

## **CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE**

**16 JANUARY 2023**

**Fryern Pavilion 7.00 pm**

**PRESENT:** Councillors A Broadhurst (Chairman), Attrill, Beer, Child, Irish, Kyrle and Selby.

**In attendance:** Cllr Duguid, with Duncan Murray (Parish Clerk), Tori Beqo (Facilities Manager).

**Public Participation:** There was one person present who did not want to speak.

### **1. APOLOGIES**

Cllr Evans had sent her apologies, Cllr Baker was not present.

### **2. DECLARATIONS OF INTEREST**

There were none.

### **3. TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 5 DECEMBER 2022 PREVIOUSLY AGREED AT FULL COUNCIL 12 DECEMBER 2022.**

Following proposal, seconding and on a show of hands 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 3 items of minor vandalism reported, which was classed as low or very low risk and some degradation to soil levels in a play area.

#### **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. Staff had been doing major tidy up all around the Parish, jet washing around the buildings at Fryern and Hiltingbury, relining the patio at the back of the fire exit at the Sportshall, and moving on to jet washing the play areas next subject to the weather conditions.
- Machinery: All the machinery including the allotments mowers were booked in for the annual service, apart from the tractor because the FM was still waiting for quotes due to major work that needs doing to it. This was an ongoing problem that resulted due to being poorly operated by previous employee. The FM suggested looking for a replacement tractor due to the amount of money the council was spending to keep this tractor maintained and safe to use.
- Maintenance Checks: All maintenance checks completed at Fryern and Hiltingbury including water checks and fire alarms. CFPC had Prestige completing a fire alarm service at Hiltingbury Sportshall as were are the original installers of the system.
- Trees at Fryern and Hiltingbury: Tree surgeons have been to quote for the trees as the FM was concerned about their condition. It was taking slightly long due to our tree surgeon been in hospital.
- ProSound Simple Wall Panels: CFPC had ordered the panels and received them, they would be installed, subject to the FM finding the right time, due to the room being constantly used.
- Fryern CCTV: The two extra CCTV cameras for Fryern Pavilion had been ordered and received, TB to install them in house. The FM was still waiting for the metal pole where one of the cameras will be mounted.
- Partition Wall: The partition wall in the Greenways room at Fryern is booked for the annual service, we are still waiting for confirmation date from the contractor.
- Lights at Fryern : ALB ELECTRICAL had replaced all the lights and the emergency light at the back of the building (football/changing room), and it was much improved on both brightness and saving electricity. The price was for a single job, not repeat visits and created significant savings on piecemeal replacements.
- Air Conditioning at the Sportshall: Service agreement has been signed by TB for maintaining all air conditioner units at the Sportshall and also to protect the warranty.

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

Nothing had been reported.

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

The Sports Hall usage over the festivity season had been well attended.

Staff had seen some good usage throughout different activities from the usual of Badminton to Pickleball, Basketball and Netball.

The first 50+ Get Active morning back after Christmas saw an oversubscribed turnout of over 25 people. Staff were hoping that this would overflow into our Thursday sessions which had always been quieter. The Thursday 50+ session was also now growing in popularity, which was fantastic and had a great community group feel.

There was potential for some more classes to re-start in the next few months, these are some returning instructors that have used our studios in the past (pre-lockdown). These will add some diversity on what is happening within the Sports Hall studios.

**Tennis Courts**

The tennis court usage has slowed down over the Christmas and New Year period. The wet weather is still challenging all players to find a dry day/time.

It's becoming more noticeable that card holders are booking courts but not using them, whilst this may not be a problem during our winter months, this may have a knock-on effect in the summer.

Hiltingbury Tennis Club originally wouldn't be starting back until March. However, with some hardy players wanting to play throughout January & February they have started back early.

**Staffing**

Nothing to report.

There was also a report on the emerging soft-play area that was authorised for Studio 1 at Hiltingbury. (Post meeting note: confirmation had been received from the council's insurers that the soft-play provision would come within the current policy with no additional costs>)

**6. TO AGREE ESSENTIAL TREE WORKS AT FRYERN AND HILTINGBURY AT A COST OF £2,800 EX VAT.**

The quote was looked at with the FM making comment about the need for works.

Following proposal, seconding and on a show of hands the tree works were AGREED at a cost of £2,800 ex VAT.

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

A report was requested about the number of Sportshall users that lived in the parish, and progress for an Energy Survey.

The next meeting was confirmed as Monday 6 February 2023, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 7.22pm.

Chairman.....