CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

28 April 2025

Fryern Pavilion 7.00 pm

PRESENT: Councillors Selby (Chair), Baker, Broadhurst, Child, Duguid and Kyrle.

In attendance: Hilary Blaker (Clerk), Tomor Beqo (Facilities Manager) and Andy Laws (Sportshall Team Leader)

Public Participation: There was one member of the public in attendance who raised no questions.

1. **APOLOGIES**
   Apologies were received and accepted from Cllrs Irish, Johnson and Pragnell.

2. **DECLARATIONS OF INTEREST**
   There were none, though declarations of interest were made later in the meeting by Cllr Duguid.

3. **TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 10 MARCH 2025**
   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 (Play Safe System)

For the period 24th March to 5th April 2025 EBC inspections for the period were recorded as 11 days of visits to each site in the period, although this should have been 12 days. EBC indicated that they were unable to add an entry for 1st April but stated that a visit to each site had been made. One visit to each site Monday to Saturday as expected.

Five valid findings were reported in the period, these were all low risk items except for some broken glass at Hiltingbury Skate Ramp. All items have been addressed.

4.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager's report:

- **Grounds Maintenance:** All grounds maintenance has been conducted as per normal for this time of year. Grass cutting season has started, due to the nice weather we have managed to cut the grass at Pennine Way top to bottom. We have started preparation for pitch maintenance - summer fertiliser and grass seed have been ordered. The topsoil (rootzone) quote is to follow.
- **Stump Grinding at Hiltingbury and Fryern:** We hired a stump grinder as the tree stumps around both locations were causing damage to the SCAGs. All the works have been carried out in-house.
- **Wildflower Meadows:** All seeding has been completed at the three locations, Fryern, Hiltingbury and Pennine way. Fencing has been installed to protect the areas. We have received great comments from members of public.
- **Maintenance Checks**: All maintenance checks have been completed at Fryern and Hiltingbury including all water checks and fire alarms. Quote received from Nexus Fire & Security to undertake the annual three our test on the emergency lighting at Fryern.
- **Hiltingbury Sports water heater:** Anchor has completed the annual service for both water heaters at the Sportshall, some additional work has been carried out due to an issue with the filling loop, which now has been solved.
- **Hiltingbury Sportshall**: ALB Electrical have completed the EICR testing, unfortunately the testing identified certain areas as 'unsatisfactory'. Some of the findings are due to regs changes - there have been 2 amendments to regulations since the original build. A report and corresponding quotation to carry out any remedial electrical work has been received.

- **Groundwork repairs at Hiltingbury:** The groundwork scheduled for 29 January 2025 to carry out the repair to damaged ground caused by EBC's waste collection vehicles for the Hilt, has been completed by Alpha Building Services
- **Fryern & Pennine Way Trees:** We have successfully planted the trees at Pennine Way and Fryern including the Chery Tree at Fryern play area. They seem to be taking really well and have received great comments from the public.
- **PTZ Camera at Fryern update**: The camera is now working satisfactorily, one of the presets is out of line, that's something that we can't do in house - the engineer will do on the next visit.
- **Fryern Pavilion:** In house repairs carried out to one of the shutters in the small greenways room. The hirers left the window open and the blind down and then attempted to close the shutter, which caused the damage.
- **Jubilee Gardens, Fryern:** We hired a scarifier and treated all the grass area, to clear out the moss that has built up during the winter, at the same time we treated the triangle on the right-hand side at Hiltingbury Rec entrance, due to the excessive moss growth.
- **Allotments:** After repairing the front of the main shed at Ramalley site as the wood was rotten. Now that the weather has improved, we have treated the wood with Danish oil for further protection. Also, we have cut down the three dead trees on the left-hand site as you drive in to the allotment site. EBC have successfully repaired the fence on the graveyard side, after a tree fell during the bad weather.
- **Machinery:** Most of the machinery have now had the annual service, including the allotments machinery. Part from the rotavator at EC witch due to an engine fault is not worth repairing, the cost of the new parts would be beyond what the rotavator is worth.
- **Skateparks:** We have been looking into refurbish both our skateparks at Fryern and Hiltingbury, due to the damaged boards which was also highlighted on the annual inspection report. We have been trying to maintain it in house for quite some time and keep it to a low risk, but a comprehensive refurbishment is now required, including the replacing of the remaining boards. We have received a quote from Fearless Ramps, due to the amount we are currently waiting for two other quotes from different contractors. *NB the Parish Office has recently received a request / complaint regarding the condition of the skate ramps.*
- **Play areas:** Quote received from Vita Play for significant amount of surface repairs at Suffolk Drive, work scheduled for W/c 28th April. At Cox Row the Proludic Pod Bowl swing is out of action, we are currently waiting for the part to arrive so Infinity Playgrounds can carry out the installation. Hiltingbury play area, the trampoline is out of action, waiting for the repair kit to arrive so Infinity Playgrounds can carry out the repair.

