

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

3 July 2023

Fryern Pavilion 7.00 pm

PRESENT: Councillors B Selby (Chairman), Pragnell, Duguid, Broadhurst, Attrill, Child, Irish.

In attendance: Hilary Blaker (Clerk), Tori Beqo (Facilities Manager) and Geoff Mitchinson (Sportshall Team Leader)

Public Participation: There were three members of the public present, one of which commented on the orchard and Jubilee Gardens. The request for a maintenance programme was repeated and is in hand. Comments made regarding the orchard were taken into consideration later in the meeting when the subject was discussed as an Agenda item.

1. APOLOGIES

There were apologies from Cllr Kyrle with Cllr Johnson not present.

2. DECLARATIONS OF INTEREST

There were none.

3. TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 5 JUNE 2023, AS AGREED BY FULL COUNCIL ON 26 JUNE 2023.

Following proposal, seconding and on a show of hands these were ACCEPTED.

4. TO RECEIVE A SHORT REPORT ON LATEST DEVELOPMENTS REGARDING HILTINGBURY BUILD WORKS.

Unfortunately, the HCC representative did not attend as anticipated.

Parking continues to be a concern as additional parking spaces now requested. 8 spaces have already been offered. This will be reviewed again in autumn when school staff return.

Confirmation has been received that the vehicles will travel along the access only and not require use of the top car park. The Facilities Manager will continue to liaise with HCC regarding the traffic management plan, the risk assessment and the cutting back of trees to enable the articulated lorries to access safely with the pre-fabricated units.

5. TO RECEIVE THE COMPLIANCE (OPERATIONS) OFFICER'S AND FACILITIES MANAGER'S REPORTS:

5.1. Update on PSS (Play Safe System) and most recent reports

The Officer's report was noted. The question was raised that there were current issues not identified within the report. The Facilities Manager was aware of ongoing maintenance tasks.

5.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager's report:

- **Ground Maintenance:** All ground maintenance had been carried out as per normal for the time of the year. Mainly concentrating on hedge cutting at the moment. Limited spraying has taken place around the buildings at Fryern and Hiltingbury, play areas, tennis courts and the Muga's. We have not done much grass cutting lately apart from Pennine Way, due to the hot weather, however savings are being made on diesel.
- **Maintenance Checks:** All maintenance checks had been completed at Fryern and Hiltingbury including water checks and fire alarms. Stannah Lifts have completed the annual service for both lifts at Hiltingbury Sportshall.
Note post meeting – the lifts are serviced twice a year.
- **Wildflower Meadows:** Looking good at the moment, but they would look much better if we had rain, especially since we seeded them. We have been trying to water the wildflower meadow at Fryern as much as we can, but unfortunately, we can't do the same at Hiltingbury due to the larger area and water access.

- **Diamond Jubilee Garden:** The Heras fencing has now been removed but it has been replaced with mesh fencing because recently we had teenagers / kids playing football in the garden. This is temporary but in opinion of Facilities Manager, fixed railing might be the answer going forward.
- **Tractor :** New tractor delivered on 15 June and it fits in the groundsmen store.
- **Allotments Subcommittee Meeting :** Meeting took place 22 June, various things were discussed. Good progress was made on the majority of agenda items. Next meeting is Tuesday 17 October 2023.

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

No police incidents to report since last meeting.

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

Sportshall

Last month, the Sportshall held its first karate event, which was a great success. Southern Sports Karate Organisation (Paul Bowles) used the whole sportshall to run their training. They then used Studio 1 for the grading. From the feedback, everything went very well and proved to be a success and I hope that this will turn into an annual booking.

Liaison is taking place with Shannen and Richard from EBC with regards to their Eastleigh Active Summer Programme. They will be holding an indoor new age Kurling event, which is an evolution of the original sport of Curling, adapted so that it can be played indoors on any smooth, flat surface, like a sports hall instead of on ice. The robust, rubber Kurling stones run on bearings making the game accessible to everyone. This is booked in for the 18th August and has already had a lot of interest. With the introduction of the new Sports Hall floor cleaner, this has proven its worth already as we can now clean and dry the Sports Hall in just over an hour.

