLEY.

The Clerk reported that the number of visits by Rentokil to Ramalley Allotments in the past 12-months was at 13 against a contractual obligation of 8 visits, also that the rat count had decreased from 22 in July 2021 to 10 in August and had remained at 2-3 thereafter up to the last visit on 18 November. Therefore demonstrating that the rodent control programme was performing well. It was also noted that 3 different rodenticides had been used by Rentokil's technicians, without input from the Council's Officers. One Member questioned the lack of a visit since mid-November, the Clerk commented that he would not necessarily expect visits in the winter when breeding levels were lower and there was less food around. The Facilities Manager also commented that he had requested a visit and it was scheduled sometime that week.

9. UPDATE ON THE CONSTRUCTION OF THE FOOTPATH FROM TOP PATH WESTWARD TO EXIT ONTO HILTINGBURY ROAD - SEE PICTURES – A DEFINITE START DATE.

The Clerk reported that he had attended a site visit with VitaPlay on the previous Friday and they were resubmitting a quote for the 'desire path' going past the MUGA and Skate Park. This would be received sometime in the coming week and would also include a risk assessment on terms of material costs to doing the works now or in the autumn. It could be put on the agenda in March and hopefully commenced within about 6-weeks.

10. REPAIR TO THE FOOTPATH ON SOUTH / WEST OF THE RECREATION GROUND.

Discussion took place around the footpath that was on the southerly edge of the Hiltingbury Recreation Ground. The Committee Chairman commented that this was included in the land transfer and was meant to extend the whole length of the footpath. The Clerk pointed out that in the legal title the last 10m of the footpath in question were exempted from the transferred land as shown in the Land Registry title and attached plan. Therefore the Council could not undertake any works, as it would not be insured, and would have to have any repairs completed before the land could be transferred.

It was proposed and seconded that the Clerk write to EBC about: -

- the extreme risk of a fall/injury at the end of the footpath,
- subsequently the urgent repairs needed, and
- the need for EBC to correct the anomaly from the original land transfer and to hand over the residual 10m of the footpath to the Parish Council once the repairs have been completed.

On a show of hands this was AGREED.

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

Water cooler/fountain for the Sportshall and leaders for half-term/school holiday activities at the Sportshall.

The next meeting was confirmed as Monday 7 March 2022, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.45pm.

Chairman.....