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

No reported incidents. The usual visits by the local PCSO team have seemingly stopped this year due to staffing changes within the PCSO team, however, Parish Council officers have reached out to the local branch to resurrect the previous relationship.

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

Sportshall

Booking numbers were reported for March 2025 against bookings made in March 2024 with a notable increase in Studio 1 bookings. The Sportshall is regularly at capacity across the weekends resulting in limited availability for casual or one-off public bookings. Balancing guaranteed income from clubs with the need for flexible access for the wider community remains an ongoing challenge.

Fryern Pavilion
Bookings continue to experience levels of fluctuation as demand for private bookings vary. Whilst bookings for the Combined Greenways may have reduced, bookings across the partitioned Large and Small Greenways have increased due to different uses of the space. The increase in bookings for the Clanfield room when compared against March 2024 was noted.

Trading reports were received and noted.

6. TO RECEIVE A REPORT REGARDING PROGRESS OF DRAINAGE WORKS AT PENNINE WAY RECREATION GROUND.

The alternative design proposed by the appointed contractor was received and noted to be substantially different from the original design prepared by Craddy's. Councillors acknowledge that Craddy's had undertaken extensive investigations and agreed on the importance of recognising their design as the originally recommended scheme. In response to a query, the Clerk advised that, due to the significant deviation from the original tendered design, proceeding with the alternative would require the Council to recommence the tender process. Parish Officers are continuing to confirm site-specific information to enable a start-on-site date to be planned.

7. TO CONSIDER AND APPROVE OFFICER'S RECOMMENDATIONS FOR AN INCREASE IN CHARGES FOR SELECTED DISCRETIONARY ACTIVITIES AT HILTINGBURY SPORTSHALL, FROM 1ST OCTOBER 2025, INCLUDING TENNIS MEMBERSHIP.

Members received a presentation from the Team Leader of Hiltingbury Sportshall which outlined recommendations for increased charges for individual court hire and organised sessions such as 50+ and pickleball, from 1st October 2025. This included annual tennis membership charges and the one-off charge for tennis court access cards.

Cllr Duguid declared an interest due to his membership at the tennis courts and membership of Hiltingbury Tennis Club.

Following considerable discussion a motion was proposed and seconded that the original motion be split to record a vote for the new pricing structure for the Sportshall and a separate vote for the tennis memberships and access cards. This motion was carried on a vote with all agreed.

The motion was then read for a vote against the recommended price increase of £3 per court hire from £6 off peak and £9 peak to £9 off peak and £12 peak. An increase of £3 per court. Table tennis proposed to increase from £3 to £4 off peak rate, with the peak rate remaining unchanged. Groups sessions (50+ and pickleball) were proposed to increase from £4 per person to £5.

Following proposal, seconding and on a show of hands these increased prices were agreed. It was noted that these revised rates would still be cheaper than other local provision.

The second motion was then heard to increase the cost of annual tennis memberships along with the purchase of court access cards. The Officer's recommendation was made to increase the existing rate of £10 per year membership and one-off charge of £10 for access cards, to the new price of £25 per annual membership with a one-off charge of £15 for new access cards. Following proposal, seconding and on a show of hands this was agreed. Cllr Duguid did not participate within the vote due to declaration of interest.

These revised charges will be implemented from 1st October 2025 with full publicity prior.

8. **TO CONSIDER AND APPROVE THE QUOTATION OF A SECOND DIVIDING NET BETWEEN COURTS 2 AND 3 AT HILTINGBURY SPORTSHALL**

   Councillors were presented with customer feedback following the installation of the first dividing net between courts 3 and 4. The purchase and installation of a second net was proposed, seconded and on a show of hands approved.

9. **TO CONSIDER AND APPROVE ASSET TRANSFER WORKING GROUP'S RECOMMENDATION TO DECLINE THE ASSET TRANSFER OF HILTINGBURY LAKES, FLEXFORD, HOCOMBE MEAD AND RAMALLEY COPSE FROM EASTLEIGH BOROUGH COUNCIL.**

   A request to amend the motion to include Cuckoo Bushes within this decision was received. Following receipt of detailed information surrounding the specialist nature of these sites, the revised motion was proposed, seconded and on a show of hands approved.

10. **TO NOTE RECEIPT OF A COMPLAINT REGARDING PARKING AT HILTINGBURY RECREATION GROUND AND TO RECEIVE A REPORT INTO ACTION TAKEN, INCLUDING CONTACT WITH RELEVANT STAKEHOLDERS.**

    The complaint was received by Councillors and duly noted. The Parish Council officers remain in contact with all stakeholders and Countrywide Parking Services who manage the parking patrols. School collection times were acknowledged as being the most problematic time, which was the source of the complaint. The Clerk will continue to work with Hiltingbury Schools to promote safe parking practices.

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

    Pennine Way recreation ground drainage works to remain as reoccurring agenda item. In addition the FA football grant application and asset transfers from EBC.

The next meeting was confirmed as Monday 2 June 2025**,** 7.00pm Fryern Pavilion.

That being the end of business the meeting was closed at 8.20pm.

Chairman……