Studios

The new Bounce class had settled in and is starting to prove popular, probably due to the fact there was nothing similar in the area. The instructor is now looking to run a second class. This will take effect from July which I am sure will share the same high participation.

We have also spoken with one of the class instructors who teaches Jiu Jitsu, who has enquired about running an additional class after his junior class for adults. This will hopefully take up some local interest and prove as popular.

7. TO APPROVE SPEND ON NEW BATTERIES REQUIRED FOR GROUNDS MAINTENANCE EQUIPMENT.

Following discussion regarding the environmental benefits of battery-operated machinery over petrol for the grounds maintenance equipment, approval was granted for the purchase of two new batteries. These batteries will power existing items of equipment that are used on a regular basis by the Grounds team.

A request was made for the old batteries to be recycled in a conscientious manner. Reassurance was provided and update will be given within next meeting.

8. TO RECEIVE BRIEF UPDATE REPORT REGARDING SUBMISSION OF VAT RECLAIM FOLLOWING CHANGE TO HMRC REGULATIONS REGARDING SPORTING FACILITIES.

VAT claim has now been submitted and we are waiting on feedback from HMRC. This has been a large task to undertake and it is anticipated that HMRC may be slow to action the high numbers of VAT reclaims expected across all Parish Councils.

9. TO RECEIVE A SHORT REPORT ON PENNINE WAY RECREATION GROUND.

At the time of the meeting contact was being made with HCC as advised by EBC. It was also reported that the Officers had requested a second water test from Southern Water following reports of a domestic water leak at a nearby property. Water tests confirmed no chlorine in the water. Further works are to be undertaken following guidance of EBC.

10. TO RECEIVE A SHORT REPORT ON PROGRESS OF ENERGY EFFICIENCY SURVEY OF FRYERN AND HILTINGBURY SPORTSHALL.

An energy efficiency company has been approached to provide a report on the energy efficiency of both buildings. Currently awaiting quote for the surveys. There was some discussion regarding possible grants for energy efficiency measures but until reports are undertaken the extent of possible energy efficiency measures are unknown. It was agreed that any measures undertaken must be reviewed from a sustainable perspective.

11. TO AGREE AND ESTABLISH A WORKING GROUP TO CONSIDER THE LICENSE RENEWAL FOR THE HILT.

Working group to consist of Councillors Selby, A Broadhurst, Attrill and Duguid as EBC representative on the HCA Committee.

This was proposed, seconded and by a show of hands all agreed.

12. TO DISCUSS A PLAN FOR THE ONGOING MAINTENANCE OF JUBILEE GARDENS USING A VOLUNTEER GROUP.

After much discussion where consideration was given to the impact of other local voluntary groups and the associated health and safety, insurance, Parish Council supervision and equipment implications a formal plan was not achieved. Suggestions were made to request volunteer support through newsletters.

13. TO DISCUSS TREE NURSERY AND ORCHARD

Concern was raised that the current tree nursery was occupying a viable allotment plot. Reassurance was given that the existing location was not a suitable plot for any tenant. The saplings that were originally planted are still too small to be considered for any planting scheme. It was noted that EBC have an established tree nursery that the Parish could use for future planting schemes.

It was requested that the orchard was replanted to provide more space between the existing trees and the fencing to be removed. The implications of uprooting the trees was considered. It was requested that this agenda item was brought back to the next Asset Management meeting.

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

To report latest update on Pennine Way recreation ground, to report latest developments regarding Hiltingbury School build works and to report progress of energy efficiency survey. Further consideration was requested to the future of the tree nursery and orchard and the maintenance plan for the Jubilee Gardens.

The next meeting was confirmed as Monday 4 September 2023, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.30pm.

Chairman.....