

CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

6 MARCH 2023

Fryern Pavilion 7.00 pm

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

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

Public Participation: There was four members of the public present 2 of which did not want to speak. Mark Ford and Emma Cook of Youth Options gave the committee an overview of the youth work being undertaken in the parish. There had been 150 regular contacts (greater than 20 minutes) and 400 in total. Members asked questions.

1. APOLOGIES

There were none, Cllrs Baker and Beer were not present.

2. DECLARATIONS OF INTEREST

There were none.

3. TO AGREE THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 6 FEBRUARY 2023.

Following proposal, seconding and on a show of hands 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, showing 1 item reported, which was classed as low or very low risk.

4.2. 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 the football pitches as they had been heavily used with the dry weather.
- **Maintenance Checks:** All maintenance checks had been completed at Fryern and Hiltingbury including water checks and fire alarms. The intruder alarm had been serviced at Hiltingbury Sportshall due to the battery needing replacement.
- **Trees at Fryern and Hiltingbury:** Tree surgery work was now completed at Fryern and Hiltingbury. Both dead trees had been removed along with dead wood removed from the oak trees in Hiltingbury.
- **Fryern Car Park:** Contractors had completed the relining of the parking bay lines and managed this in stages to minimise disruption to the residents and local access. Staff had received positive feedback of the work done and the improved visibility of the lines, especially from the senior groups.
- **Diamond Jubilee Garden:** Staff had re-worked the diamond shaped layout for the flower beds and re-filled with new topsoil. They've also used metal edging for all the diamond shapes including the newest longer bed at the back, to enhance the shape and to protect the plants when we mow or strim around the borders. A quote at £6099 ex VAT for the plants had been agreed and the plants ordered. There were a total of 1622 plants that will need to be planted and the residual budget will enable further topsoil to be purchased as well as bark chipping mulch for weed suppression.
- **Hiltingbury Car Park:** Officers had received a quote from South Coast Line Marking for the sum of £500 + VAT, for remarking most of the direction arrows, wording and speed humps but mainly the zebra crossing and the "Slow School Sign" which had badly faded. The work was scheduled for February 28, subject to weather conditions, but was actually undertaken on 1 March.

- **Fryern – Clanfield Room:** The sound absorption panels had been installed in-house, laser lines were used for the install. Staff have received positive feedback from the hirers, especially with the paintings placed in between them.
- **Softplay:** We've sent our purchase order to the supplier for the purchase of the Softplay equipment. Unfortunately we have to wait for one of the sets to be manufactured, and there are other things that also need to be addressed e.g. risk assessment, baby chairs, baby toilet seats, staffing impacts.
- **Jet wash – Tennis court and play areas:** TB has been looking to replace the jetwash we have at the moment as it doesn't work as it should because of a fault with the pressure switch which he had tried to fix but unfortunately there was nothing that could be done about it. The one he had been looking at should be a lot better and more powerful for cleaning the tennis courts and play areas.

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:

Sportshall

The Sports Hall had continued to stay busy throughout February.

Whilst we would usually see a drop in usage during half-term, we saw some decent usage from public bookings when a few of our junior clubs took a break.

From March, one of our clubs Valley Park/Hampshire Badminton Association Club will be increasing their usage on a Wednesday night, taking their overall hire from 4pm till 10pm (Peak time), having previously been 9pm. This is the result of them seeing an increase in their membership and their need to coach a growing number.

As a side note, this club in particular is responsible for training and hosting some National and European players and as a consequence, has seen some great recognition in the badminton circuit as well as some media coverage, which is great publicity for our building. Being able to have them book that final hour is great as it is not a time widely used for public bookings.

Studios

The studios are still operating at a lower occupancy than expected. However, they are seeing a slow but steady increase in usage.

Studio 1 is operating much lower than studio 2, as has always been the case. We do get enquiries for that Studio but people remain put off by the cost. If some autonomy were allowed in terms of me being able to negotiate a lower, yet still appropriate price, I feel that we would get more take up.

I am aware that the go ahead has been given for the soft play and a purchase order has been approved for the equipment. However, I am still awaiting a response to the concerns I raised, of which there were numerous, and further confirmation of how this will work in practice for myself and my staff. I hope that the soft play is a good addition to what we offer and obviously want to ensure that it can be run smoothly and safely and is well received.

Tennis Courts

The tennis courts are showing an improvement on usage as you would expect for a mild start to the year.

I have recently had a meeting with Hiltingbury Tennis Club and their chairperson. They have come to me with proposed bookings from April onwards. The club requested bookings over multiple days rather than their usual days of Mondays & Wednesdays. They wanted Mondays 10am-12pm, Mondays 4pm-6pm then Wednesday 5pm-7pm. I've countered this with their usual days but with an extended time to hopefully ensure that we create/maintain some balance between club, coach and community usage as there is a danger that community access will be down to a bare minimum during peak times which is not what we as a Parish Council promote. I did discuss this in the meeting and explained our desire to keep everyone happy and

to not see the courts being monopolised, despite them feeling that they pay what they called a 'premium' to play.

Staffing

We have put a job advert on the Indeed website to hopefully recruit a new bank staff member.

Other Interests

As you may be aware, we have had the book sale in the lobby for some months. I have been able to send off another £70 each to both our chosen charities which are Simon Says & The Courage Foundation, both locally based child bereavement charities. This takes us to a total of over £340 so far, purely from book sales. I will be putting this out on our social media sites to let people know and also saying that we are low on donations.

6. TO NOTE CHANGES TO THE VAT STATUS OF COUNCIL'S SPORTS/LEISURE PROVISION (SUBJECT TO RECEIVING THE CORRECT GUIDANCE/REGULATIONS).

This was noted along with the potential necessity to gain VAT specialist advice when proper guidance had been published. It was also noted that as the parish council subsidised the operating of the Sportshall by covering the PWLB loan capital and interest repayments, there would be no 'unjust enrichment' if reclaimed VAT was retained.

7. TO CONSIDER THE NEED FOR A REPLACEMENT TRACTOR, DUE TO THE DIFFICULTIES IN GETTING PARTS, AND TO SET A BUDGET.

The estimated current value of the Siromer tractor and the cost of repairs as being similar at £2k was noted. The need for additional horsepower and a cab were noted as the tractor was heavily used in the winter for aerating the football pitches. A budget of around £25k ex VAT would buy a good tractor by a quality manufacturer. Leasing was mentioned (post meeting note, one of the main advantages of leasing is to offset against profits to be tax efficient – not an issue for a council). Following proposal, seconding and on a show of hands a budget of up to £25k ex VAT was AGREED for a replacement tractor.

8. TO MAKE A RECOMMENDATION TO FULL COUNCIL THAT THE ASSET REGISTER STANDS AT £3,128,641 WITH ADDITIONS OF £88,964 (CURRENTLY) FOR THE 2022-2023 FINANCIAL YEAR.

The Asset Register was reviewed. It was AGREED to make the above RECOMMENDATION to Council with respect to the additions to the Asset Register value as the value currently stood.

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

It was noted that there were underground springs in the recreation ground and that a flood risk assessment was needed before an approach could be made to the Environment Agency for a licence to carry out works could be applied for and these had to be prepared by HCC now rather than EBC.

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

A report was requested about progress for an Energy Survey.

The next meeting was confirmed as Monday 3 April 2023, 7.00pm Fryern Pavilion. That being the end of business the meeting was closed at 8.32pm.

Chairman.....